

MS4 Annual Report Cover Page

MCC form for period ending March 9,

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

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MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9,

Name of MS4

SPDES ID

Section 2 - Contact Information

Important Instructions - Please Read

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

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

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

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

For each contact, select all that apply:

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

First Name MI Last Name

Title

Address

City State Zip -

eMail

Phone County

MS4 Municipal Compliance Certification(MCC) Form

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

Name of MS4

SPDES ID

Section 4 - Certification Statement

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

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


First Name

MI

Last Name

Title (Clearly print title of individual signing report)

Signature



Date

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,

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

Name of MS4/Coalition

SPDES ID

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

MS4 Annual Report Form

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Name of MS4/Coalition

SPDES ID

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

<input type="checkbox"/> Construction Site Operators Trained	# Trained	<table border="1" style="width: 80px; height: 20px;"></table>
<input type="checkbox"/> Direct Mailings	# Mailings	<table border="1" style="width: 80px; height: 20px;"></table>
<input type="checkbox"/> Kiosks or Other Displays	# Locations	<table border="1" style="width: 80px; height: 20px;"></table>
<input type="checkbox"/> List-Serves	# In List	<table border="1" style="width: 80px; height: 20px;"></table>
<input type="checkbox"/> Mailing List	# In List	<table border="1" style="width: 80px; height: 20px;"></table>
<input type="checkbox"/> Newspaper Ads or Articles	# Days Run	<table border="1" style="width: 80px; height: 20px;"></table>
<input type="checkbox"/> Public Events/Presentations	# Attendees	<table border="1" style="width: 80px; height: 20px;"></table>
<input type="checkbox"/> School Program	# Attendees	<table border="1" style="width: 80px; height: 20px;"></table>
<input type="checkbox"/> TV Spot/Program	# Days Run	<table border="1" style="width: 80px; height: 20px;"></table>
<input type="checkbox"/> Printed Materials:	Total # Distributed	<table border="1" style="width: 80px; height: 20px;"></table>

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

Other:

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

URL

URL

MS4 Annual Report Form

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Name of MS4/Coalition

SPDES ID

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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.

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

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

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(ex.: samples/participants/events)

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

Yes No

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

Yes No

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

MS4 Annual Report Form

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Name of MS4/Coalition

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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 # Events
- Comments on SWMP Received # Comments
- Community Hotlines Phone # () -
Phone # () -
Phone # () -
Phone # () -
Phone # () -
Phone # () -
- Community Meetings # Attendees
- Plantings PARK STEWARDSHIP PROGRAM, ARBOR DAY, BUFFER IN Sq. Ft.
A BAG
- Storm Drain Markings # Drains
- Stakeholder Meetings # Attendees
- Volunteer Monitoring # Events
- Other:

2. Was public notice of availability of this annual report and Stormwater Management Program (SWMP) Plan provided? Yes No

- List-Serve # In List
- Newspaper Advertising # Days Run
- TV/Radio Notices # Days Run
- Other:
- Web Page URL: Enter URL(s) on the following two pages.

MS4 Annual Report Form

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Name of MS4/Coalition

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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.

- MS4/Coalition Office Annual Report SWMP Plan Comments

Department

Address

City Zip
 -

Phone
 () -

- Library Annual Report SWMP Plan Comments

Address

City Zip
 -

Phone
 () -

- Other Annual Report SWMP Plan Comments

Address

City Zip
 -

Phone
 () -

- Web Page URL: Annual Report SWMP Plan Comments

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

- eMail Comments

MS4 Annual Report Form

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Name of MS4/Coalition SPDES ID

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.

/ /

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

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

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

Yes No

If Yes, what was the date of the meeting?

/ /

If No, is one planned?

Yes No

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

Yes No

If No, is one planned for each?

Yes No

6. Were comments received during this reporting period?

Yes No

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

MS4 Annual Report Form

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

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

Name of MS4/Coalition

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SPDES ID

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7. Evaluating Progress Toward Measurable Goals MCM 2

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

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

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

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

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(ex.: samples/participants/events)

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

Yes No

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

Yes No

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

MS4 Annual Report Form

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Name of MS4/Coalition

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Minimum Control Measure 3. Illicit Discharge Detection and Elimination

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

On behalf of an individual MS4

On behalf of a coalition

How many MS4s contributed to this report?

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

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

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

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

Sewersheds:

MS4 Annual Report Form

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

- Broken Lines From Sanitary Sewer
- Industrial Connections
- Cross Connections
- Inflow/Infiltration
- Failing Septic Systems
- Pump Station Failure
- Floor Drains Connected To Storm Sewers
- Sanitary Sewer Overflows
- Illegal Dumping
- Straight Pipe Sewer Discharges
- Other:
- None

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

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

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

7. Has the storm sewershed mapping been completed in this reporting period? Yes No
If No, approximately what percent was completed in this reporting period?

%

8. Is the above information available in GIS? Yes No
Is this information available on the web? Yes No

If Yes, provide URL(s):

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

URL

URL

MS4 Annual Report Form

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8. URL(s) con't.:

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

URL

URL

URL

URL

URL

9. 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? Yes No

10. If Yes, has every traditional MS4 contributing to this report certified that this law is equivalent to the NYS Model IDDE Law? Yes No NT

11. What percent of staff in relevant positions and departments has received IDDE training? %

MS4 Annual Report Form

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Name of MS4/Coalition

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SPDES ID

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12. Evaluating Progress Toward Measurable Goals MCM 3

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

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

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

--

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

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(ex.: samples/participants/events)

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

Yes No

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

Yes No

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

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MS4 Annual Report Form

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

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

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

How many MS4s contributed to this report?

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

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

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

09/2004 03/2006 NT

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

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

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

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:

- Notices of Violation #

--	--	--	--	--	--

 No Authority
- Stop Work Orders #

--	--	--	--	--	--

 No Authority
- Criminal Actions #

--	--	--	--	--	--

 No Authority
- Termination of Contracts #

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 No Authority
- Administrative Fines #

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 No Authority
- Civil Penalties #

--	--	--	--	--	--

 No Authority
- Administrative Orders #

--	--	--	--	--	--

 No Authority
- Enforcement Actions or Sanctions #

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 No Authority
- Other #

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 No Authority

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Name of MS4/Coalition

SPDES ID

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? NT %

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

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

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

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

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

MS4 Annual Report Form

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Name of MS4/Coalition

SPDES ID

6. con't.:

Submit additional pages as needed.

MS4/Coalition Office

Department

Address

City

Zip

 -

Phone

() -

Library

Address

City

Zip

 -

Phone

() -

Other

Address

City

Zip

 -

Phone

() -

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

URL

URL

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7. Evaluating Progress Toward Measurable Goals MCM 4

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

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.****C. How many times was this observation measured or evaluated in this reporting period?**

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(ex.: samples/participants/events)

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

Yes No

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

Yes No

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

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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?

	# Inventoried	# Inspections	# Times Maintained
<input type="radio"/> Alternative Practices	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Filter Systems	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Infiltration Basins	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Open Channels	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Ponds	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Wetlands	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="radio"/> Other	<input type="text"/>	<input type="text"/>	<input type="text"/>

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:

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4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?

Yes No

4b. Does the MS4 have a banking and credit system for stormwater management practices?

Yes No

4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?

Yes No

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

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

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 %

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Name of MS4/Coalition

SPDES ID

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6. Evaluating Progress Toward Measurable Goals MCM 5

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

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.****C. How many times was this observation measured or evaluated in this reporting period?**

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(ex.: samples/participants/events)

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

Yes No

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

Yes No

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

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SPDES ID

Minimum Control Measure 6. Stormwater Management for Municipal Operations

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

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

How many MS4s contributed to this report?

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

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

MS4 Annual Report Form

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

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

Name of MS4/Coalition

SPDES ID

2. Provide the following information about municipal operations good housekeeping programs:

- Parking Lots Swept (Number of acres X Number of times swept) # Acres
 - Streets Swept (Number of miles X Number of times swept) # Miles
 - Catch Basins Inspected and Cleaned Where Necessary #
 - Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary #
 - Phosphorus Applied In Chemical Fertilizer # Lbs.
 - Nitrogen Applied In Chemical Fertilizer # Lbs.
 - Pesticide/Herbicide Applied # Acres .
- (Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.)

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

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

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

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

MS4 Annual Report Form

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

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

Name of MS4/Coalition

SPDES ID

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7. Evaluating Progress Toward Measurable Goals MCM 6

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

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.****C. How many times was this observation measured or evaluated in this reporting period?**

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(ex.: samples/participants/events)

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

Yes No

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

Yes No

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

MS4 Annual Report Form

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

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

Name of MS4/Coalition

SPDES ID

Additional Watershed Improvement Strategy Best Management Practices

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

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

How many MS4s contributed to this report?

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

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

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

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

If N/A, go to question 3.

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

Estimate what percentage was mapped in this reporting period. %

MS4 Annual Report Form

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

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

Name of MS4/Coalition

SPDES ID

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? %

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?

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

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,

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

Name of MS4/Coalition

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SPDES ID

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

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

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

12. Does your MS4/Coalition have a program to manage goose populations?
 Yes No N/A

Stormwater Management Outreach:
Illicit Discharge Detection & Elimination
Town of Huntington
Status Report
March 2022

Carolyn Sukowski
Cornell Cooperative Extension
Suffolk County
423 Griffing Avenue, Suite 100
Riverhead, NY 11901

Outfall Reconnaissance Inventory and Dry Weather Flow (DWF) Monitoring

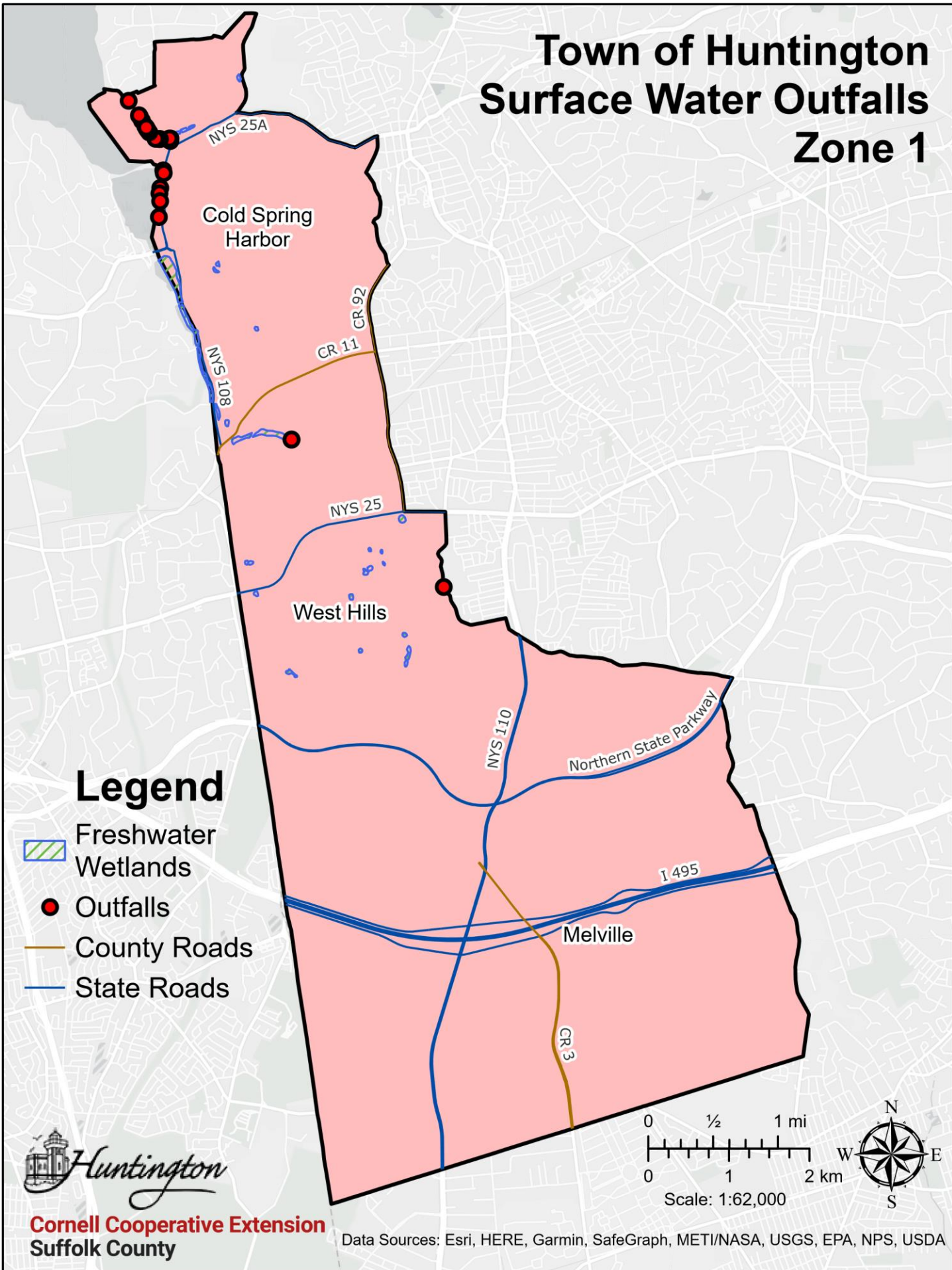
Reporting period: March 10th, 2021 through March 9th, 2022

During this reporting period the Outfall Reconnaissance Inventory (ORI) focused on Zone 1 of the Town of Huntington, which includes Cold Spring Harbor, West Hills, and Melville. The town has been split into a total of five zones with ORI being completed for one zone per year. This year's ORI included searching along shorelines of fresh and marine Surface Waters of the State within Zone 1 for outfalls as well as completing Dry Weather Flow Monitoring (DWF) for potential illicit discharges for all existing outfalls. Additionally, jurisdiction was determined for each outfall in the zone. Whenever possible, outfalls were monitored directly. However, in a significant number of cases outfalls were submerged all or most of the time. In these cases, Cornell Cooperative Extension of Suffolk County (CCE) completed monitoring from the nearest connecting stormwater structure, which is not submerged, or monitoring was conducted at low tide.

There are 42 outfalls within Zone 1, of which, 28 of these outfalls are under the jurisdiction of the Town of Huntington. All 28 outfalls were monitored for dry weather flow 3 times each for a total of 84 monitoring visits. Outfalls found to have dry weather flow that also had additional indicators of potential illicit discharges were sampled. Samples of dry weather flow were analyzed for various water quality parameters including temperature, salinity, chlorine, ammonia, potassium, surfactants, and fecal coliform. No illicit discharges were found.

Outfall data was updated in the field using Collector for ArcGIS, and monitoring data was collected in the field using Survey123 for ArcGIS. A map of the monitored active outfalls is provided below.

Town of Huntington Surface Water Outfalls Zone 1



Legend

- Freshwater Wetlands
- Outfalls
- County Roads
- State Roads



**Cornell Cooperative Extension
Suffolk County**

Data Sources: Esri, HERE, Garmin, SafeGraph, METI/NASA, USGS, EPA, NPS, USDA

Department Name:	Engineering Services		
Number:	DRAFT 1	Effective Date:	
Authorization Signature:			
Title:			
BACKGROUND AND PURPOSE			
<p>The Town of Huntington is categorized as a Traditional Municipal Separate Storm Sewer System (MS4) under the New York State Department of Environmental Conservation (NYSDEC) State Pollution Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from MS4s, the most current iteration of which is GP-0-15-003 (MS4 General Permit). The MS4 General Permit can be accessed at the following link: https://www.dec.ny.gov/docs/water_pdf/ms4permit.pdf</p> <p>Under the permit, the Town of Huntington must submit an Annual Report summarizing compliance activities performed throughout the reporting period (March 10 – March 9 of each year).</p> <p>This procedure outlines the reporting requirements of Town of Huntington’s Engineering Services Department for the MS4 Annual Report.</p>			
INTRODUCTION			
<p>This Standard Operating Procedure (SOP) is specific to the Engineering Services Department’s reporting responsibilities towards the Town’s SWMP and MS4 Annual Report.</p>			
SECTION			
<p>A. Responsibility <i>(This section will identify the personnel titles responsible for program implementation if applicable).</i></p>	<ol style="list-style-type: none"> 1. Department Staff Members <ul style="list-style-type: none"> • (TITLES) 2. Managers/ Supervisors <ul style="list-style-type: none"> • James Ahrens, Interim Director of Engineering Services 3. Contractors/ Third Parties <ul style="list-style-type: none"> • H2M • (ENTER CONTRACTED FIELD PERSONNEL IF APPLICABLE) 		

Commented [AA1]: Discuss potential staff members responsible for MS4 program implementation.

Commented [AA2]: H2M would like to confirm no contractors/third parties are applicable to Engineering Department.

<p>B. Scope of Department Responsibilities <i>(This section will provide an overview of activities that are covered under the MS4 Program for the Department as applicable).</i></p>	<p>An overview of the scope of reporting needs and activities for each MCM as they relate to this Department are explained below. Attachment E, MS4 Report Data Sheet, includes the detail listing of metrics associated with each responsibility under the corresponding MCM heading.</p> <ol style="list-style-type: none">1. MCM 1 – Public Education and Outreach<ul style="list-style-type: none">• Training materials to contractors: Make available “NYS Construction Runoff Guide” brochure at the front desk of the Engineering Services Department’s office2. MCM 2 – Public Involvement and Participation<ul style="list-style-type: none">• N/A. No activities or reporting needs are required for this MCM3. MCM 3 – Illicit Discharge Detection and Elimination (IDDE)<ul style="list-style-type: none">• N/A. No activities or reporting needs are required for this MCM4. MCM 4/5 – Construction Site and Post-Construction Control<ul style="list-style-type: none">• Report on the department’s SWPPP procedures including inspections and enforcement• Training materials to contractors: Make available “NYS Construction Runoff Guide” brochure at the front desk of the Engineering Services Department’s office5. MCM 4– Construction Site Stormwater Runoff Control<ul style="list-style-type: none">• Manage SWPPP process for construction projects with SWPPPs connected to MS46. MCM 5– Post Construction Stormwater Management<ul style="list-style-type: none">• Report the types and amount of post-construction stormwater management practices connected to the MS4 that have been inventoried, inspected, maintained and implemented.• Confirm the above metrics are being input into GIS.7. MCM 6– Pollution Prevention/Good Housekeeping<ul style="list-style-type: none">• N/A. No activities or reporting needs are required for this MCM8. Additional Watershed Improvement Strategies<ul style="list-style-type: none">• N/A. No activities or reporting needs are required for this MCM
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Commented [AA3]: MCM 1 and 4, discuss reporting strategy for brochure distribution.

Commented [AA4]: MCM 1 and 4, discuss reporting strategy for brochure distribution.

Commented [CV5]: Discussion: tracking these metrics now and in the future.

<p>C. Record Reporting Procedure: <i>(This section will include MS4 reporting procedures including process steps for record keeping and due dates). (Sample Text is provided)</i></p>	<p>Due dates associated with MS4 Report Requirements are listed below.</p> <ul style="list-style-type: none"> • <u>March 10th – March 9th</u>: Reporting period Required records should be kept and monitored during reporting period. • <u>April 15th</u>: MS4 Report Data Sheets (Attachment E) should be filled out by designated Department Staff Members and submitted to the Department Supervisor. • <u>May 1st</u>: The Department Supervisor should review and submit the final MS4 Report Data Sheets to the report preparer/ Town Stormwater Management Officer <p>Additional record keeping and back up information necessary for demonstrating MS4 General Permit compliance will be identified in the MS4 Report Data Sheets if applicable.</p>
<p>D. Training: <i>(This section will identify procedures for training documentation and recommended training needed to facilitate program understanding by responsible implementation staff). (Sample text is provided)</i></p>	<ol style="list-style-type: none"> 1. Maintain an inventory of relevant staff for MS4 operations and Documentation of Training <ul style="list-style-type: none"> • MCM 5: <ul style="list-style-type: none"> ○ (See Attachment E) <p>Training information should be maintained in readily accessible files.</p> 2. Recommended Training <ul style="list-style-type: none"> • The following training may be applicable to Department Staff/Supervisors with responsibilities for operations discussed in this SOP: <ul style="list-style-type: none"> ○ Training on this SOP. ○ (PLACEHOLDER FOR IDDE TRAINING IF APPLICABLE) ○ (PLACEHOLDER FOR LOW IMPACT DEVELOPMENT/BETTER SITE DESIGN/GREEN INFRASTRUCTURE TRAINING RECOMMENDATIONS)
<p>E. MS4 Report Data Sheets: <i>(This section will include the updated MS4 Report Data</i></p>	<ol style="list-style-type: none"> 1. MS4 Report Data Sheets (Attachment E) provide required report metrics and definitions/notes. <p style="text-align: center;">(MS4 REPORT DATA SHEETS ARE ATTACHED)</p>

Commented [AA6]: Discussion Topic for 8/6.

<p><i>Sheets (Attachment E), formerly known as Questionnaires, as well as information the Department is responsible for contributing towards the MS4 Annual Report that was not originally requested in the former Questionnaire).</i></p>	
<p>F. References (Optional Section): <i>(This section will include references to related procedures or documentation that should be consulted or utilized when performing the procedures in the SOP.)</i></p>	<ul style="list-style-type: none">• Town of Huntington Stormwater Management Program Plan: https://www.huntingtonny.gov/filestorage/13749/16439/16577/99651/26387/SWMP_Final_1019.pdf• MS4 Annual Report Website: https://www.huntingtonny.gov/MS4AnnualReports• ADD ADDITIONAL REFERENCES EXAMPLES<ul style="list-style-type: none">○ Applicable Town stormwater management code and site plan regulations.○ Any existing Engineering Services Department operating procedures.

Commented [AA7]: Discuss potential references to include.

Department Name:	Maritime Services		
Number:	DRAFT 1	Effective Date:	
Authorization Signature:			
Title:			
BACKGROUND AND PURPOSE			
<p>The Town of Huntington is categorized as a Traditional Municipal Separate Storm Sewer System (MS4) under the New York State Department of Environmental Conservation (NYSDEC) State Pollution Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from MS4s, the most current iteration of which is GP-0-15-003 (MS4 General Permit). The MS4 General Permit can be accessed at the following link: https://www.dec.ny.gov/docs/water_pdf/ms4permit.pdf</p> <p>Under the permit, the Town of Huntington must submit an Annual Report summarizing compliance activities performed throughout the reporting period (March 10 – March 9 of each year). This procedure outlines the reporting requirements of Town of Huntington Maritime Services Department for the MS4 Annual Report.</p>			
INTRODUCTION			
<p>This Standard Operating Procedure (SOP) is specific to the Maritime Services Department’s reporting responsibilities towards the Town’s SWMP and MS4 Annual Report.</p>			
SECTION			
<p>A. Responsibility <i>(This section will identify the personnel titles responsible for program implementation if applicable).</i></p>	<ol style="list-style-type: none"> 1. Department Staff Members <ul style="list-style-type: none"> • (ENTER TITLES) 2. Mangers/ Supervisors <ul style="list-style-type: none"> • Fred Uvena, Interim Director, Senior Harbormaster • Garrett Chelius, Deputy Director • Robert Litzke, Environmental Programs Coordinator 3. Contractors/ Third Parties <ul style="list-style-type: none"> • H2M • (ENTER CONTRACTED FIELD PERSONNEL IF APPLICABLE) 		

Commented [AA1]: To Discuss staff members: Harbor Masters Office staff, Bay Constable staff, Beach Maintenance group, ect.

Commented [AA2]: Discuss including Cornell Cooperative Extension.

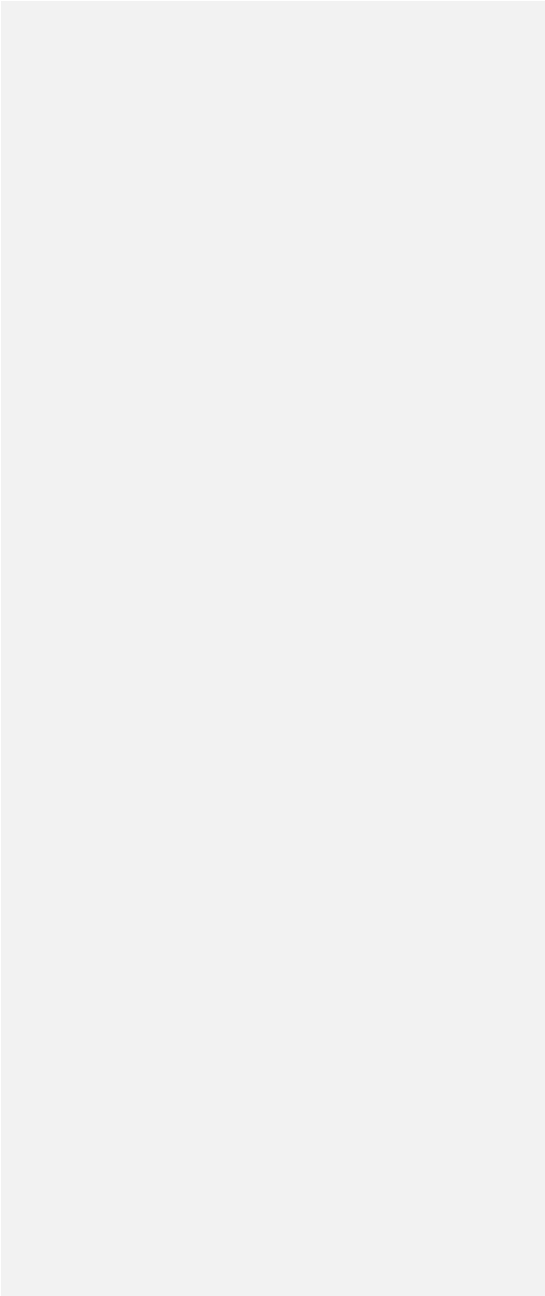
<p>B. Scope of Department Specific Responsibilities <i>(This section will identify the scope of reporting needs and the scope of activities that are covered under the MS4 Program for the Department as applicable).</i></p>	<p>The scope of reporting needs and activities for each MCM as they relate to this Department are explained below. Attachment E, MS4 Report Data Sheet, includes the detail listing of metrics associated with each responsibility below under the corresponding MCM heading.</p> <ol style="list-style-type: none"> 1. Water Quality Trends <ul style="list-style-type: none"> • Provide Town water quality trend documents/studies if applicable 2. MCM 1 – Public Education and Outreach <ul style="list-style-type: none"> • Distribute educational materials • Report on other methods the department has provided for education/outreach 3. MCM 2 – Public Involvement and Participation <ul style="list-style-type: none"> • Report types of opportunities the department has provided for public participation and report metrics associated with public participation opportunities identified (number of events, attendees, ect.) 4. MCM 3 – Illicit Discharge Detection and Elimination (IDDE) <ul style="list-style-type: none"> • Participate in IDDE during routine operations • Document identification of illicit discharges and report to Public Safety 5. MCM 4– Construction Site Stormwater Runoff Control <ul style="list-style-type: none"> • N/A. No activities or reporting needs are required for this MCM 6. MCM 5– Post Construction Stormwater Management <ul style="list-style-type: none"> • N/A. No activities or reporting needs are required for this MCM 7. MCM 6– Pollution Prevention/Good Housekeeping <ul style="list-style-type: none"> • Provide information on self-assessments conducted for department operations/facilities 8. Additional Watershed Improvement Strategies <ul style="list-style-type: none"> • Confirm Town has an education program that addresses Pollutants of Concern (POCs)
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Commented [AA3]: Discuss applicability of IDDE for MS now that CCE will be conducting dry weather outfall inspections. Should we still consider MS for IDDE (potential for MS to detect illicit discharges during routine operations)?

Commented [AA4]: Gap Analysis. Documentation of detected illicit discharges does not occur. For previous reports we have used Public Safety Reports for illicit discharge metrics.

Commented [AA5]: Beaches, marinas, waterways

<p>C. Record Reporting Procedure: <i>(This section will include MS4 reporting procedures including process steps for record keeping and due dates). (Sample Text is provided)</i></p>	<p>Due dates associated with MS4 Report Requirements are listed below.</p> <ul style="list-style-type: none"> • <u>March 10th – March 9th</u>: Reporting period Required records should be kept and monitored during reporting period. • <u>April 15th</u>: MS4 Report Data Sheets (Attachment E) should be filled out by designated Department Staff Members and submitted to the Department Supervisor. • <u>May 1st</u>: The Department Supervisor should review and submit the final MS4 Report Data Sheets to the report preparer/ Town Stormwater Management Officer <p>Additional record keeping and back up information necessary for demonstrating MS4 General Permit compliance will be identified in the MS4 Report Data Sheets if applicable.</p>
<p>D. Training: <i>(This section will identify procedures for training documentation and recommended training needed to facilitate program understanding by responsible implementation staff). (Sample text is provided)</i></p>	<p>1. Inventory and Documentation of Training</p> <ul style="list-style-type: none"> • MCM 3: <ul style="list-style-type: none"> ○ Inventory of relevant staff for MS4 Trainings (to be provided in Attachment E) ○ Number of staff participating (to be provided in Attachment E) • MCM 6: <ul style="list-style-type: none"> ○ Number of trainings provided/ date of trainings (to be provided in Attachment E) ○ Inventory of relevant staff for MS4 Trainings (to be provided in Attachment E) ○ Number of staff participating (to be provided in Attachment E) <p>Training information should be maintained in readily accessible files.</p> <p>2. Recommended Training</p> <ul style="list-style-type: none"> • It is recommended that Department Staff/Supervisors should have the following training: <ul style="list-style-type: none"> ○ Training on this SOP. ○ (PLACEHOLDER FOR IDDE TRAINING RECOMMENDATIONS) ○ (PLACEHOLDER FOR POLLUTION PREVENTION/ GOOD HOUSEKEEPING TRAINING RECOMMENDATIONS)



<p>E. MS4 Report Data Sheets: <i>(This section will include the updated MS4 Report Data Sheets (Attachment E), formerly known as Questionnaires, as well as information the Department is responsible for contributing towards the MS4 Annual Report that was not originally requested in the former Questionnaire).</i></p>	<p>1. MS4 Report Data Sheets (Attachment E) provide required report metrics and definitions/notes.</p> <p>(MS4 REPORT DATA SHEETS ARE ATTACHED)</p>
<p>F. References (Optional Section): <i>(This section will include references to related procedures or documentation that should be consulted or utilized when performing the procedures in the SOP.)</i></p>	<ul style="list-style-type: none">• Town of Huntington Stormwater Management Program Plan: https://www.huntingtonny.gov/filestorage/13749/16439/16577/99651/26387/SWMP_Final_1019.pdf• MS4 Annual Report Website: https://www.huntingtonny.gov/MS4AnnualReports• ADD ADDITIONAL REFERENCES EXAMPLES<ul style="list-style-type: none">○ Town MS4 Education Materials○ Town Clean Water Act Information○ Town Stormwater Management General Information○ Town Harbor & Bay Water Quality Improvement Projects○ Crab Meadow Watershed Education Materials○ Applicable Town stormwater management code and site plan regulations.○ Maritime Services existing operating procedures.

Commented [AA6]: Open/ Need Input: To discuss additional materials Maritime Services would like to include here.

Department Name:	General Services		
Number:	DRAFT 1	Effective Date:	
Authorization Signature:			
Title:			
BACKGROUND AND PURPOSE			
<p>The Town of Huntington is categorized as a Traditional Municipal Separate Storm Sewer System (MS4) under the New York State Department of Environmental Conservation (NYSDEC) State Pollution Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from MS4s, the most current iteration of which is GP-0-15-003 (MS4 General Permit). The MS4 General Permit can be accessed at the following link: https://www.dec.ny.gov/docs/water_pdf/ms4permit.pdf</p> <p>Under the permit, the Town of Huntington must submit an Annual Report summarizing compliance activities performed throughout the reporting period (March 10 – March 9 of each year).</p> <p>This procedure outlines the reporting requirements of Town of Huntington’s General Services Department for the MS4 Annual Report.</p>			
INTRODUCTION			
<p>This Standard Operating Procedure (SOP) is specific to the General Services Department’s reporting responsibilities towards the Town’s SWMP and MS4 Annual Report.</p>			
SECTION			
<p>A. Responsibility <i>(This section will identify the personnel titles responsible for program implementation if applicable).</i></p>	<ol style="list-style-type: none"> 1. Department Staff Members <ul style="list-style-type: none"> • (ENTER TITLES) 2. Managers/ Supervisors <ul style="list-style-type: none"> • William Musto, Director of General Services • Deputy Director of General Services 3. Contractors/ Third Parties <ul style="list-style-type: none"> • (ENTER CONTRACTED FIELD PERSONNEL IF APPLICABLE) 		

Commented [AA1]: Discuss contractors/third parties to include if applicable.

<p>B. Scope of Department Responsibilities <i>(This section will provide an overview of activities that are covered under the MS4 Program for the Department as applicable).</i></p>	<p>An overview of the scope of reporting needs and activities for each MCM as they relate to this Department are explained below. Attachment E, MS4 Report Data Sheet, includes the detail listing of metrics associated with each responsibility under the corresponding MCM heading.</p> <ol style="list-style-type: none"> 1. MCM 1 – Public Education and Outreach <ul style="list-style-type: none"> • N/A. No activities or reporting needs are required for this MCM. 2. MCM 2 – Public Involvement and Participation <ul style="list-style-type: none"> • Provide Town’s tree planting program metrics. 3. MCM 3 – Illicit Discharge Detection and Elimination (IDDE) <ul style="list-style-type: none"> • If observed, report potential illicit discharges to: <ul style="list-style-type: none"> ○ Public Safety, when the potential illicit discharge is confined to a property; (CONTACT TO BE INSERTED) ○ Maritime Services, when the potential illicit discharge has made it way into the stormwater sewer system or a waterbody; (CONTACT TO BE INSERTED) 4. MCM 4– Construction Site Stormwater Runoff Control <ul style="list-style-type: none"> • For construction projects over one acre connected to the MS4 report on SWPPP procedures including review and inspections. 5. MCM 5– Post Construction Stormwater Management <ul style="list-style-type: none"> • Report the types and amount of post-construction stormwater management practices connected to the MS4 that have been inventoried, inspected, maintained and implemented. 6. MCM 6– Pollution Prevention/Good Housekeeping <ul style="list-style-type: none"> • Conduct self-assessments for department operations/facilities at least once every three years for each operation conducted; report self-assessment metrics. • Report metrics on Department’s maintenance, operations and good housekeeping programs. 7. Additional Watershed Improvement Strategies <ul style="list-style-type: none"> • Address topics for pathogens impairments including native planting, pet waste bags, and goose feeding.
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Commented [AA2]: Preliminary contacts have been identified.

(Public Safety - Joe Cirigiliano)
(Maritime Services - Fred Uvena/ Bob Litzke).

Once those Departments' SOPs are finalized, the confirmed contacts will be inserted here.

Commented [AA3]: Does GS they have responsibility for overseeing construction on Town properties/ building sites? If so, what support is needed, if any in confirming what sites connected to MS4? If not, which Department manages this work?

Commented [AJA4]: If responsible for construction over one acre, does GS have a database or other tracking that manages their inventory of post-construction practices and maintenance?
See discussion of detailed requirements in Report Data sheet.

<p>C. Record Reporting Procedure: <i>(This section will include MS4 reporting procedures including process steps for record keeping and due dates).</i></p>	<p>Due dates associated with MS4 Report Requirements are listed below.</p> <ul style="list-style-type: none"> • <u>March 10th – March 9th</u>: Reporting period Required records should be kept and monitored during reporting period. • <u>April 15th</u>: MS4 Report Data Sheets (Attachment E) should be filled out by designated Department Staff Members and submitted to the Department Supervisor. • <u>May 1st</u>: The Department Supervisor should review and submit the final MS4 Report Data Sheets to the report preparer/ Town Stormwater Management Officer <p>Additional record keeping and back up information necessary for demonstrating MS4 General Permit compliance will be identified in the MS4 Report Data Sheets if applicable.</p>
<p>D. Training: <i>(This section will identify procedures for training documentation and recommended training needed to facilitate program understanding by responsible implementation staff).</i></p>	<ol style="list-style-type: none"> 1. Maintain an inventory of relevant staff for MS4 operations and Documentation of Training <ul style="list-style-type: none"> • MCM 3: <ul style="list-style-type: none"> ○ Inventory of relevant staff for MS4 Trainings (to be provided in Attachment E) ○ Number of staff participating (to be provided in Attachment E) • MCM 5: <ul style="list-style-type: none"> ○ Inventory of relevant staff for MS4 Trainings (to be provided in Attachment E) ○ Number of staff participating (to be provided in Attachment E) • MCM 6: <ul style="list-style-type: none"> ○ Number of trainings provided/ date of trainings (to be provided in Attachment E) ○ Inventory of relevant staff for MS4 Trainings (to be provided in Attachment E) ○ Number of staff participating (to be provided in Attachment E) <p>Training information should be maintained in readily accessible files.</p> 2. Recommended Training <ul style="list-style-type: none"> • The following training may be applicable to Department Staff/Supervisors with responsibilities for operations discussed in this SOP:

Commented [CMV5]: To be confirmed if necessary.

	<ul style="list-style-type: none"> ○ Training on this SOP. ○ (PLACEHOLDER FOR IDDE TRAINING RECOMMENDATIONS) ○ (PLACEHOLDER FOR LOW IMPACT DEVELOPMENT/BETTER SITE DESIGN/GREEN INFRASTRUCTURE TRAINING RECOMMENDATIONS) ○ (PLACEHOLDER FOR POLLUTION PREVENTION/ GOOD HOUSEKEEPING TRAINING RECOMMENDATIONS)
<p>E. MS4 Report Data Sheets: <i>(This section will include the updated MS4 Report Data Sheets (Attachment E), formerly known as Questionnaires, as well as information the Department is responsible for contributing towards the MS4 Annual Report that was not originally requested in the former Questionnaire).</i></p>	<p>1. MS4 Report Data Sheets (Attachment E) provide required report metrics and definitions/notes.</p> <p style="text-align: center;">(MS4 REPORT DATA SHEETS ARE ATTACHED)</p>
<p>F. References (Optional Section): <i>(This section will include references to related procedures or documentation that should be consulted or utilized when performing the procedures in the SOP.)</i></p>	<ul style="list-style-type: none"> • Town of Huntington Stormwater Management Program Plan: https://www.huntingtonny.gov/filestorage/13749/16439/16577/99651/26387/SWMP_Final_1019.pdf • MS4 Annual Report Website: https://www.huntingtonny.gov/MS4AnnualReports • ADD ADDITIONAL REFERENCES EXAMPLES INCLUDE: <ul style="list-style-type: none"> ○ GS existing operating procedures.

Commented [AA6]: Open/ Need Input: To discuss additional materials GS would like to include here.