



1 Overocker Road  
Poughkeepsie, NY 12603

*Town of Poughkeepsie*  
*Planning & Zoning*

845-485-3657 Phone  
845-486-7885/790-4772 Fax

**TOWN OF POUGHKEEPSIE**  
**STORMWATER MANAGEMENT PROGRAM**  
**2013-2014 ANNUAL REPORT**  
**SPDES PERMIT NUMBER: NYR20A198**

**Prepared for:**  
**Town of Poughkeepsie Town Board**



**FINAL REPORT**  
Dated May 29, 2014



### MS4 Annual Report Cover Page

MCC form for period ending March 9, 2014

Provide SPDES ID of each permitted MS4 included in this report.

SPDES ID  
N Y R 2 0 A



**MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9, 2 0 1 4

Name of MS4 TOWN OF POUGHKEEPSIE

SPDES ID  
N Y R 2 0 A 1 9 8

**Section 2 - Contact Information**

Important Instructions - Please Read

Contact information must be provided for each of the following positions as indicated below:

- 1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
- 2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
- 3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
- 4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
- 5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- Principal Executive Officer/Chief Elected Official
- Duly Authorized Representative
- Local Stormwater Public Contact
- Stormwater Management Program (SWMP) Coordinator
- Report Preparer

First Name T O D D MI N Last Name T A N C R E D I

Title S U P E R V I S O R

Address O N E O V E R O C K E R R O A D

City P O U G H K E E P S I E State N Y Zip 1 2 6 0 3 -

eMail T T A N C R E D I @ T O W N O F P O U G H K E E P S I E - N Y . G O V

Phone ( 8 4 5 ) 4 8 5 - 3 6 0 3 County D U T C H E S S

**MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9, 2 0 1 4

Name of MS4 TOWN OF POUGHKEEPSIE

SPDES ID  
N Y R 2 0 A 1 9 8

**Section 2 - Contact Information**

Important Instructions - Please Read

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- 1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
- 2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
- 3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
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- 5. Report Preparer (Consultants may provide company name in the space provided).

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For each contact, select all that apply:

- Principal Executive Officer/Chief Elected Official
- Duly Authorized Representative
- Local Stormwater Public Contact
- Stormwater Management Program (SWMP) Coordinator
- Report Preparer

First Name ERIC MI Last Name HOLLMAN

Title PLANNER

Address ONE OVEROCKER ROAD

City POUGHKEEPSIE State NY Zip 12603

eMail EHOLLMAN@TOWNOFPOUGHKEEPSIE-NY.GOV

Phone (845) 485-3658 County DUTCHESS

**MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9, 2 0 1 4

Name of MS4 TOWN OF POUGHKEEPSIE

SPDES ID

N Y R 2 0 A 1 9 8

**Section 2 - Contact Information**

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1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
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5. Report Preparer (Consultants may provide company name in the space provided).

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If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- Principal Executive Officer/Chief Elected Official
- Duly Authorized Representative
- Local Stormwater Public Contact
- Stormwater Management Program (SWMP) Coordinator
- Report Preparer

First Name S E A N MI F Last Name C R I M M I N S

Title A S S I S T A N T E N G I N E E R

Address O N E O V E R O C K E R R O A D

City P O U G H K E E P S I E State N Y Zip 1 2 6 0 3 -

eMail S C R I M M I N S @ T O W N O F P O U G H K E E P S I E - N Y . G OV

Phone ( 8 4 5 ) 7 9 0 - 4 7 4 8 County D U T C H E S S

**MS4 Municipal Compliance Certification (MCC) Form**

MCC form for period ending March 9, 2014

Name of MS4

SPDES ID  
N Y R 2 0 A 1 9 8

**Section 3 - Partner Information**

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?  Yes  No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name  
D U T C H E S S C O U N T Y M S 4 C O O R D I N A T I O N

Partner/Coalition Name (con't.) SPDES Partner ID - If applicable  
C O M M I T T E E

Address  
2 7 1 5 R T E 4 4 , S U I T E 3

City State Zip  
M I L L B R O O K N Y 1 2 5 4 5 -

eMail  
E D . H O X S I E @ N Y . N A C D N E T . N E T

Phone  
( 8 4 5 ) 6 7 7 - 8 0 1 1

Legally Binding Agreement in accordance with GP-0-08-002 Part IV.G.?  Yes  No

What tasks/responsibilities are shared with this partner (e.g. MMI School Programs or Multiple Tasks)?

- MM1 B R O C H U R E S - M U L T I P L E T A S K S
- MM2 M U L T I P L E T A S K S
- MM3 T R A I N I N G - M U L T I P L E T A S K S
- MM4 T R A I N I N G - M U L T I P L E T A S K S
- MM5 M U L T I P L E T A S K S
- MM6 S T A F F T R A I N I N G - M U L T I P L E T A S K S

Additional tasks/responsibilities

- Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

**MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9, 2014

Name of MS4 TOWN OF POUGHKEEPSIE

SPDES ID  
N Y R 2 0 A 1 9 8

**Section 4 - Certification Statement**

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in GP-0-08-002 Part VI.J.

First Name MI Last Name  
T O D D N T A N C R E D I

Title (Clearly print title of individual signing report)  
S U P E R V I S O R

Signature  
*Donald A. Bancroft*

Date  
05 / 30 / 2014

Send completed form and any attachments to the DEC Central Office at:  
  
MS4 Permit Coordinator  
Division of Water  
4th Floor  
625 Broadway  
Albany, New York 12233-3505





### MS4 Annual Report Form

**This report is being submitted for the reporting period ending March 9,**

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

T	O	W	N	O	F	P	O	U	G	H	K	E	E	P	S	I	E
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SPDES ID  

N	Y	R	2	0	A	1	9	8
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**3. What strategies did your MS4/Coalition use to achieve education and outreach goals during this reporting period? Check all that apply:**

- |  |                     |  |   |   |   |   |   |
|--|---------------------|--|---|---|---|---|---|
| <input checked="" type="radio"/> Construction Site Operators Trained | # Trained           | <table border="1" style="display: inline-table;"><tr><td> </td><td> </td><td> </td><td>6</td><td>4</td></tr></table> |   |   |   | 6 | 4 |
|  |                     |  | 6 | 4 |   |   |   |
| <input checked="" type="radio"/> Direct Mailings                     | # Mailings          | <table border="1" style="display: inline-table;"><tr><td> </td><td> </td><td> </td><td>7</td><td>2</td></tr></table> |   |   |   | 7 | 2 |
|  |                     |  | 7 | 2 |   |   |   |
| <input checked="" type="radio"/> Kiosks or Other Displays            | # Locations         | <table border="1" style="display: inline-table;"><tr><td> </td><td> </td><td> </td><td> </td><td>3</td></tr></table> |   |   |   |   | 3 |
|  |                     |  |   | 3 |   |   |   |
| <input checked="" type="radio"/> List-Serves                         | # In List           | <table border="1" style="display: inline-table;"><tr><td> </td><td> </td><td>1</td><td>5</td><td>1</td></tr></table> |   |   | 1 | 5 | 1 |
|  |                     | 1  | 5 | 1 |   |   |   |
| <input checked="" type="radio"/> Mailing List                        | # In List           | <table border="1" style="display: inline-table;"><tr><td> </td><td> </td><td> </td><td> </td><td>0</td></tr></table> |   |   |   |   | 0 |
|  |                     |  |   | 0 |   |   |   |
| <input checked="" type="radio"/> Newspaper Ads or Articles           | # Days Run          | <table border="1" style="display: inline-table;"><tr><td> </td><td> </td><td> </td><td> </td><td>7</td></tr></table> |   |   |   |   | 7 |
|  |                     |  |   | 7 |   |   |   |
| <input checked="" type="radio"/> Public Events/Presentations         | # Attendees         | <table border="1" style="display: inline-table;"><tr><td> </td><td> </td><td>2</td><td>3</td><td>7</td></tr></table> |   |   | 2 | 3 | 7 |
|  |                     | 2  | 3 | 7 |   |   |   |
| <input type="radio"/> School Program                                 | # Attendees         | <table border="1" style="display: inline-table;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table> |   |   |   |   |   |
|  |                     |  |   |   |   |   |   |
| <input type="radio"/> TV Spot/Program                                | # Days Run          | <table border="1" style="display: inline-table;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table> |   |   |   |   |   |
|  |                     |  |   |   |   |   |   |
| <input checked="" type="radio"/> Printed Materials:                  | Total # Distributed | <table border="1" style="display: inline-table;"><tr><td> </td><td>3</td><td>2</td><td>5</td><td>7</td></tr></table> |   | 3 | 2 | 5 | 7 |
|  | 3                   | 2  | 5 | 7 |   |   |   |

Locations (e.g. libraries, town offices, kiosks)

T	O	W	N		H	A	L	L	-	M	U	L	T	I	P	L	E		
A	D	A	M	S		F	A	I	R		W	A	P	P					
A	D	A	M	S		F	A	I	R		P	O	K						
D	U	T	C	H	E	S	S		C	O		F	A	I	R				

Other:

Web Page: Provide specific web addresses - not home page. Continue on next page if additional space is needed.

URL  

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URL  

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=	1	9	6																											

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2014

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition TOWN OF POUGHKEEPSIE

SPDES ID  
N Y R 2 0 A 1 9 8

3. Web Page cont.: Provide specific web addresses - not home page.

URL  
h t t p : / / w w w . d u t c h e s s w a t e r s h e d s . o r  
g

URL  
h t t p : / / w w w . t o w n o f p o u g h k e e p s i e . c o  
m / p l a n n i n g / s t o r m w a t e r / 2 0 0 9 / S e e - Y  
o u - A f t e r - T h e - S t o r m . p d f

URL  
h t t p : / / w w w . t o w n o f p o u g h k e e p s i e . c o  
m / p l a n n i n g / s t o r m w a t e r / 2 0 0 9 / H o m e o  
w n e r \_ B r o c h u r e . p d f

URL  
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. c f m ? p r o g r a m \_ i d = 6

URL  
h t t p : / / w w w . t o w n o f p o u g h k e e p s i e . c o  
m / p l a n n i n g / s t o r m w a t e r / 2 0 0 9 / H e a l t  
h \_ o f \_ t h e \_ C a s p e r k i l l . p d f

URL  
h t t p : / / w w w . t o w n o f p o u g h k e e p s i e . c o  
m / p l a n n i n g / s t o r m w a t e r / 2 0 0 9 / C o n s t  
r u c t i o n \_ b r o c h u r e . p d f

URL

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

TOWN OF POUGHKEEPSIE
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SPDES ID

N	Y	R	2	0	A	1	9	8
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**4. Evaluating Progress Toward Measurable Goals MCM 1**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMP in this reporting period.**

-Continue to update and revise the SWMP with the new template supplied by the Dutchess County MS4 committee on 10/18/2012. This document is projected to be complete within the 2013-2014 MS4 reporting year.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

-The Town of Poughkeepsie's Updated and Revised SWMP was completed and made available for the public on the Town's website on 11/26/2013. The format permits ongoing updates to reflect the Town's Program.

**C. How many times was this observation measured or evaluated in this reporting period?**

			1
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(ex.: samples/participants/events)

**D. Has your MS4 made progress toward this Measurable Goal during this reporting period?**

Yes  No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMP?**

Yes  No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

-Continued involvement with the Dutchess County MS4 Committee on educational functions and trainings for the 2014-2015 year.



**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2014

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

**2. URL(s) con't.:**

Please provide specific address(es) where notice(s) can be accessed - not home page.

URL

URL

URL

URL

URL

URL

URL





**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2 0 1 4

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Name of MS4/Coalition TOWN OF POUGHKEEPSIE

SPDES ID

N Y R 2 0 A 1 9 8

**4.a. If this report was made available on the internet, what date was it posted?**

Leave blank if this report was not posted on the internet.

0 5 / 0 2 / 2 0 1 4

**4.b. For how many days was/will this report be posted?**

3 6 5

If submitting a report for single MS4, answer 5.a.. If submitting a joint report, answer 5.b..

**5.a. Was an Annual Report public meeting held in this reporting period?**

Yes  No

If Yes, what was the date of the meeting?

0 5 / 0 8 / 2 0 1 3 \*

If No, is one planned?

\*Meeting was for  
last year's report  Yes  No

**5.b. Was an Annual Report public meeting held for all MS4s contributing to this report during this reporting period?**

Yes  N/A  No

If No, is one planned for each?

Yes  N/A  No

**6. Were comments received during this reporting period?**

Yes  No

If Yes, attach comments, responses and changes made to SWMP in response to comments to this report.

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

TOWN OF POUGHKEEPSIE
----------------------

SPDES ID  

N	Y	R	2	0	A	1	9	8
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**7. Evaluating Progress Toward Measurable Goals MCM 2**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

-Continue to support Dutchess WAM , MS4 committee and other watershed groups in the community.  
-Purse public outreach within the Town of Poughkeepsie

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

-Approximately (17) persons attended the stakeholder meetings  
-Electronic and direct stormwater info mailings (87)  
-(1) Public hearing on Annual report held on 5/8/2013  
-The Town's website continued to include updated information pertaining to the MS4 (1)

**C. How many times was this observation measured or evaluated in this reporting period?**

	1	0	6
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(ex.: samples/participants/events)

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

Yes    No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

Yes    No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

-Continue to support Dutchess WAM , MS4 committee and other watershed groups in the community.  
-Continue to enhance content and accessibility of the Town's stormwater page.

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

T	O	W	N	O	F	P	O	U	G	H	K	E	E	P	S	I	E
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SPDES ID  

N	Y	R	2	0	A	1	9	8
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**Minimum Control Measure 3. Illicit Discharge Detection and Elimination**

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report? 

--	--	--

1. Enter the number and approx. percent of outfalls mapped: 

		6	1	6
--	--	---	---	---

 # 

1	0	0
---	---	---

 %

2. How many of these outfalls have been screened for dry weather discharges during this reporting period (outfall reconnaissance inventory)? 

2	1	0
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3.a. What types of generating sites/sewersheds were targeted for inspection during this reporting period?

- Auto Recyclers
- Building Maintenance
- Churches
- Commercial Carwashes
- Commercial Laundry/Dry Cleaners
- Construction Vehicle Washouts
- Cross-Connections
- Distribution Centers
- Food Processing Facilities
- Garbage Truck Washouts
- Hospitals
- Improper RV Waste Disposal
- Industrial Process Water
- Other:
- Landscaping (Irrigation)
- Marinas
- Metal Plateing Operations
- Outdoor Fluid Storage
- Parking Lot Maintenance
- Printing
- Residential Carwashing
- Restaurants
- Schools and Universities
- Septic Maintenance
- Swimming Pools
- Vehicle Fueling
- Vehicle Maint./Repair Shops
- None

S	I	T	E	S	T	A	R	G	E	T	E	D	B	Y	W	A	T	E	R	S	H	E	D	S
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● Sewersheds:  

W	A	P	P	I	N	G	E	R	A	N	D	T	H	E	C	A	S	P	E	R	K	I	L	L
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**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

TOWN OF POUGHKEEPSIE
----------------------

SPDES ID

N	Y	R	2	0	A	1	9	8
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**12. Evaluating Progress Toward Measurable Goals MCM 3**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

- Departments will continue to record IDDE occurrences and maintenance actions
- Trainings will continue for department staff for IDDE and Pollution Prevention
- A Town-Wide training session for all staff will occur before February 2015.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

- The Town Engineering department conducted 210 inspections (34%) this last reporting period; outfalls were photographed and conditions documented and locations updated. Outfalls needing attention were reported to the Town Highway Department
- Town Departments continue to observe and report IDDE events (12)
- Approximately (33) department and municipal staff was trained in IDDE

**C. How many times was this observation measured or evaluated in this reporting period?**

	2	5	5
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*(ex.: samples/participants/events)*

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

Yes  No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

Yes  No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

- 100% of all staff in relevant positions and departments will receive training before March 9, 2015 (training is valid for a three year period).
- Departments will continue to record IDDE occurrences and maintenance actions

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOWN OF POUGHKEEPSIE

SPDES ID

N	Y	R	2	0	A	1	9	8
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**Minimum Control Measures 4 and 5.**  
**Construction Site and Post-Construction Control**

The information in this section is being reported (check one):

- On behalf of an individual MS4  
 On behalf of a coalition

How many MS4s contributed to this report? 

--	--	--

1a. Has each MS4 contributing to this report adopted a law, ordinance or other regulatory mechanism that provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities?  Yes  No

1b. Has each Town, City and/or Village contributing to this report documented that the law is equivalent to a NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control through either an attorney certification or using the NYSDEC Gap Analysis Workbook?  Yes  No  NT

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.

09/2004  03/2006  NT

2. Does your MS4/Coalition have a SWPPP review procedure in place?  Yes  No

3. How many Construction Stormwater Pollution Prevention Plans (SWPPPs) have been reviewed in this reporting period? 

	1	3
--	---	---

4. Does your MS4/Coalition have a mechanism for receipt and consideration of public comments related to construction SWPPPs?  Yes  No  NT

If Yes, how many public comments were received during this reporting period? 

	1	0
--	---	---

\*

5. Does your MS4/Coalition provide education and training for contractors about the local SWPPP process?  Yes  No

\* Comments are generally received during the public hearings, complaints during construction and are verbal rather than written; therefore total is an estimate

**6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:**

<input checked="" type="radio"/> Notices of Violation	#	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px; text-align: center;">2</td><td style="width: 20px; height: 20px; text-align: center;">1</td></tr></table>			2	1	<input type="radio"/> No Authority	
		2	1					
<input checked="" type="radio"/> Stop Work Orders	#	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px; text-align: center;">4</td></tr></table>				4	<input type="radio"/> No Authority	
			4					
<input checked="" type="radio"/> Criminal Actions	#	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px; text-align: center;">5</td></tr></table>				5	<input type="radio"/> No Authority	
			5					
<input type="radio"/> Termination of Contracts	#	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>					<input type="radio"/> No Authority	
<input type="radio"/> Administrative Fines	#	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>					<input type="radio"/> No Authority	
<input type="radio"/> Civil Penalties	#	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>					<input type="radio"/> No Authority	
<input checked="" type="radio"/> Administrative Orders	#	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px; text-align: center;">2</td><td style="width: 20px; height: 20px; text-align: center;">1</td></tr></table>			2	1	<input type="radio"/> No Authority	
		2	1					
<input checked="" type="radio"/> Enforcement Actions or Sanctions	#	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px; text-align: center;">2</td><td style="width: 20px; height: 20px; text-align: center;">1</td></tr></table>			2	1	<input type="radio"/> No Authority	
		2	1					
<input checked="" type="radio"/> Other	#	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px; text-align: center;">1</td></tr></table>				1	<input type="radio"/> No Authority <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="padding: 2px;">Orders to Remedy</td></tr></table>	Orders to Remedy
			1					
Orders to Remedy								

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

TOWN OF POUGHKEEPSIE
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SPDES ID  

N	Y	R	2	0	A	1	9	8
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**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report? 

--	--	--

1. How many construction projects have been authorized for disturbances of one acre or more during this reporting period? 

		4
--	--	---

2. How many construction projects disturbing at least one acre were active in your jurisdiction during this reporting period? 

	1	3
--	---	---

3. What percent of active construction sites were inspected during this reporting period?  NT 

1	0	0
---	---	---

 %

4. What percent of active construction sites were inspected more than once?  NT 

1	0	0
---	---	---

 %

5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual?  Yes  No  NT

6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval?  Yes  No  NT

If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review?  Yes  No 

N/A
-----

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.

### MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2014

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

**6. con't.:**

Submit additional pages as needed.

● MS4/Coalition Office

Department

Address

City

Zip

-

Phone

(  )  -

○ Library

Address

City

Zip

-

Phone

(  )  -

○ Other

Address

City

Zip

-

Phone

(  )  -

○ Web Page URL(s): Please provide specific address where SWPPPs can be accessed - not home page.

URL

URL

**MS4 Annual Report Form**

**This report is being submitted for the reporting period ending March 9,**

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition: 

TOWN OF POUGHKEEPSIE
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SPDES ID  

N	Y	R	2	0	A	1	9	8
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**7. Evaluating Progress Toward Measurable Goals MCM 4**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

- Continue to train and document the certification of contractors/staff throughout the year.
- Continue to inspect and enforce erosion control measures
- Continue to update MS4 inventory of active construction sites.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

- (64) contractors were trained for certifications through Dutchess County Soil and Water
- 100% (13) of active construction sites were inspected for compliance by the Town; notices or violations were enforced as needed.
- MS4 inventory of active construction sites were continually updated (2)
- Monthly site conditions certifications by applicant's licensed professional have been obtained.

**C. How many times was this observation measured or evaluated in this reporting period?**

		7	9
--	--	---	---

*(ex.: samples/participants/events)*

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

Yes    No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

Yes    No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

- Continue to train and document the certification of contractors/staff throughout the year.
- Continue to inspect and enforce erosion control measures
- Continue to update MS4 inventory of active construction sites.



**MS4 Annual Report Form**

**This report is being submitted for the reporting period ending March 9,**

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

TOWN OF POUGHKEEPSIE
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SPDES ID  

N	Y	R	2	0	A	1	9	8
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- 4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?  
 Yes  No
- 4b. Does the MS4 have a banking and credit system for stormwater management practices?  
 Yes  No
- 4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?  
 Yes  No
- 4d. How many stormwater management practices have been implemented as part of this system in this reporting period?  

		2
--	--	---
- 5. What percent of municipal officials/MS4 staff responsible for program implementation attended training on Low Impace Development (LID), Better Site Design (BSD) and other Green Infrastructure principles in this reporting period?  

	5	0
--	---	---

 %

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

TOWN OF POUGHKEEPSIE
----------------------

SPDES ID

N	Y	R	2	0	A	1	9	8
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**6. Evaluating Progress Toward Measurable Goals MCM 5**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

-Continue to update database of public and private practices as new as new facilities are implemented -Continue to inventory construction inspections -Private post-construction practices are monitored for the five year threshold before an engineering inspection is warranted.
---

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

-(14) All private stormwater practices that discharge in the Town's MS4 have had documented maintenance activities or an engineered inspection. - (13) Inspections of currently active project construction are continuing and inventoried -(2) projects entered the post-maintenance period with a signed NOT from the Supervisor
--

**C. How many times was this observation measured or evaluated in this reporting period?**

		2	9
--	--	---	---

*(ex.: samples/participants/events)*

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

Yes  No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

Yes  No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

-Continue to update database of public and private practices as new as new facilities are implemented -Continue to inventory construction inspections -Private post-construction practices are monitored for the five year threshold before an engineering inspection is warranted.
---

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

TOWN OF POUGHKEEPSIE
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SPDES ID  

N	Y	R	2	0	A	1	9	8
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**Minimum Control Measure 6. Stormwater Management for Municipal Operations**

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report? 

--	--	--

1. Choose/list each municipal operation/facility that contributes or may potentially contribute Pollutants of Concern to the MS4 system. For each operation/facility indicate whether the operation/facility has been addressed in the MS4's/Coalition's Stormwater Management Program(SWMP) Plan and whether a self-assessment has been performed during the reporting period. A self-assessment is performed to: 1) determine the sources of pollutants potentially generated by the permittee's operations and facilities; 2) evaluate the effectiveness of existing programs and 3) identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it's not done already.

<u>Operation/Activity/Facility</u>	<u>Addressed in SWMP?</u>		<u>Self-Assessment Operation/Activity/Facility performed within the past 3 years?</u>	
	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Street Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Bridge Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Winter Road Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Salt Storage.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Solid Waste Management.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
New Municipal Construction and Land Disturbance..	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Right of Way Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Marine Operations.....	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Hydrologic Habitat Modification.....	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Parks and Open Space.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Municipal Building.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Stormwater System Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Vehicle and Fleet Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Other.....	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

TOWN OF POUGHKEEPSIE
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SPDES ID

N	Y	R	2	0	A	1	9	8
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**2. Provide the following information about municipal operations good housekeeping programs:**

- Parking Lots Swept (Number of acres X Number of times swept) # Acres 

--	--	--	--	--
- Streets Swept (Number of miles X Number of times swept) # Miles 

		1	4	8
--	--	---	---	---
- Catch Basins Inspected and Cleaned Where Necessary # 

		6	5	0
--	--	---	---	---
- Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary # 

				9
--	--	--	--	---
- Phosphorus Applied In Chemical Fertilizer # Lbs. 

--	--	--	--	--
- Nitrogen Applied In Chemical Fertilizer # Lbs. 

		6	3	9
--	--	---	---	---
- Pesticide/Herbicide Applied # Acres 

					.	
--	--	--	--	--	---	--

  
(Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.)

**3. How many stormwater management trainings have been provided to municipal employees during this reporting period?**

				3
--	--	--	--	---

**4. What was the date of the last training?**

1	0	/	1	8	/	2	0	1	4
---	---	---	---	---	---	---	---	---	---

**5. How many municipal employees have been trained in this reporting period?**

	5	5
--	---	---

**6. What percent of municipal employees in relevant positions and departments receive stormwater management training?**

	9	0	%
--	---	---	---

**MS4 Annual Report Form**

**This report is being submitted for the reporting period ending March 9,**

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

TOWN OF POUGHKEEPSIE
----------------------

SPDES ID  

N	Y	R	2	0	A	1	9	8
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**7. Evaluating Progress Toward Measurable Goals MCM 6**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

-Departments should be made aware of pollution prevention and measures and applicability to their facility.  
 -A Department self-assessment should be made every three years.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

-(3) Applicable Departments underwent a facility self-assessment in regards to stormwater pollution prevention

**C. How many times was this observation measured or evaluated in this reporting period?**

			3
--	--	--	---

(ex.: samples/participants/events)

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

Yes    No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

Yes    No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

- Departments will continue to review the Pollution Prevention for Municipal Operations manual  
 -Departments will keep more specific records on the trainings that are conducted for their employees (IDDE trainings, Municipal Operations and Good Housekeeping trainings, etc.)

### MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

TOWN OF POUGHKEEPSIE
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SPDES ID  

N	Y	R	2	0	A	1	9	8
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### Additional Watershed Improvement Strategy Best Management Practices

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report? 

--	--	--

**MS4s must answer the questions or check NA as indicated in the table below.**

MS4 Description	Answer	Check NA	(POC)
<b>NYC EOH Watershed</b>			
Traditional Land Use	1,2,3,4,5,6,7a-d,8a,8b,9	10,11,12	Phosphorus
Traditional Non-Land Use	1,2,3,4,7a-d,8a,8b,9	5,10,11,12	Phosphorus
Non-Traditional	1,2,77a-d,8a,8b,9	3,4,5,10,11,12	Phosphorus
<b>Onondaga Lake Watershed</b>			
Traditional Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Non-Traditional	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
<b>Greenwood Lake Watershed</b>			
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
<b>Oyster Bay</b>			
Traditional Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Non-Traditional	1,4,7a-d,9	2,3,4,5,8a,8b,10,11,12	Pathogens
<b>Peconic Estuary</b>			
Traditional Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Traditional Non-Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Non-Traditional	1,4,7a-d,8a,9	2,3,4,5,8b,10,11,12	Pathogens and Nitrogen
<b>Oscawana Lake Watershed</b>			
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
<b>LI 27 Embayments</b>			
Traditional Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Non-Traditional	1,2,3,4,7a-d,9	5,6,8a,8b,10,11,12	Pathogens

1. Does your MS4/Coalition have an education program addressing impacts of phosphorus/nitrogen/pathogens on waterbodies?  Yes  No  N/A

2. Has 100% of the MS4/Coalition conveyance system been mapped in GIS?  Yes  No  N/A

If N/A, go to question 3.

If No, estimate what percentage of the conveyance system has been mapped so far. 

N/A
-----

 %

Estimate what percentage was mapped in this reporting period. 

N/A
-----

 %

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

TOWN OF POUGHKEEPSIE
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SPDES ID

N	Y	R	2	0	A	1	9	8
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3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program?  Yes  No  N/A
4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period? 

N/A
-----

 %
5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more?  Yes  No  N/A
6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards?  Yes  No  N/A
- 7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading?  Yes  No  N/A
- 7b. How many projects have been sited in this reporting period? 

N/A
-----
- 7c. What percent of the projects included in 7b have been completed in this reporting period? 

N/A
-----

 %
- 7d. What percent of projects planned in previous years have been completed? 

N/A
-----

 %
- No Projects Planned
- 8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands?  Yes  No  N/A
- 8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands?  Yes  No  N/A

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

TOEN OF POUGHKEEPSIE

SPDES ID

N	Y	R	2	0	A	1	9	8
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- 9. Has your MS4/Coalition developed and implemented a program of native planting?  
 Yes    No    N/A
  
- 10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?  
 Yes    No    N/A
  
- 11. Does your MS4/Coalition have a pet waste bag program?  
 Yes    No    N/A
  
- 12. Does your MS4/Coalition have a program to manage goose populations?  
 Yes    No    N/A

ENGINEERING DEPARTMENT  
*Town of Poughkeepsie*

PETER D. SETARO, P. E.  
Town Engineer

ONE OVERROCKER ROAD  
POUGHKEEPSIE, NY 12603

DONALD A. BEER  
Associate Town Engineer

TEL # (845) 790-4736

SEAN CRIMMINS  
Assistant Town Engineer

TEL # (845) 790-4748

**MEMORANDUM**

DATE: 5/29/14

**To:** Todd Tancredi, Town Supervisor  
**From:** Sean Crimmins, Assistant Town Engineer  
**Subject:** Response to public comments on the 2013-2014 MS4 Draft Annual Report;  
Town of Poughkeepsie SPDES permit #NYR20A198

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A draft Annual Report on the Town of Poughkeepsie's compliance with the MS4 storm water management program was made available for public comment between the dates of May 7<sup>th</sup> to May 16<sup>th</sup>, 2014 as per a Town Board decision on April 16<sup>th</sup>, 2014. The report was made available to the public on the Town's website on May 2<sup>th</sup>, 2014.

A set of written comments were received on May 15<sup>th</sup>, 2014 from Doreen Tignanelli. Each comment is reprinted below in its entirety and is followed by a response from the Town Engineering Department:

**1) COMMENT:** *Minimum Control Measure 1, Public Education and Outreach, #3, "Web Page", states that specific web addresses must be provided. However, an error message stating "Error Message:Page Not Found" occurs for the provided web address of:*

*<http://dutchessswcd.org/stormwater.html>*

**RESPONSE:** This has been revised to *[http://dutchessswcd.org/?page\\_id=196](http://dutchessswcd.org/?page_id=196)*.

**2) COMMENT:** *Minimum Control Measure 1, Public Education and Outreach, Evaluating Progress Toward Measurable Goals MCM 1, #4F, summary of stormwater activities planned to meet the goals of this MCM during the next reporting cycle states that an "implementation schedule" must be included. However, no specific schedule was included. The required implementation schedule must be provided.*

**RESPONSE:** The Town of Poughkeepsie is an active participant with the Dutchess County MS4 Committee which implements activities throughout the year consistent with

the Public Educational Outreach Minimum Control Measure. The Town and MS4 Committee also coordinate with other watershed groups that periodically undertake relevant activities. These entities do not have a schedule of implementation for the next recording period.

**3) COMMENT: Minimum Control Measure 2, Public Involvement/Participation, opportunities for public participation, quantifies events, comments, meetings, etc. during the reporting period, #1, "# Comments" was answered as "18". This may be a misleading number.**

*The number is usually "1" or occasionally "2" as the Town has always considered comments submitted by an individual to be a "set" of comments. For example, the Town's response to comments for the 2012-2013 reporting period stated "There should be two sets of comments pertaining to the 2012-2013 reporting period. This number is reflected in the Final Annual Report." If this year's number of "18" was arrived at by considering my prior year's comments as individual comments instead of a set, then the number was inflated and does not accurately reflect public participation.*

**RESPONSE:** Comments from each person or entity will be counted as one "set" to be consistent with prior years. The Town received a total of 18 comments within one set from one individual. The "18" will be changed to a "1" for the final Annual Report submission to the DEC.

**4) COMMENT: Minimum Control Measure 2, Public Involvement/Participation, #1, "Community Hotlines", it is unclear how the telephone number for the Town Planning Department constitutes a "Community Hotline".**

**RESPONSE:** The Planning Department is the location for the Town's designated Public Stormwater contact, Eric Hollman. The three numbers given, (845) 485-3658, (845) 790-4748 and (845) 677-8011 are, respectively, the numbers for the Town Planning Department, the Town Assistant Engineer and Dutchess County Soil and Water Conservation District.

**5) COMMENT: Minimum Control Measure 2, Public Involvement/Participation, #1, "Plantings" was answered as "72,527" sq ft. It is unlikely that the entire planting of 72,527 square feet took place in the Town. As it was somehow calculated that 72,527 square feet were planted then a breakdown of plantings specific to the town should exist regardless of whether the planting was undertaken in partnership with another entity.**

**RESPONSE:** The Dutchess County SWCD reported plant sales totaling 1.665 Conservation Acres, or 72,527 square feet, for the Town of Poughkeepsie zip code 12603. A portion of plant sales totaling 1.76 Conservation Acres within zip code 12601 within the City and the Town of Poughkeepsie could not be apportioned and was not included in the Annual Report.

**6) COMMENT: Minimum Control Measure 2, Public Involvement/Participation #2, regarding public notice of availability of annual report, it is stated that report availability was publicized via "List-Serve" numbering "151". While I received list-serve notices regarding education during the report**

*period ending March 2014, I did not receive notification of the availability of the draft Annual Report through the list-serve run by the Town's Stormwater Public Contact Eric Hollman. This same situation occurred for the report period ending March 2013 and the town's response to my comment then was "as noted". The Town's Stormwater Public Contact is either inadvertently or intentionally misrepresenting this Minimum Control Measure which calls into question the integrity of report data in general.*

**RESPONSE:** The List-Serve included 151 email addresses at the time of the Draft Report, and is periodically updated. Availability of the Draft Annual Report and Public Hearing was publicized on the Town website and Town Board Agenda and not by the list-serve.

**7) COMMENT:** *Minimum Control Measure 2, Public Involvement/Participation, # 7B, summary of observations that indicated the overall effectiveness of this Measurable Goal states "Public hearing on Annual Report held on 5/2/14". This is inaccurate. No public hearing was held by the Town of Poughkeepsie on Friday, May 2, 2014.*

**RESPONSE:** A public hearing was held on May 8, 2013 regarding the 2012-2013 Annual Report. This date will be corrected in the current 2013-14 Annual Report.

**8) COMMENT:** *Minimum Control Measure 2, Public Involvement/Participation, #7F, summary of activities planned to meet the goals of this MCM during the next reporting cycle states that an "implementation schedule" must be included. Yet again, no specific implementation schedule was included. The required schedule must be provided.*

**RESPONSE:** These activities are largely coordinated by the Dutchess County MS4 Committee and other watershed groups in the community. They schedule these activities on numerous dates throughout the year.

**9) COMMENT:** *Minimum Control Measure 3, Illicit Discharge Detection and Elimination, #11, states 67% of staff in relevant positions received IDDE training, only a slight increase from the 64% stated in the prior report. This calls into question the effectiveness of the prior years goal that "Trainings will continue for department staff for IDDE and Pollution Prevention".*

**RESPONSE:** After review it was determined that 44 employees were trained out of the 60 employees in relevant positions during this reporting period of March 9, 2013- March 9, 2014 resulting in a percentage of 73%. The Town aims to ensure that all 100% of staff in relevant positions are trained in a three year period, therefore the percentage trained in a single year may rise or fall. The percentage of relevant employees that have been trained during the three year period is 78%. The latter of the two percentages will be used from now on and this will be reflected in the report.

**10) COMMENT:** *Minimum Control Measures 4, Construction Site Stormwater Runoff Control, #3 and #4, state that 100% of active construction sites were inspected and 100% of active construction sites were inspected more than once during the reporting period.*

*a) For at least one active construction site in the Town, this inspection claim*

*is untrue. The Boardman Road Library Branch was an active construction site from November 2013 to March 27, 2014 at which time I questioned if the Town was performing regular inspections of this site as it was obvious to me that no Erosion & Sediment Controls were in place. It turns out work had commenced and, for four months, no inspections took place and no Town employees or consultants noticed that an active construction site, with no controls in place, existed on a well-traveled road.*

*b) In the case of the Poughkeepsie Day School Field Expansion site, excavation and vegetation removal took place outside the original approved area of disturbance which resulted in ponding of surface runoff. I brought this to the attention of the Town which eventually resulted in changes including infiltration trench and modified SWPPP. It is not clear why this problem was not identified during site inspections, instead taking repeated requests by me for the runoff issue to be corrected.*

**RESPONSE:** The Boardman Road Library Branch was and is beneath the threshold for a SWPPP, however plans required erosion and sediment controls. Construction of this project commenced without the Town's knowledge, without a required pre-construction meeting, and without required building permits.. Once the Town became aware of such activity, a stop work order was issued and all work stopped. A pre-construction meeting took place on site including review of stormwater, erosion and sediment control plans and procedures. The contractor provided all documentation of their inspections, relevant data and certifications. All required erosion and sediment controls were erected before construction was allowed to continue.

Regarding the Poughkeepsie Day School Field Expansion, activity outside of the approved disturbance limits occurred between regular Town inspections. Upon notification, the Town investigated and required remedial action, including reevaluation and modification of the approved SWPPP to include an additional stormwater practice. The NYS DEC was advised of the Town's investigation and response.

**11) COMMENT:** *Minimum Control Measures 4 and 5, Construction Site and Post-Construction Control, #6, is in regard to identification of enforcement actions against construction sites during the reporting period. Inspection reports prepared for the Town by its consultant, Morris Associates, often document issues that went uncorrected from one report to the next. The Town should be taking action in a more timely manner on items identified by Morris Associates as needing follow-up by the Town.*

**RESPONSE:** Issues that remain from one report to the next do not necessarily indicate that the Town took no action in trying to alleviate the problem. Developer's and Town inspectors communicate, and Town inspectors and staff meet 1-2 times per month or more often as needed to identify potential violations and take action as appropriate. All unresolved issues are remedied before the Town issues a Certificate of Occupancy to the site owners.

**12) COMMENT:** *Minimum Control Measure 5, Post-Construction Stormwater Management, #3, notes implementation of Low Impact Development/Better Site Design/Green Infrastructure principles. Those techniques are only effective if properly implemented. For example, planting of rain gardens to provide on-site treatment of*

*stormwater runoff is a critical function of these bio-retention areas yet it appears that a number of projects in the Town never completed the required rain garden plantings, thus compromising their effectiveness.*

**RESPONSE:** Proposed rain garden design in approved SWPPPs and development plans must meet requirements of the NYS Stormwater Design Manual. Field changes to plans sometimes result in minor modifications to the SWPPP and/or its implementation, subject to review and approval by the applicant's licensed professional and the Town's. The completion of all items indicated within the final design plans must occur before a Certificate of Occupancy is issued.

**13) COMMENT:** *Minimum Control Measure 6, Stormwater Management for Municipal Operations, #5, states number of municipal employees trained in this reporting period as "15". This is down from the prior year when the number trained was "22". It would appear that progress was not made towards the measurable goal for the reporting period.*

**RESPONSE:** See the response to comment #14.

**14) COMMENT:** *Minimum Control Measure 6, Stormwater Management for Municipal Operations, #6, states the "percent of municipal employees in relevant positions and departments receive stormwater management training" as "91%" with 15 employees trained in the reporting period. It is not clear how this percentage was reached when you take into consideration that a prior reporting period, for example, trained 55 employees with the percentage trained being 91%.*

**RESPONSE:** Town staff in relevant positions are trained via 3-year Town-wide trainings and/or by individual departments to ensure that as many staff as possible in relevant positions are trained in Stormwater Management Training. 55 municipal employees received Stormwater Management Training during this reporting period and 8 additional staff were trained in the last 3-year trainings. The resulting 63 trained staff out of a total of 70 staff in relevant positions results in 90%. These corrected numbers will appear in the Final Annual Report.

**15) COMMENT:** *Minimum Control Measure 6, Stormwater Management for Municipal Operations, #7F, summary of stormwater activities planned to meet goals during the next reporting cycle states that an "implementation schedule" must be included.*

**RESPONSE:** The response to question #7F will be revised to say: "Departments will continue to review "Pollution Prevention and Good Housekeeping for Municipal Operations." All Town employees in relevant positions shall review this manual within a three year period".

cc: Neil Wilson, Director of Municipal Development  
Eric Hollman, Town Stormwater Contact