



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

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

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

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

Minimum Control Measure 1. Public Education and Outreach

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

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

Minimum Control Measure 2. Public Involvement/Participation

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

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

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

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

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

<p>Permit Reference IV.C.3.b: Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> • field verification of outfall locations; • mapping all inter-municipal subsurface conveyances; • delineating storm sewershed; and • developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. State if maps are in GIS. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: percent of outfalls mapped</i>
<p>The town has developed a map with outfall locations verified, including inter municipal conveyances and a delineated storm sewer shed as well as waters of the US. Mapping is in GIS and is retained by the town engineer's office.</p> <p>The mapping is reviewed and updated quarterly by the town engineer to include any newly identified or constructed outfalls.</p>	<p>100% of the 628 outfalls and conveyances in the town have been located, surveyed and their location mapped using GIS tools. (DEC 2007)</p> <p>Survey location for GIS mapping of the 168 outfalls and conveyances in the Casperkill watershed where provided by DCSWCD staff (DEC 2007).</p>

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

<p>Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. See the instructions for information about completing this section.</p>	
<p>Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?</p>	<p><input checked="" type="checkbox"/> Yes (complete questions below)</p>
<p>Assessment of Regulatory Mechanism (Local Code)</p>	
<p>1) When was this assessment completed or planned to be completed?</p>	<p>Date completed: <u> </u> March 2005 <u> </u></p>
<p>2) Is there an existing ordinance, local law or other regulatory mechanism?</p>	<p><input checked="" type="checkbox"/> Yes</p>
<p>3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?</p>	<p><input checked="" type="checkbox"/> Yes</p>
<p>4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?</p>	<p><input checked="" type="checkbox"/> Yes</p>
<p>Development of Regulatory Mechanism (Local Codes)</p>	
<p>5) When was this work completed or planned to be completed?</p>	<p>Date completed: <u> </u> MAY 2005 <u> </u></p>
<p>6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?</p>	<p>N/A</p>
<p>7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?</p>	<p>N/A</p>

8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?	__x NYS IDDE Model Law in its entirety
9) What was the date or is the planned date of local law adoption?	Date: May 18, 2005 AS ITEM 05:18-02
10) Provide a web address if adopted local law can be found on a web site.	Web Address: http://www.townofpoughkeepsie.com/

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Sample Local Law Articles	NUMBER OF REQUIRED PROVISIONS IN LOCAL LAW		
	Existing provisions exactly the same as the Sample Local Law language	Existing provisions equivalent to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be adopted , listed as legislative agenda items.
1			Adopted as item 05:18-03 (8 provisions)
2			Adopted as item 05:18-03 (51 provisions)
3, 4, 5			Adopted as item 05:18-03 (3 provisions)
6			Adopted as item 05:18-03 (9 provisions)
TOTAL			Adopted as item 05:18-03 (71 provisions)
6. Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?	<input checked="" type="checkbox"/> Yes SUBDIVISION CODE SECTION 177-19; SUBDIVISION CODE SECTION 177-20; SITE PLAN REVIEW SECTION 210-139; EROSION AND SEDIMENT CONTROL SECTION 97-9 WERE ALL NOTED AND REVISED FOR CONFORMANCE WITH SAMPLE LOCAL LAWS IN 2005		
7. What was the date or is planned date of local code adoption?	Date: May 18, 2005		
8. Provide a web address if the adopted local law can be found on a web site.	Web Address: http://www.townofpoughkeepsie.com/		

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

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

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

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

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

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

Minimum Control Measure 5. Post-Construction Stormwater Management

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

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

Minimum Control Measure 5. Post-Construction Stormwater Management

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

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

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

Minimum Control Measure 5. Post-Construction Stormwater Management

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

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

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

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

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

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

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

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

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

<ul style="list-style-type: none"> Identify and describe the equipment and staff that are in place 	DO NOT ENTER INFORMATION IN THIS CELL
Highway Department Staff : 27 Staff employees performing maintenance, 17 winter road maintenance vehicles, 1 vac-truck Auto Facility Staff: 4 employees performing maintenance Arlington WWTP staff: 30 employees performing maintenance Country Club Estates WWTP Staff: 2 employees performing maintenance Poughkeepsie WTF Staff: 19 Staff employees performing maintenance Parks Dept. Staff: 4 seasonal employees performing maintenance	

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

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

	Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
DCSWCD MS4 Assistance Activities	Report of DCSWCD activities currently unavailable; will be included in Final Year 5 report.
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: Upon review of draft 2008-2012 SPDES requirements as well recommendations by DEC and EPA, training of the staff at treatment plants and the auto center has been appended to the program, and the focus of training amended to address implementation of facility specific SWPPP's in addition to the existing Good Housekeeping guide. Additionally, training conducted in spill prevention plan implementation at the jointly owned Poughkeepsie Water Treatment Facility & Arlington plant has been noted.</p>	

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