TOWN OF POUGHKEEPSIE

STORMWATER MANAGEMENT PROGRAM

2011-2012 ANNUAL REPORT

SPDES PERMIT NUMBER: NYR20A198

Prepared for:
Town of Poughkeepsie Town Board

FINAL REPORT
Dated May 25, 2012
This report is being submitted on behalf of an individual MS4.

Choose one:

○ This report is being submitted on behalf of an individual MS4.

Fill in SPDES ID in upper right hand corner.

Name of MS4

OR

○ This report is being submitted on behalf of a Single Entity

(Per Part II.E of GP-0-10-002)

Name of Single Entity

OR

○ This is a joint report being submitted on behalf of a coalition.

Provide SPDES ID of each permitted MS4 included in this report. Use page 2 if needed.

Name of Coalition

SPDES ID NYR20A

SPDES ID NYR20A

SPDES ID NYR20A

SPDES ID NYR20A

SPDES ID NYR20A

Cover Page 1 of 2
Provide SPDES ID of each permitted MS4 included in this report.

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Cover Page 2 of 2
Each MS4 must submit an MCC form.

Section 1 - MCC Identification Page

Indicate whether this MCC form is being submitted to certify endorsement or acceptance of:

- An Annual Report for a single MS4
- A Single Entity (Per Part II.E of GP-0-10-002)
- A Joint Report

Joint reports may be submitted by permittees with legally binding agreements.

If Joint Report, enter coalition name:
Section 2 - Contact Information

Important Instructions - Please Read

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

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).

2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form).

3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).

4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).

5. Report Preparer (Consultants may provide company name in the space provided).

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

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

For each contact, select all that apply:

● Principal Executive Officer/Chief Elected Official

● Duly Authorized Representative

○ Local Stormwater Public Contact

○ Stormwater Management Program (SWMP) Coordinator

○ Report Preparer

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<tr>
<td>(845) 485 - 3603</td>
<td>DUTCHESS</td>
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</table>
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If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:
- Principal Executive Officer/Chief Elected Official
- Duly Authorized Representative
- Local Stormwater Public Contact
- Stormwater Management Program (SWMP) Coordinator
- Report Preparer

Name of MS4: TOWN OF POUGHKEEPSIE

First Name: ERIC
MI: H
Last Name: HOLLMAN
Title: PLANNER
Address: ONE OVEROCKER ROAD
City: POUGHKEEPSE
State: NY
Zip: 12603
Phone: (845) 485-3658
eMail: EHOLLMAN@TOWNOFPOUGHKEEPSIE-NY.GOV

MCC Page 2
Section 2 - Contact Information

Important Instructions - Please Read

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For each contact, select all that apply:

○ Principal Executive Officer/Chief Elected Official
○ Duly Authorized Representative
○ Local Stormwater Public Contact

• Stormwater Management Program (SWMP) Coordinator

• Report Preparer

Name of MS4: TOWN OF POUGHKEEPSIE

SPDES ID: NYR20A198

Section 2 - Contact Information

First Name: SEAN
MI: F
Last Name: CRIMMINS

Title: ASSISTANT ENGINEER

Address: ONE OVEROCKER ROAD

City: POUGHKEEPSIE
State: NY
Zip: 12603

eMail: SCRIMMINS@TOWNOFPOUGHKEEPSIE-NY.GOV

Phone: (845) 790-4747

County: DUTCHESS

MCC Page 2
**Section 3 - Partner Information**

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

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

If No, proceed to Section 4 - Certification Statement.

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<td>Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?</td>
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<tr>
<td>Yes  No</td>
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If Yes, complete information below. Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition. If No, proceed to Section 4 - Certification Statement.

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<th>Partner/Coalition Name</th>
<th>DUTCHESS COUNTY MS4 COORDINATION</th>
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<td>(845) 677-8011</td>
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What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

- MM1 BROCHURES - MULTIPLE TASKS
- MM2 MULTIPLE TASKS
- MM3 TRAINING - MULTIPLE TASKS
- MM4 TRAINING - MULTIPLE TASKS
- MM5 MULTIPLE TASKS
- MM6 TRAINING - MULTIPLE TASKS

Additional tasks/responsibilities

- Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.
MS4 Municipal Compliance Certification (MCC) Form
MCC form for period ending March 9, 2012

Name of MS4: TOWN OF POUGHKEEPSIE
SPDES ID: NYR20A198

Section 4 - Certification Statement

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

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

First Name: TODD
MI: N
Last Name: TANCREDI
Title (Clearly print title of individual signing report): SUPERVISOR

Signature: [Signature]
Date: 05/25/2012

Send completed form and any attachments to the DEC Central Office at:

MS4 Permit Coordinator
Division of Water
4th Floor
625 Broadway
Albany, New York 12233-3505
MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2012.

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

Name of MS4/Coalition: TOWN OF POUGHKEEPSIE

SPDES ID: NYR20A198

Water Quality Trends

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

● On behalf of an individual MS4
○ On behalf of a coalition

How many MS4s are contributed to this report? [ ] [ ] [ ]

1. Has this MS4/Coalition produced any reports documenting water quality trends related to stormwater? If not, answer No and proceed to Minimum Control Measure One. ○ Yes  ● No

If Yes, choose one of the following

○ Report(s) attached to the annual report
○ Web Page(s) where report(s) is/are provided below

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

URL

URL

URL

URL

URL
Minimum Control Measure 1. Public Education and Outreach

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

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

How many MS4s contributed to this report? [ ]

1. Targeted Public Education and Outreach Best Management Practices

Check all topics that were included in Education and Outreach during this reporting period:

- Construction Sites
- General Stormwater Management Information
- Household Hazardous Waste Disposal
- Illicit Discharge Detection and Elimination
- Infrastructure Maintenance
- Smart Growth
- Storm Drain Marking
- Green Infrastructure/Better Site Design/Low Impact Development
- Pesticide and Fertilizer Application
- Pet Waste Management
- Recycling
- Riparian Corridor Protection/Restoration
- Trash Management
- Vehicle Washing
- Water Conservation
- Wetland Protection

- Other:

2. Specific audiences targeted during this reporting period:

- Public Employees
- Contractors
- Residential
- Developers
- Businesses
- General Public
- Restaurants
- Industries
- Other:
  - Agricultural

Licensed Professionals

MCM 1 Page 1 of 4
3. What strategies did your MS4/Coalition use to achieve education and outreach goals during this reporting period? Check all that apply:

- Construction Site Operators Trained  # Trained 271
- Direct Mailings  # Mailings 34
- Kiosks or Other Displays  # Locations 6
- List-Serves  # In List 167
- Mailing List  # In List 701
- Newspaper Ads or Articles  # Days Run
- Public Events/Presentations  # Attendees 467
- School Program
- TV Spot/Program  # Days Run
- Printed Materials: Total # Distributed 511
  - Locations (e.g. libraries, town offices, kiosks)
    - TOWN HALL - MULTIPLE D
    - WAM EVENTS
    - ADAMS SPRING FAIR
    - DUTCHESS CO FAIR
- Other:  RADIOSPOTS (2)
- Web Page: Provide specific web addresses - not home page. Continue on next page if additional space is needed.
  - URL
  - URL
    - http://dutchessswcd.org/stormwater.htm
**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2012.

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

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| SPDES ID | NYR20A198 |

3. **Web Page con't.** Provide specific web addresses - not home page.

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4. Evaluating Progress Toward Measurable Goals MCM 1

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

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

- MS4 education and training of developers, consultants, contractor, professionals and department employees on erosion control, BMP's and pollution prevention and IDDE
- Distribution of brochures to target audience and stakeholders
- Maintain Town website for public awareness

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

- Pollution prevention and IDDE training (1)
- Brochures distributed to all commercial users of the Town's POTW on procedures on preventing stormwater pollution. Stormwater/event notices (32) to stakeholders
- Website contains access to annual stormwater reports, informative educational publications and additional links to organizations and events (9)

C. How many times was this observation measured or evaluated in this reporting period? 44

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period? Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP? Yes No

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

- Brochure distribution to residents and commercial owners within the Town during the MS4 outfall inspections
- Continued involvement with the Dutchess County MS4 Committee on billboards, educational functions and brochure development
- Maintain use of list-serve, stormwater webpage & trainings for eductaion/outreach

- Ensure that the 2011-2012 SWMPP is available for public review on the Town's website
Minimum Control Measure 2. Public Involvement/Participation

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

● On behalf of an individual MS4
○ On behalf of a coalition

How many MS4s contributed to this report? □ □ □

1. What opportunities were provided for public participation in implementation, development, evaluation and improvement of the Stormwater Management Program (SWMP) Plan during this reporting period? Check all that apply:

● Cleanup Events
● Comments on SWMP Received
● Community Hotlines

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○ Community Meetings
● Plantings
● Storm Drain Markings
● Stakeholder Meetings
● Volunteer Monitoring
○ Other: DUTCHESS WAM PARTNERSHIP

2. Was public notice of availability of this annual report and Stormwater Management Program (SWMP) Plan provided?

● Yes ○ No

● List-Serve
○ Newspaper Advertising
● TV/Radio Notices
○ Other: DUTCHESS WAM PARTNERSHIP

● Web Page URL: Enter URL(s) on the following two pages.
### MS4 Annual Report Form

This report is being submitted for the reporting period ending **March 9, 2012**

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

#### Name of MS4/Coalition

**TOWN OF POUGHKEEPSIE**

#### SPDES ID

**NYR20A198**

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

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

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MCM 2 Page 2 of 6
MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2012.

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

Name of MS4/Coalition: TOWN OF POUGHKEEPSIE

SPDES ID: NYR20A198

2. URL(s) con't.:

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

URL

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MCM 2 Page 3 of 6
**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2012.

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

Name of MS4/Coalition: TOWN OF POUGHKEEPSIE

SPDES ID: NY R 2 0 A 1 9 8

3. **Where can the public access copies of this annual report, Stormwater Management Program SWMP) Plan and submit comments on those documents?**

Enter address/contact info and select radio button to indicate which document is available and whether comments may be submitted at that location. Submit additional pages as needed.

<table>
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<tr>
<th>MS4/Coalition Office</th>
<th>Annual Report</th>
<th>SWMP Plan</th>
<th>Comments</th>
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<th>SWMP Plan</th>
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<td>NY 12603</td>
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<td><strong>Phone</strong></td>
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<tr>
<td>(845) 485-3720</td>
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<th>Comments</th>
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Please provide specific address of page where report can be accessed - not home page.

<table>
<thead>
<tr>
<th>eMail</th>
<th>Comments</th>
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<tbody>
<tr>
<td>E H O L L M A N @ T O W N O F P O U G H K E E P S I E - N Y . G O V</td>
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</tbody>
</table>
**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2012.

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

Name of MS4/Coalition: TOWN OF POUGHKEEPSIE

SPDES ID: NYR20A198

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

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

   Yes / No

   Yes / No

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

   365

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

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

   Yes / No

   Yes / No

   *Meeting was for last year's report

   Yes / No

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

   Yes / No

   Yes / No

   N/A

6. Were comments received during this reporting period?

   Yes / No

   Yes / No
7. Evaluating Progress Toward Measurable Goals MCM 2

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

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

-Maintain use of Town website and list serve for distribution of notices and educational information.
-Continue to participate in public events via Watershed Awareness Month and Cornell University Cooperative Extension of Dutchess County, and local watershed associations.

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

-Approximately 244 persons attended 10 WAM public outreach events.
-Approximately 426 persons attended the (33) stakeholder meetings.
-Electronic and direct stormwater info mailings (34)
-Public hearing on Annual report held on 5/18/2011
-Outreach links expanded on Town's website

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

(ex.: samples/participants/events)

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

- Yes  ○ No

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

- Yes  ○ No

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

-Continue to support Dutchess WAM, MS4 committee and other watershed groups in the community.
-Continue to enhance content and accessibility of the Town's stormwater page.
-Continue electronic and direct stormwater informational mailings.
**Minimum Control Measure 3. Illicit Discharge Detection and Elimination**

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

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

How many MS4s contributed to this report? 

1. Enter the number and approx. percent of outfalls mapped: 
   - Number: 620
   - Percent: 100%

2. How many of these outfalls have been screened for dry weather discharges during this reporting period (outfall reconnaissance inventory)? 
   - Number: 140

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

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

SITES TARGETED BY WATERSHEDS

- FALLKILL

SPDES ID: NYR20A198
MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2012.

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

Name of MS4/Coalition: TOWN OF POUGHKEEPSIE

SPDES ID: NYR20A198

3.b. What types of illicit discharges have been found during this reporting period?

- Broken Lines From Sanitary Sewer
- Cross Connections
- Failing Septic Systems
- Floor Drains Connected To Storm Sewers
- Illegal Dumping
- Other:

4. How many illicit discharges/potential illegal connections have been detected during this reporting period? 10

5. How many illicit discharges have been confirmed during this reporting period? 10

6. How many illicit discharges/illegal connections have been eliminated during this reporting period? 10

7. Has the storm sewershed mapping been completed in this reporting period? Yes

If No, approximately what percent was completed in this reporting period? N/A

8. Is the above information available in GIS? Yes

Is this information available on the web? Yes

If Yes, provide URL(s):

Please provide specific address of page where map(s) can be accessed - not home page.
Has an IDDE law been adopted for each traditional MS4 and/or have IDDE procedures been approved for all non-traditional MS4s contributing to this report?

If Yes, has every traditional MS4 contributing to this report certified that this law is equivalent to the NYS Model IDDE Law?

What percent of staff in relevant positions and departments has received IDDE training?
**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2012.

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

Name of MS4/Coalition: TOWN OF POUGHKEEPSIE

SPDES ID: NYR20A198

12. Evaluating Progress Toward Measurable Goals MCM 3

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

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

- Conduct a minimum of 20% of outfall inspections in dry weather conditions
- Continue to update outfall mapping
- Establish a public hotline for illicit discharge reporting
- Continue to attend IDDE training events for department and municipal staff

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

- The Town Engineering department conducted 140 inspections (23%) this last reporting period; outfalls were photographed and conditions documented and locations updated. Outfalls needing attention were reported to the Town Highway Department
- A hotline has been established
- Approximately 22 department and municipal staff was trained in IDDE

C. How many times was this observation measured or evaluated in this reporting period? 163

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period? Yes ☐ No ☐

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP? Yes ☐ No ☐

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

- Inspector will continue to update MS4 records
- Departments will continue to record IDDE occurrences and maintenance actions
- Trainings will continue for department staff for IDDE and Pollution Prevention
MS4 Annual Report Form
This report is being submitted for the reporting period ending March 9, 2012
If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition: TOWN OF POUGHKEEPSIE
SPDES ID: NYR20A198

Minimum Control Measures 4 and 5.
Construction Site and Post-Construction Control

The information in this section is being reported (check one):
● On behalf of an individual MS4
○ On behalf of a coalition

How many MS4s contributed to this report? __ __ __

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

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

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.
● 09/2004  ○ 03/2006  ○ NT

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

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

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

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

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

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

MCM 4/5 Page 1 of 2
6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:

<table>
<thead>
<tr>
<th>Action</th>
<th>#</th>
<th>3</th>
<th>3</th>
<th>O No Authority</th>
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<tbody>
<tr>
<td>Notices of Violation</td>
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<td>3</td>
<td></td>
<td>O No Authority</td>
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<tr>
<td>Stop Work Orders</td>
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<td>O No Authority</td>
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<tr>
<td>Criminal Actions</td>
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<td>O No Authority</td>
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<tr>
<td>Termination of Contracts</td>
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<td>O No Authority</td>
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<td>Administrative Fines</td>
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<td>O No Authority</td>
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<td>Civil Penalties</td>
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<td>Administrative Orders</td>
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<td>Enforcement Actions or Sanctions</td>
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<td>O No Authority</td>
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<tr>
<td>Other</td>
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<td>O No Authority</td>
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</table>
Minimum Control Measure 4. Construction Site Stormwater Runoff Control

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

● On behalf of an individual MS4
○ On behalf of a coalition

How many MS4s contributed to this report?

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

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

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

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

5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual?

6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval?

If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review?

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.
MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2012

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

Name of MS4/Coalition: TOWN OF Poughkeepsie

SPDES ID: NY R 2 0 A 1 9 8

6. con't.:

Submit additional pages as needed.

- MS4/Coalition Office
  Department: TOWN PLANNING DEPARTMENT
  Address: ONE OVEROCKER RD
  City: Poughkeepsie NY 12603
  Zip: 12603
  Phone: (845) 485-3657

- Library
  Address: 
  City: 
  Zip: 
  Phone: 

- Other
  Address: 
  City: 
  Zip: 
  Phone: 

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

URL:

URL:

URL:
7. Evaluating Progress Toward Measurable Goals MCM 4

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

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

- Track number of employees that have had training
- Continue to inspect construction sites disturbing one acre or greater
- Continue to update MS4 inventory of active construction sites.
- Institute required monthly site conditions certifications by applicant's licensed professional.

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

- 209 contractors were trained for certifications through Dutchess County Soil and Water
- 100% of active construction sites were inspected for compliance by the Town; notices or violations were enforced as needed.
- Ms4 inventory of active construction sites are completed.
- Monthly site conditions certifications by applicant's licensed professional have been obtained.

C. How many times was this observation measured or evaluated in this reporting period? 24

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

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

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

- Continue to train and document the certification of contractors/staff throughout the year.
- Continue to inspect and enforce erosion control measures
**Minimum Control Measure 5. Post-Construction Stormwater Management**

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

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

How many MS4s contributed to this report?

1. How many and what type of post-construction stormwater management practices has your MS4/Coalition inventoried, inspected and maintained in this reporting period?

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<thead>
<tr>
<th>Alternative Practices</th>
<th># Inventoried</th>
<th># Inspections</th>
<th># Times Maintained</th>
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<th># Times Maintained</th>
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<th># Times Maintained</th>
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<th># Inspections</th>
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<th># Inventoried</th>
<th># Inspections</th>
<th># Times Maintained</th>
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<td>12</td>
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<td>10</td>
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</table>

2. Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance?

- Yes  ○ No

3. What types of non-structural practices have been used to implement Low Impact Development/Better Site Design/Green Infrastructure principles?

- Building Codes  ○ Municipal Comprehensive Plans
- Overlay Districts ○ Open Space Preservation Program
- Zoning          ○ Local Law or Ordinance
- None            ○ Land Use Regulation/Zoning
- Watershed Plans  ○ Other Comprehensive Plan
- Other:

  PLANNING BOARD REVIEW
4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?
   ○ Yes  ● No

4b. Does the MS4 have a banking and credit system for stormwater management practices?
   ○ Yes  ● No

4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?
   ○ Yes  ● No

4d. How many stormwater management practices have been implemented as part of this system in this reporting period?
   [16]

5. What percent of municipal officials/MS4 staff responsible for program implementation attended training on Low Impact Development (LID), Better Site Design (BSD) and other Green Infrastructure principles in this reporting period?
   [75%]
6. Evaluating Progress Toward Measurable Goals MCM 5

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

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

- Continue to update database of current public and private practices as new facilities are implemented.
- Continue to review all SWPPPs for proposed projects by the Town Engineering Department
- Notify holders of stormwater maintenance agreements of operation and maintenance responsibilities (12)

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

-(12) All private stormwater practices that discharge in the Town's MS4 have had documented maintenance activities or an engineered inspection.
- 16) Inspections of currently active project construction are continuing and inventoried

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

28
(ex.: samples/participants/events)

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

● Yes  ○ No

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

● Yes  ○ No

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

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

MCM 5 Page 3 of 3
Minimum Control Measure 6. Stormwater Management for Municipal Operations

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

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

How many MS4s contributed to this report?  

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

<table>
<thead>
<tr>
<th>Operation/Activity/Facility</th>
<th>Addressed in SWMP?</th>
<th>Self-Assessment performed within the past 3 years?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Maintenance</td>
<td>Yes ○ No</td>
<td>Yes ○ No</td>
</tr>
<tr>
<td>Bridge Maintenance</td>
<td>Yes ○ No</td>
<td>Yes ○ No</td>
</tr>
<tr>
<td>Winter Road Maintenance</td>
<td>Yes ○ No</td>
<td>Yes ○ No</td>
</tr>
<tr>
<td>Salt Storage</td>
<td>Yes ○ No</td>
<td>Yes ○ No</td>
</tr>
<tr>
<td>Solid Waste Management</td>
<td>Yes ○ No</td>
<td>Yes ○ No</td>
</tr>
<tr>
<td>New Municipal Construction and Land Disturbance</td>
<td>○ Yes ● No</td>
<td>○ Yes ● No</td>
</tr>
<tr>
<td>Right of Way Maintenance</td>
<td>● Yes ○ No</td>
<td>● Yes ○ No</td>
</tr>
<tr>
<td>Marine Operations</td>
<td>○ Yes ● No</td>
<td>○ Yes ● No</td>
</tr>
<tr>
<td>Hydrologic Habitat Modification</td>
<td>○ Yes ● No</td>
<td>○ Yes ● No</td>
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<tr>
<td>Parks and Open Space</td>
<td>● Yes ○ No</td>
<td>● Yes ○ No</td>
</tr>
<tr>
<td>Municipal Building</td>
<td>● Yes ○ No</td>
<td>● Yes ○ No</td>
</tr>
<tr>
<td>Stormwater System Maintenance</td>
<td>● Yes ○ No</td>
<td>● Yes ○ No</td>
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<tr>
<td>Vehicle and Fleet Maintenance</td>
<td>● Yes ○ No</td>
<td>● Yes ○ No</td>
</tr>
<tr>
<td>Other</td>
<td>○ Yes ● No</td>
<td>○ Yes ● No</td>
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### MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2012.

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

<table>
<thead>
<tr>
<th>Name of MS4/Coalition</th>
<th>SPDES ID</th>
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<td>NYR20</td>
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2. Provide the following information about municipal operations good housekeeping programs:

- **Parking Lots Swept** (Number of acres X Number of times swept)
- **Streets Swept** (Number of miles X Number of times swept)
- **Catch Basins Inspected and Cleaned Where Necessary**
- **Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary**

<table>
<thead>
<tr>
<th># Acres</th>
<th># Miles</th>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th># Acres</th>
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3. How many stormwater management trainings have been provided to municipal employees during this reporting period? 1

4. What was the date of the last training? 02/09/2012

5. How many municipal employees have been trained in this reporting period? 55

6. What percent of municipal employees in relevant positions and departments receive stormwater management training? 91%
7. Evaluating Progress Toward Measurable Goals MCM 6

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

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

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

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

- 55 Department staff received training on Pollution Prevention/Good Housekeeping.
- Department facilities are continued to be monitored for pollution prevention for municipal operations.

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

Town MS4 meetings, annual report interviews, data 9

(ex.: samples/participants/events)

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

- Yes  ○ No

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

- Yes  ○ No

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

- Continue facility audits for good housekeeping
- Continue to encourage departments to maintain a log of catch basin inspections, cleaning, road sweeping, repairs, etc.
- Obtain additional training for Municipal Pollution Prevention and Good Housekeeping as opportunity and budget permit
**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2012.

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

Name of MS4/Coalition: TOWN OF POUGHKEEPSIE

SPDES ID: NYR20A198

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**Additional Watershed Improvement Strategy Best Management Practices**

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

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

How many MS4s contributed to this report? [ ]

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

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<th>MS4 Description</th>
<th>Answer</th>
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<td>5,6,8a,8b,10,11,12</td>
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</tbody>
</table>

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

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

If N/A, go to question 3.

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

Estimate what percentage was mapped in this reporting period.

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Additional BMPs Page 1 of 3
MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2012.

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

Name of MS4/Coalition: TOWN OF POUGHKEEPSEI

SPDES ID: NYR20A198

3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program?
   ○ Yes  ○ No  ● N/A

4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period?
   ● N/A %

5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more?
   ○ Yes  ○ No  ● N/A

6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards?
   ○ Yes  ○ No  ● N/A

7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading?
   ○ Yes  ○ No  ● N/A

7b. How many projects have been sited in this reporting period?
   ● N/A

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

7d. What percent of projects planned in previous years have been completed?
   ○ No Projects Planned

8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands?
   ○ Yes  ○ No  ● N/A

8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands?
   ○ Yes  ○ No  ● N/A
MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2012.

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

Name of MS4/Coalition: TOEN OF POUGHKPSIE

SPDES ID: NYR20A198

9. Has your MS4/Coalition developed and implemented a program of native planting?
   ○ Yes  ○ No  ● N/A

10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?
    ○ Yes  ○ No  ● N/A

11. Does your MS4/Coalition have a pet waste bag program?
    ○ Yes  ○ No  ● N/A

12. Does your MS4/Coalition have a program to manage goose populations?
    ○ Yes  ○ No  ● N/A
To: Todd Tancredi, Town Supervisor  
From: Sean Crimmins, Assistant Town Engineer  
Subject: Response to public comments on the 2011-2012 MS4 Draft Annual Report; Town of Poughkeepsie SPDES permit #NYR20A198

A draft Annual Report on the Town of Poughkeepsie's compliance with the MS4 storm water management program was made available for public comment between the dates of May 9th to May 18th, 2012 as per a Town Board decision on April 25th, 2012. The report was made available to the public on the Town’s website on May 5th, 2012.

A comment was received on May 18th, 2012 from Sean Eagleton, Town Board member. The comment is reprinted below, followed by a response from the Town Engineering Department:

1) **COMMENT:** For MCM 4 and 5 the report needs to make clear who is performing the required inspections and training and who, for the purpose of the MS4 report, is evaluating the effectiveness of the required inspections and training. I'm not sure if staff from Morris Associates is fulfilling both functions.

If staff from Morris Associates is fulfilling both functions for this reporting period, I strongly recommend that for future MS4 reports that the evaluations, or auditing, be performed by an independent entity.

**RESPONSE:** Comment noted. The Town Board may, if it so chooses, hire a qualified third party engineer or engineering firm to prepare the annual MS4 Report or to perform audit work in regard to the construction inspections performed by Morris Associates. By way of background the Town of Poughkeepsie has contracted with Morris Associates Engineering Consultants, PLLC, to provide Town Engineering services inclusive of construction site SWPPP inspections on behalf of the Town as a regulated MS4. MS4 regulations require licensed professionals or trained individuals to conduct construction
site SWPPP inspections, both for the owner/developer and for the Town. The NYS DEC certifies trainers and courses for those purposes such as those provided the last two years by the Dutchess County Soil & Water Conservation District. The Town’s inspector, Morris Associates, has licensed professionals and trained staff, and the Town has trained staff (such as enforcement personnel) who are also involved in construction and post-construction review of project compliance with the General Permit standards.

Inspection and training activities are quantified but not detailed in the 2011-12 Annual Stormwater Report, due to the report format required by the NYS DEC. The Town’s Engineering Department compiled the 2011-12 Annual Stormwater Report based upon data reported by Town departments, consultants to the Town, and consultants to the various private parties undertaking construction activities in the Town. The NYS Department of Environmental Conservation evaluates the effectiveness of the Town’s Stormwater Management Program by conducting a municipal audit on a periodic basis. NYS DEC’s last audit of the Town of Poughkeepsie in May 2010 documented the Town’s stormwater program activities and provided an overall rating of “Satisfactory”, the best of three rankings available.

A set of written comments were received on May 17th, 2012 from Doreen Tignanelli. Each comment is reprinted below in its entirety and is followed by a response from the Town Engineering Department:

1) COMMENT: At the October 19, 2011 Town Board Meeting, town resident James Tuttle of 1218 Dutchess Turnpike made a presentation to the Town Board showing damage to his property due to drainage problems he attributed to Stratford Farms development project. Several feet of dirty water was rushing through his house and garage. Town Board member Stephan Krakower asked Mr. Tuttle if he had runoff that way prior to the development and Mr. Tuttle responded "No, I have lived here since 1984 and I never had this kind of problem". Later on in the meeting, Councilman Krakower noted the increase in such incidents throughout the town as parcels are being developed stating "we have to be more vigilant in the review of these projects". He also noted that eventually these projects "seem to have problems and none of them seem to work as perfectly as they were originally engineered for". Referring to Mr. Tuttle, Councilman Krakower stated "this poor guy shouldn't have to take his Wednesday night to show us pictures of how a new development flooded him out". Councilman Krakower stated that "the Town bears some responsibility in making sure that these things don't happen", noting the responsibility of the Town Board, Planning Board, Zoning Board and Town Engineer and that "this should never have gotten this far". In its monthly inspection of construction sites on behalf of the town, consultant Morris Associates noted in its November 14, 2011 inspection report that the town's engineering department - also comprised of Morris Associates employees- "requested an engineering solution to incomplete drainage facilities that seem to effect nearby property". As noted by Councilman Krakower, residents throughout the Town are being affected by such issues. The Town should conduct a thorough review of procedures currently in place to determine failings so that improvements can be made and future incidents avoided.
RESPONSE:
With regard to the Stratford Farms development, the SWPPP for that project was prepared and reviewed under an earlier NYS DEC General Permit for Stormwater Discharges with requirements that are substantially different than the 2010 General Permit requirements. For example, under the General Permit in effect at the time of project approval there was no provision specifically restricting the clearing of land to no more than 5 acres of land at any one time. The owner of the Stratford Farms project cleared the land in its entirety, which it was permitted to do under the old General Permit, but never completed the site improvements such as the road and drainage system which would have controlled storm water runoff and prevented the flooding that was reported by neighboring property owners. The complete clearing of land and halt to completion of site improvements would not be permitted under the current storm water regulations without the installation of interim storm water control measures. In this particular case, and in response to the flooding experienced by neighboring owners, the Town negotiated with the project owner the installation of a temporary sediment basin to mitigate the flooding condition. An approximate 600 foot long x 4 foot high basin was constructed to direct stormwater away from the affected off-site properties and into the storm water system. Upon completion of the basin the Town has not received any additional complaints of flooding.

A comprehensive, multi-department review process is already in place for any development project within the Town. This review process ensures compliance with current MS4 regulations. Every project disturbing over one acre of land requires a Stormwater Pollution Prevent Plan (SWPPP) that is reviewed by the Town Engineering Department as well as the Building and Planning departments. All erosion control devices and plans are also reviewed by the Town Engineering Department and discussed during all pre-construction meetings. The owner is responsible for regular site inspections (usually weekly depending on the pace and phasing of construction activities) by a licensed professional engineer or other qualified individual, and the Town Engineering Department undertakes periodic and monthly inspections during construction. Additionally, trained personnel from the Town Building Department and Planning Department conduct periodic spot checks of construction activities to ensure continued compliance with the Town MS4 regulations.

2) COMMENT: Minimum Control Measure 4, Construction Site Stormwater Runoff Control: It is not clear if required weekly SWPPP reports are being supplied on a timely basis and, if they are, whether they are being reviewed in a timely manner so that violations can be promptly corrected. According to the prior 2010-2011 Annual Stormwater Report, "The Town's consulting engineer conducts inspections on behalf of the Town, and reviews inspection reporting by owners/applicants. Such reports are maintained on file by the Town". The town's consulting engineer is Morris Associates. A January 9, 2012 Morris Associates inspection report for The Park at Inwood Lake notes that Inwood Lake's "weekly SWPPP reports for November and December continue to show the need for maintenance or reconstruction of erosion and sediment control items". The fact that weekly reports over a two-month period showed a "continued" need for maintenance calls into question who in the town - or on behalf of the town - was reviewing these reports for compliance and why the situation was allowed to continue for several months.
RESPONSE: MS4 regulations require regular construction site SWPPP inspections by a licensed professional engineer or other qualified individual. The owner/developer’s qualified person is required to inspect construction site conditions and provide a written report to the owner/developer (usually weekly depending on the pace and phasing of construction activities) detailing compliance, or lack of compliance with the Town’s MS4 requirements. A copy of that report is also required to be filed with the Town Engineering Department. The Town Engineering Department also conducts monthly inspections of construction activities and provides a written report to the Town. These reports cover numerous projects and are on file and are quantified in the 2011-12 Annual Report. The great majority of the reports indicate “satisfactory” conditions at most of the active and inactive construction sites.

During the 2011-12 reporting year, the Town has reviewed and revised its internal procedures to more quickly resolve construction site deficiencies when they are identified by developer and Town inspections: Employees of the Town Planning, Building, and Engineering departments began regular review of inspection reports to determine if new or continued violations exist, established a communication system to better coordinate with the Town’s consulting professional engineers, developer representatives, and enforcement personnel to initiate enforcement action where required. Anecdotal experience suggests that these measures have resulted in expedited site compliance, usually by voluntary action of the owner/developer. The Town continues to monitor the effectiveness of its compliance assessment and enforcement procedures to ensure construction and post-construction site compliance.

The nature of the discrepancies observed at the Inwood Lake site consisted of the lack of vegetation maintenance to the quality control ponds and other small issues. Because it was not an immediate threat to surrounding property owners or water quality, Planning staff did not feel that enforcement action was warranted and a verbal warning was given to the owners. As per a site visit by the Town’s consultant and the Planning Department in May, 2012, all issues have been satisfactorily resolved.

3) COMMENT: Minimum Control Measure 4, Construction Site Stormwater Runoff Control, Evaluating Progress Toward Measurable Goals MCM 4, #7F, states that the town will "Continue to inspect and enforce erosion control measures”. Yet, as noted in the above comment, weekly reports over a two-month period showed "continued" problems with erosion and sediment control measures.

RESPONSE: As noted above, the primary responsibility for inspection and enforcement is the owner/developer, who is responsible for regular construction site inspections in accordance with MS4 regulations and for providing maintenance or other action to address identified deficiencies. The Town’s consulting engineer conducts monthly inspections and communicates deficiencies to the owner’s site manager or contractor, and to the Town. Based on an assessment of the severity of a reported violation, and consideration as to the timing of when compliance will be achieved, the Town may or may not commence formal as opposed to informal enforcement proceedings. The Town does not perform construction site maintenance but looks to the owner/developer to voluntarily
comply with the MS4 regulations subject to Town enforcement. The Town issued 33 Notices of Violation and 20 Orders to Remedy in 2011-12. These appear to have been generally sufficient to resolve non-compliant conditions without the need for a Stop Work Order or the issuance of tickets. As noted in Response to Comment #2, the Town has reviewed and revised its internal review and assessment procedures during the 2011-12 reporting year, to improve its response to reported construction site deficiencies and resolve non-compliance through communication and enforcement action as required.

4) COMMENT: Minimum Control Measures 4 and 5, Construction Site and Post-Construction Control, includes Stormwater Pollution Prevent Plan (SWPPP) reviews and inspections. On behalf of the town, Morris Associates reviews and comments on SWPPPs, inspects construction sites for SWPPP compliance, issues monthly inspection reports on SWPPP compliance and prepares the town's Stormwater Management Program Annual Report. As the Stormwater Management Program Annual Report is basically a report card on how well the above-mentioned tasks are being performed, Morris Associates is performing a self-evaluation. The lack of checks and balances is cause for concern.

RESPONSE: As discussed above the Town of Poughkeepsie has retained the services of Morris Associates to perform general engineering inspection services inclusive of SWPPP reviews and the preparation of the 2011-12 Annual Report. The Annual Report is a tally of all of the stormwater activities during the reporting year as reported by numerous sources. The information compiled for Minimum Control Measures 4 and 5 was gathered from various persons and departments in the Town including the Planning Department, Building Department, Zoning Department, Engineering Department, Highway Department, Water Department, and Sewer Department, as well as various consultants retained by the Town. Measurable goals and observations were prepared and reviewed with relevant Town staff. The Draft and Final reports were finalized in consultation with the Town’s Stormwater Contact person and the Director of Municipal Development.

The NYS Department of Environmental Conservation evaluates the effectiveness of the Town’s Stormwater Management Program by conducting a municipal audit on a periodic basis. NYS DEC’s last audit of the Town of Poughkeepsie in May 2010 documented the Town’s stormwater program activities and provided an overall rating of “Satisfactory”, the best of three rankings available.

5) COMMENT: Minimum Control Measures 4 and 5, Construction Site and Post-Construction Control, #6, identification of enforcement actions against construction sites during the reporting period shows no Stop Work Orders were issued. This is in spite of the fact that some monthly construction site inspections conducted by Morris Associates noted repeated marginal compliance and violations on several projects and recommended issuance of Stop Work Orders. The town should be more diligent in issuing Stop Work Orders in order to ensure timely compliance with town stormwater laws that, according to town code, were enacted to "provide for the health, safety, and general welfare of the citizens of the Town of Poughkeepsie". For example, marginal compliance and concerns about winter shutdown were noted for The Gables IV starting in October 2011 with
concerns through March 2012, culminating in a March 7, 2012 report from Morris Associates recommending that the town issue a Stop Work Order. Another example is The Park at Inwood Lake which also had marginal compliance noted by Morris Associates inspections starting in October 2011. Concerns resulting from a January 9, 2012 report from Morris Associates discussed the need for a Stop Work Order. Note: The need for a Stop Work Order was still being discussed months later in May 2012. I realize this is out of the date range for the report period but is given for perspective and need not be addressed until I comment on it as part of next year's annual report.

RESPONSE:
Construction site inspections by owners’ qualified personnel (usually weekly depending on the pace and phasing of construction activities) and by the Town’s qualified inspectors (Morris Associates and other review consultants, usually monthly) on numerous projects are on file and are quantified in the 2011-12 Annual Report.

The comment relating to selected reports is noted. During the 2011-12 reporting year, the Town revised its internal procedures to more quickly resolve construction site deficiencies when they are identified by developer and Town inspections: This procedure includes a regular review of inspection reports to determine if violations exist, and coordination with Morris Associates staff in on-site meetings with developer representatives and referral to enforcement personnel for action as required. Recent empirical experience suggests that these measures have resulted in expedited site compliance, usually by voluntary action of the owner/developer. The Town will continue to monitor the effectiveness of these procedures to ensure construction site compliance.

6) COMMENT: Minimum Control Measure 3, Illicit Discharge Detection and Elimination, #11, states 63% of staff in relevant positions received IDDE training, decreasing from the 66% stated in the prior 2010-2011 Stormwater Annual Report. The prior year's response to my comment on this stated that the town had a goal of "obtaining professional IDDE training in 2011-2012 for 5 employees". It is not clear if this specific goal was met since the percentage decreased. If the prior goal was not met, the goal stated for next reporting cycle, #12F, should be more aggressive than "trainings will continue".

RESPONSE: IDDE training was offered on February 9th, 2012 by the Dutchess County Soil and Water Conservation District. Approximately 22 staff members of an estimated 35 in relevant positions and departments were trained, exceeding the 2010-2011 Annual Report goal of 5 employees and resulting in the 63% for the 2011-2012 reporting year. If the number of staff with valid, prior training had been counted, the percentage would have been higher.

7) COMMENT: Minimum Control Measure 6, Stormwater Management for Municipal Operations, #7C", states number of observations as "9" "Town MS4 meetings, annual report interviews, and data". I was not afforded the opportunity to comment on the "9" observations associated with this measure. The Town Board passed a resolution on May
9th, 2012 to accept the draft Stormwater Annual Report with a public comment period to end at 4 pm on May 18th. On May 9th, I filed a Freedom of Information Law request to inspect records associated with the "9" observations noted in #7C. However, the response from the Town’s Stormwater Public Contact was that the requested records would be made available to me by June 8, 2012 which is past the public comment end date of May 18, 2012. According to the Committee on Open Government, Explanation of Time Limits for Response, "when records are clearly available to the public under FOIL, or if they are readily retrievable, there may be no basis for a delay in disclosure". If these records requested under FOIL on May 9th were, in fact, used to prepare the draft Annual Stormwater Report accepted by the board on May 9th, it would seem that the records should be "readily retrievable" and available. I also received the same response to another FOIL request for the "self inspection" reports associated with the 13 Construction Stormwater Pollution Prevention Plans (SWPPPs) referenced in "Minimum Control Measures 4 and 5, Construction Site and Post-Construction Control, #3" of the draft 2011-2012 Stormwater Annual Report. The 30-day delay in disclosure of these records intentionally or unintentionally limits the ability for the public to comment on these portions of the draft 2011-2012 report.

RESPONSE: The nine observations consist of the data collected from the nine departments within the Town of Poughkeepsie. Those departments are the Engineering Department, the Recreation Department, the Highway Department, the Building Department, the Auto Maintenance Department, the Planning Department, the Sewer Department, the Water Department and the Zoning Department. These documents and the SWMPP are available for review within the Town’s Engineering Department.

As noted above, the requested records are presented in the Annual Report as summary data reported from various sources. The commenter was advised that the referenced enforcement actions and self-inspection reports associated with SWPPPs--which relate to specific projects at various stages of review and implementation--will take up to a maximum of 30 days from the May 9, 2012 FOIL request (i.e. by June 8, 2012) to gather and present. The suggestion that there is an intentional delay on the part of the Town in producing these records is erroneous and completely overlooks the difficulty in producing records for one request amongst the many FOIL requests received on any given day in addition to the regular work duties of Town staff.

8) COMMENT: Minimum Control Measure 1, Public Education and Outreach, Evaluating Progress Toward Measurable Goals MCM 1, #4F: Measurable goal for the next reporting cycle should include updating the online Stormwater Management Program Plan (SWMPP). The SWMPP dated April 2010 that is available to the public online on the Town’s website is not current. According to the Town's Stormwater Contact, the April 2010 SWMPP has been modified and/or supplemented since that date and the updated version SWMPP is not available in electronic format. While the updated SWMPP is available for inspection, in person, by appointment, at Town Hall, having the updated SWMPP available online would increase "Minimum Control Measure 2, Public Involvement/Participation" by allowing town residents who cannot get to Town Hall during weekday hours of 8 am to 4 pm to access the SWMPP online at their convenience.
RESPONSE: Comment noted. MM1, Item 4F, “Goals during the next reporting cycle” has been revised to add, “Ensure that the 2011-2012 SWMPP is available for public review on the Town’s website.” It is further noted that the SWMPP is a continually changing document with maps and data that are not readily scannable with equipment available within the Town. Revisions later than the online posted document are available by calling the Town Engineering Department between 8am and 4pm.