

Program Overview

The Town of Poughkeepsie is located on the eastern shore of the Hudson River in Dutchess County, midway between Albany and New York City. The Town surrounds the City of Poughkeepsie on all sides except the west, where the city borders the Hudson River and Ulster County. Suburban characteristics dominates land use within the town, with mixed-use urban areas adjacent to the City of Poughkeepsie. Approximately 44,000 residents live within the Town's nearly 20,000 acres. Other bordering municipalities are Hyde Park to the north, Pleasant Valley to the northeast, LaGrange to the east, and the Town of Wappinger and Village of Wappingers Falls to the east and south.

In March 2003 the town commenced development of an ongoing stormwater management program intended to:

- reduce and prevent non-stormwater discharges from entering or polluting the municipalities storm sewers, streams, rivers, and waterways
- demonstrate responsible stewardship of the natural environment by the Town of Poughkeepsie.
- satisfy the requirements of the SPDES General Permit for stormwater discharges from Municipal Separate Stormwater Systems (MS4's)

The stormwater management program focuses on six fields of actions addressing goals for:

- Public Education and Outreach,
- Public Involvement and Participation,
- Illicit Discharge Detection and Elimination,
- Construction Site Run-off Control,
- Post Construction Stormwater Management, and
- Pollution Prevention or Good housekeeping by the town

Initial goals for development of the program were established in 2003 in a "Notice of Intent" and updated via annual reports prepared on the activities to achieve program development goals prior to January 2008. This narrative has been prepared to identify the achievement of those program development goals, the continued implementation of the stormwater management program, and the methods planned to further develop the program.

The Fallkill Creek and Wappinger Lake have been recognized as waterbodies that have impaired quality attributed to stormwater discharges. Sediment and phosphorus have been identified as the contributing pollutants of concern. Much of the efforts of the program focus on preventing and reducing the concentration of these pollutants in stormwater runoff and receiving waters, however a reduction in TSS, COD, BOD, oil, grease, benzene, ethylbenzene, toluene, xylene, herbicides, pesticides, fecal coliform and other pollutants are goals of the program as well.

Public Education Measures

The town has developed and is implementing a public education and outreach component of the program that describes:

- the impacts of stormwater discharges on waterbodies
- the pollutants of concern and their sources
- steps that contributors of stormwater and non stormwater discharges can take to reduce the pollutants

Homeowners, local businesses, (particularly institutions conducting landscaping or grounds keeping operations), and the construction industry have been identified town wide as target audiences for education in steps to reduce contribution of pollutants such as sediment and phosphorus. Audience specific educational brochures identifying steps to reduce pollutants are distributed via direct mailings to businesses and homeowners, as well as distributed at town hall by the departments where contact is made with each target audiences. These brochures additionally address the hazards of illicit non-stormwater discharges from improper waste disposal or dumping and steps to eliminate and report illicit discharges. Television and radio programs are also used to reach homeowners and the business community. Procedures have been developed to air "After the Storm" a USEPA prepared video on public access television during 2008 , and program representatives have been guests on the weekly chamber of commerce radio show to discuss the impacts, pollutants and steps to reduce pollutants.

Construction industry audiences & institutional grounds keeping departments are invited to training seminars & workshops in proper operations to reduce pollutant discharges. Construction industry workshops focus on administrative and implementation criteria for conducting operations in compliance with both state and local laws.

Additional measures are planned to continue implementing the public education component of the stormwater program. Brochures for local businesses as well as homeowners will be distributed at the Town Highway Garage during bulk waste collection days as of June 2008. Brochures for upcoming construction industry workshops as well as brochures identifying proper construction methods to reduce pollutants will be directly distributed by compliance inspectors to construction site operators as of June 2008.

Further development of the education components of the program will focus on the methods used to evaluate its effectiveness. The current evaluation method consists of quarterly review of implementation goals and activity documentation. While this has proved a benefit for program management, additional indication of the impact program activities have had on public awareness and behavior is preferable. As of August 2008 public survey data from the Vassar Environmental Research Institute is intended to be used to determine a baseline of awareness and behavior. Future survey data, available from watershed groups, research groups or as conducted by the town in August 2011 and then on a 3 year cycle will be used for periodic assessment with baseline data.

Public Involvement Measures

The town has developed and is implementing a public involvement/ participation component of the program that

- identifies key individuals and groups who are interested in or affected by the stormwater permitting program (stakeholders).
- identifies the type of input requested
- describes the activities to provide program access and gather input from stakeholders

The program has identified a public contact in the planning department who administers and retains contact data of interested parties or stakeholders including watershed groups, members of the public, professional educators and researchers to assist in promoting and advertising education and involvement opportunities as well as encouraging volunteerism at stewardship events. These interested parties and stakeholders are contacted to provide input or expertise for the identification, selection, implementation and evaluation of practices and goals as well as comment on the Annual Reports. Municipal staff and consultants meet with stake holder groups to discuss program implementation and identify education and involvement activities.

Further development of the municipal stormwater program will focus on the methods used to evaluate its effectiveness. The current evaluation method consists of quarterly review of implementation goals and activity documentation. While this has proved a benefit for program management, additional indication of the impact program activities have had on runoff quality and receiving water quality is preferable. Input by watershed groups and researchers institutions regarding runoff and receiving water quality is a critical component of further developing assessment methods. Receiving water quality monitoring of the Fallkill and Casperkill is currently being conducted by Dutchess Community College students and the Vassar Environmental Research Institute (ERI) respectively. Runoff and receiving water quality monitoring is being considered for implementation by the "Friends of the Wappinger Lake" at the lake as well as by the ERI for the Fallkill and Wappinger Lake. As of August 2008 current and historic sampling data of the Casperkill will be available and is intended for use to determine a baseline for water quality. Future data from researchers and watershed groups will be used to establish baseline data and in 2011 and then on a three year cycle for periodic assessment of runoff and receiving water quality with baseline data.

Illicit Discharges

The town has developed and is implementing a program to detect, identify and eliminate illicit non stormwater discharges, including illegal dumping with established procedures for dry weather surveys, tracing illicit discharges to their source and enforcement to remedy/remove sources.

Dry weather surveys of stormwater outfalls are conducted by the town engineer on a continuing cycle so that all outfalls are inspected every five years. Outfalls are also inspected whenever a suspicious discharge is reported by members of the public or municipal field staff. Records of each survey are retained by the town engineer to review patterns or identify problem areas. Mapping using GIS software is retained to identify the locations of outfalls and is reviewed and updated quarterly by the town engineer to include any newly identified or constructed outfalls. A combination of methods are used by the town engineer to trace illicit discharges to their source as they are identified at outfalls. The town engineer takes enforcement actions including issuance of fines, liens upon property and imprisonment as authorized by the Illicit Discharge Prohibition Ordinance enacted May 18, 2005 to eliminate sources of illicit discharges as they are identified.

The town additionally takes measures that prevent the accidental creation of new non stormwater discharges via improperly routed sewer service laterals or improper dumping of solid waste. Installation of all sewer laterals are reviewed and installation inspected by sewer dept staff to prevent cross connection to the storm collection system. Site inspections are conducted by the Zoning Department upon reporting of dumping or when noted during regular operations of the municipal staff. The zoning officers issue notice of violation and take enforcement action including issuance of fines, liens upon property and imprisonment as authorized by chapter 171 of the town code, enacted September 1971.

Training is provided to municipal staff so effective identification of illicit non stormwater discharges can be conducted. DCSWCD organized workshops are conducted utilizing the 2007 "Pollution Prevention and Good Housekeeping for Municipal Operations" guide prepared by DCSWCD regarding the hazards associated with illegal discharges and improper disposal of waste as well as the identification of illicit discharges/ connections or dumping "in the field" and proper reporting procedures.

Further development of the illicit discharge components of the program will focus on the methods used to evaluate its effectiveness. The current evaluation method consists of quarterly review of implementation goals and activity documentation. While this has proved a benefit for program management, additional indication of the impact program activities have had on employee awareness and behavior is preferable. As of January 2009 pre-quizzes and wrap up evaluation results from the Good Housekeeping workshops will be used as an assessment of employees awareness and behavior.

Regulating Construction

The town has developed and is implementing a construction site regulatory component of the program that enforces regulations to reduce pollutants such as sediment in stormwater runoff from construction activities that result in land disturbances of an acre or greater. Applications to the Planning Board, Building Department, and Zoning Department for such land development activities are required by the Stormwater Local Law adopted May 18, 2005 to provide Stormwater Pollution Prevention Plans (SWPPP's) addressing both structural (e.g. diversions) and non structural practices (e.g. schedules for installation) to prevent the discharge of pollutants during construction as part of the review of the applications. Review comments on the compliance of a project's SWPPP with the local requirements are provided by a licensed engineer.

The Town Engineers office maintains an inventory of construction projects subject to local stormwater regulations and performs compliance inspections of these sites on a monthly basis as requested by the building department and upon request by the building department due to public reporting of a potential violations, or request by owner/operator's of construction sites. The Town Engineer's office provides an inspection compliance summary report to the building department for each compliance inspection. Enforcement actions and sanctions provided by local laws adopted May 18, 2005 are issued by the building dept and compliance inspections and summary reports prepared every other week for escalating enforcement until appropriate site corrections are made.

Public reports of potential violations during construction of project subject to the stormwater regulations are accepted by the stormwater public contact in the planning department as well as at the building department. When reported to the planning department, the notice is forwarded to the building department. Upon notification to the building department, the town engineer's office performs a compliance inspection.

The number and history of active construction sites, SWPPP revisions during plan review , potential violation reports, compliance inspections performed, and enforcement actions are all reviewed quarterly and used to indicate the effectiveness of the program in regards to construction industry behavior and awareness.

Regulating Development

The town has developed and is implementing a post construction regulatory component of the program to reduce the contribution of pollutants in runoff from new development and redevelopment projects that

- Result in land disturbance greater than 5 acres for single family homes or agricultural use
- Result in land disturbance greater than one acre for any other use
- Result in discharge of stormwater to impaired waterbodies

Applications to the Planning Board, Building Department, and Zoning Department for such land development or redevelopment projects are required by the Stormwater Local Law adopted May 18, 2005 to provide Stormwater Pollution Prevention Plans (SWPPP) including structural (e.g. infiltration basin) and non-structural practices (e.g. maintenance procedures for the infiltration basin) to reduce the discharge of post construction pollutants. Review comments on the compliance of a project's SWPPP with local requirements are provided to the board and departments by a licensed engineer. The Local Law also authorizes procedures for SWPPP review, post construction compliance inspection of practices, and enforcement or penalization of violations.

The town engineer's office maintains an inventory of post construction management practices constructed after March of 2003 and earlier constructed practices that have been identified as contributing to a water quality standard violation and performs maintenance and compliance inspections. Stormwater management practices and facilities are visually inspected once at a minimum during the first 6 months of operation to determine proper function and make use of any warranties. Inspections during the first year of operation occur following any 24 hours storm events exceeding 2.8 inches. After the first year of operation public structural practices are visually inspected on an annual basis. After the first year of operation private practices are visually inspected and compliance records reviewed on a bi-annual basis (once every two years).

Maintenance of structural practices is performed by the Highway Department or contracted out as necessary. Enforcement authorization and procedures for maintenance or installation violations include the issuance of a stop work orders and levying of fines upon responsible parties as well as the withholding of certificates of occupancy and the transfer of any restoration costs incurred by the town to a lien upon the subject property.

Fees are collected for inspection in the first year and long term maintenance of privately owned/maintained stormwater management practices via construction completion and maintenance guarantees. Fees are collected for inspection and maintenance of publicly owned/maintained stormwater management practices and long term compliance inspection of privately owned/maintained practices via a Town wide Drainage District.

Good Housekeeping Measures

The town has developed and is implementing an operation and maintenance program to reduce and prevent pollutant discharges in runoff from municipal operations by implementing structural and non structural practices identified in Stormwater Pollution Prevention Plans, Spill Prevention Plans, Operations and Maintenance Plans and specific conditions of work in third party agreements. Pollution prevention priorities at town operated water & wastewater treatment, auto maintenance, and highway garage facilities focus on identifying potential sources of pollution and implementing structural best management practices (eg. salt storage barn) and non structural practices (eg. training policies or procedures) for waste storage & disposal as well as spill prevention and response during operations to prevent the discharge of pollutants. Pollution prevention priorities for operations “in the field” (eg. road & drainage infrastructure), and at town parks focus on implementing non structural best management practices (eg. street sweeping policies or procedures) to reduce the discharge of pollutants.

In house staff training is conducted annually at the Poughkeepsie Water Treatment Facility & Arlington Wastewater Treatment Plant in the facility specific implementation of their plans currently. The plans are reviewed annually by facility staff as part of the training and certifications of employee training retained by the facility managers. Additional workshops will be conducted at all the facilities as requested by management staff during quarterly management meetings.

DCSWCD organized workshops on the implementation of best management practices utilizing the “Pollution Prevention and Good Housekeeping for Municipal Operations” guide prepared by DCSWCD were conducted in 2007 with parks department staff regarding grounds maintenance procedures and with highway garage staff regarding operations in the field and at the garage.

Additional measures are planned to continue implementing the municipal pollution prevention component of the stormwater program. A DCSWCD workshop will be conducted in January 2009 with code enforcement & sewer/water system maintenance staff using the “Good Housekeeping” Guide. The “Good Housekeeping” manual will be reviewed annually by staff and certifications of employee training retained by the department managers. Facility specific Stormwater Pollution Prevention Plans will be authored and implemented for operations at the Town Highway Garage, Auto Maintenance Center and the Country Club Estates Wastewater Treatment Plant. In house staff training at the Country Club Estates Wastewater Treatment Plant, as well as the highway garage and auto center will be conducted when the plans are implemented in 2010 and 2011. The SWPPP’s will be reviewed annually by facility staff as part of the training and certifications of employee training retained by the facility managers. Additional workshops will be conducted as requested by management staff. Pre-quizzes and wrap up evaluation results at the workshops will be compared to assess their effectiveness in raising awareness and changing behavior.



**Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02
STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE**

Regulated MS4: Town of Poughkeepsie **SPDES Permit Number:** **NYR20A198**

Annual Report Table for year ending: March 9, 2006 (Year 3) 2007 (Year 4) x 2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

Minimum Control Measure 1. Public Education and Outreach

<p>Permit Reference IV.C.1.a, b: Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> • <i>Explain the program, including activities and materials used</i> • <i>Identify the personnel or outside organization conducting the activity.</i> • <i>Indicate activities planned for next year.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>The town has developed and is implementing a public education and outreach program to reduce pollutants of concern in stormwater discharges that describes:</p> <ul style="list-style-type: none"> a) the impacts of stormwater discharges on waterbodies b) the pollutants of concern and their sources c) steps that contributors of stormwater and non stormwater discharges can take to reduce the pollutants <p>The Fallkill Creek and Wappinger Lake have been identified as waterbodies that have impaired quality attributed to stormwater discharges due to their 303d listing. Sediment and phosphorus have been identified as the contributing pollutants of concern. Homeowners, local businesses, (particularly facilities conducting landscaping or grounds keeping operations), and the construction industry have been identified town wide as target audiences for education in steps to reduce contribution of sediment and phosphorus.</p> <p>Audience specific educational brochures identifying steps to reduce pollutants are distributed via direct mailings to businesses and homeowners, as well as distributed at town hall by the departments where contact is made with each target audiences. These brochures additionally address the hazards of illicit discharges including improper waste disposal and dumping (Permit Reference IV.C.3.e, MM3 below) and steps to eliminate and report illicit discharges.</p>	<p>Grounds keeping and Building Maintenance staff from IBM, Marist, Vassar, DCC, and DCBOCES invited by planning dept staff to attend stormwater training by DCSWCD (April 2007);</p> <p>Contractors invited to DCSWCD Sponsored Sediment and Erosion Control Training Workshop in Millbrook NY and RCSWCD & GCSWCD sponsored Geo-synthetics for Sediment and Erosion Control Training Workshops in Pomona and Climax NY (March 2008)</p> <p><i>Approx.</i> 40 educational brochures for local businesses targeting proper waste disposal, good housekeeping, hazards of illegal discharges distributed at town hall by planning, building, tax receiving, and water/sewer departments.</p> <p><i>Approx.</i> 50 educational brochure for Homeowner Urban Stormwater pollution Prevention distributed at town hall by planning, building and tax receiving departments.</p> <p>County cooperative group representative spoke with chamber of commerce about impacts, pollutants, and reduction steps on their weekly radio program WHVW 950AM on August 30, 2007</p>

<p>Brochures for local businesses as well as homeowners will be distributed at Town Highway Garage during Bulk collection days as of June 2008.</p> <p>Contractors/Professionals/Municipal Employees & grounds keeping departments are invited to training seminars & workshops in proper operations to reduce pollutant discharge. Construction industry workshops (Note MM 4 below, Permit Reference IV.C.4.b. viii) focus on the administrative and technical criteria including implementation of the MS4 and construction stormwater permits requirements which are equivalently addressed in the town's stormwater laws. Brochures for upcoming workshops as well as steps to reduce pollutants will be directly distributed by compliance inspectors to construction site operators as of June 2008.</p> <p>Television and radio programs are also used to reach homeowners and the business community. "After the Storm" a USEPA prepared video will be aired on public access television, and program representatives are guests on the weekly chamber of commerce radio show to discuss the impacts, pollutants and steps to reduce pollutants.</p> <p>Evaluation of program effectiveness consists of quarterly review of implementation and activity documentation. As of August 2008 public survey data from the Vassar Environmental Research Institute is intended to be used to determine a baseline for awareness and behavior assessments. Future survey data, available from the watershed groups or as conducted by the town on a 3 year cycle will be used for contrast with baseline data in August 2011.</p>	<p>The town has developed procedures to include SWMP educational messages in tax and water bills (Jan 2008) and will begin implementing for January 2009.</p> <p>The town has developed procedures for running PSA such as "After the Storm" aired on public access channel 22 (JAN 2008) and will begin implementing for January 2009.</p> <p>At 12 county wide coordination meetings and 3 quarterly program management meetings municipal staff and consultants:</p> <ul style="list-style-type: none"> a) assessed education and outreach needs b) identified target audiences and messages c) selected activities & materials d) identified schedules and responsibilities for implementation e) evaluated the effectiveness of completed activities
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>DCSWCD MS4 Assistance Activities</p>	<p>See attached DCSWCD Narrative</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: Low Impact Development Techniques reporting has been addressed under MM 5. Upon recommendation by USEPA and NYSDEC, public awareness surveys will be utilized to assess the effectiveness of education activities targeting homeowners and businesses. Additionally, direct distribution of educational materials at construction sites will be utilized to pro-actively prevent construction site non-compliance. Direct distribution to homeowners and businesses will be conducted at waste collection days to pro-actively prevent discharge of pollutants.</p>	

Minimum Control Measure 2. Public Involvement/Participation

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.2.c.iii.: Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> • <i>Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</i> • <i>Indicate activities planned for next year.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>The town has developed and is implementing a public involvement/ participation program that</p> <ul style="list-style-type: none"> a) identifies key individuals and groups who are interested in or affected by the stormwater permitting program (stakeholders). b) identifies the type of input requested c) describes the activities to provide program access and gather input from stakeholders <p>The Public Contact administers and retains contact data of interested parties or stakeholders including watershed groups, members of the public, professional educators and researchers to assist in promoting and advertising education and involvement opportunities as well as encouraging volunteerism at stewardship events. These interested parties and stakeholders are contacted to provide input or expertise for the identification, selection, implementation and evaluation of practices and goals as well as comment on the Annual Reports.</p> <p>Municipal staff and consultants meet with stake holder groups to discuss program implementation and identify education and involvement activities. Water quality monitoring of the Fallkill and Casperkill is conducted by Dutchess Community College and the Vassar Environmental Research Institute (VERI). Current and historic sampling data is intended to be used to determine a baseline for water quality assessment once additional data is available from VERI in August 2008. Future data available from researchers and watershed groups will be used in 2011 for contrast with baseline data and then on a 3 year assessment cycle.</p>	<p>MID-HUDSON ADK organized a clean-up at Quiet Cove Park in April 2007 and removed a 50 gallon can of waste from the park.</p> <p>The Vassar ERI organized 2 clean-ups along 450 feet of the Casperkill and removed several bags of solid waste each time. One was conducted in the fall of 2007 with Vassar students and the second with Boy Scout Troop 10 in July of 2007. An additional clean-up is planned for the same area in conjunction with the Jewish Community Center Mitzvah day on May 18th, 2008.</p> <p>Municipal staff and consultants met with Town of Poughkeepsie CAC to discuss SWMP and identify public education and involvement opportunities and comment on the Annual Reports (MARCH 2007);</p> <p>Researchers at the Vassar Environmental Research Institute (ERI) presented a summary of their water quality sampling results and recommendations for management practices in the Casperkill watershed at a July 2007 Town Board meeting.</p> <p>Municipal staff and consultants met with Vassar ERI representatives as well as members of the public interested in forming a watershed group to discuss SWMP & identify public education and involvement activities including water quality monitoring & the identification, selection, implementation and evaluation of practices and comment on the Annual Reports (DECEMBER 2007);</p>

<p>At 12 county wide coordination meetings and 3 quarterly program management meetings municipal staff and consultants:</p> <ul style="list-style-type: none"> a) identify key individuals and groups who are interested in or affected by the stormwater permitting program (stakeholders). b) identify the type of input requested c) identify activities to provide program access and gather input from stakeholders d) identify schedules and responsibilities for implementation 	<p>Casperkill Watershed Alliance, Dutchess community College and the Friends of the Wappingers Lake (F.O.W.L.) were added to stakeholders list to include a total of 15 interested parties.</p> <p>SWMP public contact forwarded 7 messages to stakeholders about event planning & organization news. (March 2007-March 2008);</p> <p>The Vassar Environmental Research Institute conducted monthly sampling of water quality at 21 sites in the Casperkill Creek. (March 2007-March 2008)</p> <p>Dutchess Community College students conducted sampling of the Fallkill Creek.</p>		
<p>Permit Reference IV.C.2.a, f: Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. <i>Describe procedures below and state the methods used to publicize the AR public presentation.</i></p>			
<p>Public Notice given as announcement at prior Town Board meetings and stakeholders contacted to request comment</p>			
<p>Permit Reference IV.C.2.e: Public presentation of; f: summary of comments received on; and g: intended response to comments on the SWMPAR.</p>			
<p>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:</p>			
<p>A member of the public attended the meeting and submitted comments in writing.</p>			
<p>Comments on Annual Report Meeting ___ No public comments received on Annual Report. ___X___ Comments received. Attach summary</p>	<table border="1"> <tr> <td data-bbox="1081 808 1533 911"> <p>Date of Annual Report Meeting: 5/14/2008</p> </td> <td data-bbox="1533 808 1915 911"> <p>Approximate Date of Meeting Next Year: April 2009</p> </td> </tr> </table>	<p>Date of Annual Report Meeting: 5/14/2008</p>	<p>Approximate Date of Meeting Next Year: April 2009</p>
<p>Date of Annual Report Meeting: 5/14/2008</p>	<p>Approximate Date of Meeting Next Year: April 2009</p>		
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>		
<p>Develop a Stormwater Management Program Planning Document</p>	<p>A written stormwater management plan document will be prepared for completion prior to 2011. A draft document will be prepared and available for review and comment by members of the public and stakeholders prior to 2010.</p>		
<p>DCSWCD MS4 Assistance Activities</p>	<p>See attached DCSWCD Narrative</p>		
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: Upon review of the Draft 2008-2012 SPDES MS4 permit and recommendation by USEPA and NYSDEC a written Stormwater Management Plan will be prepared as a guidance document both for municipal staff and to provide public access to the program.</p>			

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)

<p>Permit Reference IV.C.3.a: Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p> <ul style="list-style-type: none"> • <i>Explain the activities and procedures used to meet this requirement this year and planned for next year.</i> • <i>Revise as procedures are updated.</i> • <i>Identify personnel or outside organization conducting the activities</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i>
<p>The town has developed and is implementing a program to detect, identify and eliminate illicit discharges, including illegal dumping with established:</p> <ol style="list-style-type: none"> a)procedures for dry weather surveys b)procedures for tracing illicit discharges to their source c)enforcement to remedy/remove sources <p>Dry weather surveys of outfalls are conducted by the town engineer on continuing cycle so that all of the 628 outfalls are inspected at least once every five year period using the ORI methods described by the Center for Watershed Protection’s “Illicit Discharge Detection And Elimination” manual. Outfalls are also inspected whenever a suspicious discharge is reported by members of the public or municipal field staff. Records of each survey are retained by the town engineer to review patterns or identify problem areas. A combination of storm drain network investigation, drainage area investigation, on site investigation, and septic system investigation as outlined in the IDDE manual, are used by the town engineer to trace illicit discharges to their source as illicit discharges are identified at outfalls. The town engineer takes enforcement actions including issuance of fines, liens upon property and imprisonment as authorized by the Illicit Discharge Prohibition ordinance enacted May 18, 2005 to eliminate sources of illicit discharges as they are identified.</p> <p>Installation of all sewer laterals are reviewed and installation inspected by sewer dept staff to prevent cross connection to the storm collection system.</p> <p>Site inspections are conducted by the Zoning Department upon reporting of dumping or when noted during regular operations of the municipal staff. The zoning officers issue notice of violation and take enforcement action including issuance of fines, liens upon property and imprisonment as authorized by chapter 171 of the town code, enacted September1971.</p>	<p>Dry weather survey results for 168 outfalls and conveyances in the Casperkill watershed where provided by DCSWCD staff in December of 2007. 100% of the 628 outfalls and conveyances in the town have had dry weather surveys conducted once as part of the first 5 year cycle.</p> <p>Two (2) dry weather surveys were conducted due to 2 suspicious discharges reported by the public. One (1) of the surveys noted an illicit discharge of cooking grease and it was eliminated after visual storm drain network investigation identified the source and a notice of violation was issued.</p> <p>The zoning department performed 2 site inspections due to 2 reports of dumping and approx. 1 cu. yard of waste was disposed.</p> <p>230 sewer installation inspections were conducted to ensure proper connections.</p> <p>125 dry weather survey will be conducted by the town engineer by March 2009 as part of the second 5 year cycle of inspections.</p>

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism

<p>Permit Reference IV.C.3.b: Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> • 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: percent of outfalls mapped</i>
<p>The town has developed a map with outfall locations verified, including inter municipal conveyances and a delineated storm sewer shed as well as waters of the US. Mapping is in GIS and is retained by the town engineer’s office.</p> <p>The mapping is reviewed and updated quarterly by the town engineer to include any newly identified or constructed outfalls.</p>	<p>100% of the 628 outfalls and conveyances in the town have been located, surveyed and their location mapped using GIS tools. (DEC 2007)</p> <p>Survey location for GIS mapping of the 168 outfalls and conveyances in the Casperkill watershed where provided by DCSWCD staff (DEC 2007).</p>
<p>Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. See the instructions for information about completing this section.</p>	
<p>Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?</p>	<p><input checked="" type="checkbox"/> Yes (complete questions below)</p>
<p style="text-align: center;">Assessment of Regulatory Mechanism (Local Code)</p>	
<p>1) When was this assessment completed or planned to be completed?</p>	<p>Date completed: <u> </u> March 2005 <u> </u></p>
<p>2) Is there an existing ordinance, local law or other regulatory mechanism?</p>	<p><input checked="" type="checkbox"/> Yes</p>
<p>3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?</p>	<p><input checked="" type="checkbox"/> Yes</p>
<p>4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?</p>	<p><input checked="" type="checkbox"/> Yes</p>
<p style="text-align: center;">Development of Regulatory Mechanism (Local Codes)</p>	
<p>5) When was this work completed or planned to be completed?</p>	<p>Date completed: <u> </u> MAY 2005 <u> </u></p>
<p>6) If you answered ‘No’ to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?</p>	<p>N/A</p>
<p>7) If you answered ‘No’ to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?</p>	<p>N/A</p>
<p>8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?</p>	<p><input checked="" type="checkbox"/> NYS IDDE Model Law in its entirety</p>
<p>9) What was the date or is the planned date of local law adoption?</p>	<p>Date: May 18, 2005 AS ITEM 05:18-02</p>
<p>10) Provide a web address if adopted local law can be found on a web site.</p>	<p>Web Address: http://www.townofpoughkeepsie.com/</p>

<p>Permit Reference IV.C.3.e: Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.</p> <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement this year <u>and planned for next year</u></i> • <i>Identify personnel or outside organization conducting activities</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>(06.5) Outreach to businesses and public on hazards associated with illicit discharges</p>	<p>Please note the Permit Reference IV.C.1.a, b: education activities results listed on page 1.</p>
<p>DCSWCD organized workshops are conducted utilizing the 2007 “Pollution Prevention and Good Housekeeping for Municipal Operations” guide prepared by DCSWCD regarding the hazards associated with illegal discharges and improper disposal of waste as well as the identification of illicit discharges/connections or dumping “in the field” and proper reporting procedures. Pre-quizzes and wrap up evaluation results at the January workshop will be compared to assess their effectiveness in raising awareness and changing behavior. The “Good Housekeeping” guide is reviewed annually by staff and certifications of employee training retained by the department managers and additional workshops conducted as requested by management staff.</p>	<p>Highway Dept staff certified their annual review of the “Good Housekeeping” Guide as a workshop was conducted in February of 2007 with highway staff.</p> <p>A workshop will be conducted in January 2009 with code enforcement & sewer/water maintenance staff.</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>DCSWCD MS4 Assistance Activities</p>	<p>See attached DCSWCD Narrative</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: Upon review of draft 2008-2012 SPDES requirements as well recommendations by DEC and EPA , training of the code enforcement and sewer/water maintenance staff has been appended to the plan in addition to the previously conducted training of Highway Department Staff. Additionally previously existing but unreported policies regarding prevention of illegal waste dumping and cross connections have been added.</p>	

Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i: Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. Report on assessment process used (*Stormwater Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?	<input checked="" type="checkbox"/> Yes (complete questions below)
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Preliminary Assessment of Regulatory Mechanism (Local Code)

1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: <input type="text"/> March 2005 <input type="text"/>
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2. If preliminary assessment was completed, indicate the results.	<input checked="" type="checkbox"/> None of the Sample Local Law provisions appeared in local code in 2005 and town adopted Sample Local Law or equivalent
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Assessment and Development of Regulatory Mechanism (Local Code) (continued on next page)

3. When was the Gap Analysis or equivalent process completed or when will it be completed?	Date completed: <input type="text"/> March 2005 <input type="text"/>
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4. How was / will the local code adopted*?	a. <input type="checkbox"/> The entire Sample Local Law adopted as amendments to existing code or as stand alone law.
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Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i (continued)

Assessment and Development of Regulatory Mechanism (Local Code) (continued)

5. Answer the following questions about the Gap Analysis or equivalent processes.

Provisions are defined as: All the Sample Local Law sections or subsections in the Gap Analysis Worksheets 1-4 that have a box in the “Equivalence” column, meaning that there is an associated “Equivalence” sheet (with the exception of Article 6, Section 4 which does not have an Equivalence sheet).

Total number of provisions in each worksheet: Sample Local Law Article 1 (Gap Analysis Worksheet 1) - 8 provisions; Sample Local Law Article 2 (Gap Analysis Worksheet 2) - 51 provisions; Sample Local Law Article 3, 4, 5 (Gap Analysis Worksheet 3) - 3 provisions; Sample Local Law Article 6 (Gap Analysis Worksheet 4) - 9 provisions.

MS4s that adopt the entire Sample Local Law as amendments to existing code or as stand alone law need to indicate the number of provisions being adopted that are exactly the same as the Sample Local Law, or equivalent, in the right-hand column below.

Sample Local Law Articles	NUMBER OF REQUIRED PROVISIONS IN LOCAL LAW		
	Existing provisions exactly the same as the Sample Local Law language	Existing provisions equivalent to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be adopted , listed as legislative agenda items.
1			Adopted as item 05:18-03 (8 provisions)
2			Adopted as item 05:18-03 (51 provisions)
3, 4, 5			Adopted as item 05:18-03 (3 provisions)
6			Adopted as item 05:18-03 (9 provisions)
TOTAL			Adopted as item 05:18-03 (71 provisions)
6. Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes SUBDIVISION CODE SECTION 177-19; SUBDIVISION CODE SECTION 177-20; SITE PLAN REVIEW SECTION 210-139; EROSION AND SEDIMENT CONTROL SECTION 97-9 WERE ALL NOTED AND REVISED FOR CONFORMANCE WITH SAMPLE LOCAL LAWS IN 2005		
7. What was the date or is planned date of local code adoption?	Date: May 18, 2005		
8. Provide a web address if the adopted local law can be found on a web site.	Web Address: http://www.townofpoughkeepsie.com/		

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.4.b. v: Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements.</p> <ul style="list-style-type: none"> • <i>Describe the procedures below. <u>Revise as procedures are updated.</u></i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
<p>The Planning Board, Building Department, and Zoning Department considers water quality impacts and sediment and erosion control plans contained in Stormwater Pollution Prevention Plans (SWPPP's) required by the Stormwater local Law adopted May 18, 2005 as part of the review of land development applications. Review comments on the compliance of a project's SWPPP with local and State requirements are provided by a licensed engineer.</p>	<p>The planning board approved 36 subdivision & site plan applications, of which 17 required SWPPP's including sediment and erosion control components. All 17 of those SWPPP's were reviewed as part of the subdivision review process. Plan's required an average of 2 revised submissions for compliance with local requirements.</p> <p>The Zoning Department. approved 2 applications for land contour permits, of which none required SWPPP's.</p>
<p>Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> • <i>Explain the procedures below. <u>Revise as procedures are updated.</u></i> • <i>Identify the responsible personnel or outside organizations.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Public reporting of potential violations during implementation of project plans subject to stormwater regulation is accepted by the stormwater public contact in the planning department as well as at the building department. When reported to the planning department, the notice is forwarded to the building department. Upon notification to the building department, the town engineer's office performs a compliance inspection.</p>	<p>The town received 21 reports of potential violations and performed compliance inspections at the sites as follow-up.</p>

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.4.b. iii, vii: Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.</p> <ul style="list-style-type: none"> • Describe each procedure below. <i>Revise as procedures are updated.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.
<p>The Town Engineers office maintains an inventory of construction projects subject to local stormwater regulations and performs compliance inspections of these sites on a monthly basis as requested by the building department and upon request by the building department due to public reporting of a potential violations, or request by owner/operator’s of construction sites. The Town Engineer’s office provides an inspection compliance summary report to the building department for each compliance inspection. Enforcement actions and sanctions provided by local laws adopted May 18, 2005 matching the DEC model law are issued by the building dept and compliance inspections and summary reports prepared every other week for escalating enforcement until appropriate site corrections are made.</p>	<p>Ten (10) construction sites in the town are subject to local stormwater regulations and were inspected for compliance <i>approx.</i> 120 times between March 2007 and March 2008.</p>
<p>Permit Reference IV.C.4.b. viii: Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet within the MS4s jurisdiction.</p> <ul style="list-style-type: none"> • Explain the activities and materials used to meet this requirement. • Identify the personnel or outside organization conducting this activity. • <u>Indicate activities planned for next year.</u> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Please note the Permit Reference IV.C.1.a, b: education activities listed on page 1.</p>	<p>Please note the Permit Reference IV.C.1.a, b: education activities results listed on page 1.</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • A combination of structural and/or non-structural management practices. • <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i> 	DO NOT ENTER INFORMATION IN THIS CELL
Applicants of land development or redevelopment projects subject to local regulation are required by the Stormwater Local Law adopted May 18, 2005 to provide Stormwater Pollution Prevention Plans (SWPPP) including structural (e.g. infiltration basin) and non-structural practices (e.g. maintenance procedures the infiltration basin) to reduce the discharge of post construction pollutants. The Local Law also authorizes procedures for SWPPP review, post construction compliance inspection of practices, and enforcement or penalization of violations.	
<ul style="list-style-type: none"> • Procedures for site plan and SWPPP review to ensure SWMPs meet state standards. • <i>Describe procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
The Planning Board, Building Department, and Zoning Department considers post construction control plans contained in Stormwater Pollution Prevention Plans (SWPPP’s) as part of the review of site and subdivision plan applications, building permit applications, and land contour permit applications as required by the Stormwater local Law adopted May 18, 2005. Review comments on the compliance of a project’s SWPPP with local and State requirements are provided to the board and departments by a licensed engineer.	<p>The planning board approved 36 subdivision & site plan applications, of which 14 required SWPPP’s including post construction control components. All 14 of those plans were reviewed as part of the subdivision review process. Plan’s required an average of 2 revised submissions for compliance with local requirements.</p> <p>The Zoning Department. approved 2 applications for land contour permits, of which none required SWPPP’s.</p>

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • Procedures for inspection and maintenance of post-construction management practices. • <i>Explain procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals are number of: inspections maintenance activities performed.</i>
<p>The town engineer’s office maintains an inventory of post construction management practices constructed after March of 2003 and earlier constructed practices that have been identified as contributing to a water quality standard violation and performs maintenance and compliance inspections as authorized by the Stormwater Local Law adopted May 18, 2005 and according to the procedures in the 2007 “SMP Long Term O&M Plan” which includes inspection items and schedules for publicly maintained practices as well as compliance inspection schedules and plan requirements for privately owned practices.</p> <p>Stormwater management practices and facilities are visually inspected once at a minimum during the first 6 months of operation to determine proper function and make use of any warranties. Inspections during the first year of operation shall occur following any 24 hours storm events exceeding 2.8 inches. After the first year of operation Public Stormwater Management Practices shall be visually inspected on an annual basis at a minimum. After the first year of operation Private Stormwater Management Practices shall be visually inspected and compliance records reviewed on a bi-annual basis (once every two years) at a minimum.</p> <p>Post construction Maintenance of Stormwater Practices is performed by the Highway Department or contracted out as necessary practices as authorized by the Stormwater Local Law adopted May 18, 2005 and according to the procedures in the 2007 “SMP Long term O&M Plan” which includes maintenance items and schedules for publicly maintained practices.</p>	<p>The municipal inventory of post construction practices identifies 17 long term practice within the municipality that are owned, operated, or maintained by private parties or that responsibility is anticipated. Of those practices 10 are privately maintained practices that have been completed and have been inspected according to the schedule depicted in the municipal Long Term Operation and Maintenance Plan for Stormwater Management Practices. Construction completion is anticipated for 7 additional practices that will be privately owned or maintained. At the time of their completion these practices will also be inspected as per the municipal O&M plan.</p> <p>The municipal inventory identifies 28 long term practices within the municipality that are owned, operated, or maintained by the town of Poughkeepsie or that responsibility is anticipated. Of those one practice has been constructed and was inspected according to the schedule depicted in the municipal Long Term Operation and Maintenance Plan for Stormwater Management Practices. Construction completion is anticipated for 27 additional practices that will be publicly owned or maintained. At the time of their completion these practices will also be inspected as per the municipal O&M plan.</p>

<ul style="list-style-type: none"> Procedures for enforcement and penalization of violators. <i>Explain procedures below. Revise as procedures are updated.</i> 	<ul style="list-style-type: none"> <i>Example measurable goals: number enforcement activities performed.</i>
<p>Enforcement authorization and procedures for violations include the issuance of a stop work order and levying of fines upon responsible parties as well as the withholding of certificates of occupancy and the transfer of any restoration costs incurred by the town to a lien upon the project property established by Stormwater local Law adopted May 18, 2005.</p>	<p>No Post construction stormwater management practice enforcement actions were required this year as the inspections did not indicate any practices in non-compliance.</p>

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators. <i>Describe resources below. Update annually.</i> 	<p style="text-align: center;">DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Fees are collected for inspection in the first year and potential long term maintenance of privately owned/ maintained stormwater management practices via construction completion and maintenance guarantees as authorized by Stormwater local Law adopted May 18, 2005</p> <p>Fees are collected for inspection and maintenance of publicly owned/maintained stormwater management practices and long term compliance inspection of privately owned/maintained practices via a Town wide Drainage District.</p>	
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>LOW IMPACT DEVELOPMENT-The Planning board encourages the use of low impact development techniques during review.</p>	<p>Of the 36 applications approved 3 projects were identified as implementing low impact development techniques as components of the application.</p>
<p>DCSWCD MS4 Assistance Activities</p>	<p>See attached DCSWCD Narrative</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

Minimum Control Measure 6. Pollution Prevention/Good Housekeeping for Municipal Operations

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

<ul style="list-style-type: none"> • This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program. • A separate table follows that is for MS4s to report on management practices performed in identified municipal operations. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
<p>Permit Reference IV.C.6.a: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>List pollutants that will be addressed by the municipal pollution prevention program.</i> 	
<p>Phosphorus, Sediment, Herbicides, Pesticides, TSS, COD, Oil, Grease, Benzene, Ethylbenzene, Toluene & Xylene</p>	
<ul style="list-style-type: none"> • <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Pollution prevention priorities at town operated water & wastewater treatment, auto maintenance, and highway garage facilities focus on identifying potential sources of pollution and implementing structural best management practices (eg. salt storage barn) and non structural practices (eg. training policies or procedures) for waste storage & disposal as well as spill prevention and response during operations to prevent the discharge of pollutants.</p>	
<p>Pollution prevention priorities for operations “in the field” (eg. road & drainage infrastructure), and at town parks focus on implementing non structural best management practices (eg. street sweeping policies or procedures) to reduce the discharge of pollutants.</p>	
<p>Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained).</p> <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement.</i> • <i>Identify training needs and design training components</i> • <i>Determine the adequacy and appropriate frequency of staff training.</i> • <i>Identify personnel or outside organization conducting activities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>In house staff training is conducted annually at the Poughkeepsie Water Treatment Facility & Arlington Wastewater Treatment Plant in the facility specific implementation of each Stormwater Pollution Prevention Plan. SWPPP’s are reviewed annually by facility staff as part of the training and certifications of employee training retained by the facility managers. In house staff training at the Country Club Estates Wastewater Treatment Plant, as well as the highway garage and auto center will be conducted when the plans are implemented in 2010 and 2011. The SWPPP’s will be reviewed annually by facility staff as part of the training and certifications of employee training retained by the facility managers. . Additional workshops will be conducted at all the facilities as requested by management staff during quarterly management meetings.</p>	<p>Parks department staff certified their annual review of the “Good Housekeeping” Guide as they were prior trained in the implementation of the “Good Housekeeping” Guide in April 2007.</p> <p>Highway garage staff certified their annual review of the “Good Housekeeping” Guide as they were prior trained in the implementation of the “Good Housekeeping” Guide in February 2007.</p> <p>In house training in SWPPP implementation was conducted at the Poughkeepsie Water Treatment Facility.</p>

<p>DCSWCD organized workshops on the implementation of best management practices utilizing the “Pollution Prevention and Good Housekeeping for Municipal Operations” guide prepared by DCSWCD were conducted with parks department staff regarding grounds maintenance procedures and with highway garage staff. A workshop will be conducted in January 2009 with code enforcement & sewer/water maintenance staff. The “Good Housekeeping” manual is reviewed annually by staff and certifications of employee training retained by the department managers. Additional workshops will be conducted as requested by management staff. Pre-quizzes and wrap up evaluation results at the workshops will be compared to assess their effectiveness in raising awareness and changing behavior.</p>	<p>In house training in SWPPP implementation was conducted at the Arlington Wastewater Treatment Plant.</p> <p>A DCSWCD workshop using the “good Housekeeping “guide will be conducted in January 2009 with code enforcement & sewer/water maintenance staff.</p> <p>Implementation of facility specific stormwater pollution prevention plans and in house training will commence at the Country Club Estates Treatment Plant by January 2010.</p> <p>Highway garage and parks department staff will certify their annual review of the “Good Housekeeping” Guide by March 2009.</p> <p>Implementation of facility specific stormwater pollution prevention plans and in house training for the highway department and auto center staff will commence prior to January 2011.</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>DCSWCD MS4 Assistance Activities</p>	<p>See attached DCSWCD Narrative</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: Upon review of draft 2008-2012 SPDES requirements as well recommendations by DEC and EPA, training of the staff at wastewater treatment plants and the auto center has been appended to the program, and the focus of training amended to address implementation of facility specific SWPPP’s in addition to the existing Good Housekeeping guide. Additionally, training conducted in spill prevention plan implementation at the jointly owned Poughkeepsie Water Treatment Facility & Arlington plant has been noted.</p>	

Minimum Control Measure 6. Municipal Operations: Street and Bridge Maintenance; Winter Road Maintenance; Stormwater System Maintenance; Vehicle and Fleet Maintenance; Park and Open Space Maintenance; Municipal Building Maintenance; Solid Waste Management; Other: _____ Sewer & Water maintenance _____

<ul style="list-style-type: none"> • Copy this page and give it to each municipal office or department responsible for reporting. • Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. • 	
<p>Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from the municipal operation(s) indicated above to the MEP.</p> <ul style="list-style-type: none"> • <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing policies and procedures</i> • <i>Briefly describe or reference any policies and procedures being developed</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Facility Specific Stormwater Pollution Prevention Plans (SWPPPS) have been implemented for operations at the Arlington Wastewater Treatment Plant and the jointly owned Poughkeepsie Water Treatment Facility. Facility specific Stormwater Pollution Prevention Plans will be authored and implemented for operations at the Town Highway Garage (1/2011), Auto Maintenance Center (1/2011) and the Country Club Estates Wastewater Treatment Plant (1/2010). These SWPPPS identify and focus on implementing structural best management practices (eg. salt storage barn) and non structural practices (eg. training, policies or procedures) for waste storage & disposal as well as spill prevention and response during operations to prevent the discharge of pollutants such as sediment, TSS, COD, oil, grease, benzene, ethylbenzene, toluene & xylene.</p>	
<p>The "Town of Poughkeepsie Highway Department Operations and Maintenance Plan" was prepared and implemented in January 2007 and the "Pollution Prevention and Good Housekeeping for Municipal Operations" guide was prepared and implemented in February 2007 to address pollution prevention priorities for street, winter, drainage, fleet, open space and building maintenance as well as waste management operations which identify and focus on implementing non structural best management practices (eg. street sweeping policies or procedures) to reduce the discharge of pollutants such as sediment, phosphorus, herbicides and pesticides.</p>	
<p>Special conditions of work are included in maintenance contracts for grounds keeping and park maintenance to address pollution prevention priorities for open space and park maintenance which identify non structural best management practices (eg. fertilizer application policies) to prevent and reduce the discharge of pollutants such as sediment, phosphorus, herbicides and pesticides.</p>	

<ul style="list-style-type: none"> • Briefly describe or reference any existing best management practices • Briefly describe or reference any planned best management practices 	DO NOT ENTER INFORMATION IN THIS CELL
<p>Catch basin cleaning: The highway department removes sediment from all catch basins in the town annually. The department will continue to regularly remove sediment from catch basins.</p>	
<p>Street sweeping: The Highway Superintendent oversees sweeping of 140 miles of town roads. The Highway Superintendent will continue to oversee the sweeping of all town roads annually.</p>	
<p>Salt Storage: Road salt is stored in a 800 ton shed at the highway garage and staff review handling and transfer policies annually. The highway department applies approximately 4000 tons of salt and liquid calcium annually. Construction of a 6,000 ton salt shed on Tucker Drive is anticipated by the highway department.</p>	
<p>De-icing Applicators testing/calibration/maintenance: All 17 vehicle’s components where inspected and calibrated prior to the cold season. All vehicles will be inspected and calibrated annually prior to the cold season</p>	
<p>De-icing and maintenance vehicle washing: Vehicle washing at the highway garage is conducted in a designated areas draining to the wastewater treatment facility and staff review washing policies annually. Vehicle washing will continue to be conducted in the designated area.</p>	
<p>Waste Oil Disposal: Approx. 100 gallons of waste oil was burned in a waste oil furnace at the highway garage. Waste oil is stored in a 250 gallon containment tank at the auto center and the Arlington wastewater plant and is inspected and recycled by commercial services twice a year.</p>	
<p>Hazardous Materials Storage and Disposal: Materials used for vehicle, parks and building maintenance are stored as per manufacturer’s standard. Staff review storage policies annually. Waste brake fluid, radiator fluid, and cleaner solvent are stored at the auto center in separate 55 gallon containment tanks and is inspected and collected by commercial services twice a year. Materials stored at the water treatment plant and the Arlington Wastewater plant are stored in containment tanks and plant staff review policies for transfer and handling of materials as well as tank inspection. Grit & screenings are stored, incinerated and ash stored at the wastewater plant in a designated area draining to the plant prior to disposal.</p>	
<p>Spill Prevention and Response: Parks, highway, building and auto maintenance staff review reporting policies annually. Spills are reported to the highway department. Spill kits are stored at the highway garage. Highway staff review containment and cleanup policies annually. One (1) small spill was reported at a town park and was immediately contained and disposed. Spill kits are stored at the water treatment plant and Arlington Wastewater Plant and staff review policies and procedures annually.</p>	
<p>Solid Waste Storage and Disposal: Solid Waste is stored at the highway garage transfer station in designated areas. April –September bi-weekly bulk waste collection at the highway garage. Staff annually review policies for storage and transfer.</p>	
<p>Herbicide & Pesticides Application: Over the counter herbicide & pesticides are applied only when non-chemical practices are insufficient and according to manufactures recommendation. Herbicide & pesticides not applied during landscaping of Town Parks. Approx. 10 cans of “over the counter” commercial bee and wasp repellent where applied.</p>	
<p>Fertilizer Application: Fertilizers are not applied during facility grounds-keeping or at town parks.</p>	
<p>Grounds Maintenance: Grass is maintained at 2.5” in open spaces and at 2” on sporting fields. Leaves, limbs, and debris are collected and disposed of weekly.</p>	
<p>Sanitary Facility Maintenance: Port-A potties are located at town parks and are inspected & pumped weekly. Waste is disposed of at the treatment plant.</p>	

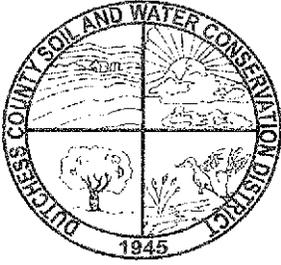
• Identify and describe the equipment and staff that are in place	DO NOT ENTER INFORMATION IN THIS CELL
Highway Department Staff : 27 Staff employees performing maintenance, 17 winter road maintenance vehicles, 1 vac-truck Auto Facility Staff: 4 employees performing maintenance Arlington WWTP staff: 30 employees performing maintenance Country Club Estates WWTP Staff: 2 employees performing maintenance Poughkeepsie WTF Staff: 19 Staff employees performing maintenance Parks Dept. Staff: 4 seasonal employees performing maintenance	

Minimum Control Measure 6. Municipal Operations: Street and Bridge Maintenance; Winter Road Maintenance;
 Stormwater System Maintenance; Vehicle and Fleet Maintenance; Park and Open Space Maintenance; Municipal Building Maintenance;
 Solid Waste Management; Other: Sewer& Water maintenance

<ul style="list-style-type: none"> • Copy this page and give it to each municipal office or department responsible for reporting. • Put an ‘X’ in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
Permit Reference IV.C.6.a, c (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i> • <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i> 	DO NOT ENTER INFORMATION IN THIS CELL
The town has developed and is implementing an operation and maintenance program to reduce and prevent pollutant discharges using structural and non structural practices in Stormwater Pollution Prevention Plans, Operations and Maintenance Plans and specific conditions of work in third party agreements. Facility specific Stormwater Pollution Prevention Plans will be authored and implemented for operations at the Town Highway Garage, Auto Maintenance Center and the Country Club Estates Wastewater Treatment Plant.	
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: <ul style="list-style-type: none"> • <i>explain the activities and materials;</i> • <i>identify the personnel or outside organization conducting the activities.</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Note the “Permit Reference IV.C.6.a” training activities and materials referenced above.	Note the measurable goals and results referenced above (Permit Reference IV.C.6.a).

Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
DCSWCD MS4 Assistance Activities	See attached DCSWCD Narrative
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: Upon review of draft 2008-2012 SPDES requirements as well recommendations by DEC and EPA, training of the staff at treatment plants and the auto center has been appended to the program, and the focus of training amended to address implementation of facility specific SWPPP's in addition to the existing Good Housekeeping guide. Additionally, training conducted in spill prevention plan implementation at the jointly owned Poughkeepsie Water Treatment Facility & Arlington plant has been noted.</p>	

<p>Did you include any of the following documents as appendices? Put a mark each appended document.</p>
<p><input checked="" type="checkbox"/> Summary of public comments received on the annual report at the public presentation (Required)</p> <p><input checked="" type="checkbox"/> Intended response to comments on the annual report (Required)</p> <p><input type="checkbox"/> Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.</p> <p><input checked="" type="checkbox"/> STORMWATER PROGRAM NARRATIVE</p> <p><input checked="" type="checkbox"/> INTERMUNICIPAL COOPERATIVE ACTIVITIES SUMMARY BY DCSWCD</p>



Dutchess County Soil and Water Conservation District
2715 Rt.44, Suite 3
Millbrook, N.Y. 12545
Phone (845) 677-8011 ext. 3 Fax (845) 677-8354
www.dutchessswcd.org

TO: DUTCHESS COUNTY MS4 COMMUNITIES
FROM: ED HOXSIE, III, DCSWCD
SUBJECT: PHASE II STORMWATER ASSISTANCE IN YEAR 5
DATE: 5/8/08
CC: WILLIAM R. STEINHAUS, DUTCHESS COUNTY EXECUTIVE

Dear MS4s:

This memo provides details regarding Dutchess County Soil and Water Conservation District's (DCSWCD's) activities during year 5 of the Phase II stormwater program. Additionally we have included information regarding some activities completed by other organizations during year 5 and activities that DCSWCD and others are planning to complete within year 6 of the Phase II permit term (year 1 of revised NYSDEC permit). For ease of review and reporting, the reportable activities are organized into Phase II's six minimum measures.

1. Public Education and Outreach on Stormwater Impacts

Year 5

During year 5 DCSWCD distributed brochures and other printed materials related to stormwater and water quality at numerous public events including the Dutchess County Fair (8/21-26/07), Adams Fair Acre Farm's Spring Landscaping Event (2/28-3/9/08), and at our annual seedling sale (4/20-21/07). A sample of the educational materials available is attached to this memo (see Attachment A). DCSWCD also provided educational brochures to municipal employees and Conservation Advisory Councils (CACs) for distribution at various "Community Days" and other public events.

DCSWCD continued to administer the Dutchess County MS4 Coordinating Committee which includes all traditional MS4s as members, as well as the New York State DOT and Dutchess County DPW. This committee meets monthly to discuss Phase II related topics (see meeting agendas in Attachment A).

Pat Ferracane and Janet Swentusky, NYSDEC, attended the March 28, 2007 Dutchess County MS4 Coordination Committee meeting to discuss Phase II annual reporting. This discussion included tips on how each community could improve their program and their reporting to NYSDEC

DCSWCD arranged for "After the Storm," a 1 1/2 hour television program about watersheds co-produced by EPA and The Weather Channel to be aired on CableVision Channel 21, Wappingers Falls, on March 12, 2007.

DCSWCD staff appeared on local radio shows to discuss stormwater pollution prevention on August 30, 2007 (Greater Dutchess Chamber of Commerce Radio Hour) and September 13, 2007 (Radio Disney).

DCSWCD sent out a mailer regarding maintaining a healthy riparian buffer to all property owners along the Wappinger Creek and its tributaries (see Attachment A). Over 2,800 mailings were sent on March 23, 2007.

In April 2007, DCSWCD distributed brochures to all town boards within the Wappinger Creek watershed regarding the water resources within the watershed and how they must be considered during the project approval process (see Attachment A).

DCSWCD developed and distributed a "Preventing Stormwater Pollution" brochure directed to commercial and industrial businesses in Year 5 (see brochure in Attachment A). It was distributed to all members of the Dutchess County Regional Chamber of Commerce (over 2,000 members) via their monthly newsletter and to all Pawling Chamber of Commerce members located within Dutchess County (approximately 220 members).

In year 5, DCSWCD conducted a training for Parks & Recreation and Building Maintenance Staff that included education related to stormwater pollution prevention, good housekeeping, and identifying and minimizing illicit discharges to storm sewers. This 4-hour training was held on April 3, 2007 and had 30 attendees (see training information in Attachment E).

Trainings for municipal employees including Highway, Parks and Recreation, and Water and Sewer Department staff regarding stormwater pollution prevention, good housekeeping, and identifying and minimizing illicit discharges to storm sewers were provided to the Villages of Wappingers Fall (5/1/07) and Fishkill (5/16/07), the Town of East Fishkill (10/11/07), and the City of Poughkeepsie (12/12/07).

DCSWCD held a 4-hour training for municipal employees and board members on February 7, 2008 regarding floodplain and stormwater management (see Attachment A for a copy of the stormwater management presentation and sign in). Over 50 municipal board members and employees attended this training.

DCSWCD hosted a training session for area contractors and landscapers regarding proper soil erosion and sediment control on February 27, 2008. There were 87 attendees of this full-day course (see course information in Attachment D).

DCSWCD included stormwater related education in our annual edition of "Conservation News" (see copy in Attachment A). There were 2,500 copies of the newsletters distributed to residents throughout the County, as well as placed in Town/City Hall buildings and local

libraries in January 2008. Newsletters were mailed to residents as described in the below table.

TABLE 1. DCSWCD NEWSLETTER RECIPIENTS

Municipality	Total
Amenia	9
Beacon	3
Clinton Comers	21
Dover Plains	13
Fishkill	4
Holmes	3
Hopewell function	30
Hyde Park	14
LaGrangeville	15
Millbrook	21
Millerton	5
Pawling	10
Pine Plains	14
Pleasant Valley	22
Poughquag	21
Red Hook	23
Rhinebeck	22
Salt Point	6
Staatsburg	7
Standfordville	22
Stormville	6
Tivoli	6
Verbank	11
Wappingers Falls	23
Wassaic	2
Wingdale	9
Poughkeepsie (12601-12603)	50

Again in 2007, DCSWCD assisted in the organization and administration of the Hudson Valley Regional Envirothon at the Sharpe Reservation in Fishkill on April 27th. The Envirothon is an environmentally based competition event between teams of high school students. The 2007 focus topic was "Alternative/Renewable Energy" (see notice in Attachment A).

In year 5, DCSWCD staff continued to maintain, update, and improve the stormwater webpage associated with the overall District website (<http://dutchessswcd.org/stormwater.htm>). The webpage includes information and web links useful to residents, businesses, and MS4s regarding Phase II and stormwater.

DCSWCD assisted in the organization of the 2007 Southeast New York Stormwater Conference & Trade Show on October 17, 2007 in Beacon (see attached agenda, [Attachment A](#)). This conference was attended by many MS4, county, and state officials, as well as consultants, contractors, and stormwater product providers. This all-day conference provided attendees with a plethora of stormwater information and education.

DCSWCD met with Town of Pawling staff to discuss their needs for Phase II required regulations. Additionally staff met with City of Beacon employees and Conservation Advisory Council members (2/26/08) to clarify the required regulations.

In year 5 DCSWCD staff also presented on Phase II related topics at a Town of East Fishkill Town Board meeting (5/24/07) and two Wappinger Creek Intermunicipal Council (WIC) meetings. Additionally, DCSWCD staff attended the Van Wyck Junior High open house on September 27, 2007 and distributed stormwater pollution prevention brochures. DCSWCD also presented on stormwater BMPs as a guest lecturer at a Dutchess Community College on February 28, 2008 (see [Attachment A](#) for presentation)

In year 5, area organization hosted a number of environmental events please see the notices and announcements found attached to this memo (see [Attachment A](#)).

Proposed for Year 6

In year 6 DCSWCD plans on distributing educational materials related to stormwater and water quality at many of the same events as in year 5.

DCSWCD will continue to administer the Dutchess County MS4 Coordination Committee and provide assistance to area MS4s. Plans are to continue to hold monthly meetings of this Committee.

The Dutchess County MS4 Coordination Committee plans to meet with a representative from the Dutchess County Department of Health on April 9, 2008 to discuss how the MS4s and Health Department can better coordinate response to the detection of an illicit discharge of a septic nature. The discussion will also include the topic of training for MS4 employees regarding the detection of failing septic systems and response to illegal dumping.

DCSWCD will conduct three (3) regional Pollution Prevention/Good Housekeeping trainings for Municipal Staff (e.g., highway, parks and recreation, and sewer and water) in year 6 in the following locations to be utilized by all regulated and non-regulated MS4s in Dutchess County:

- City of Beacon, April 15, 2008
- Town of Millbrook (DCSWCD offices), May 28, 2008

- Town of Poughkeepsie, January 15, 2009

On April 29th, the 2008 Hudson Valley Regional Envirothon will be held at the Sharpe Reservation in Fishkill. The 2008 focus topic will be "Recreational Impacts on Natural Resources."

In 2008, DCSWCD will again assist in the organization of the Southeast New York Stormwater Conference & Trade Show.

Also in year 6 CCEDC and IES will continue to host open educational forums and scientific seminars free of charge to the public at their Millbrook facilities.

2. Public Involvement/Participation

Year 5

DCSWCD presented at a Town of East Fishkill Town Board Meeting on May 24, 2007 regarding the Phase II regulations and general stormwater awareness.

Other public participation activities that DCSWCD participated in include attending quarterly public meetings and monthly working group meetings of the WIC, and monthly meetings of the Dutchess County MS4 Coordination Committee.

The DCSWCD annual seedling sale provided an abundant amount of conservation planting material to businesses and residents of Dutchess County. The table below shows the amount of conservation planting and soil erosion and sediment control coverage that occurred in each community because of the seedling sale.

**TABLE 2. CONSERVATION PLANTINGS
APRIL 2007 DCSWCD SEEDLING SALE**

Municipality	Zip Code	# Hardwood	# Conifer	#Shrubs/ Groundcover	#Bags of Seed	#Bags of Mulch	Conservation Acres *	SESC Acres**
Beacon	12508	20	0	110	0	0	0.15	0.00
Fishkill	12524	20	830	190	0	0	1.44	0.00
Holmes (pawling)	12531	0	50	190	0	0	0.25	0.00
Hopewell Junction (East Fishkill)	12533	80	1010	780	3	1	3.88	0.04
Hyde Park	12538	70	210	410	1	24	1.35	1.06
Lagrangeville (Lagrange)	12540	70	480	350	0	0	1.19	0.00
Millbrook	12545	260	13010	1480	2	15	22.06	0.66
Clinton Corners	12514	70	230	900	18	12	10.32	0.53
Pawling	12564	10	190	420	2	0	1.69	0.00
Pleasant Valley	12569	170	300	1060	10	30	6.80	1.32
Poughquag (Beekman)	12570	160	220	820	3	22	2.94	0.97
Rhinebeck	12572	180	320	1190	1	5	2.47	0.22
Salt Point (pleasant Valley)	12578	130	240	395	3	4	2.51	0.18
Staatsburg (Hyde Park)	12580	30	370	160	2	2	1.76	0.09
Stormville (East Fishkill)	12582	40	140	100	0	0	0.39	0.00
Wappingers Falls	12590	70	200	540	5	4	3.45	0.18
Poughkeepsie	12601	90	240	450	4	24	2.97	1.06
Poughkeepsie	12603	300	870	1290	17	0	11.65	0.00

*Calculated at 436 plants/acre (hardwood), 681 plants/acre (conifer), and 1,090 plants/acre (shrubs/groundcover) as per Tree/Shrub Establishment, NRCS, July 2002. Seed coverage approximately 0.5 acres/bag based on manufacturer's instructions.

**Calculated assuming mulch is spread to a depth of 2-inches.

In year 5 the CCEDC continued to have an active volunteer program in the Environmental Program GIS Lab.

Conservation Advisory Councils (CACs) within MS4 communities continued to be active in year 5 (see attached Annual CAC & EMC Roundtable (2/27/08) Summary of CAC and EMC 2007 Accomplishments & 2008 Goals, Attachment B).

Proposed for Year 6

In year 6 DCSWCD will again hold its annual seedling sale. This sale, as with all previous year's sales, will be open to the public.

The CACs within Dutchess County have plans to continue activity in year 6 (see attached Annual CAC & EMC Roundtable (2/27/08) Summary of CAC and EMC 2007 Accomplishments & 2008 Goals, Attachment B).

3. Illicit Discharge Detection and Elimination

Year 5

As part of DCSWCD completed storm sewer outfall mapping program, visual inspection of each outfall was completed. This inspection included documenting if a potential illicit discharge was present at the time of the inspection. To date, all of the MS4 outfalls in Dutchess County have been visually inspected (with the exception of outfalls owned by the State, City of Poughkeepsie, and Town of Poughkeepsie (outside of the Casperkill Watershed). The following table shows the number of outlets and outfalls inspected in year 5

TABLE 3. OUTFALL AND OUTLET INSPECTIONS

MS4	Total Outlets* Inspected Year 5	Outfalls Inspected Year 5 (% of total)
City of Beacon	79	46 (100%)
Town of Beekman	3	3 (4%)
Town of East Fishkill	7	6 (3%)
Town of Fishkill	157	81 (100%)
Village of Fishkill	8	7 (100%)
Town of Hvde Park	37	22 (19%)
Town of LaGrange	438	184 (100%)
Town of Pawling	18	11 (14%)
Village of Pawling	4	2 (22%)
Town of Pleasant Valley	145	50 (100%)
City of Poughkeepsie	N / A (MS4 responsible for inspection and mapping)	
Town of Poughkeepsie	170	104 (percent unknown)
Town of Wappinger	28	21 (17%)
Village of Wappingers Falls	32	22 (100%)
Dutchess County DPW	66 of 66 (LG)	49 of 49 (LG)
	20 of 32 (EF)	18 of 19 (EF)
	35 of 65 (HP)	21 of 40 (HP)
	12 of 12 (Town Fish)	8 of 8 (Town Fish)
	9 of 9 (PV)	6 of 6 (PV)
	51 of 91 (Wapp)	45 of 61 (Wapp)
	8 of 78 (Beek)	6 of 27 (Beek)
	0 of 0 (City Bea)	0 of 0 (City Bea)
	0 of 0 (VF)	0 of 0 (VF)
	0 of 0 (VWF)	0 of 0 (VWF)
0 of 56 (paw)	0 of 20 (paw)	
0 of 0 (VPaw)	0 of 0 (VPaw)	
22 of 22 (Town PK)	15 of 15 (Town PK)	
TOTAL = 223	TOTAL = 168 (69%)	
NYSDOT	N / A (MS4 responsible for inspection and mapping)	

*Outlets are defined as the discharge points of pipes, ditches, and swales.

DCSWCD has also assisted Dutchess County MS4s with the development and adoption of regulations to prohibit and eliminate illicit discharges.

Considering sediment loading in stormwater as an illicit discharge, DCSWCD has two Certified Professionals in Erosion and Sediment Control (CPESC) on staff to assist communities with soil erosion issues. DCSWCD staff regularly responds to calls from MS4s who are witnessing illicit discharges from construction sites. We respond, assess the situation, and act as an agent to NYSDEC as necessary to move towards enforcement actions.

DCSWCD also conducts many stream rehabilitation projects throughout the year to stabilize banks and reduce the amount of sediment being eroded from the damaged location. Rehabilitation measures include hard arming (e.g., riprap) and bio-engineering methods.

In year 5, DCSWCD conducted a training for Parks & Recreation and Building Maintenance Staff that included education related to identifying and minimizing illicit discharges to storm sewers. This 4-hour training was held on April 3, 2007 and had 30 attendees.

Trainings for municipal employees including Highway, Parks and Recreation, and Water and Sewer Department staff that included identifying and minimizing illicit discharges to storm sewers were provided to the Villages of Wappingers Fall (5/1/07) and Fishkill (5/16/07), the Town of East Fishkill (10/11/07), and the City of Poughkeepsie (12/12/07).

Shohreh Karimipour, NYSDEC conducted an illicit discharge detection and elimination training on November 7, 2007 in conjunction with a monthly meeting of the Dutchess County MS4 Coordination Committee (see attached presentation and sign in, [Attachment C](#)).

Proposed for Year 6

DCSWCD will continue to assist MS4s with their illicit discharges due to sediment laden construction site runoff and to minimize stream bank erosion by continuing to complete stream rehabilitation projects.

In year 6, DCSWCD will host three, 4-hour trainings for Municipal Staff (e.g., highway, parks and recreation, and sewer and water) that will include education related to identifying and minimizing illicit discharges to storm sewers.

4. Construction Site Stormwater Runoff Control

Year 5

DCSWCD hosted a training session for local contractor regarding proper soil erosion and sediment control on February 27, 2007 (see attached notice, agenda, and sign in, [Attachment D](#)). There were 87 attendees of this full-day course.

As stated previously, DCSWCD has two Certified Professionals in Erosion and Sediment Control (CPESC) on staff to assist communities with soil erosion issues, particularly those

due to development or redevelopment projects. DCSWCD regularly responds to calls from MS4s to inspect problem construction sites.

DCSWCD actively promotes the CPESC certification program and hosted a CPESC training at our facility on March 22, 2007 and proctored the follow up CPESC exam on April 24, 2007 (see [Attachment D](#)).

During year 5, DCSWCD staff reviewed construction plans, focusing on soil erosion and sediment control concerns, for the following communities:

- Town of Hyde Park
- Town of LaGrange
- Town of Poughkeepsie
- Town of Wappinger

DCSWCD has also assisted Dutchess County MS4s with the development and adoption of regulations related to soil erosion and sediment control as required by the Phase II permit.

On November 9, 2007 a workshop was held by the Columbia County Soil and Water Conservation District for Contractors, Engineers, and Municipal Officials regarding the Phase II Stormwater Regulations for construction projects and the requirements for sediment and erosion control. Participants included Dutchess County contractors and municipal employees (see [Attachment D](#)).

Proposed for Year 6

DCSWCD will continue to promote the CPESC certification program and will hold a CPESC training at our facility on June 17, 2008 and proctor the follow up CPESC exam on July 22, 2008.

DCSWCD will continue to assist MS4s with the review of development and redevelopment applications to ensure that soil erosion and sediment control is being adequately addressed.

5. Post-Construction Stormwater Management

Year 5

In year 5, DCSWCD conducted "close out" inspections of stormwater treatment facilities to the Town of Pleasant Valley. These inspections were to ensure that the facilities were constructed in accordance with the approved construction plans.

DCSWCD assisted the following communities with riparian buffer improvements in year 5:

- City of Beacon
- Town of East Fishkill
- Town of Hyde Park
- Town of LaGrange

- Town of Pleasant Valley
- Town of Poughkeepsie

DCSWCD has also assisted Dutchess County MS4s with the development and adoption of regulations related to the control of post-construction stormwater as required by the Phase II permit.

Proposed for Year 6

DCSWCD will continue to assist communities in improving their riparian buffers and stream corridors.

6. Pollution Prevention/Good Housekeeping for Municipal Operations

Year 5

To date, all of the MS4s within Dutchess County (including NYSDOT and Dutchess County DPW) have received pollution prevention/good housekeeping training conducted by DCSWCD. Those MS4s receiving training in year 5 included the Villages of Wappingers Fall (5/1/07) and Fishkill (5/16/07), the Town of East Fishkill (10/11/07), and the City of Poughkeepsie (12/12/07).

DCSWCD also conducted MS4 Highway Garage inspections at the Villages of Fishkill and Pawling, Towns of Beekman, East Fishkill, and City of Beacon to assess the level of pollution prevention and to make recommendations for stormwater improvements.

In late March 2007, DCSWCD distributed a Pollution Prevention and Good Housekeeping for Municipal Operations Handbook to all MS4 communities in the county plus the County DPW and State Department of Transportation (a copy of this document, Attachment E).

On April 3, 2007 DCSWCD staff conducted a half day stormwater pollution prevention training for Parks & Recreation and Building Maintenance staff of MS4s in Dutchess County (see presentation and sign in sheet, Attachment E).

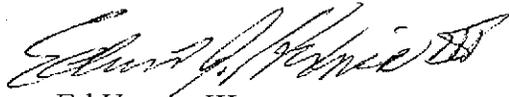
Proposed for Year 6

DCSWCD will conduct three (3) regional Pollution Prevention/Good Housekeeping trainings for Municipal Staff (e.g., highway, parks and recreation, and sewer and water) in year 6 in the following locations to be utilized by all regulated and non-regulated MS4s in Dutchess County:

- City of Beacon, April 15, 2008
- Town of Millbrook (DCSWCD offices), May 28, 2008
- Town of Poughkeepsie, January 15, 2009

If you have any question on the items above, please contact Jennifer Cavanaugh or myself at 677-8011 x3. We look forward to continuing to collaborate with Dutchess County MS4 communities in the future.

Regards,

A handwritten signature in black ink, appearing to read "Ed Hoxsie, III". The signature is written in a cursive style with a large, stylized initial "E".

Ed Hoxsie, III
Executive Director

Town of Poughkeepsie Stormwater Management Program 2007-2008 Annual Report

Response to Comments on the 2007-2008 Draft Report

The 2007-2008 draft annual report on the municipal stormwater management program was available for public review and comment between April 23 and May 21, 2008. Comment was provided by two groups or individuals on the draft annual report, which have been summarized below with responses preceding the full comments submitted.

Comment 1: Stakeholders where not contacted to provide input and comment on the report.

Response: The availability of the draft report and opportunity to provide comment were announced during a prior public meeting of the town board, and additionally discussed by program representatives at a prior public meeting of the Casperkill watershed group. It is the intent of the program to notify stakeholders of the opportunity to provide comment. The notification process will be reviewed and modified where necessary to ensure implementation.

Comment 2: The town has not done anything regarding high bacterial counts in the Casperkill beyond reviewing sampling data provided by others. Corrective measures should be taken to identify and correct sources of problems.

Response: The town engineer was given authority in May 2005 to take enforcement actions including issuance of fines, liens upon property and imprisonment to eliminate sources of illicit discharges as they are identified either via outfall inspection or public reporting. In cooperation with DCSWCD, drainage outfalls to the Casperkill were identified and initially inspected prior to January 2008 to determine if potential sources contributing though the storm collection system exist. The sewer department inspects the installation of new sewer laterals to ensure proper connection. The zoning department performs inspections to eliminate improper solid waste disposal as identified either via site inspection or public reporting. In addition to regulating the town has participated in educational activities addressing sources of pollution including direct distribution of pamphlets to homeowners and distribution of pamphlets to area businesses. The narrative has been revised to clarify that the program is intended to address a variety of pollutants in addition to sediment and phosphorus.

Comment 3: The frequency and adequacy of construction compliance inspections is questionable. Specific issues of previous unauthorized disturbances of greater than 5 acres at construction sites are offered as examples.

Response: Continued and improved enforcement is expected as the experience and lessons learned during development of the enforcement program (prior to January 2008) are a planning tool for what to anticipate during continued regulation of the industry. As of May 2008 permission to disturb greater than 5 acres is required to be obtained by owner/operators from the Town, not the DEC.

Response to Comments on the 2007-2008 Draft Report

Comment 4: Reliance on self inspection reports is problematic as they may omit deficiencies and the problems they do note may not be addressed. These reports should be reviewed and deficiencies subject to corrective action.

Response: Self inspection reports are used by compliance inspectors to review construction progress at sites, the history of maintenance performed or required and any deficiencies between regular compliance inspections. During compliance inspections, both self inspection records and actual site conditions are used to determine compliance. Deficiencies noted in self inspection reports are to be addressed by a site's owner or operator in a reasonable timeframe.

Comment 5: LID techniques should be required to prevent flooding and protect property and water quality.

Response: Technical standards for the design of practices intended to control stormwater are established by the state and are contained within the NYSDEC Stormwater Design Manual. LID principles and concepts are currently being integrated by the NYSDEC into those standards.

Comment 6: Un-stabilized stockpiles remain at some construction sites that have completed construction activity.

Response: It is the intent of the municipality to require land development activities to conform to the substantive requirements of the NYS Department of Environmental Conservation State Pollutant Discharge Elimination System (SPDES) General Permit for Construction Activities. Municipal Staff will review enforcement authority and regulatory ability regarding land development projects approved prior to establishment of the "stormwater local laws".

Comment 7: The annual report should be clear that the Town has not acted on VERI data as of yet.

Response: The report tables and narrative have been revised to clarify that runoff and receiving water quality sampling results will be utilized in the future as an assessment tool of the effectiveness of the actions such as those noted in comment 2 above.

May 21, 2008

Supervisor Patricia Myers
One Overocker Road
Poughkeepsie NY 12603

Subject: Public Comment on the Draft 2008 Stormwater Management Program Annual Report

I would like to offer the following public comment on the Town's Draft 2008 Stormwater Management Program Annual Report. As required by NYSDEC SPDES General Permit for Stormwater Discharges from MS4s, a summary of comments and intended responses must be included in the annual report and the final report must be made available for public inspection.

1) The 2007 SWMP, Minimum Control Measure 2, Public Involvement/Participation, stated "The Public Involvement component of the SWMP will consist of the Public Contact compiling and managing a list of interested parties and stakeholders". "These interested parties and Stakeholders will also be contacted to provide input or expertise on the SWMP and comment on the Annual Reports". The 2008 SWMP, Minimum Control Measure 2, Public Involvement/Participation, states "Stakeholders contacted to request comment". It is also stated in the 2008 SWMP Draft Narrative, Public Involvement Measures, that these interested parties and stakeholders are contacted to provide input or expertise as well as comment on the Annual Reports.

In spite of these claims and the fact that I was told last year by the Public Contact that I was on the list for notification, this measure was violated as I was not contacted to provide input and comment on the report.

2) Minimum Control Measure 2, Public Involvement/Participation, states "The Vassar Environmental Research Institute conducted monthly sampling of water quality at 21 sites in the Casperkill Creek March 2007-March 2008". It also notes their presentation of water quality sampling results to the Town Board. However, in spite of sampling results that have consistently shown bacterial counts exceeding DEC standards for total coliform bacteria over several years, the town has not yet done anything with this data other than review it. Corrective measures should be taken to identify and correct source of problem, illicit discharge or otherwise.

3) The 2008 SWMP Draft Narrative, Regulating Construction, makes note of SWPPP compliance and monthly compliance inspections. The frequency and adequacy of these inspections is questionable. In annual report timeframe of March 2007 to March 2008, at least two construction sites violated their

SWPPPs in that more than 5 acres of soil were disturbed at one time and explicit permission was not obtained from the NYSDEC. One site, Oakwood Commons, was in full view of Route 9 yet it took a complaint from a concerned resident to recognize that a SWPPP violation was taking place over an extended period of time.

4) Reliance on self-inspection reports is problematic in some cases. Reports have noted deficiencies going uncorrected week after week while others state no erosion & sediment violations exist when they are clearly visible to the general public. All self-inspection reports submitted to the Town should be reviewed. Reports repeatedly stating that e & s controls are not in working order and/or properly maintained should be the subject of immediate corrective action.

5) Minimum Control Measures 4 and 5, Construction Site and Post Construction, the fact that only 3 out of 36 applications used Low Impact Development techniques is troubling. My 2006 Stormwater Comments advocated the use of Low Impact Development techniques but little progress has been made. In light of recent flooding incidences, LID techniques should be required as a means of flood prevention, protecting property and protecting water quality.

There is a problem with some post-construction sites such as Boardman Estates where unstabilized stockpiled soils have been in existence for well over a year.

Sincerely,



Doreen A. Tignanelli
29 Colburn Drive
Poughkeepsie NY 12603

cc: Eric Hollman, Stormwater Contact

Matt Horton

From: kelcsmitty@gmail.com on behalf of Kelsey Smith [kelseyys@gmail.com]
Sent: Wednesday, May 21, 2008 12:54 PM
To: Matt Horton
Subject: Report

Hey Matt-

We just realized today that the draft report for this year has been out for a while and we haven't had the chance to comment. I must not have written down when exactly it was going to be available because I don't remember knowing that it was now. It's a really bad time of year for us. I'm a little concerned that as official stakeholders we weren't more formally and clearly contacted for comment. That said, Kirsten and I have looked over the report and feel that VERI is represented well and honestly, so Thank You. The only thing I would note is that it could be more clear that the town has yet to do anything with our data and only plans to use it in the future. I know we've all been busy and VERI appreciates that you've taken the time to contact us to the extent that you did. We all still want to get together and talk about about Stormwater and the Casperkill. Graduation is this weekend... so after that, when you have time.

I want to give you a heads up though that other stakeholders are really quite upset that they were not approached for comment early on in this process.

Best,
Kelsey

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