



**Phase II SPDES General Permit for  
Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02  
MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORM**

**Regulated MS4: Watervliet SPDES Permit Number: NYR20A 087**

See information packet for information to help complete this form.

MCC Form for year ending: March 9, <u>    </u> 2006 (Year 3) <u>  X  </u> 2007 (Year 4) <u>    </u> 2008 (Year 5)			
<b>Section A. MS4 Owner/Operator and Contact Person Information</b> (contact persons explained in instructions)			
<b>Owner/Operator</b> Is information below new or changed? <u>    </u> Yes <u>    </u> No			
Name: Mark Gleason		Title: General Manager	Department:
Mailing Address:	Street or P.O. Box: City Hall 2 15 <sup>th</sup> Street	City: Watervliet	
	County: Albany	State: NY	Zip Code: 12189
Phone: ( 518 )270-3800 Ext 122		E-mail Address: mgleason@watervliet.com	
<b>Local Stormwater Public Contact</b> (Required by Minimum Measure 2)			
Is information below: 1) new or changed? <u>    </u> Yes <u>    </u> No 2) same as: <u>  x  </u> Owner/Operator			
Name: Mark Gleason		Title: General Manager	Department:
Mailing Address:	Street or P.O. Box: Same as above	City:	
	County:	State:	Zip Code:
Phone: (    )		E-mail Address:	
<b>Stormwater Management Program (SWMP) Coordinator</b> (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? <u>    </u> Yes <u>    </u> No 2) same as: <u>  x  </u> Owner/Operator <u>    </u> Local Stormwater Public Contact			
Name:		Title:	Department:
Mailing Address:	Street or P.O. Box:	City:	
	County:	State:	Zip Code:
Phone: (    )		E-mail Address:	
<b>Annual Report Preparer</b>			
Is information below: 1) new or changed? <u>    </u> Yes <u>    </u> No 2) same as: <u>    </u> Owner/Operator <u>    </u> Local Stormwater Public Contact <u>    </u> SWMP Coordinator			
Name: Nicholas J. Ostapkovich		Title:	Department:
Mailing Address:	Street or P.O. Box: City Hall 2 15 <sup>th</sup> Street	City: Watervliet	
	County: Albany	State: NY	Zip Code: 12189
Phone: ( 518 )270-3800 Ext 104		E-mail Address: nick@watervliet.com	

**IMPORTANT NOTE:** Rows can be added to the tables in the following sections by going to the rightmost cell in the bottom row of the table and hitting tab. Hitting return in a given row will make the row wider, creating more room to type or write.

**Section B. Local Water Quality Information**

Information to help complete this section can be found in the instructions.

1. Does the MS4 discharge to 303(d) listed waters or is it in a TMDL watershed?

Yes (complete the table below)     No     Not Yet Determined

(Put an X in the 'Classification' cell to indicate if the MS4 discharges to a waterbody on the 303(d) list and / or if it is in a TMDL watershed.)

Impaired Waters Name (from 303 (d) list and/or TMDL)	Pollutant(s) of Concern (from 303 (d) list and/or TMDL)	Classification	
		303 (d)	TMDL
<b>Hudson River, Class C (1302-0002)</b> <b>Location of segment:</b> City of Cohoes; Village of Green Island; City of Watervliet; City of Albany; Town of Bethlehem. Source of PCB contamination is upstream of these MS4 municipalities.	Cause/Pollutant: PCBs Source: Contaminated Sediment	x	

2. Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit?

Yes  
 No

3. Have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the MS4 permit for discharges to 303(d) or TMDL waters?

Yes  
 No (explain below)

Explanation:

Our draft Local Law has language that addresses the requirements of an impaired watercourse.

**Section C. Partnership Information**

Information to help complete this section can be found in the instructions.

1. Does your MS4 work with partners?  Yes (complete table below)  No (Proceed to Section D)

**List MS4 Partners with Legally Binding Agreements or Contracts in Place**

The City of Watervliet is working with the T/o Bethlehem, T/o Colonie, T/o Guilderland, T/o New Scotland, C/o Albany, C/o Cohoes, V/o Colonie, V/o Green Island, V/o Menands, V/o Voorheesville, City/Albany (MS4 Phase II Stormwater Implementation Project Contract #C302499). Each municipality has signed a contract with NYS DEC obligating them to fulfill their grant related responsibilities (In-Kind services). The grant work plan is structured such that municipalities to varying degrees work cooperatively on permit requirements, with Albany County as lead agency facilitating cooperation. The City as well as all other partners has been awarded a second grant to address implementation of the IDDE and Local Law. The full scope of the project has not yet been submitted and approved.

**List MS4 Partners with Planned Legally Binding Agreements or Contracts**

The City as part of its participation with the Albany County Stormwater Committee has partnered with and will continue to work with the following organizations: Schenectady County, Rensselaer County, Saratoga County, Capital District Regional Planning Commission, Albany County Soil and Water Conservation District (Standing Contract to contribute to a public education billboard campaign)

**List MS4 Partners with Other Agreements in Place**

The City has been a member of the Albany County Stormwater Committee. As part of this committee we have taken an active role in addressing various common issues that every MS4 community faces. Members of the committee include all MS4 communities in Albany County. They include Albany, Bethlehem, Cohoes, Village of Colonie, Town of Colonie, Green island, New Scotland, Guilderland, Menands and Voorheesville. Additionally representatives of the Albany County Health Department, CDRPC, BOCES, Albany County Soil and Water and DEC attend our meetings.

**Section D. Geographic Areas Addressed by Stormwater Management Program (SWMP)**

Information to help complete this section can be found in the instructions.

1. Does your SWMP cover all jurisdictional (automatic and additionally designated) areas within the MS4, as required by 40 CFR 122.32(a)?  Yes  No (Explain below)

Explain: The City is only 1.32 square miles and is essentially developed in its entirety. There are three other MS4's within the city. They are: the Watervliet Arsenal, the Watervliet High School, and the NYS DOT. Each of which is responsible for its MS4 obligation.

**Section E. Funding and Resource Allocation**

Information to help complete this section can be found in the instructions.

1. Are adequate resources (funding mechanism, equipment, staff, etc.) planned or in place to fully implement your SWMP no later than January 8, 2008?  Yes  No (explain below)

Explain:

2. If the MS4 is receiving funding through the municipal budget, a grant, or other source, briefly explain below: what are the sources, estimated amounts, and frequency of funding for the MS4?

Explain: As noted in prior years the City currently funds storm water activities through the Sewer Budget, and through the grants the Albany County Storm Water Committee has received. These grants are utilized to address common areas of concern Public Participation, Education, adoption of local laws and Best Management Practices that each MS4 is faced with. To date the two grants the committee has received total approximately \$350,000. The city also seeks out funding opportunities such as the Bond Act to assist in addressing these issues.

3. If the MS4 is not receiving funding, briefly explain below: plans the MS4 has for obtaining future funding?

Explain:

Other sources of revenue are: The Albany County Intermunicipal Stormwater Committee received a \$100,000 EPF/WQIP Grant and participating municipalities provide a 50% match ((In-Kind Services). The grant contract spans August, 2005 to August, 2007. Committee members include all MS4 communiti4es in Albany County as well as CDRPC, Albany County Soil and Water and the City of Watervliet.

In September, 2006, Albany County, acting as lead agency for the same Albany County Intermunicipal Stormwater Committee described above, received a second \$258,000 EPF/WQIP Grant. As of April 10, 2007, there is neither a work plan nor contract with DEC. This grant contract will span from Sept, 2006 to an unknown date, to be determined once the contract is signed.

In future years the City will offset expenses either through the sewer fund or hopefully through the development of a watershed approach to funding for sewer issues. This approach would cross municipal borders. Currently the State has not adopted legislation that would allow for a unilateral regional or watershed approach in this manner.

The committee members are also discussing continuation of the committee after the grants are exhausted. Members would be contributing directly to address issues that are of mutual concern. These discussions are in the early stages at present.

**Section F. Compliance Certification**

**Compliance Assessment** - For each of the minimum control measures, indicate below if your program has made steady progress toward full implementation *and* has achieved all measurable goals scheduled to be completed **during this reporting year**. Refer to the NOI and prior Annual Reports for information about measurable goals scheduled for this reporting year.

Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR ONLY	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	<p>Explain 'no' / 'N/A' answer: The City utilizes Channel 17 a local TV cable station that is feed solely to residents of the City as a tool to promote stormwater awareness. We have show on a routine basis educational videos and made available at City Hall and other locations in the city brochures on storm water. The City has also been working with the Watervliet School District Science Department to develop educational studies and programs to address stormwater issues. Students will assist the city in installing catch basins medallions and distribution of door hangers in late spring of 07.</p> <p>It is important to note that the public would best be served if DEC and State Education would converse and include in school programs stormwater components. This approach would prove to be much more beneficial that the current process of leaving it up to each individual community to ascertain the level of public education offered. Most municipal leaders do not have a background in teaching so expecting them to know the most effective avenues for the education component is not realistic.</p>		
IV.C.2.	Public Involvement / Participation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
	<p>Explain 'no' / 'N/A' answer:</p> <p>During the next year we will be attaching to numerous catch basis medallions noting "Do Not Dump Drains to Hudson" The installation of these markers will be performed by students and or scouting groups. We will at the same time be distribution door hangers to approximately 1000 homes describing the impacts of polluted storm waters as well as the do's and don't's regarding the same. This will be accomplished in the late spring of 2007. We will be working with the Albany County Stormwater Management Committee to also address this issue as well as CDRPC. We are also exploring additional videos that can be show on channel 17 pertinent to this topic.</p>		
IV.C.3.	Illicit Discharge Detection and Elimination	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
	<p>Explain 'no' / 'N/A' answer:</p> <p>The city will be adopting by the end of June the IDDE legislation. It is anticipate that the city will adopt the language as drafted by DEC.</p> <p>The city's sewer system is not physically connected to any other MS4 Community</p> <p>Illicit discharges typically are found either by boaters, the Albany County Sewer District, or city personnel. During 2006 there were no reports of illicit discharges made to the city.</p> <p>The city will continue to work with the Albany County Sewer District, and attempt to work with Colonie which generates the largest portion of storm water flows that pass through the city's system into the Hudson. The Dry River watershed is approximately 3 square miles and the Gashouse Creek watershed is over 1.4 square miles both lie in Colonie. These watersheds channel all flows from them to the city's system, combined they are over 15 times greater in size then the city's watershed. Thus they contribute vastly more storm water flows than those generated from the city. The city's system is used to transport flows from Colonie to the Hudson.</p> <p>The city works with Albany County Sewer District to address any problems that may arise. Albany County because of its remote monitoring stations can detect Illicit Discharges quickly. Discharges that pass through the sewer regulators.</p>		

IV.C.4.	Construction Site Stormwater Runoff Control	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
<p>Explain 'no' / 'N/A' answer:  The city will be adopting by the end of June the stormwater runoff control legislation.  The city utilized Channel 17 to inform contractors of the CDRPC training for contractors that took place at Hudson Valley CC in 2006.  The city has sent building inspectors to training sessions that have dealt with MS4 issues specifically construction inspections. These classes have been sponsored by DEC, NYSBOC and CDRPC.  The city will as part of their normal inspection procedure inspect stormwater measures at any site. Additionally the city will require that the developer to hire a third party engineer to perform inspection services during the course of the project that falls within the MS4 one-acre project scope.  The Corp Con is currently reviewing all local laws and ordinances to ascertain if any amendment is required. The local law will mimic the draft provided by DEC and closely resemble Colonies due to its proximity to the city.  The city has required that members of the planning and zoning board attend training classes dealing with MS4 issues. Planning board and zoning board members will attend CDRPC session in May of 2007. Currently there are no priority pollutants that have been singled out for Watervliet.  Since there have been no projects under this program measuring effectiveness is impossible at this date.</p>			
IV.C.5	Post-Construction Stormwater Management	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
<p>Explain 'no' / 'N/A' answer:  The city will be adopting by the end of June the Post-Construction Stormwater Management legislation. This legislation will mimic the DEC draft language.  During 2006 there has one, one acre site developed. The developer was issued a permit by DEC and all work and stormwater management conformed to DEC standards. City staff inspected the site to ascertain compliance  The building department staff has and will continue to receive information and training to assist them in review of the of post construction measures.  Any post construction measures for the next future year will be predicated upon development that is highly unlikely in this time period.  Since the city is over 95% developed, has sewers, and is essentially level post construction impacts will be limited.  Currently there are no projects on the horizon that impact one acre or larger.</p>			
<p> </p>			

IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
<p>Explain 'no' / 'N/A' answer:</p> <p>The City has as part of the adoption of the Local Law process reviewed existing programs, policies, and legislation.</p> <p>The City has thorough knowledge of its equipment and their capabilities.</p> <p>City personnel have been attending various training classes offered by CDRPC, DEC, NYSBOC and other organizations. This includes all building inspectors as well as the members of the public works and water and sewer departments.</p> <p>Most of the storm water that empties into the Hudson from Watervliet is generated from Colonie. Therefore the location of pollution priorities in terms of geographic areas lies within the MS4 community of Colonie. DEC should create a clear mechanism for development of a watershed funding source for stormwater control.</p> <p>The city is looking into the purchase of vacuum truck that would be shared with other communities. This equipment would assist in cleaning catch basins and sewer lines.</p> <p>All building department personnel have attend the CDRPC stormwater training taught by DEC staff. Additionally seminars presented by NYSBOC and SUNY have been attended.</p> <p>It is impossible to detail the effectiveness of training in light that there have been no practical applications for the inspector to evaluate.</p> <p>There are no know PCB sources within the City therefore the question of addressing priority pollutants in the Hudson is moot.</p> <p>The city will continue to clean catch basins on a three-year cycle. We will be cleaning sewer lines as appropriate as well as videoing areas of concern. Attached is a listing of sewer lines cleaned in 2006. A list of sewer lines cleaned in 2006 is attached.</p> <p>The street sweeping of all city roadways on an ongoing basis continues as weather permits.</p> <p>City vehicles are either washed on site where draining to a collection system is available or at a commercial carwash that the city has contracted with.</p> <p>Since the city is essentially developed in its entirety and composed chiefly of residential properties watershed characteristics are typical for like communities.</p> <p>Formalization of intermunicipal partnerships is predicated on cost sharing for O and M of existing and new sewer systems. Achieving this is easier said since every community is faced with significant budget constraints.</p>			

**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, to 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.”*

Print Name: Mark Gleason

Title: General Manager

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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 Part VI.I.2. of the permit. See instructions for more information about who can sign this form.

Send two completed **hard copies** (an original and a photocopy) of this form, the Annual Report Table and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**




**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: Watervliet SPDES Permit Number: NYR20A087**

Annual Report Table for year ending: March 9, \_\_x\_ 2006 (Year 3) \_\_\_\_ 2007 (Year 4) \_\_\_\_ 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 - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

**Minimum Control Measure 1. Public Education and Outreach**

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

<p><b>Permit Reference IV.C.1.a, b:</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"> <li>• <i>Explain the program, including activities and materials used</i></li> <li>• <i>Identify the personnel or outside organization conducting the activity.</i></li> <li>• <i>Indicate activities planned for next year.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>The City as a member of the Albany County Intermunicipal Stormwater Committee participated in the following in Year 4 (2006-2007), the Committee supported public education and outreach program focused on four activities: 1) Educating municipal staff, elected officials, and appointees in Stormwater Permit requirements (MS4 and Construction Activity) 2) Providing stormwater literature to MS4 Committee members 3) Participating in a regional billboard campaign and 4) Stormwater presentations to citizen groups. In Year 5, the Committee will clarifying the MS4 municipal wide commitment to forming a structured, fee-based, Stormwater Coalition, with interested regulated MS4s possibly signing an intermunicipal agreement. Should the regulated MS4s form a Stormwater Coalition, the Coalition will develop a cooperative long term plan and process for implementing public education and outreach requirements, targeting pollutants of concern. The existing Committee will also sponsor at least two educational programs, most likely related to septic system maintenance and rain gardens. However the State, (DEC and State Ed) would be much better suited to address public education.</p>	<p><b>COMPLETED TASKS:</b></p> <p>1) Education of municipal staff and others</p> <ul style="list-style-type: none"> <li>• Overview of Stormwater Permits. Four presentations by NYSDEC Region IV, Carol Lamb-Lafay and Josh Carvajal to MS4 municipal staff. May 17, 19, 23, and 26, 2006. Multiple locations. This presentation was the first in a series of presentations designed to train municipal staff, elected and appointed officials in stormwater responsibilities related to local law adoption and oversight of construction activity. Participation [municipality City of Watervliet (3)</li> </ul>
<p>. The City will also in 2007 install medallions at various catch basins noting that water flows to the Hudson River and dumping is prohibited. Also the city will be distributing door hangers throughout the city. Both of these</p>	<ul style="list-style-type: none"> <li>• City Staff attended Financing Stormwater-Speakers and Panel Discussion. June 14, 2006. Public Operations Building, Town of Colonie. Speakers: Andrew Reese-</li> </ul>

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projects will be accomplished by either students and or scouts.

The city will continue to utilize Channel 17 to promote awareness of the impacts of stormwater during the upcoming year.

The city has made available at the building department handouts from the EPA and DEC concerning stormwater.

AMEC; John Tabner-Attorney; and Bob Feller-Attorney.  
 Topics: SW Program Costs, Funding Options-NYS; Other  
 Funding Strategies-SW Utility Districts.

- Albany County Intermunicipal Stormwater Committee Monthly Meetings. Village Hall, Menands. Frequent agenda items describing conferences, articles, and trends in SW management, locally and nationally. 10 Committee meetings in Year 4. Participation: Generally a representative from each MS4 municipality attends, along with representatives from Albany County Soil and Water Conservation District, occasionally educational institutions (SUNY Albany and BOCES), and Capital District Regional Planning Commission. Attendance is voluntary.

2) Providing literature

- The city distributed After the Storm brochures, will be providing Door hangers , Storm drain markers will be installed. Various publications such as Rain Garden Handbook Vermont Low-Risk Site Handbook have been made available.

3) Participation in a regional billboard campaign

Over a two-month period (Fall, 2006) eleven purchased billboards were posted throughout the Capital District. Eleven donated billboards were posted elsewhere (Winter, 2007), with some postings to occur in Year 5 (Summer, 2007). Two images borrowed from Washington State Seattle, conveyed these messages 1) untreated stormwater enters lakes and rivers 2) car washing soap, leaf debris, and

- litter enters storm drains, which in turn enters lakes and rivers. Four of the billboards were located in Albany County.
- A joint press release (Albany, Saratoga, Schenectady, Rensselaer Counties, and Capital District Regional Planning Commission) resulted in front page article in the Schenectady Daily Gazette (October 20, 2006).

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4) Stormwater presentations to citizen groups

- League of Women Voters Monthly Program. November 16, 2006. Green Island. Presenters: Town of Colonie (2); Village of Green Island (1); City of Watervliet (1). Attendees (6).
- Town of Colonie Stormwater Committee. December 13, 2006. Public Operations Building,

**ONGOING TASKS:**

- Albany County Intermunicipal Stormwater Committee recognizes the value of working cooperatively implementing public education, public participation, and related illicit discharge detection and elimination permit requirements. Currently the Committee is ad-hoc, formed largely to apply for and receive EPF/WQIP grant money. This is an unreliable source of funding; therefore the Committee is considering forming a financially self-sustaining stormwater coalition, similar to the Monroe County Stormwater Coalition, where members each contribute annual fees to cover staffing and possibly other costs. To date a Coalition Concept Sub-Committee (5 MS4s represented) has been meeting (Year 4: Feb. 28, 2007) developing a proposal to present to all of the potentially interested regulated MS4s in Albany County. This sub-committee will continue their work until it's logical conclusion, with MS4 governing bodies voting either for or against joining the Coalition. This effort will continue throughout Year 5. Should the MS4s create a Stormwater Coalition, that group will be involved with developing a long term strategy (2 to 3 year planning horizon) for public education, public participation, and some IDDE elements, most likely involving appropriate partners, both regulated MS4s and others.
- Continuation of monthly Albany County Intermunicipal Stormwater Committee meetings

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	<p>The Round 8 grant includes funding for educational programs related to septic systems and low impact development (rain gardens, porous pavements, cisterns, green roofs). Educational programs and workshops will be organized related to these subjects with staff support and direction from the existing Albany County Intermunicipal Stormwater Committee.</p> <p>The City on Channel 17 advertised the CDRPC training sessions dealing with Stormwater Management, the League of Women Voters presentation and the Rain Garden seminar. Additionally we continue to show periodically After the Storm. Channel 17 is an important tool in offering educational information to a large audience. We will continue to explore options to expand programming.</p> <p>The city has been attempting to work with the School District, which is a MS4, to incorporate into their curriculum education components to provide storm water education. Programs such as project WET developed by DEC have been examined. Discussions with the school district will continue</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
	<p>Education is an ongoing program, measuring the effectiveness of this program is problematic. DEC should provide specific measuring tools to assess effectiveness.</p>
<p><b>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:</b>                  The city urges DEC and State education to work together to bring about a curriculum change that introduces storm water education into the classroom. Thus on a statewide basis education can be provided in a formalized and comprehensive approach.</p>	

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**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><b>Permit Reference IV.C.2.c.iii.:</b> Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> <li>Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</li> <li>Indicate activities planned for next year.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>The city is an active member of the Albany County Water Quality Committee. We will continue to use this and the ACSMC venues to address storm water issues.</p> <p>The City is also a CSO community and a participate with 5 other communities along the Hudson in a study to develop a long-term control plan. As part of this process an involved public participation program is in place. A wide range of groups interested in the betterment of the Hudson shall be participates. It is very likely that those discussions will address both CSO and MS4 issues. A copy of the plan is attached.</p> <p>At most Council meetings conducted the first and third Thursdays of the month the General Manager typically informs the Council in open session with up dates and information pertaining to storm water issues.</p> <p>The cities website is being updated to provide links and more information concerning storm water management.</p> <p>The city at Council meetings routinely discusses progress and activities it has made with respect to MS4 activities.</p>	<p><b>COMPLETED TASKS AS PART OF THE MS4 COMMITTEE:</b></p> <ul style="list-style-type: none"> <li>Finding and Preparing Volunteer Resources: We attended a presentation by staff from the Cohoes School District with considerable experience implementing student volunteer projects. ACSWCD provided materials and supporting literature that was distributed to MS4 representatives.</li> </ul> <p><b>ONGOING TASKS:</b></p> <ul style="list-style-type: none"> <li>Investigate, possible form a self-sustaining, membership based stormwater coalition (see MM1 Measurable Goals for details). If formed in Year 5, develop a plan for ongoing and effective public participation activities.</li> <li>As part of public participation program development, research successful public participation programs (other NYS counties, nationally) and interview potential local partners who could provide advice and perhaps assistance with public education and public participation activities (ex. Five Rivers, Hayward Burns, BOCES, School Districts, SUNY Albany, Hudson Basin River Watch )</li> </ul> <p>Develop a public participation work plan for members of the committee</p>
<p>as</p>	
<p><b>Permit Reference IV.C.2.a, f:</b> 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>Channel 17 will be utilized to provide public notice.</p>	
<p><b>Permit Reference IV.C.2.e:</b> Public presentation of; <b>f:</b> summary of comments received on; and <b>g:</b> intended response to comments on the SWMPAR.</p>	
<p><b>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented: The Annual report was presented to the Council on May 3<sup>rd</sup>. At that time a public hearing was advertised for the May 17<sup>th</sup>. It was advertised pursuant to</b></p>	

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<p><b>charter requirements as well as on Channel 17. Also noted was the ability of the public to view the document at the City Clerks office. On the 17<sup>th</sup> after an explanation of the report was provided there were no questions raised from the public. Approximately 20 persons were in attendance.</b></p>		
<p><b>Comments on Annual Report Meeting</b>                  _x_ No public comments received on Annual Report.                  ___ Comments received. <b>Attach summary of comments and intended responses.</b></p>	<p><b>Date of Annual Report Meeting:</b>                  May 17,2007</p>	<p><b>Approximate Date of Meeting Next Year:</b>                  May 2008</p>
<p><b>Additional Techniques</b>  <b>A copy of the report will be available on the city's website.</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>	
<p><b>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:</b></p>		

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**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><b>Permit Reference IV.C.3.a:</b> 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"> <li>• <i>Explain the activities and procedures used to meet this requirement this year <u>and planned for next year.</u></i></li> <li>• <u>Revise as procedures are updated.</u></li> <li>• <i>Identify personnel or outside organization conducting the activities</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i></li> </ul>
<p><b>COMPLETED TASKS:</b></p> <ul style="list-style-type: none"> <li>• Finding and Preparing Volunteers. April 10, 2006. City Hall, City of Cohoes. Speaker: Raychel Marcil. Human Resources staff from Cohoes with considerable experience implementing student volunteer projects. ACSWCD provided materials and supporting literature was distributed to MS4 representatives. Participation: City of Albany (1); Albany County (1); Town of Bethlehem (2); City of Cohoes (4); Village of Green Island (2); Town of Guilderland (3); Village of Voorheesville (1); City of Watervliet (1).</li> </ul> <p><b>ONGOING TASKS:</b></p> <ul style="list-style-type: none"> <li>• Investigate, possible form a self-sustaining, membership based stormwater coalition (see MM1 Measurable Goals for details). If formed in Year 5, develop a plan for ongoing and effective public participation activities.</li> <li>• As part of public participation program development, research successful public participation programs (other NYS counties, nationally) and interview potential local partners who could provide advice and perhaps assistance with public education and public participation activities (ex. Five Rivers, Hayward Burns, BOCES, School Districts, SUNY Albany, Hudson Basin River Watch )</li> </ul> <p><u>Develop a public participation work plan</u> for IDDE.</p>	<p><b>COMPLETED TASKS:</b></p> <ul style="list-style-type: none"> <li>• City personnel attended an IDDE Training Workshop. April 4, 2006. Elsmere Firehall, Town of Bethlehem. Presenters: Barbara Kendall and Shohreh Karimipour from NYS DEC and Andy Sansone from Monroe County. Included an in-class presentation (ORI sheet, recognizing outfalls) and field work (use of GPS units, water samples, flow measurements, analysis of pollution generating sites). Participation: City of Albany (1); Albany County (4); Town of Bethlehem (4); City of Cohoes (2); Town of Colonie (2); Village of Colonie (2); Green Island (1); Town of Guilderland (1); Town of New Scotland (3); Village of Voorheesville (1); City of Watervliet (2); and NYS DOT (1).</li> </ul>
<p>City will continue to work with Albany County Sewer and provide additional training to city personnel in the upcoming year.</p>	<ul style="list-style-type: none"> <li>• <u>Local Laws: Adoption Update, Issues, Concerns, and Legal Support?</u> November 17, 2006, City of Albany. November 27, 2006, Town of New Scotland. Two identical meetings were organized with participation from all of the Stormwater</li> </ul>

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	<p>Committee municipalities, specifically MS4 representatives and municipal attorneys. Both DEC Sample Local Laws (IDDE, SW Management &amp; Erosion and Sediment Control) were discussed and issues identified. Town, Village and City attorneys discussed their concerns and likely schedule for adoption. Department heads from relevant County operations discussed possible impact of stormwater local laws on County operations. Participation: Albany County (9); City of Albany (3); Town of Bethlehem (3); City of Cohoes (2); Town of Colonie (5); Village of Colonie (2); Village of Green Island (2); Town of Guilderland (2); Village of Voorheesville (2); Village of Menands (1); City of Watervliet (2); Town of New Scotland (4).</p> <ul style="list-style-type: none"> <li>• Outfall Mapping Meeting: MS4 Progress Reports; Q/A with DEC Region IV; and Preliminary County-wide MS4 Outfall Map. February 1, 2007. Village Hall, Menands. The purpose of this meeting was to find out how MS4s were completing this task and to discuss with DEC various mapping issues. MS4s provided their existing outfall maps and individual GIS formatted maps were consolidated into one GIS map.</li> </ul> <p><b>ONGOING TASKS:</b></p> <ul style="list-style-type: none"> <li>• Sharing of outfall information, maps and photos among Committee members, to be compiled into a County wide MS4 area outfall map.</li> <li>• Use of County-Wide MS4 Area Outfall Map to identify areas of concentrated outfalls and likely pollutants of concern given outfall locations and land use within the shared drainage area.</li> <li>• Integrating outfall information and generating site information with either a municipal or intermunicipal outreach and education program.</li> </ul>

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<p><b>Permit Reference IV.C.3.b:</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"> <li>• field verification of outfall locations;</li> <li>• mapping all inter-municipal subsurface conveyances;</li> <li>• delineating storm sewer shed; and</li> <li>• developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <i>State if maps are in GIS.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: percent of outfalls mapped</i></li> </ul>
<p>The city had a full GIS mapping of the city noting public utilities in the early 1990's.</p>	<p>Outfalls noted on city GIS.</p>
<p> </p>	<p> </p>
<p> </p>	<p> </p>
<p> </p>	<p> </p>

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

**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.**

Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?	<input type="checkbox"/> No (go to ADDENDUM 1) <input checked="" type="checkbox"/> Yes (complete questions below)
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**Assessment of Regulatory Mechanism (Local Code)**

1) When was this assessment completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to Permit Reference IV.C.3.e) Plan to complete for reporting in year: <input checked="" type="checkbox"/> 4; ___ 5.
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2) Is there an existing ordinance, local law or other regulatory mechanism?	<input checked="" type="checkbox"/> No (go to question 5) <input type="checkbox"/> Yes
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3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input type="checkbox"/> Yes
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4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input type="checkbox"/> Yes
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**Development of Regulatory Mechanism (Local Codes)**

5) When was this work completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to Permit Reference IV.C.3.e) Plan to complete work below for reporting in year: <input checked="" type="checkbox"/> 4; ___ 5.
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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?	<input checked="" type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> MS4 will write language equivalent to NYS IDDE Model Law
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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?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, list the <b>local code(s)</b> that will be changed: The IDDE will be added to the City Code of Ordinances.
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8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?	<input checked="" type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> Language equivalent to NYS IDDE Model Law
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9) What was the date or is the planned date of local law adoption?	Date: June 2007
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10) Provide a web address if adopted local law can be found on a web site.	Web Address: watervliet.com (When enacted)
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**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><b>Permit Reference IV.C.3.e:</b> 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"> <li>• <i>Explain activities and materials used to meet this requirement this year <u>and planned for next year</u></i></li> <li>• <i>Identify personnel or outside organization conducting activities</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>For this upcoming year when adopted the city will provide on its website and will distribute to selected business's the Local Law covering IDDE. Also on channel 17 the city will advertise the adoption of the IDDE.</p>	<p>Goal is to adopt the local law and inform the public of the same.</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <p>Adoption of Local Law</p>
<p><b>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:</b></p>	

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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:** 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 type="checkbox"/> No (go to ADDENDUM 2) <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="checkbox"/> Not yet completed (proceed to Permit Reference IV.C.4.b.v) Plan to complete for reporting in year: ___4; ___5.  <input checked="" type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion &amp; Sediment Control</i> (Sample Local Law).
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2. If preliminary assessment was completed, indicate the results.	<input checked="" type="checkbox"/> If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent  <input type="checkbox"/> If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent  <input type="checkbox"/> If most of the Sample Local Law provisions appear in local code; minor revisions needed
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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: _____ 2/1/07 _____ <input type="checkbox"/> Not yet completed (proceed to Permit Reference IV.C.4.b. v) Plan to complete work below for reporting in year: ___4; ___5.
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4. How was the local code adopted or how will it be adopted*?  <i>*If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.</i>	a. <input checked="" type="checkbox"/> The entire Sample Local Law adopted as amendments to existing code or as stand alone law. <ul style="list-style-type: none"> <li>• If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law.</li> <li>• If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the <i>Gap Analysis</i> or equivalent process) to ensure the intent of the law has not been changed.</li> </ul> b. <input type="checkbox"/> Parts of NYS Sample Local Law adopted as amendments to existing code. c. <input type="checkbox"/> Language developed by municipality was demonstrated to be equivalent.
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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.**

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

MS4s that adopt the entire Sample Local Law as amendments to existing code or as stand alone law need to indicate the number of clauses 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 CLAUSES IN LOCAL LAW		
	Existing clauses <b>exactly the same</b> as the Sample Local Law language	Existing clauses <b>equivalent</b> 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 <b>adopted</b> , listed as <b>legislative agenda</b> items.
1			x
2			x
3, 4, 5			x
6			x
<b>TOTAL</b>			x

**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)?**  
 \_\_\_ No  
 \_\_X\_ Yes, list the **local codes** that will be changed: Minor changes required

**7. What was the date or is planned date of local code adoption?** Date: June of 2007

**8. Provide a web address if the adopted local law can be found on a web site.** Web Address: Will be provided at watervliet.com after adoption

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**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><b>Permit Reference IV.C.4.b. v:</b> 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"> <li>Describe the procedures below. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</li> </ul>
<p>City personnel and or designee’s will review SWMP’s to insure compliance. Additionally municipal employees as well as members of the planning and zoning boards have been scheduled to attend workshops covering storm water impacts and management.</p>	<p>No plans received as of yet.</p>
<p><b>Albany County Intermunicipal Stormwater Committee Activities:</b>                      Recognizing the role municipalities will play once the Local Laws for Stormwater Management and Erosion and Sediment Control are adopted, the Committee organized several in-house training sessions for municipal staff with likely SWPPP review or enforcement responsibilities. Grant funding also paid for SUNY ESF coursework related to SWPPP design, hydrological models, construction site inspections. Some Committee members and others from their municipality also attended a variety of local stormwater conferences and training workshops: EPA Stormwater Conference-May 30, 31, and June 1; North Country Trade Show: Warren County SWCD, October 19, 2006; CDRPC DEC/DOS Accredited Enforcement Training in Stormwater, November 1, 2006.</p>	<p><b>COMPLETED TASKS:</b></p> <ul style="list-style-type: none"> <li>For the benefit of Albany County MS4s, six construction site inspections (residential and commercial) were conducted by Josh Carvajal and Carol Lamb-Lafay, NYSDEC Region IV staff (July 11, 2006; July 19, 2006; August 21, 2006; Sept. 7, 2006; Sept 15, 2006). MS4 representatives, engineers, municipal code enforcement officers and/or future stormwater management officers asked questions. Each municipality participated in at least one inspection. Site owner-operators, SWPPP inspectors, design engineers, and interested others often attended the inspections, with a variety of issues related to erosion and sediment control, paperwork, and post-construction maintenance discussed. These site visits helped identify construction site issues to be addressed in the local laws and elsewhere within municipal operations. Participation: Town of Colonie (3); City of Cohoes (3); Albany County (1); Town of Bethlehem (6); Town of Guilderland (4); Town of New Scotland (2); City of Albany (2); City of Watervliet (1); Village of Green Island (6); Village of Colonie (2).</li> <li>Case Study: Patroon Creek Office Building-How to Read A SWPPP. January 4, 2006. SUNY-Albany. Presenter: Ken Barber. Ken Barber, CPESC certified site inspector demonstrated to municipal staff, CEOs/SMOs how to read SWPPP construction drawings, described how to interpret the written content of a SWPPP, and explained inspection</li> </ul>

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	<p>related paperwork. Participation: Albany County (7); Town of Bethlehem (4); City of Cohoes (3); Town of Colonie (8); Village of Colonie (3); Village of Green Island (1); Town of Guilderland (2); Village of Menands (1); Town of New Scotland (3); Village of Voorheesville (1); City of Watervliet (3); SUNY Albany (3).</p> <ul style="list-style-type: none"> <li>• Three City building inspectors attended CDRPC sessions in 2006 covering site inspections. Session taught by DEC.</li> </ul> <p><b>ONGOING TASKS:</b></p> <ul style="list-style-type: none"> <li>• Continue to provide construction site related training for code inspector officers and stormwater management officers. Hire skilled CPESC instructors as needed and get out into the field as much as possible, with SWPPPS and inspection forms.</li> <li>• Develop procedures and paperwork to better manage inspection process and enforcement action.</li> <li>• Consult and discuss with other MS4s criteria for enforcement action and field experience related to inspections.</li> </ul>
<p><b>Permit Reference IV.C.4.b. vi:</b> Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> <li>• <i>Explain the procedures below. <u>Revise as procedures are updated.</u></i></li> <li>• <i>Identify the responsible personnel or outside organizations.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>The city is currently updating its webpage. Once completed the public will have direct links to appropriate personnel dealing with storm water issues.</p>	

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**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><b>Permit Reference IV.C.4.b. iii, vii:</b> 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"> <li>Describe each procedure below. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.</li> </ul>
<p>All building officials have been participating in training and education on storm water issues. As part of this training and as part of the local law inspection, enforcement and sanctions are covered.</p>	<p>No inspections to date.</p>
<p><b>Permit Reference IV.C.4.b. viii:</b> Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet <b>within the MS4s jurisdiction.</b></p> <ul style="list-style-type: none"> <li>Explain the activities and materials used to meet this requirement.</li> <li>Identify the personnel or outside organization conducting this activity.</li> <li>Indicate activities planned for next year.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>CDRPC has offered workshops for construction site operators, which the city has publicized.</p>	<p>CDRPC offered training sessions to contractors.</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>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:</b></p>	

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**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><b>Permit Reference IV.C.5.a, c.</b> 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><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• A combination of structural and/or non-structural management practices.</li> <li>• <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>As part of the local law post construction stormwater management plan will be instituted. The city has both storm and sanitary sewers throughout the community. Any new construction is required to connect to the existing storm system or applicable sanitary systems.</p>	
<p><b>Albany County Intermunicipal Stormwater Committee Activities:</b>                  In Year 4, Committee members and other municipal staff attended either in house training events or other programs targeting construction stormwater management (during and post construction). (See MM4 information-above for details). Post-construction stormwater management has been discussed in all of the training events. Year 4 activities helped clarify post-construction design, construction, and maintenance issues as defined in the permit. Year 5 activities will focus on site level training needs and the internal development of adequate oversight of post-construction stormwater practices.</p>	<p><b>COMPLETED TASKS:</b>                  (See MM4 information, described above, for list of training events)</p> <p><b>ONGOING TASKS:</b></p> <ul style="list-style-type: none"> <li>• Organize educational events related to design, construction, and maintenance of stormwater practices.</li> </ul>
<ul style="list-style-type: none"> <li>• Procedures for site plan and SWPPP review to ensure SWMPs meet state standards.</li> <li>• <i>Describe procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i></li> </ul>
<p>SWMPs will be reviewed by third parties on behalf of the city.</p>	<p>No plans submitted to date.</p>

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**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><b>Permit Reference IV.C.5.a, c. (continued):</b> 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><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Procedures for inspection and maintenance of post-construction management practices.</li> <li>• <i>Explain procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals are number of: inspections maintenance activities performed.</i></li> </ul>
<p>The building department will follow through on inspections as well as third parties when necessary.</p>	<p>No inspections performed to date.</p>
<ul style="list-style-type: none"> <li>• Procedures for enforcement and penalization of violators.</li> <li>• <i>Explain procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals: number enforcement activities performed.</i></li> </ul>
<p>The local law will set significant fines for violations. Repeat violators can incur a \$15,000 fine and or imprisonment.</p>	<p>No enforcement activities performed.</p>

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**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><b>Permit Reference IV.C.5.a, c.</b> (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><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators.</li> <li>• <i>Describe resources below. Update annually.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>During the approval process, review of the SWMP the city pay special attention to attempts to reduce flows generated at the site.                  All properties are required to channel flows into existing appropriate storm and sanitary sewers.                  City videos and cleans various sewer lines to ascertain and improve conditions.</p>	
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
	<p>Adoption of Local Law</p>
<p><b>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:</b></p>	

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**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"> <li>• This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program.</li> <li>• A separate table follows that is for MS4s to report on management practices performed in identified municipal operations.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>List pollutants that will be addressed by the municipal pollution prevention program.</i></li> </ul>	
<ul style="list-style-type: none"> <li>• <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>These are no priority geographic areas.</p>	
<p>Activities include: catch basin cleaning; street sweeping; catch basin grate clearing after storms; cleaning and videoing of sewer lines.</p>	<p>The city owns a street sweeper and small sewer cleaner. Catch basins are cleaned utilized county, municipal or rental equipment. Videoing is performed by third party contractors. Cleaning of sewers is performed using city owned, county or rented equipment.</p>
<p><b>Permit Reference IV.C.6.a:</b> Include a municipal pollution prevention training component for staff (where all staff are trained).</p> <ul style="list-style-type: none"> <li>• <i>Explain activities and materials used to meet this requirement.</i></li> <li>• <i>Identify training needs and design training components</i></li> <li>• <i>Determine the adequacy and appropriate frequency of staff training.</i></li> <li>• <i>Identify personnel or outside organization conducting activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <p>All building department personnel have attended training sessions dealing with various components of the MS4 process. Training will be ongoing. Members of the planning and zoning boards have attended the CDRPC training sessions including Stormwater classes. Outside training agencies include DEC, NYSBOC, CDRPC among others.</p>
<p>Appropriate municipal employees are informed of the need to address stormwater concerns at weekly department head meeting.</p>	
<p><b>Albany County Intermunicipal Stormwater Committee Activities:</b>                  In Year 4, the Albany County DPW sponsored a confined space OSHA training, funded with 319 grant money (July 31, 2006). This training opportunity was made available to MS4s and five municipalities participated. In general, other than information shared by DPW staff during monthly Albany County Intermunicipal Stormwater Committee meetings, little of the EPF/WQIP grant</p>	<p><b>ONGOING TASKS:</b></p> <ul style="list-style-type: none"> <li>• Monthly Albany County Intermunicipal Stormwater Committee meetings. Many of the MS4 reps manage the</li> </ul>

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<p>money was directed towards municipal pollution prevention training. In Year 5, information related to municipal operations and new permit requirements will continue to be shared with MS4 staff. Depending on permit requirements, training related to municipal operation audits may be a high priority.</p>	<p>municipal storm sewer system and program suggestions are presented at these meetings.</p> <ul style="list-style-type: none"> <li>• Possibly help coordinate audit of municipal operations</li> </ul>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>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:</b></p>	

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**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: \_\_\_\_\_

- 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:** Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from **the municipal operation(s) indicated above** to the MEP.

- Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.

**Describe Measurable Goals and Results** (when applicable)  
**Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

- Briefly describe or reference any existing policies and procedures
- Briefly describe or reference any policies and procedures being developed

DO NOT ENTER INFORMATION IN THIS CELL

The city is looking all policies to insure the most effective tools to address BMP's

- 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

City sweeps all streets weather permitting on a weekly basis. Priority given to high traffic areas.  
 Catch Basins cleaned on a three year cycle.  
 City attempts to minimize the application of salt  
 City crews are responsible for upkeep of parks.  
 City has maintenance staff for municipal buildings.  
 City contracts both biodegradable and solid waster pickup to outside firm.  
 Building department personnel routinely properties to insure compliance with the upkeep of the property.  
 City cars are all washed at local carwash rather than on roadways.  
 City trucks are washed in hose down area at city garage.

- Identify and describe the equipment and staff that are in place

DO NOT ENTER INFORMATION IN THIS CELL

City has 3 persons in the Water Sewer Distribution Department. Highway personnel when needed supplement them.  
 The highway dept has approximately 10 employees.

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The city has equipment typical to a small urban community.	
Additional equipment is either rented or loaned when needed.	

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**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: \_\_\_\_\_

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c</b> (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i></li> <li>• <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Removing debris either through catch basins cleaning the cleaning of streets or sewer lines removes materials that could otherwise end up in the Hudson.</p>	
<p>No needed modifications were brought to the attention of the preparer of this report.</p>	
<p><b>Permit Reference IV.C.6.a:</b> If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> <li>• <i>explain the activities and materials;</i></li> <li>• <i>identify the personnel or outside organization conducting the activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>All municipal field employees are advised, trained, as to their part in the IDDE process as well as appropriate personnel receiving formal training on the proper procedures concerning stormwater operations and activities.</p>	<p>Training updates are normally provided in the weekly department head meetings.</p>
	<p>City is looking into shared services with for a vacuum truck to be utilized by the Sewer District, Watervliet, Green Island and Cohoes.</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>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:</b></p>	

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**Did you include any of the following documents as appendices? Put a mark each appended document.**

Summary of public comments received on the annual report at the public presentation (**Required**)

Intended response to comments on the annual report (**Required**)

Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.

Other  Stormwater partnerships MS4 – CSO Public Participation Plan – Listing of sewers cleaned.

**ADDENDUM REPORTING FOR  
MS4S THAT LACK LEGAL AUTHORITY TO ADOPT  
REGULATORY MECHANISMS FOR IDDE AND  
CONSTRUCTION / POST-CONSTRUCTION STORMWATER RUNOFF CONTROL**

**BE SURE TO INDICATE THE MS4 NAME AND PERMIT NUMBER IN THE HEADER**

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**ADDENDUM 1. Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Local Law**

<p><b>Permit Reference IV.C.3.c:</b> Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete this work.</p>		
<p>1) When was this work completed or planned to be completed?</p>	<p>Date completed: _____ Not yet completed                  Plan to complete for reporting in year: ___4; ___5.</p>	
<p>2) Indicate which of the control mechanisms or procedures to the right used by the MS4 notify staff and others doing work on behalf of the MS4 about prohibition of and enforcement against illicit discharges:</p>	<p>___ Interconnection agreements                  ___ Maintenance directives / BMPS                  ___ Access Permits                  ___ Tenant Leases</p>	<p>___ Consultant Agreements                  ___ Construction/Bid Documents                  ___ Other _____                  _____</p>
<p>3) Indicate which of these control mechanisms contain specific language prohibiting illicit discharges:</p>	<p>___ Interconnection agreements                  ___ Maintenance directives / BMPS                  ___ Access Permits                  ___ Tenant Leases</p>	<p>___ Consultant Agreements                  ___ Construction/Bid Documents                  ___ Other _____                  _____</p>
<p>4) Explain how the MS4 intends to prohibit illicit discharges if:</p> <ul style="list-style-type: none"> <li>• none of the mechanisms in number 2 contain language prohibiting illicit discharges; or</li> <li>• the MS4 intends to add language to prohibit illicit discharges in other control mechanisms.</li> </ul>	<p>Explanation:</p>	
<p>5) Explain how the MS4 (intends to) enforce against illicit dischargers within their jurisdiction?</p>	<p>Explanation:</p>	

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**ADDENDUM 2. Minimum Control Measure 4 & 5. Construction Site & Post-Construction Stormwater Runoff Control Local Law**

<p><b>Permit Reference IV.C.4.b.i, 5.a.i:</b> Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. The MS4s have until year 5 to complete this work.</p>	
<p>1) When was this work completed or planned to be completed?</p>	<p>Date completed: _____ Not yet completed                  Plan to complete for reporting in year: ___4; ___5.</p>
<p>2) Indicate which of the control mechanisms or procedures below are used by the MS4 to notify staff and others doing work on behalf of the MS4 about the <u>erosion, sedimentation and stormwater management requirements</u> for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02)).</p>	
<p>___ Access Permits                  ___ Tenant Leases                  ___ Requests for Proposals (RFPs)                  ___ Scope of Services</p>	<p>___ Consultant Agreements                  ___ Construction / Bid Documents                  ___ Other Policies / Procedures _____</p>
<p>3) All of the <u>erosion, sedimentation and stormwater management requirements</u> below must be addressed by the MS4’s control mechanisms. For the control mechanisms identified in number 2 above, state in the left hand cells below the control mechanism(s) that contain the language.</p>	
<p><b>Control Mechanism</b></p>	<p><b>Erosion, Sedimentation and Stormwater Management Requirements</b></p>
	Require all projects to have SWPPPs, as in GP-02-01
	Require all 16 components of a basic SWPPP (erosion and sediment control)
	Require all additional 7 components for a full SWPPP when post-construction control is required
	Meet the standards in the <i>Erosion and Sediment Control</i> and <i>Stormwater Management Design Manuals</i> (or otherwise meet the requirements of GP-02-01)
	Require contractor certification statements stating that the contractor will agree to comply with the terms and conditions of the SWPPP
	Require proper operation and maintenance of stormwater facilities during construction
	Require proper operation and maintenance of stormwater facilities after construction
	Require SWPPPs to be certified by a licensed / certified individual when there is a deviation from technical standards or direct discharge to a 303(d) segment or TMDL watershed subject to condition A of GP-0-01
	Have a process for review of SWPPPs
	Require site self inspections as in GP-02-01
	Have enforcement procedures during and after construction
	Require construction site operators to control waste
	Procedures for receipt and consideration of information submitted by the public
<p>4) If any of the requirements in number 3 are not addressed, explain how the MS4 intends to incorporate them into the control mechanisms?</p>	<p>Explanation:</p>
<p>5) Explain how the MS4 intends to enforce the requirements within their jurisdiction?</p>	<p>Explanation:</p>