

Town of North Greenbush, New York

Stormwater Management Program Plan

May 08, 2023

Town of North Greenbush New York

Stormwater Management Program (SWMP) Plan

Introduction and Overview

Latest Revision: May 08, 2023

INTRODUCTION

Stormwater is challenging to manage in urbanized areas where runoff from rain events and melting snow can quickly flow over poorly infiltrating or impervious areas into lakes, streams and rivers. This issue becomes especially important when stormwater collects and transports pollutants such as soils, road salt, pesticides, fertilizers, petroleum products, antifreeze, animal waste, and litter into our surface waters impacting water quality, wildlife, and recreational areas.

In March 2003, the Town of North Greenbush (Town) developed an initial Stormwater Management Program Plan (SWMP) to comply with the New York State Department of Environmental Conservation (DEC) Municipal Separate Storm Sewer System (MS4) program and a Notice of Intent (NOI) was submitted to DEC allowing the Town to discharge stormwater under a State Pollutant Discharge Elimination Program (SPDES).

The Town is a member of the Rensselaer County Stormwater MS4 Communities Coalition, which is a forum for the regulated communities to share resources and work in partnership toward compliance with the EPA Phase II Stormwater requirements. The overall goal of the Rensselaer County Stormwater MS4 Communities Coalition is to utilize regional collaboration to identify existing resources and develop programs to reduce the negative impacts of stormwater pollution and ultimately improve the water quality of our streams and lakes.

The Town updates the Stormwater Management Program Plan on an annual basis and as required by the MS4 Program. The SWMP contains Best Management Practices, local laws, procedures, maps and other policies intended to educate and inform the public.

To review current stormwater documentation, submissions, policies, and information, visit the Town of North Greenbush website at www.townofng.com and under the GOVERNMENT heading, select DEPARTMENTS and then Stormwater from the drop-down menus.

If you have any questions or concerns about the stormwater management program for the Town, please send your comments to Eric Westfall, Stormwater Management officer, at EWestfall@northgreenbush.org. If you know of an illicit discharge or connection, please contact the Town of North Greenbush Building Department at (518) 283-2714 immediately.

OVERVIEW

The Town's SWMP Plan is based on NYS SPDES General Permit GP 0-20-001 and, and requires MS4 owners and operators to develop a Stormwater Management Program Plan to address sources of potential stormwater pollution from residential and municipal activities as well as municipal facilities. There are six program elements associated with the General Permit that are designed to reduce the discharge of pollutants to the maximum extent possible (MEP) through the implementation of Best Management Practices (BMPs). These program elements, titled Minimum Control Measures (MCMs), are as follows:

- MCM 1: Public Education and Outreach
- MCM 2: Public Involvement / Participation
- MCM 3: Illicit Discharge Detection and Elimination
- MCM 4: Construction Site Runoff Control
- MCM 5: Post-Construction Stormwater Management
- MCM 6: Pollution Prevention/Good Housekeeping for Municipal Operations

Each Minimum Control Measure and the associated Best Management Practices that have been planned or implemented by the Town are included within this SWMP Plan. For each MPM the measured goals, procedures and practices, responsibilities, and other material are outlined within this section and further defined in the attached and referenced appendices.

Minimum Control Measure 1: Public Education and Outreach

1.1: Scope:

MCM 1: Public Education and Outreach, consists of BMPs that focus on the development and distribution of educational materials designed to inform the public about the impacts that stormwater discharges have on local waterbodies. The Town's Public Outreach Program and associated BMPs are expected to reach all concerned and active residents within the Town and the educational material is intended to inform the public, including businesses conducting operations within the MS4's permitted boundary, of ways in which they can actively participate in reducing pollutants and their impact on the environment.

1.2: Permit Requirements and Steps to Address:

To comply with General Permit Requirements, an MS4 must:

1.2.A: Requirement:

Develop and implement an ongoing public education and outreach program designed to describe to the general public, businesses, and other target audiences: the impacts of stormwater discharges on waterbodies; Pollutants of Concern (POCs) and their sources; steps that contributors of POCs can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater discharges can take to reduce pollutants.

Steps to Address:

The Best Management Practices, planned or implemented, are discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 1: Public Presentation: Town of North Greenbush's Stormwater Management Plan.
- Exhibit 2: Pollutants of Concern.
- Exhibit 3: Spill Response Procedures.
- Exhibit 4: Current General Permit (Reference).

1.2.B: Requirement:

Identify Target Audiences.

Steps to Address:

Although addressed directly or indirectly within several Exhibits, the following Targeted Audiences have been identified for the public education and outreach program:

- Residents.
- Commercial Businesses such as restaurants, offices, salons, and retail establishments.

- Automotive Businesses including gas stations, repair shops, and car washing and detailing establishments.
- Institutions such as medical facilities, schools, churches and funeral homes.
- Developers and contractors.
- Industrial and Manufacturing facilities.
- Municipal Operations.

1.2.C: Requirement:

Identify Pollutants of Concern.

Steps to Address:

Pollutants of Concern are discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 2: Pollutants of Concern.

1.2.D: Requirement:

Identify Waterbodies of Concern.

Steps to Address:

Waterbodies of Concern are discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 5: Waterbodies of Concern.
- Exhibit 6: Snyders Lake Water Quality and Best Management Practices.

1.2.E: Requirement:

Identify Geographic Area of Concern.

Steps to Address:

Geographic Areas of Concern are discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 7: Geographic Areas of Concern.

1.2.F: Requirement:

Develop, record, periodically assess, and modify as needed, measurable goals.

Steps to Address:

This item is addressed in the submission of the Town’s MS4 Annual Report that is submitted to DEC and included as an attachment to this report:

- Exhibit 8: Town of North Greenbush’s MS4 Annual Report.
- Exhibit 9: Developed Measurable Goals.

1.2.G: Requirement:

Select appropriate education and outreach activities and measurable goals to ensure the reduction of Pollutants of Concern in stormwater discharges.

Steps to Address:

The Best Management Practices, planned or implemented, are discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 1: Public Presentation: Town of North Greenbush’s Stormwater Management Plan.
- Exhibit 8: Town of North Greenbush’s MS4 Annual Report.
- Exhibit 9: Developed Measurable Goals.

1.3: Best Management Practices Summary:

The following table summarizes Best Management Practices planned or implemented to address MCM 1 Goals:

| Activity | Desired Goal | Target Audience | Measurable Goal |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| Annual Goals | | | |
| Present the revised SWMP Plan and 2023 MS4 Annual Report to the Town Board, Planning Board, and public during live or zoom meetings | Familiarize individuals with the SWMP Plan, MS4 Reporting process, and general stormwater management practices utilized by the Town | Municipal Leaders, Residents, Homeowners, Businesses and Contractors | Conduct at least four public / municipal meetings to review and discuss the SWMP Plan |
| Continue with the development, distribution, and public presentation of Stormwater education materials at Town Board and Planning Board Meetings and posting at Town Offices | Raise awareness and change behavior regarding Stormwater | Residents, Homeowners, Businesses and Contractors | Prepare and make available at least four brochures related to stormwater management |
| Posting of potential Stormwater notices on | Raise awareness and change behavior regarding Stormwater | Residents, Homeowners, | Track sign displays |

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| Town electronic display board | | Businesses and Contractors | |
| Develop and populate the Stormwater page on the Town's Website | Raise awareness and provide an easy-to-access area for Stormwater information within the Town | Residents, Homeowners, Businesses and Contractors | Track Stormwater page development, number of items posted, and comments received |
| Continue the formation of groups and committees for residents to become involved in and help with education and awareness of Stormwater issues | Provide an avenue for residents to take an active part in Stormwater education and awareness | Residents, Homeowners and Businesses | Track community involvement |
| Long-Term Goals | | | |
| Continue with work as a Climate Smart Community | Move forward with Climate Smart agenda | Residents, Homeowners, Businesses and Contractors | Continued participation and recognition as a Climate Smart Community |
| Identify waterbodies of concern | Determine which bodies of water within the Town are of greatest concern with regard to stormwater and water quality issues | Residents, Homeowners, Businesses and Contractors | Map waterbodies of concern and develop a plan for monitoring these items, including possible funding for studies |
| Identify geographic areas of concern | Determine geographic areas of concern within the Town as they relate to stormwater and water quality issues | Residents, Homeowners, Businesses and Contractors | Map geographic areas of concern and develop a plan for monitoring these items, including possible funding for studies |

1.4: Reporting Requirements:

In order to assess the Measurable Goals and the effectiveness of the BMPs, the following items shall be tracked, measured and reported on the Town's website and within the annual MS4 report, as required.

- Brochures and other educational material posted at the Town offices or on the Stormwater web page.
- Forums, educational presentations and public discussions related to the SWMP and other stormwater or environmental topics
- Quantity and type of e-mails received by the Stormwater Management Officer and the number of potential stormwater violations investigated.
- The number and type of resident-based committees addressing stormwater and environmental issues.

Minimum Control Measure 2: Public Involvement/Participation

2.1: Scope:

MCM 2: Public Participation/Involvement, consists of BMPs that focus on encouraging and supporting members of the local community to get involved in the MS4's stormwater management program. The BMPs have established a number of practices designed to seek public input and participation in the SWMP and MS4 Annual Report process. The Target Audience for the public involvement program include the general public, businesses, and individuals or groups that may have an interest in one or more of the BMPs. In several instances, the policies and practices of MCM 2: Public Involvement/Participation will overlap or integrate with MCM 1: Public Education and Outreach.

2.2: Permit Requirements and Steps to Address:

To comply with General Permit Requirements, an MS4 must:

2.2.A: Requirement:

Comply with the State Open Meetings Law and local Public Notice requirements when implementing a public involvement/participation program.

Steps to Address:

The Town of North Greenbush complies with the State Open Meetings Law and local Public Notice requirements. Public meetings are live streamed and information and links are available at the Town's website: <https://townofng.com/>

2.2.B: Requirement:

Provide and present a copy of the MS4 Annual Report.

Steps to Address:

The Town has developed a Stormwater page within the Town website. To access this page, go to the Town website at <https://townofng.com/> and under the DEPARTMENTS tab simply scroll down to Stormwater. On this page, the Town posts educational documents, bulletins, the MS4 Annual Report, the SWMP Plan, and other items related to stormwater topics. Additionally, there is a phone number as well as a link to allow residents to contact the Town Stormwater Management Officer. When the Town's MS4 Annual Report has been prepared, the Town will present this document at the June or July Town Board and Planning Board meetings in addition to posting it on the Town website. The Town will accept comments and questions on the Report and will address these items as necessary.

2.2.C: Requirement:

Provide the opportunity for the public to participate in the development, implementation, review and revision of the SWMP.

Steps to Address:

The Town has developed a Stormwater page within the Town website. To access this page, go to the Town website at <https://townofng.com/> and under the DEPARTMENTS tab simply scroll down to Stormwater. On this page, the Town posts educational documents, bulletins, the MS4 Annual Report, the SWMP Plan, and other items related to stormwater topics. Additionally, there is a phone number as well as a link to allow residents to contact the Town Stormwater Management Officer. When the Town's MS4 Annual Report is posted, the Town will present this document at the June or July Town Board and Planning Board meetings, and at that time will indicate that it has posted and is soliciting comments for revisions to the current year's SWMP Plan. Submitted comments will be compiled and reviewed by the Stormwater Management Officer and will be incorporated, as appropriate, into the revised SWMP Plan. A revised version of that year's SWMP will be presented during the August Town Board Meeting and posted on the Stormwater web page. The procedure for reviewing and updating the SWMP is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 10: SWMP Review and Update Procedures.

2.2.D: Requirement:

Identify a local contact for public concerns regarding stormwater management and compliance with the General Permit. This shall include a written description of the established procedures for the receipt, follow-up, and documentation of complaints or other information submitted by the public regarding construction site stormwater runoff, as well as the means for addressing these concerns and the actions to be taken to ensure that corrective measures are implemented.

Steps to Address:

The Town has developed a Stormwater page within the Town website. To access this page, go to the Town website at <https://townofng.com/> and under the DEPARTMENTS tab simply scroll down to Stormwater. On this page, the Town posts educational documents, bulletins, the MS4 Annual Report, the SWMP Plan, and other items related to stormwater topics. Additionally, there is a phone number as well as an e-mail address to allow residents to contact the Town Stormwater Management Officer. The procedure for addressing stormwater concerns submitted by the public is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 11: Public Concerns Investigation Procedure.

2.2.E: Requirement:

Develop, record, periodically assess, and modify as needed, measurable goals.

Steps to Address:

This item is addressed in the submission of the Town's MS4 Annual Report that is submitted to DEC and included as an attachment to this report:

- Exhibit 8: Town of North Greenbush's MS4 Annual Report.
- Exhibit 9: Developed Measurable Goals.

2.2.F: Requirement:

Select appropriate education and outreach activities and measurable goals to ensure the reduction of Pollutants of Concern in stormwater discharges.

Steps to Address:

The Best Management Practices, planned or implemented, intended to reduce or manage Pollutants of Concern to the MEP are discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 1: Public Presentation: Town of North Greenbush's Stormwater Management Plan.
- Exhibit 2: Pollutants of Concern.
- Exhibit 8: Town of North Greenbush's MS4 Annual Report.
- Exhibit 9: Developed Measurable Goals.

2.3: Best Management Practices Summary:

The following table summarizes Best Management Practices planned or implemented to address MCM 2 Goals:

| Activity | Desired Goal | Target Audience | Measurable Goal |
|---------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------------------------------------------------------------------|
| Annual Goals | | | |
| Post and facilitate public review of MS4 Annual Report | Actively engage public in the activities undertaken as part of the MS4 by reviewing the submitted report | Residents, Homeowners, Businesses and Contractors | Collection of public comments on MS4 Annual Report |
| Post and facilitate public review of SWMP Plan | Actively engage public by allowing review and comments of annual SWMP and SWMP revision process | Residents, Homeowners, Businesses and Contractors | Collection of public comments on SWMP Plan |
| Increase efforts to have more residents join committees or activities associated with | Actively engage public in the shaping of stormwater policy | Residents | Work with Town Board and Planning Board to track community involvement |

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| stormwater management issues | | | |
| Continue to investigate public concerns submitted to Stormwater Management Officer | Provide the public with the opportunity to report potential stormwater violations and to express concerns or ask questions | Residents, Homeowners, Businesses and Contractors | Track emails and phone calls sent to the Stormwater Management Officer |
| Long-Term Goals | | | |
| Public participation in Stormwater Policy | Establishment of committees for Stormwater education and review of Stormwater policies and BMPs | Residents, Homeowners, Businesses and Contractors | Track public participation |

2.4: Reporting Requirements:

In order to assess the Measurable Goals and the effectiveness of the BMPs, the following items shall be tracked, measured and reported on the Town’s website and within the annual MS4 Report, as required.

- The manner in which the annual MS4 Report is presented to the public, including dates, and any comments received from the community.
- The manner in which the SWMP is annually updated, presented to the public, including dates, and any comments received from the community.
- The number of public participants in Town committees and activities.
- Statistical tracking and categorization of concerns submitted to the Stormwater Management Officer, investigative actions taken, and corrective or enforcement measures enacted.

Minimum Control Measure 3: Illicit Discharge Detection and Elimination

3.1: Scope:

MCM 3: Illicit Discharge Detection and Elimination (IDDE), consists of BMPs intended to address the detection and elimination of illicit discharges within the MS4. The BMPs concentrate on policies and procedures that include establishing and updating outfall mapping, legal means for prohibiting illicit discharges, dry weather screening for outfalls, tracking down illicit discharge sources, enforcement procedures, and the processes for removing illicit discharge sources.

3.2: Permit Requirements and Steps to Address:

To comply with General Permit Requirements, an MS4 must:

3.2.A: Requirement:

Develop, implement and enforce a program to detect and eliminate illicit discharges into the boundaries of the MS4.

Steps to Address:

The Town is in the process of refining its IDDE program, which is based generally on the publication, “*Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments*,” as well as the, “*Technical Appendices*.” This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 12: Illicit Discharge Detection and Elimination Program.

3.2.B: Requirement:

Develop and maintain a map, at a minimum within the permittee’s jurisdiction in the urbanized area and additionally designated areas.

Steps to Address:

The Town is in the process of updating its GIS baseline map. Upon completion, the map will be used to indicate designated areas, outfalls, stream mapping, IDDE points, stormwater management areas, waterbodies of concern, geographic areas of concern and other stormwater elements. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 13: Illicit Discharge Detection and Elimination Mapping.

3.2.C: Requirement:

Field verify outfall locations.

Steps to Address:

The Town is in the process of updating its GIS baseline map. Upon completion, the map will be used to indicate designated areas, outfalls, stream mapping, IDDE points, stormwater management areas, waterbodies of concern, geographic areas of concern and other stormwater elements. Currently, the Town uses an existing map and spreadsheet to indicate outfall locations, which will be verified as part of the creation of the new map. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 14: Outfall Mapping.

3.2.D: Requirement:

Conduct an outfall reconnaissance survey, addressing every outfall within the MS4's jurisdiction.

Steps to Address:

The requirement specifies that reconnaissance and inspection for all outfalls shall occur at least once every five years, with reasonable progress occurring each year. The Town attempts to improve upon this minimum 20% requirement each year to accommodate the potential of new outfalls being discovered. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 15: Outfall Inspection and Monitoring Procedures.

3.2.E: Requirement:

Map new outfalls as they are constructed or newly discovered within the MS4's jurisdiction.

Steps to Address:

The Town is in the process of updating its GIS baseline map. Upon completion, the map will be used to indicate designated areas, outfalls, stream mapping, IDDE points, stormwater management areas, waterbodies of concern, geographic areas of concern and other stormwater elements. Currently, the Town uses an existing map and spreadsheet to indicate outfall locations, which will be verified as part of the creation of the new map. New outfalls will be added to the mapping system as they are constructed or discovered. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 14: Outfall Mapping.

3.2.F: Requirement:

Prohibit, through a law, ordinance, or other regulatory mechanism, illicit discharges into the MS4 and implement appropriate enforcement procedures and actions.

Steps to Address:

The Town has adopted Local Law No. 2 of the Year 2008: Illicit Discharges, Activities and Connections to the Town of North Greenbush's Municipal Separate Storm Sewer System. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 16: Local Law No. 2 of the Year 2008: Illicit Discharges, Activities and Connections to the Town of North Greenbush's Municipal Separate Storm Sewer System.

3.2.G: Requirement:

Develop and implement a program to detect and address non-stormwater discharges, including illegal dumping within the MS4.

Steps to Address:

The Town intends to detect non-stormwater discharges and illegal dumping through the Illicit Discharge Detection and Elimination Program, Outfall Inspections, and the Public Concerns Investigation Procedure. This item is discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 11: Public Concerns Investigation Procedure.
- Exhibit 12: Illicit Discharge Detection and Elimination Program.
- Exhibit 15: Outfall Inspection and Monitoring Procedures.

3.2.H: Requirement:

Inform the general public, businesses and municipal employees of the hazards associated with the illegal discharge and improper disposal of waste.

Steps to Address:

In addition to the material covered during the Town's Public Presentation for the SWMP, the Stormwater web page will also contain information and brochures associated with illicit discharges and the improper disposal of residential, industrial, commercial and construction wastes. This item is discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 1: Public Presentation: Town of North Greenbush's Stormwater Management Program.
- Exhibit 17: Illicit Discharge Detection and Elimination Public Awareness Program.

3.2.I: Requirement:

Address the categories of non-stormwater discharges or flows as necessary.

Steps to Address:

The Town recognizes the potential for non-stormwater discharges to occur. While continuing to locate and identify illicit discharges, the Town Stormwater Management Officer will annually update the Town's list of exempt discharges and to verify that such discharges do not substantially contribute pollutants to drainage systems and waterbodies. The list of exempt Non-Stormwater Discharges is included in the following Exhibit, included as an attachment to this SWMP:

- Exhibit 18: Exempt Non-Stormwater Discharges.

3.2.J: Requirement:

Develop, record, periodically assess, and revise measurable goals, as needed.

Steps to Address:

This item is addressed in the submission of the Town's MS4 Annual Report that is submitted to DEC and included as an attachment to this report:

- Exhibit 8: Town of North Greenbush's MS4 Annual Report.
- Exhibit 9: Developed Measurable Goals.

3.2.K: Requirement:

Select appropriate IDDE BMPs and measurable goals to ensure the reduction of Pollutants of Concern in stormwater discharges.

Steps to Address:

The Best Management Practices, planned or implemented, intended to reduce or manage Pollutants of Concern to the MEP are discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 1: Public Presentation: Town of North Greenbush's Stormwater Management Plan.
- Exhibit 2: Pollutants of Concern.
- Exhibit 8: Town of North Greenbush's MS4 Annual Report.
- Exhibit 9: Developed Measurable Goals.
- Exhibit 12: Illicit Discharge Detection and Elimination Program

3.3: Best Management Practices Summary:

The following table summarizes Best Management Practices planned or implemented to address MCM 3 Goals:

| Activity | Desired Goal | Target Audience | Measurable Goal |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| Annual Goals | | | |
| Implement IDDE Program | Use inspections, mapping, Stormwater web page, e-mail reporting, and Local IDDE Law to identify and eliminate illegal discharges | Residents, Homeowners, Businesses and Contractors | Track IDDE program inspection and mapping progress as indicated in SWMP Exhibits (30% mapping of waterbodies) |
| Implement Outfall Mapping (Audit) Program | Update Outfall Mapping on a regular basis as new outfalls are identified during inspections or added as part of development | Residents, Homeowners, Businesses and Contractors | Conduct field inspections, verifications and mapping as per SWMP Exhibits |
| Increase Training for Relevant Municipal (Field) Staff | Increase employee awareness of IDDE/Outfall Programs | Municipal Employees | Track training of employees (target 2 classes minimum) |
| Review Non-Stormwater Discharge list | Review list of exempt discharges annually | Residents, Homeowners, Businesses and Contractors | Update list every other year in SWMP Exhibit 18 |
| Long-Term Goals | | | |
| IDDE Mapping | Conduct inspections of Town waterbodies for signs of illicit discharges. Goal is to inspect 20%-25% of waterbodies annually | Residents, Homeowners, Businesses and Contractors | Updating IDDE Map regularly for inclusion in MS4 Report Annual Submission |
| IDDE Training Program | Develop and institute and IDDE Program for Building and Highway Department personnel | Town Employees | Add training program to IDDE agenda and Exhibits |

3.4: Reporting Requirements:

In order to assess the Measurable Goals and the effectiveness of the BMPs, the following items shall be tracked, measured and reported on the Town’s website and within the annual MS4 Report, as required.

- The updated Outfall and Illicit Discharge maps and spreadsheets used to track and inspect IDDE Program elements.
- The number of Illicit Discharges encountered and addressed.
- Annual updates to the SWMP and MS4 report.

Minimum Control Measure 4: Construction Stormwater Management

4.1: Scope:

MCM 4: Construction Stormwater Management BMPs focus on the reduction of pollutants to the MS4 that are the result of construction activities from land disturbances of one acre or greater, or less than one acre if the disturbance is part of an overall construction project that would disturb more than one acre. Pollutants commonly discharged from construction sites include: sediment, oil and grease, concrete truck washout, solid waste, sanitary waste, phosphorous and nitrogen (fertilizers), chemicals, and construction debris. Sediment is typically the most common pollutant released from construction sites and often substantially exceeds sediment released from other activities such as agriculture and natural soil erosion.

To minimize the impact of construction activities within the MS4, BMPs are implemented to contain or control the release of pollutants. The BMPs discussed within the MCM outline:

- Requirements for construction site operators to implement erosion and sediment control BMPs;
- Requirements for construction site operators to control discarded building materials, chemicals, concrete washouts, litter, sanitary waste, and other such waste;
- Procedures for site plan reviews;
- Procedures for receiving and reviewing public input;
- Construction site inspection and the enforcement of control measure implementation and upkeep; and,
- The legal mechanism in which BMPs are specified and enforced.

Stormwater regulations for MCM4 apply to privately-owned and managed projects as well as municipal (MS4) projects.

4.2: Permit Requirements and Steps to Address:

To comply with General Permit Requirements, an MS4 must develop, implement, and enforce a program that:

4.2.A: Requirement:

Provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from construction activities per the requirements general SPDES Permit GP-0-20-001.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. This item is discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 4: Current General Permit.

- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.

The Local Law addresses issues related to:

- Erosion and sediment control measures and maintenance.
- SWPPP content, review and amendment as well as design and performance standards.
- Plan certification.
- Contractor certification.
- Inspections.
- Project completion and post-construction activities.

4.2.B: Requirement:

Addresses stormwater runoff to the MS4 from construction activities that result in a land disturbance of one acre or more. The control of stormwater discharges from construction activities disturbing less than one acre must be included in the program if the construction activities are part of a larger common plan of development or sale that would disturb one acre or more.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.

4.2.C: Requirement:

Includes a law, ordinance or other regulatory mechanism to require a SWPPP for each applicable land-disturbing activity that includes erosion and sediment controls that meet the State's most current technical standards.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.

4.2.D: Requirement:

Contains requirements for construction site operators to implement erosion and sediment control management practices.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.

4.2.E: Requirement:

Allows for sanctions to ensure compliance to the extent allowable by State or local law.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.

4.2.F: Requirement:

Contains requirements for construction site operators to control waste such as litter, chemicals, discarded building materials, concrete truck washout, sanitary waste, and other similar materials at the construction site that may cause adverse impacts to water quality.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.

4.2.G: Requirement:

Describes procedures for SWPPP review that consider potential water quality impacts and review of individual pre-construction SWPPPs to ensure compliance with State and local sediment and erosion control requirements.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. Additionally, the Town has a general guidance document outlining the SWPPP Submission and Review Process. These items are discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.
- Exhibit 20: SWPPP Submission and Review Process.

4.2.H: Requirement:

Describes procedures for receipt and follow-up on complaints or other information submitted by the public regarding construction site stormwater runoff.

Steps to Address:

The Town has developed a Stormwater page within the Town website. To access this page, go to the Town website at <https://townofng.com/> and under the DEPARTMENTS tab simply scroll down to Stormwater. On this page, the Town posts educational documents, bulletins, the MS4 Annual Report, the SWMP Plan, and other items related to stormwater topics. Additionally, there is a phone number as well as an e-mail address to allow residents to contact the Town Stormwater Management Officer. The procedure for addressing stormwater concerns submitted by the public is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 11: Public Concerns Investigation Procedure.

4.2.I: Requirement:

Educates construction site operators, design engineers, inspectors, municipal staff, and other individuals involved in stormwater management for a project about the construction requirements in the MS4's jurisdiction, including procedures for the submission of a SWPPP, construction site inspections, and other procedures associated with the control of construction stormwater.

Steps to Address:

The Town conducts pre-construction SWPPP meetings during which the SWPPP requirements and expectations are outlined. At this time, the Town also collects contact information and copies of certifications for various individuals associated with the design, construction, management and inspection processes. Additionally, the Town reviews the construction site inspection process as well as the post-construction inspection and project closure process. These items are discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 21: SWPPP Pre-Construction Meeting and Training Verification.
- Exhibit 22: SWPPP Inspection and Enforcement Policy.
- Exhibit 23: SWPPP Inspection and Enforcement Policy

4.2.J: Requirement:

Ensures that construction site contractors have received erosion and sediment control training before performing work within the MS4.

Steps to Address:

These items are collected at or before the pre-construction kickoff meeting. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 21: SWPPP Pre-Construction Meeting and Training Verification.

4.2.K: Requirement:

Establishes and maintains an inventory of active construction sites, including the location of the site, owner/operator contact information and Permit Number.

Steps to Address:

The Town maintains a tracking spreadsheet for stormwater projects occurring within the MS4. This spreadsheet is updated during the Town's Monthly SWPPP inspections. This item is discussed within the following Exhibit, included as attachment to this SWMP:

- Exhibit 24: Stormwater Permit Tracking Spreadsheet.

4.2.L: Requirement:

Develop, record, periodically assess, and revise measurable goals, as needed.

Steps to Address:

This item is addressed in the submission of the Town's MS4 Annual Report that is submitted to DEC and included as an attachment to this report:

- Exhibit 8: Town of North Greenbush’s MS4 Annual Report.
- Exhibit 9: Developed Measurable Goals.

4.2.M: Requirement:

Select appropriate construction stormwater BMPs and measurable goals to ensure the reduction of Pollutants of Concern in stormwater discharges.

Steps to Address:

The stormwater Best Management Practices, planned or implemented, intended to reduce or manage Pollutants of Concern in stormwater discharges to the MEP are discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 8: Town of North Greenbush’s MS4 Annual Report.
- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.
- Exhibit 22: SWPPP Inspection and Enforcement Policy.

4.3: Best Management Practices Summary:

The following table summarizes Best Management Practices planned or implemented to address MCM 4 Goals:

| Activity | Desired Goal | Target Audience | Measurable Goal |
|-----------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| Annual Goals | | | |
| Adopt revised Local Law No. 1 of Stormwater Management and Erosion and Sediment Control | Finish public review and Town Board approval for new local law | Residents, Homeowners, Businesses and Contractors | Passing of revised Local Law |
| Continue to audit SWPPP Review process | Revise SWPPP review process for interaction between TDE and Town Engineer/Stormwater Management Officer | Stormwater Management Officer | Revise SWPPP Review process and update Exhibit 20 as required |
| Improve Town monthly SWPPP inspection procedure and tracking | Improve efficiency and electronic storage of Town monthly SWPPP inspections | Municipal inspectors | Monthly update active projects tracking spreadsheet and Town archives of inspections for MS4 Annual Report |
| Continue Training for Relevant Municipal (Field) Staff | Increase employee awareness of Stormwater Runoff Controls | Municipal Employees | Track training of employees (target 2 classes minimum) |

| Long-Term Goals | | | |
|-------------------|-----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|--------------------------------|
| SWPPP Enforcement | Implement a more formal and stringent policy regarding SWPPP enforcement, particularly as related to violations | Municipal inspectors, Stormwater Management Officer | Tracking via MS4 Annual Report |

4.4: Reporting Requirements:

In order to assess the Measurable Goals and the effectiveness of the BMPs, the following items shall be tracked, measured and reported on the Town’s website and within the annual MS4 Report, as required.

- The revised Local Law No. 1 ó Stormwater Management and Erosion and Sediment Control.
- Copies of monthly SWPPP inspections in Town archive.
- Document training of employees.
- SWPPP Enforcement for violations noted on MS4 Annual Report.

Minimum Control Measure 5: Post-Construction Stormwater Management

5.1: Scope:

MCM 5: Post-Construction Stormwater Management BMPs focus on the prevention or minimization of water quality impacts from both new and redevelopment projects with land disturbances of one acre or greater, or less than one acre if the disturbance is part of an overall construction project that would disturb more than one acre. The BMPs are intended to describe structural and/or non-structural design and installation practices, the legal mechanism used to address post-construction runoff from new development and redevelopment projects, and the procedures and enforcement policies used to ensure the long-term operation and maintenance of stormwater control measures and BMPs.

5.2: Permit Requirements and Steps to Address:

To comply with General Permit Requirements, an MS4 must develop, implement, and enforce a program that:

5.2.A: Requirement:

Provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from construction activities per the requirements general SPDES Permit GP-0-20-001.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. This item is discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 4: Current General Permit.
- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.

The Local Law addresses issues related to:

- Erosion and sediment control measures and maintenance.
- SWPPP content, review and amendment as well as design and performance standards.
- Plan certification.
- Contractor certification.
- Inspections.
- Project completion and post-construction activities.

5.2.B: Requirement:

Addresses stormwater runoff associated with new development and redevelopment projects within the MS4 from construction activities that result in a land disturbance of one acre or

more. The control of stormwater discharges from construction activities disturbing less than once acre must be included in the program if the construction activities are part of a larger common plan of development or sale that would disturb one acre or more.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.

5.2.C: Requirement:

Includes a law, ordinance or other regulatory mechanism requiring post-construction runoff controls from new development and redevelopment projects to the extent allowable under State or Local law that meet the State’s most current technical standards. The mechanism must be equivalent to one of the versions of the NYSDEC Sample Local Laws for Stormwater Management and Erosion and Sediment Control, with equivalence being documented using the NYSDEC Gap Analysis Workbook or certified by the attorney representing the small MS4 as being equivalent to one of the local laws if one of the sample laws is not adopted or is a modified version of one of the sample laws is adopted.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.

5.2.D: Requirement:

Includes a combination of structural or non-structural management practices in accordance with the standards established in the most current version of the NYS Stormwater Management Design Manual (SMDM) that will reduce the discharge of pollutants to the maximum extent possible. Items for design consideration should include natural resource protection, open space preservation, Low Impact Development, Green Infrastructure, impervious area reduction, natural hydrological condition maintenance, the protection of sensitive areas through buffers or setbacks and other elements as required or applicable that may be designed or installed in accordance the SMDM.

If a stormwater management practice is designed and installed in accordance with the SMDM, or has been demonstrated to be equivalent and is properly operated and maintained, then the

MEP will be assumed to be met for post-construction stormwater discharge by the subject practice.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. The Town continues to push for low-impact design and development, green infrastructure (the Town has recently been designated a Climate Smart Community), over-retention of stormwater, and other more natural stormwater management practices. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.

5.2.E: Requirement:

Describes procedures for SWPPP review that consider potential water quality impacts and addresses the review of individual pre-construction SWPPPs to maintain consistency with local post-construction stormwater requirements. The procedures should ensure that: individuals performing SWPPP reviews are competent, or under the supervision of a qualified professional; all SWPPPs are to be reviewed for sites where the area of disturbance is one acre or greater; and that after the review of a SWPPP, the permittee utilizes the “SWPPP Acceptance Form” developed by NYSDEC and as required by the SPDES General Permit for Stormwater Discharges from Construction Activity when notifying the construction site owner/operator that the plans have been accepted and approved by the permittee.

Steps to Address:

The Town currently has a Local Law to address Stormwater management and Erosion and Sediment Control. Furthermore, the Town has drafted a new law Based upon the NYSDEC Model Law, which is undergoing the review and public approval process. Additionally, the Town has a general guidance document outlining the SWPPP Submission and Review Process. These items are discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control.
- Exhibit 20: SWPPP Submission and Review Process.

5.2.F: Requirement:

Establish and maintain an inventory of post-construction stormwater management practices that includes: the location of the practice; the type of practice; maintenance requirements per the SMDM or SWPPP; and the dates and type of maintenance performed. The inventoried practices shall include, at a minimum: practices discharging to the MS4 that have been

installed since March 10, 2003; all practices owned by the MS4; and practices found to cause or contribute to water quality violations.

Steps to Address:

The Town is in the process of developing a spreadsheet and map to track post-construction stormwater management practices. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 25: Post-Construction Stormwater Management Practices Inventory.

5.2.G: Requirement:

Ensures adequate long-term operation and maintenance of inventoried management practices by trained/qualified staff. This shall include assessments to verify that the practices are performing as designed or intended in compliance with the SMDM, SWPPP or other maintenance information. It should be noted that stormwater sample collection and testing/chemical analyses are not required for covered entities.

Steps to Address:

The Town utilizes the Stormwater Management Officer and other qualified municipal staff members as well as the TDE to conduct inspections of post-construction stormwater management practices. Stormwater management practices are either maintained by the Town Highway Department, the Town Utilities Department, or privately by the owner, and HOA or other similar entity. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 26: Post-Construction Stormwater Management Practices Inspection and Enforcement.

5.2.H: Requirement:

Recognizes that covered entities may include SWMP Plan provisions for the development of a banking and credit system.

Steps to Address:

At this time, the Town of North Greenbush has not evaluated this option.

5.2.I: Requirement:

Develops, implements, and provides adequate resources for a program to inspect development and post-development sites by trained staff, and to enforce and penalize violators.

Steps to Address:

The Town utilizes the Stormwater Management Officer and other qualified municipal staff members as well as the TDE to conduct inspections of post-construction stormwater management practices. This item is discussed within the following Exhibit, included as an attachment to this SWMP:

- Exhibit 26: Post-Construction Stormwater Management Practices Inspection and Enforcement.

5.2.J: Requirement:

Develops, records, periodically assesses and modifies measurable goals as required.

Steps to Address:

This item is addressed in the submission of the Town's MS4 Annual Report that is submitted to DEC and included as an attachment to this report:

- Exhibit 8: Town of North Greenbush's MS4 Annual Report.
- Exhibit 9: Developed Measurable Goals.

5.2.K: Requirement:

Selects appropriate post-construction BMPs and measurable goals to ensure the reduction of pollutants of concern in stormwater discharges to the maximum extent possible.

Steps to Address:

The stormwater Best Management Practices, planned or implemented, intended to reduce or manage Pollutants of Concern in stormwater discharges to the MEP are discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 8: Town of North Greenbush's MS4 Annual Report.
- Exhibit 25: Post-Construction Stormwater Management Practices Inventory.
- Exhibit 26: Post-Construction Stormwater Management Practices Inspection and Enforcement.

5.3: Best Management Practices Summary:

The following table summarizes Best Management Practices planned or implemented to address MCM 5 Goals:

| Activity | Desired Goal | Target Audience | Measurable Goal |
|----------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| Annual Goals | | | |
| Continue Post-Construction Stormwater Management Practices Inventory Audit | Maintain active mapping | Stormwater Management Officer | Update Inventory Tracking Spreadsheet and Mapping to reflect existing and new Stormwater Practices |
| Strengthen Post-Construction Stormwater Management Practices Inspection program and enforcement policy for reporting | More complete inspection program | Stormwater Management Officer | Track inspections and enforcement documentation |
| Continue Training for Relevant Municipal (Field) Staff | Increase employee awareness of Post-Construction Stormwater Management Systems | Municipal Employees | Track training of employees (target 2 classes minimum) |
| Long-Term Goals | | | |
| Consider Post-Construction Stormwater Maintenance Ordinance | Clearer definition of requirements for practices ó better operation ó better for public | Public, Stormwater Management Officer, Municipal Employees | MS4 Annual Report (potentially) |
| Advance discussion on municipal versus privately-owned practices | Town may be approaching limit of number of practices that can be municipally maintained | Public, Stormwater Management Officer, Municipal Employees | MS4 Annual Report (potentially) |

5.4: Reporting Requirements:

In order to assess the Measurable Goals and the effectiveness of the BMPs, the following items shall be tracked, measured and reported on the Town’s website and within the annual MS4 report, as required.

- Post-Construction Stormwater Management Practices Inventory spreadsheet and map.
- Progress of Post-Construction Stormwater Management Practices inspections.
- Document training of employees.

Minimum Control Measure 6: **Pollution Prevention and Good Housekeeping for Municipal Operations**

6.1: Scope:

MCM 6: Pollution Prevention and Good Housekeeping for Municipal Operations consists of BMPs that focus on the training of employees and the implementation of policies and procedures designed to prevent or reduce pollutant runoff associated with municipal operations. The various BMPs address training, maintenance, inspections, municipal operations, storage of materials, disposal of materials, and upkeep of Town facilities, parks and infrastructure elements.

6.2: Permit Requirements and Steps to Address:

To comply with General Permit Requirements, an MS4 must develop and implement a pollution prevention and good housekeeping program for municipal operations that:

6.2.A: Requirement:

Addresses municipal operations and facilities that actually or potentially contribute Pollutants of Concern to the MS4.

Steps to Address:

Municipal operations and facilities for the Town of North Greenbush include: municipal building maintenance; park and open space maintenance; stormwater system maintenance; street maintenance; solid waste management; vehicle and fleet maintenance; and winter road maintenance. The Town has developed a series of procedures to address these items as discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 27: Pollution Prevention and Good Housekeeping for Municipal Operations.
- Exhibit 28: Highway Department Vehicle and Garage Operation and Maintenance Procedures.
- Exhibit 29: Highway Garageø Fuel and Petroleum Storage Use and Procedures.
- Exhibit 30: Highway Garageø Salt Storage and Use Procedures.

6.2.B: Requirement:

Establishes a plan to perform a self-assessment of all municipal operations addressed by the SWMP at a minimum frequency of once every three years.

Steps to Address:

The BMPs outlined in Exhibits 27-30 are reviewed annually as part of the overall SWMP review process. These items will be more thoroughly self-assessed at least once every three years. This will be recorded in the revision block used to track SWMP Exhibits.

6.2.C: Requirement:

Develops management policies, procedures, etc. that can be implemented to reduce or prevent the actual or potential discharge of pollutants based primarily on the “NYS Pollution Prevention and Good Housekeeping Assistance Document.”

Steps to Address:

The Town has developed a series of procedures to address these items as discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 27: Pollution Prevention and Good Housekeeping for Municipal Operations.
- Exhibit 28: Highway Department Vehicle and Garage Operation and Maintenance Procedures.
- Exhibit 29: Highway Garageø Fuel and Petroleum Storage Use and Procedures.
- Exhibit 30: Highway Garageø Salt Storage and Use Procedures.

6.2.D: Requirement:

Prioritizes pollution prevention and good housekeeping efforts based: on geographic area; potential to improve water quality; facilities or operations most in need of modifications or upgrades; and the permittee’s capabilities.

Steps to Address:

The Town Stormwater Management Officer will work with the Town Highway, Town Utility and Building Department personnel to prioritize good housekeeping and pollution prevention efforts based on geographic areas, the potential to improve water quality, and facilities or operations most in need of modifications or improvements.

6.2.E: Requirement:

Addresses pollution prevention and good housekeeping practices and priorities.

Steps to Address:

The Town has developed a series of procedures to address these items as discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 27: Pollution Prevention and Good Housekeeping for Municipal Operations.
- Exhibit 28: Highway Department Vehicle and Garage Operation and Maintenance Procedures.
- Exhibit 29: Highway Garageø Fuel and Petroleum Storage Use and Procedures.
- Exhibit 30: Highway Garageø Salt Storage and Use Procedures

6.2.F: Requirement:

Establishes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training.

Steps to Address:

The Town Stormwater Management Officer will work with the Town Highway, Town Utility and Building Department supervisors to coordinate annual training in the applicable stormwater management areas as required to complete assigned tasks. In addition, the SWMP Plan will be reviewed with municipal employees each year following the submission of the MS4 Annual Report to discuss BMPs, SOPs and other policies to be implemented during daily work activities.

6.2.G: Requirement:

Requires third-party contracted services providers, including but not limited to: street sweeping, snow removal, lawn and grounds care, etc., to meet permit requirements as they apply to the services performed.

Steps to Address:

The Town Stormwater Management Officer will work with the Town Highway, Town Utility and Building Department supervisors to obtain third party certificates from contracted service companies. Certificates will be kept at the applicable department office.

6.2.H: Requirement:

Develops, records, periodically assesses and modifies measurable goals as required.

Steps to Address:

This item is addressed in the submission of the Town's MS4 Annual Report that is submitted to DEC and included as an attachment to this report:

- Exhibit 8: Town of North Greenbush's MS4 Annual Report.
- Exhibit 9: Developed Measurable Goals.

6.2.I: Requirement:

Selects appropriate pollution prevention and good housekeeping BMPs and measurable goals to ensure the reduction of pollutants of concern in stormwater discharges to the maximum extent possible.

Steps to Address:

The stormwater Best Management Practices, planned or implemented, intended to reduce or manage Pollutants of Concern in stormwater discharges to the MEP are discussed within the following Exhibits, included as attachments to this SWMP:

- Exhibit 8: Town of North Greenbush’s MS4 Annual Report.
- Exhibit 27: Pollution Prevention and Good Housekeeping for Municipal Operations.
- Exhibit 28: Highway Department Vehicle and Garage Operation and Maintenance Procedures.
- Exhibit 29: Highway Garage’s Fuel and Petroleum Storage Use and Procedures.
- Exhibit 30: Highway Garage’s Salt Storage and Use Procedures.

6.3: Best Management Practices Summary:

The following table summarizes Best Management Practices planned or implemented to address MCM 6 Goals:

| Activity | Desired Goal | Target Audience | Measurable Goal |
|----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------------------------|----------------------------------------------|
| Annual Goals | | | |
| Increase and document municipal training program | Increase awareness of the potential impact that municipal operations have on stormwater | Public, Stormwater Management Officer, Municipal Employees | Document and track employee training |
| Document municipal operations, BMPs and SOPs that reduce the potential for stormwater impact | Reduction in potential chances for stormwater impact | Public, Stormwater Management Officer, Municipal Employees | Catalogue and track updates to BMPs and SOPs |
| Long-Term Goals | | | |
| Self-assess MCM 6 BMPs every three years | Improve efficiency of operations to minimize potential for stormwater impact | Public, Stormwater Management Officer, Municipal Employees | Track self-assessment |

6.4: Reporting Requirements:

In order to assess the Measurable Goals and the effectiveness of the BMPs, the following items shall be tracked, measured and reported on the Town’s website and within the annual MS4 report, as required.

- Training program and opportunities for municipal employees.

- Track municipal operations associated with stormwater activities.
- Track self-assessments and changes to documentation.

STORMWATER MANAGEMENT PROCEDURE PLAN - STAFFING

The Town's Stormwater Management Plan responsibilities are shared by a wide range of personnel, boards and departments. These personnel, boards and departments are as follows: Stormwater Management Officer, Stormwater Inspector, Town Board, Planning Board, Zoning Board of Appeals, Town Engineer, Town Designated Engineer, Building Department, Utilities Department and Highway Department.

The Stormwater Management Officer is responsible for the oversight and implementation of the SWMP Plan and in promoting the Town's Stormwater policies.

The stormwater management responsibilities of the Town Board are to adopt local laws and authorize the actions of other municipal officials to manage stormwater.

The Planning Board is responsible for approving subdivisions and site plans, which includes the review of the Stormwater Pollution Prevention Plan as required by DEC regulations. The Planning Board has the authority to place conditions on approvals reflecting stormwater management goals.

The Zoning Board of Appeals is limited to interpreting the zoning law and issuing special use permits. The Zoning Board of Appeals has the authority to place conditions on approvals reflecting stormwater management goals.

When a Stormwater Pollution Prevention Plan is submitted as part of a subdivision or site plan application, the Stormwater Management Officer or TDE will review the Stormwater Pollution Prevention Plan in accordance with the New York State Stormwater Design Manual and the New York State Erosion and Sediment Control Manual.

The Building Department's staff will perform the required Construction Site Inspections during construction. The Building Inspector has the responsibility of issuing building and other permits and enforces the law. The Building Inspector, the Stormwater Management Officer, or a qualified designee will perform periodic inspections of construction sites and post construction stormwater management practices as needed.

The Utilities Department has the responsibility of installing and maintaining the water system and the sanitary sewer system and related facilities. The Utilities Department will address erosion problems related to the water and sanitary sewer system, and carries out emergency maintenance on these systems. The Town of North Greenbush employs 5 staff members as part of the Utilities Department.

The Highway Department has the responsibility of installing and maintaining storm drain systems and other stormwater management facilities, address erosion problems on roads and bridges, and carries out emergency maintenance. The Highway Department is also responsible for snow plowing and salting operations for Town roads and other properties. The Town of North Greenbush employs approximately 15 staff members in the Highway Department.

The municipal personnel and members of the various Town of North Greenbush's Boards and Departments involved with the stormwater management plan will attend yearly training. All training will be documented to ensure adequate training has been provided to each staff member based on their job responsibility. The Highway Department and Utilities Department personnel will have annual stormwater training meetings consisting of watching training videos in a group setting. After the video, everyone takes a written exam. Additional stormwater training will be provided with OSHA meetings and seminars when available. Personnel whom attend the seminars will train the personnel that did not attend the seminars. Additional training will be provided to the Highway Department and Utilities Department personnel including confined space and air quality monitor for confined space. The Stormwater

Management Officer and/or staff will attend monthly meetings and training sessions with the Rensselaer Counties MS4 Communities Coalition.

STORMWATER MANAGEMENT PROCEDURE PLAN - BUDGET

The Town's budget for the Stormwater Management Plan is included in the annual Highway Department Budget and the annual Utilities Department Budget. These budgets are located in Exhibit 31. These budgets include costs for such items as cleaning catch basins, sweeping streets and sidewalks, brush and leaf pick up, water system operation & maintenance, sanitary sewer operation and maintenance, weekly construction inspections, training, storm sewer television, inter-municipal agreement, and distribution of stormwater information.

STORMWATER MANAGEMENT PROCEDURE PLAN - EXHIBITS

- Exhibit 1: Public Presentation: Town of North Greenbush's Stormwater Management Program
- Exhibit 2: Pollutants of Concern
- Exhibit 3: Spill Response Procedures
- Exhibit 4: Current General Permit
- Exhibit 5: Waterbodies of Concern
- Exhibit 6: Snyders Lake Water Quality and Best Management Practices
- Exhibit 7: Geographic Areas of Concern
- Exhibit 8: Town of North Greenbush's Annual MS4 Report
- Exhibit 9: Developed Measurable Goals
- Exhibit 10: SWMP Review and Update Procedures
- Exhibit 11: Public Concerns Investigation Procedure
- Exhibit 12: Illicit Discharge Detection and Elimination Program
- Exhibit 13: Illicit Discharge Detection and Elimination Mapping
- Exhibit 14: Outfall Mapping
- Exhibit 15: Outfall Inspection and Monitoring Procedures
- Exhibit 16: Local Law No. 2 of the Year 2008 Illicit Discharges, Activities and Connections to the Town of North Greenbush's Municipal Separate Storm Sewer System
- Exhibit 17: Illicit Discharge Detection and Elimination Public Awareness Program
- Exhibit 18: Exempt Non-Stormwater Discharges
- Exhibit 19: Local Law No. 1 of the Year 2008: Stormwater Management and Erosion and Sediment Control
- Exhibit 20: SWPPP Submission and Review Process

- Exhibit 21: SWPPP Pre-Construction Meeting and Training Verification
- Exhibit 22: SWPPP Inspection and Enforcement Policy
- Exhibit 23: SWPPP Post-Construction Inspection and Project Closure Policy
- Exhibit 24: Stormwater Permit Tracking Spreadsheet
- Exhibit 25: Post-Construction Stormwater Management Practices Inventory
- Exhibit 26: Post-Construction Stormwater Management Practices Inspection and Enforcement
- Exhibit 27: Pollution Prevention and Good Housekeeping for Municipal Operations
- Exhibit 28: Highway Department Vehicle and Garage Operation and Maintenance Procedures
- Exhibit 29: Highway Garage's Fuel and Petroleum Storage and Use Procedures
- Exhibit 30: Highway Garage's Salt Storage and Use Procedures
- Exhibit 31: SWMP Annual Budget