

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
Dwaas Kill	Phosphorus, Silt/Sediment	Part 1	

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:

The Dwaas Kill (H-260-6) was added to the 303(d) List in February 2006. Only a small section of the Dwaas Kill transects the Town boundaries in the northwest corner of the Town. Special attention shall be given to proposed development within the watershed.

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

1. Saratoga County Inter-Municipal Agreement between MS4 Communities (DEC Grant Application)

List MS4 Partners with Planned Legally Binding Agreements or Contracts

List MS4 Partners with Other Agreements in Place

1. Municipal Cooperation-Household Hazardous Waste Collection Day (Clifton Park, Halfmoon, Malta, Waterford).

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:

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:

Funding is presently established through the General and Operating Funding Budgets. The Town is presently evaluating additional revenue sources to support the program.

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:

Separate line items have not been previously established within the annual budget to identify "stormwater" associated costs, and as such, it is difficult to fully quantify the current funding. Additional funding is received through the Saratoga County Multi-Municipal Grant Application.

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

Explain: The Town is currently identifying and evaluating additional revenue sources to further supplement the program moving forward.

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 Explain 'no' / 'N/A' answer:	<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
IV.C.2.	Public Involvement / Participation Explain 'no' / 'N/A' answer:	<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
IV.C.3.	Illicit Discharge Detection and Elimination Explain 'no' / 'N/A' answer: The work associated with mapping the outfalls has fallen behind schedule; however, it's still anticipated that the work will be completed prior to June of 2008.	<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
IV.C.4.	Construction Site Stormwater Runoff Control Explain 'no' / 'N/A' answer:	<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
IV.C.5.	Post-Construction Stormwater Management Explain 'no' / 'N/A' answer:	<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
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations Explain 'no' / 'N/A' answer:	<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

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: Honorable Melinda Wormuth Title: Town Supervisor

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 - 4th 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 MS Town of Halfmoon **SPDES Permit Number:** NYR20A NYR20A375

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

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

Minimum Control Measure 1. Public Education and Outreach

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

<p>Permit Reference IV.C.1.a, b: Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> • <i>Explain the program, including activities and materials used</i> • <i>Identify the personnel or outside organization conducting the activity.</i> • <i>Indicate activities planned for next year.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> ▪ The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP, SCIP) education and outreach program is an on-going comprehensive effort to provide education, awareness and training for Municipalities, the Construction Industry, Residents, and Business Owners throughout the MS4 Communities in Saratoga County. It is a continually growing and evolving effort by the Management Coordinator, the Saratoga County MS4s and their designated representatives to provide accurate, relevant information regarding stormwater pollution prevention. The program utilizes handouts and other literature that are distributed to all MS4 Permittees in Saratoga County and are kept with the Local Stormwater Coordinator and/or in Public Places such as Town, City, & Village Halls; Public Libraries and distributed at community events. The Program is implemented through original workshops and participation in community events sponsored by Saratoga County MS4s and other community groups & organizations. The Program facilitates or directly provides training and guidance for municipal officials, Board members, MS4 employees, MS4 residents and the Construction Industry operating in Saratoga County by delivering or facilitating workshops which focus on relevant Phase II information and SPDES permit compliance. 	<ul style="list-style-type: none"> ▪ The Town of Halfmoon coordinates on a continual basis with the Saratoga County Intermunicipal Stormwater Management Program. ▪ Coordination efforts include monthly county-wide meetings attended by the Town SMO as well as Public Education Outreach program coordination. The Town of Halfmoon has attended the following meetings (attended by Lindsay Zepko-Planner and SMO and Jeff Williams -Senior Planner): April 12, 2007, May 10, 2007, July 12, 2007, August 9, 2007, September 13, 2007, October 12, 2007, November 9, 2007, December 14, 2007, January 11, 2008, February 8, 2008. • Provide literature and resources to all participating Saratoga County MS4 Communities/Permittees. (Implemented: January 2005 – on-going) <i>See column at left for complete list of materials used.</i>

<ul style="list-style-type: none"> The SCIP maintains a website which acts as an all-access clearinghouse for information relevant to stormwater management, pollution prevention, and the protection of local water resources. The website is also organized by target audience and each section of the website has resources and links to other websites relevant to each target audience. All information presented on the website originates from the U.S. EPA, NYS-DEC, other Federal and State Agencies or from credible, respected Academic or NGO sources (ex., Univ. of Maryland <i>NEMO Program</i>, The Center for Watershed Protection, the Stormwater Managers Resource Center, etc.) at: www.saratogastormwater.org 	<ul style="list-style-type: none"> Established a web-based clearinghouse for relevant Stormwater Management information. (Implemented: August 2005 -ongoing). <ul style="list-style-type: none"> www.saratogastormwater.org Web site is updated quarterly The Town of Halfmoon maintains a direct link from our website to the SCIP website at all times. www.townofhalfmoon.org/planning_dept.asp
<ul style="list-style-type: none"> The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP; SCIP) and all participants utilize the following U.S. EPA (EPA), NYS-DEC (DEC), Center for Watershed Protection (CWP), Hudson River Estuary Program (HREP) Non-point source pollution Education for Municipal Officials (NEMO), and Cornell Cooperative Extension (CCE) publications as public education tools for Residents and Business Owners: <ol style="list-style-type: none"> <i>Stormwater Runoff: From my Yard to Our Streams</i>; DEC <i>Make your Home the Solution to Stormwater Pollution</i>; EPA/DEC <i>After the Storm</i>; SCIP (customized; originally from EPA) <i>How To Install: A Rain Barrel & A Rain Garden</i>; CWP NEMO Program Fact Sheet 2; <i>Nonpoint Source Water Pollution</i> NEMO Program Fact Sheet 4; <i>Strategies for Coping with Polluted Runoff</i> NEMO Program Fact Sheet 6; <i>Asking the Right Questions: Raising the Issue of Polluted Runoff at a Public Meeting</i> NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 1; <i>What's the Big Deal About Water Quality</i> NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 2; <i>Managing Your Household Chemicals</i> NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 3; <i>Caring for Your Septic System</i> NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 5; <i>Conservation Landscaping for Water Quality</i> <p>Continued:</p> <ol style="list-style-type: none"> NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 6; <i>Animal Waste and Water Quality</i> NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 8; <i>Lawn Care the Environmentally Friendly Way</i> 	<ul style="list-style-type: none"> The Town supplies a copy of <i>Stormwater Regulation and the Construction Industry</i>; DEC, NYSWCD with each application for Commercial Site Plan or Subdivision that is distributed to heighten awareness of regulations and compliance with state requirements. (Implemented:2007-Ongoing) The Town of Halfmoon maintains a Stormwater Information Center at the Town Hall at all times for distribution of such materials. These materials are made readily available to all members of the public at a centralized location. See Minimum Control Measure 1 for a sample list of materials available.

<p>14. <i>Phase II MS4 Permit Summary</i>; SCIP 15. <i>The Benefits of Doing the Right Thing</i> (Cornell Cooperative Extension Growline Newsletter Article); SCIP 16. <i>Organic Debris Management Policy Recommendation</i>; SCIP memo, April 2006 17. <i>Home Composting</i>; CCE 18. <i>Rain Gardens ~"How to" and Plant List</i>; CCE Onondaga County</p>	
<ul style="list-style-type: none"> • The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP; SCIP) and all participants utilize the following U.S. EPA (EPA), NYS-DEC (DEC) or SCIP publications as public education tools for Municipal Governments/Officials/Employees: <ol style="list-style-type: none"> 1. <i>Stormwater Regulation and the Construction Industry</i>; DEC, NYSWCD 2. <i>New York State Stormwater Resources on the Web</i>; Excerpt from the DEC Stormwater and Construction Toolbox pages, SCIP 3. <i>NY SPDES General Permit GP-02-01 for Construction Activities: Stormwater Pollution Prevention Plan (SWPPP) Requirements by Land Use</i>; DEC 4. <i>Saratoga County Intermunicipal Stormwater Management Program Management Summary</i>; SCIP 5. <i>Stormwater Management Guidance for Local Official</i>; DEC 6. <i>The Critical Path to Compliance</i>; DEC 	<ul style="list-style-type: none"> ▪ The Town of Halfmoon has supplied copies of such materials to the Planning, Building, Highway, and Parks Departments. (Implemented 2007-Ongoing)
<ul style="list-style-type: none"> • The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP; SCIP) and all participants utilize the following U.S. EPA (EPA), NYS-DEC (DEC) or SCIP publications as public education tools for Contractors and Developers working in Saratoga County: <ol style="list-style-type: none"> 1. <i>Stormwater Regulation and the Construction Industry</i>; DEC, Continued: NYSWCD 2. <i>New York State Stormwater Resources on the Web</i>; URL pages of the DEC Stormwater and Construction Toolbox websites, SCIP 3. <i>NY SPDES General Permit GP-02-01 for Construction Activities</i>: 	<ul style="list-style-type: none"> ▪ The Town supplies a copy of <i>Stormwater Regulations and the Construction Industry: Preventing Stormwater Pollution at the Source</i>; DEC with all subdivision and site plan applicants. (2007-Ongoing)

<p><i>Stormwater Pollution Prevention Plan (SWPPP) Requirements by Land Use; DEC</i></p> <ul style="list-style-type: none"> • <i>Stormwater Quick Tips for the Construction Industry; DEC</i> 	
<ul style="list-style-type: none"> • The SCIP continues to implement outreach programming to local Governments in Saratoga County. This portion of the overall MCM 1 Program consists of presentations and workshops done by the SCIP Management Coordinator as well as attendance at other local, regional and statewide events. Facilitation of attendance by local officials and personnel is done through the SCIP. The SCIP covers any registration fees of the highlighted events (at right) through grant funds. These events are either topic-specific or multi-topic, but, all pertain to either Stormwater Management, generally, or Phase II MS4/Construction NPDES/SPDES Permit Compliance issues. 	<ul style="list-style-type: none"> • The Town of Halfmoon has participated in the following events: <ol style="list-style-type: none"> 1. Facilitated attendance of Saratoga County MS4 personnel to the SUNY ESF Outreach Stormwater Courses with Instructor Don Lake (see MCM 4 & 5 for detail). The following courses were attended by Lindsay Zepko -Planner and SMO: <i>Designing a SWPPP</i>, April 30-May 1, 2007, <i>Wetlands: Function and Design</i>, May 22-23 2007, <i>Better Site Design</i>, June 4-5 2007 2. Attended an Annual Report Clinic conducted by the SCIP to improve the clarity, accuracy, and effectiveness of Saratoga County MS4s' Annual Reporting (see MCM 2 for detail). Executed: April 12th, 2007 3. Delivered/Co-sponsored a regional Construction Site Erosion & Sediment Control Compliance Inspection Training Workshops (3) for local Code Enforcement personnel (See MCM 4 for detail). Implemented: June 13th, 2008 attended by Lindsay Zepko -Planner and SMO and Greg Stevens-Director of Code Enforcement 4. Delivered MCM 6 ~ Good Housekeeping/Pollution Prevention Program training and guidance to Saratoga County MS4 Highway & Public Works Departments. Attended by 15 members of Town of Halfmoon Highway Department. Implemented: T/o Clifton Park & Halfmoon combined training(28) ~ 9/27/2007 5. Facilitated attendance of Saratoga County MS4 Officials, Board Members and Personnel to the Champlain Watershed Improvement Coalition of New York (CWICNY) 2007 North Country Stormwater Tradeshow & Conference. Executed: October 18th, 2007. Attended by Lindsay Zepko-Planner and SMO, Rodney Smallwood-Highway Department 6. Facilitated Saratoga County MS4 Personnel attendance to the CPESC Exam Review Course. Executed: December 12th, 2007. Attended by Lindsay

Continued:	Zepko-Planner and SMO
<ul style="list-style-type: none"> • The SCIP also provides and facilitates Education and Outreach, in conjunction with the 16 Saratoga County MS4 Communities, targeting Residents/Business Owners/ and the Construction Industry 	<ul style="list-style-type: none"> • The following is a list of such events targeting residents: Implemented: April 2006 – on-going <ol style="list-style-type: none"> 1. Presenter and Vendor at the Saratoga Environmental Expo; Saratoga Springs City Center. Executed: April 13 – 15, 2007. 5200 attendees. 2. Presentation to Clifton Park Country Garden Club on Rain Gardens and stormwater pollution prevention. Executed: June 19, 2007. 12 attendees. 3. Maintained a display and booth at the County Fair in conjunction with the Saratoga County SWCD & WQCC. Ruffled off 3 Rain Barrels (72 entrants). Executed: July 17 – 22nd, 2007. Approx. 80,000 Fair attendees 4. Maintained a vendor booth at the 3rd Annual Hudson-Fest at Hudson Crossing on Lock 5 Island; Schuylerville, NY Executed: September 15, 2007. Estimated 200-250 attendees. • The following is a list of such events targeting the Construction Industry operating within the jurisdiction of the 16 Saratoga County MS4 Communities (see details below; MCM 4 & 5). Implemented: March 2006 – on-going <ol style="list-style-type: none"> 1. Presenter and Facilitator for the John Deere Landscapes Inc. Erosion & Sediment Control Workshop for Land Contractors & Landscapers. Implemented: March 28, 2007. 31 attendees. 2. Sponsor, Presenter and Facilitator of a workshop for the construction industry focusing on Erosion & Sediment Control, stormwater regulatory compliance and SWPPP implementation in cooperation with Ken Barber of Barber Stormwater Management Inc. Executed: June 7th, 2007. 15 attendees. • The following is a list of such events targeting outreach & education campaigns to local business owners through local Business Owners Associations. Implemented: September 2007 – on-going

<p>Continued:</p>	<p>1. Presentation to the Ballston Spa Business & Professional Association RE: Drain Marker Project and Intermunicipal Program. Executed: September 17, 2007.</p>
<ul style="list-style-type: none"> • Because of the newness of the responsibility to enforce the MS4 Construction Law/s there is an identifiable need to train local Code Enforcement Officers (CEO) and Stormwater Management Officers (SMO) in inspection procedures that have been established and implemented by the DEC. A cooperative training program has been established between the DEC, CWICNY and the SCIP. Three events were executed in Year-5 to maximize exposure and opportunity for local MS4 CEOs and SMOs. Subsequent years a single training event will be conducted with a reserve date for a second session, should the need arise. These workshops consist of a 4-hour lecture session where attendees are presented with a Department of State-approved program which qualifies as “Continuing Education” training credits for all CEOs that attend. Following lunch all attendees are led on a “mock” inspection of a currently active, permitted Phase II Construction site by the DEC-designated trainer (Bill Lupo, P.E.; DOW Environmental Eng. II). All attendees are provided with a copy of the presentation as well as excerpts of the most commonly used NYS-approved Erosion & Sediment Control measures found in the NYS Guidelines for Urban Erosion & Sediment Control (The Blue Book). The Planning Group for this workshop/s was the Warren Co. SWCD District Manager Dave Wick, CPESC; Bill Lupo DEC Region 5; the SCIP Management Coordinator; and the CWICNY Stormwater Specialist Sarah Gebbie-Measeck. All workshops were executed cooperatively by Region 5, Warren Co. SWCD, CWICNY, and SCIP personnel. 	<ul style="list-style-type: none"> ▪ The Town of Halfmoon attended the Construction Site Erosion & Sediment Control Compliance Inspection Training Workshop for local Code Enforcement personnel, hosted in the Town of Halfmoon on June 13th, 2008 attended by Lindsay Zepko (Planner and SMO) and Greg Stevens (Director of Code Enforcement ▪ The Town of Halfmoon also attended The Construction Site Inspections for Municipal Site Inspectors sponsored by NYSDEC Region 4 with the following Code Enforcement Officers in attendance: Paul Heslin, Dave Milkiewicz, and Steffen Buck. Executed: October 25, 2007.
<p><u>Overall effectiveness of the Public Education and Outreach Program:</u></p> <ul style="list-style-type: none"> ▪ The Town of Halfmoon, in conjunction with the Saratoga County Intermunicipal Stormwater Management Program, has exceeded the efforts and activities as defined in the Town of Halfmoon’s SWMP. The efforts and activities defined within this document represent the standards by which the Town of Halfmoon must fulfill and deliver under the permit; and as such, represents the level of effort by which the Town evaluates the effectiveness of their efforts. The Town considers their efforts to be highly effective to date as they have fulfilled all of the 	<ul style="list-style-type: none"> ▪ Efforts are ongoing

<p>obligations set forth and defined in the Town’s SWMP. Furthermore, the Town understands that these efforts must be ongoing and continually reinforced throughout the future implementation of their stormwater management program.</p>	
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

Minimum Control Measure 2. Public Involvement/Participation

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

<p>Permit Reference IV.C.2.c.iii.: Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input. Indicate activities planned for next year. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> The SCIP provides and facilitates Education and Outreach, in conjunction with the 16 Saratoga County MS4 Communities, targeting Residents/Business Owners/ and the Construction Industry. 	<ul style="list-style-type: none"> The following is a list of such events targeting residents: Implemented: April 2006 – on-going <ol style="list-style-type: none"> Presenter and Vendor at the Saratoga Environmental Expo; Saratoga Springs City Center. Executed: April 13 – 15, 2007. 5200 attendees. Presentation to Clifton Park Country Garden Club on Rain Gardens and stormwater pollution prevention. Executed: June 19, 2007. 12 attendees. Maintained a display and booth at the County Fair in conjunction with the Saratoga County SWCD & WQCC. Raffle off 3 Rain Barrels (72 entrants). Executed: July 17 – 22nd, 2007. Approx. 80,000 Fair attendees Maintained a vendor booth at the 3rd Annual Hudson-Fest at Hudson Crossing on Lock 5 Island; Schuylerville, NY Executed: September 15, 2007. Estimated 200-250 attendees.
<ul style="list-style-type: none"> Formation of a Stormwater Management Advisory Team (SWAT) to monitor progress and direction of the Town’s SWMP. The committee consists of key staff members, as well as engineering and legal support from the community, and meets quarterly to monitor progress of the SWMP. 	<ul style="list-style-type: none"> Established 2003-ongoing. The Stormwater Advisory Committee met on the following dates: April 11, 2007, August 29, 2007, September 25, 2007, November 13, 2007
<ul style="list-style-type: none"> The Town of Halfmoon will be conducting both a Spring and Fall Cleanup on several dates in 2008 for the disposal of household waste and construction debris free of charge (for Town residents only) at the Town Transfer Station. 	<ul style="list-style-type: none"> Conducted or to be conducted on April 17, 20, 21, 27, 28, 2007, April 15, 18, 19, 22, 25, 26 and September 16, 19, 20, 23, 26, 27 2008 and is conducted annually.
<ul style="list-style-type: none"> Community Participation in “Earth Day Clean-up” of the Erie Canal/Crescent Trailway area including volunteer efforts from 	<ul style="list-style-type: none"> Conducted April 21, 2007

<p>approximately 30 community volunteers and 3 Town Board members</p>	
<p><u>Overall effectiveness of the Public Participation and Involvement Program:</u></p> <ul style="list-style-type: none"> ▪ The Town of Halfmoon, in conjunction with the Saratoga County Intermunicipal Stormwater Management Program, has exceeded the efforts and activities as defined in the Town of Halfmoon’s SWMP. The efforts and activities defined within this document represent the standards by which the Town of Halfmoon must fulfill and deliver under the permit; and as such, represents the level of effort by which the Town evaluates the effectiveness of their efforts. The Town considers their efforts to be highly effective to date as they have fulfilled all of the obligations set forth and defined in the Town’s SWMP. Furthermore, the Town understands that these efforts must be ongoing and continually reinforced throughout the future implementation of their program. 	<ul style="list-style-type: none"> ▪ Ongoing
<p><u>Indicate activities planned for next year:</u></p> <ul style="list-style-type: none"> • Facilitate Public Participation opportunities for residents through Local SWMPs. (Ex. Organizing information workshops and clean-up projects, in coordination with local officials and SWMP personnel to address local issues and pollutants of concern in cooperation with the SCIP. • Publicize Public Participation opportunities (see above), through local media and on-line, targeting residents, business owners, and Civic Groups. • Expand joint and cooperative efforts with Local Civic and Environmental Groups (ex. Saratoga PLAN; Preserving Land & Nature, the Rotarians, etc in cooperation with the SCIP. • The Town of Halfmoon understands that the public participation and involvement efforts will need to be ongoing, and potentially modified to effectively compliment the overall goals of the SWMP. The Town intends to continue to modify these efforts, as appropriate, throughout the future implementation of the stormwater management program. Future comments received from the public along with participation counts for events held are metrics that can be monitored to assess the overall effectiveness of the Town’s efforts 	<ul style="list-style-type: none"> ▪ Ongoing ▪ Ongoing ▪ Ongoing • Ongoing

<ul style="list-style-type: none"> The Town of Halfmoon continues to provide municipal educational opportunities to Town staff and resources responsible for the implementation and enforcement of the Town's Stormwater Management Program. The Town also understands that the Town Board, Planning Board and ZBA have responsibilities and duties for approvals and enforcement under this program. However, the decisions made regarding these matters are largely based upon the advice and recommendations of our professional staff within the Planning and Building Departments as well as the Town's engineering consultants. As a result, the emphasis of the Town's municipal education efforts has been placed in these areas. The Town will look to provide education to Town Board, Planning Board and the ZBA in the future, as appropriate. 	<ul style="list-style-type: none"> Ongoing <p>September/October of 2008.</p> <p>April 2008 (Approximately 16,000 flyers distributed to date).</p> <p>June 2008-June 2009.</p> <p>Throughout next permit year.</p> <p>Throughout next permit year.</p> <p>Signs to be installed in 2008.</p>
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<p>Permit Reference IV.C.2.a, f: Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. <i>Describe procedures below and state the methods used to publicize the AR public presentation.</i></p>	
<p>The AR will be made available on the Town website: www.townofhalfmoon.org and shall remain posted for one (1) year</p>	
<p>Permit Reference IV.C.2.e: Public presentation of; f: summary of comments received on; and g: intended response to comments on the SWMPAR.</p>	
<p>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented: N/A see IV.C.2.a,f</p>	

<p>Comments on Annual Report Meeting ___ No public comments received on Annual Report. ___ Comments received. Attach summary of comments and intended responses.</p>	<p>Date of Annual Report Meeting:</p>	<p>Approximate Date of Meeting Next Year:</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>	
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>		

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

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

<p>Permit Reference IV.C.3.a: Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p> <ul style="list-style-type: none"> • <i>Explain the activities and procedures used to meet this requirement this year and planned for next year.</i> • <i>Revise as procedures are updated.</i> • <i>Identify personnel or outside organization conducting the activities</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i>
<ul style="list-style-type: none"> • Local law relative to illicit discharges has been developed and reviewed by the SWAT. The local law has been developed based upon the “model” law developed by the NYSDEC; and meets or exceeds all provisions defined within the State’s model ordinance. 	<ul style="list-style-type: none"> ▪ The local law was adopted November 20, 2007
<ul style="list-style-type: none"> ▪ The Town conducted an inspection of municipal facilities including the Highway Department, Parks Department, Water Department, and Maintenance Department. The heads of each department were given Pollution Prevention materials supplied by the EPA. A training session was held for the department heads as well as a walk-thru of the facilities to ensure the use of BMPs throughout. 	<ul style="list-style-type: none"> • Conducted November 13, 2007 and attended by Paul Maiello-Parks Dept., Leo Brady-Maintenance Dept., John Pingelski-Highway Dept., Scott Houle-Water Dept., Lindsay Zepko-Planner and SMO
<ul style="list-style-type: none"> ▪ Illicit discharges are detected in the course of regular and routine activities conducted by the Code Enforcement Officers and or complaints received. 	<ul style="list-style-type: none"> ▪ Ongoing
<ul style="list-style-type: none"> ▪ The Town has issued one (1) Notice of Violation and one (1) Appearance Ticket for illicit discharges since the passing of the Local Laws. 	<ul style="list-style-type: none"> ▪ January 2008-Ongoing
<ul style="list-style-type: none"> • Developed a “Certification Program” for development and re-development projects to ensure illicit connections are not made (or exist). Language has been incorporated into the model local law adopted in 2007. 	<ul style="list-style-type: none"> • Ongoing
<p>Permit Reference IV.C.3.b: Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> • field verification of outfall locations; • mapping all inter-municipal subsurface conveyances; • delineating storm sewershed; and • developing and retaining MS4 mapping as needed to find the source and 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: percent of outfalls mapped</i>

<p>identify illicit discharges. <i>State if maps are in GIS.</i></p>	
<ul style="list-style-type: none"> ▪ The Town is utilizing a consulting firm to identify and map all outfalls in the urbanized area. The outfalls are field verified and a GIS resource is under development. Approximately 200+ outfalls have been identified. ▪ A binder is being created and will include pictures and mapping as well as logs to allow for ease of inspection in the future. The Town will inspect 20% of the outfalls in the next reporting year as required in GP-08-002. 	<ul style="list-style-type: none"> ▪ Beginning November 2007 and ongoing. The anticipated completion date is June 2008.
<ul style="list-style-type: none"> • Major watersheds were delineated within the jurisdictional boundaries of the Town. 	<ul style="list-style-type: none"> • Completed in August of 2005
<ul style="list-style-type: none"> • The Town has requested information from both the County and State relative to inter-connected systems within the Town's Boundaries 	<ul style="list-style-type: none"> • 2004-still awaiting response from both parties

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: <u>2005</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <u>4</u> ; <u>5</u> .
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2) Is there an existing ordinance, local law or other regulatory mechanism?	<input type="checkbox"/> No (go to question 5) <input checked="" 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 checked="" 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 checked="" 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: <u>November 20, 2007</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <u>4</u> ; <u>5</u> .
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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 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 type="checkbox"/> Yes, list the local code(s) that will be changed:
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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: November 20, 2007
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10) Provide a web address if adopted local law can be found on a web site.	Web Address: http://www.e-codes.generalcode.com/codebook_frameset.asp?ep=fs&t=ws&cb=2075_A
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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.

Permit Reference IV.C.3.e: Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste. <ul style="list-style-type: none"> <i>Explain activities and materials used to meet this requirement this year <u>and planned for next year</u></i> <i>Identify personnel or outside organization conducting activities</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> Provide IDDE-relevant information to residents to increase awareness/prevention of potentially polluting behaviors and the possibility that potential problems noted by residents are reported. Information will be provided as a part of MCM 1 & 2 (see above). Conducted through the SCIP Coordinator. 	<ul style="list-style-type: none"> April 2007-Ongoing
<ul style="list-style-type: none"> Provide training, through the DEC, for personnel to identify/detect an Illicit Discharge in the course of regular daily activities in the field. Conducted through the SCIP Coordinator. 	<ul style="list-style-type: none"> TBA; Depends on availability of DEC; Div. of Water Central Office Personnel
<p><i>Indicate activities planned for next year:</i></p> <ul style="list-style-type: none"> Continue training for construction site inspectors and enforcement officials. Continue distribution of education flyer regarding stormwater pollution prevention with building permits. The Town of Halfmoon understands that these efforts will need to be ongoing. The Town intends to continue to modify these efforts, as appropriate, throughout the future implementation of the stormwater management program. The actual number of construction Notice of Violations issued, along with complaints recorded from the public, will be tracked and will serve as measurements/metrics that can be used to assess the overall effectiveness of the Town’s efforts. 	<ul style="list-style-type: none"> Ongoing Ongoing. Procure additional NYSDEC informational flyer “Stormwater Regulations and the Construction Industry” and distribute with all issued permits for at least one year.
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for</p>

	next years activities)
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:	

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: <u>2005</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 5. <input 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 & 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: <u>2005</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 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"> • If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law. • 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. 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 exactly the same as the Sample Local Law language	Existing clauses equivalent to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be adopted , listed as legislative agenda items.
1			
2			
3, 4, 5			
6			
TOTAL			

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
 Yes, list the **local codes** that will be changed:

7. What was the date or is planned date of local code adoption?
Date: November 20, 2007

8. Provide a web address if the adopted local law can be found on a web site.
Web Address:
http://www.e-codes.generalcode.com/codebook_frameset.asp?ep=fs&t=ws&cb=2075_A

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

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

<p>Permit Reference IV.C.4.b. v: Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements.</p> <ul style="list-style-type: none"> • Describe the procedures below. <u>Revise as procedures are updated.</u> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.
<ul style="list-style-type: none"> ▪ A local law for Stormwater and Erosion and Sediment Control has been reviewed and adopted by the Town of which the purpose is to require that land development activities conform to the requirements of GP-02-01. 	<ul style="list-style-type: none"> ▪ November 20, 2007
<ul style="list-style-type: none"> ▪ Routine inspections of construction sites are performed by Code Enforcement Officers and/or SMO for compliance with SWPPPs. 	<ul style="list-style-type: none"> ▪ January 2008-Ongoing
<ul style="list-style-type: none"> ▪ A pre-construction meeting is held for Major Subdivisions. The developer/contractor is instructed to forward a copy of all stormwater inspection reports completed by their inspector to the SMO. 	<ul style="list-style-type: none"> ▪ January 2008-Ongoing
<ul style="list-style-type: none"> ▪ The Town presently uses the services of a consulting firm(s) to review all site plan reviews for compliance with Town and State ordinances and SPDES construction permit GP-02-01 regarding stormwater management controls. Individuals reviewing potential development projects include NYS licensed professional engineers and landscape architects; as well as CPESC and CPSWQ certified individuals. 	<ul style="list-style-type: none"> ▪ SWPPPs were reviewed for approximately 32 site plans. March 2007-February 2008.
<ul style="list-style-type: none"> ▪ A SWPPP review checklist is under development to ensure all information is properly and adequately represented in submitted SWPPPs. 	<ul style="list-style-type: none"> ▪ Ongoing
<p>Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> • Explain the procedures below. <u>Revise as procedures are updated.</u> • Identify the responsible personnel or outside organizations. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> ▪ Town Planner/SMO, in conjunction with outside consulting firm(s) are responsible for the receipt and consideration of information submitted by the public. 	<ul style="list-style-type: none"> ▪ Ongoing
<ul style="list-style-type: none"> ▪ The SCIP Management Coordinator receives and maintains a record of all information and comments submitted by the public and interested parties/stakeholders. The Management Coordinator’s contact information is available to the public through the SCI-SWMP website (www.saratogastormwater.org). 	<ul style="list-style-type: none"> ▪ The Town of Halfmoon maintains a link to the SCIP website: www.townofhalfmoon.org/planning_dept.asp

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

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

<p>Permit Reference IV.C.4.b. iii, vii: Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.</p> <ul style="list-style-type: none"> • Describe each procedure below. <i>Revise as procedures are updated.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.
<ul style="list-style-type: none"> ▪ Routine inspections of construction sites are performed by Code Enforcement Officers and/or SMO for compliance with SWPPPs. Coordination is made between the Code Enforcement Officers and the SMO to ensure any non-compliance issues are addressed. In general, the oversight of construction sites will include both pre-construction and post-construction inspections; as well as intermittent inspections during the construction activities, as deemed appropriate based upon the site conditions and construction means and methods. 	<ul style="list-style-type: none"> ▪ January 2008-Ongoing
<ul style="list-style-type: none"> ▪ The Town of Halfmoon co-sponsored a regional Construction Site Erosion & Sediment Control Compliance Inspection Training Workshop for local Code Enforcement personnel ▪ The Town of Halfmoon also attended The Construction Site Inspections for Municipal Site Inspectors sponsored by NYSDEC Region 4 with 3 Code Enforcement Officers in attendance. 	<ul style="list-style-type: none"> ▪ June 13th, 2007 attended by Lindsay Zepko -Planner and SMO and Greg Stevens-Director of Code Enforcement ▪ Attended: Paul Heslin, Dave Milkiewicz, and Steffen Buck. Executed: October 25, 2007.
<ul style="list-style-type: none"> ▪ The Town of Halfmoon Highway Department attended a training seminar hosted by the Town of Clifton Park directed at proper installation and maintenance of BMPs. 	<ul style="list-style-type: none"> ▪ Attended by 15 members of Town of Halfmoon Highway Department- 9/27/2007
<ul style="list-style-type: none"> ▪ Attended the North Country Stormwater Tradeshow and Conference sponsored by DEC, The Lake George Watershed Conference, and the Champlain Watershed Improvement Coalition of New York, Inc. in Lake George, NY. 	<ul style="list-style-type: none"> ▪ Attended by Lindsay Zepko-SMO and Planner and Rodney Smallwood-Highway Department on October 18, 2007.
<ul style="list-style-type: none"> ▪ Attended CPESC Review Course sponsored by ACF Environmental Geosynthetics 	<ul style="list-style-type: none"> ▪ Attended by Lindsay Zepko-SMO and Planner on December 13th, 2007
<ul style="list-style-type: none"> • Attended the 2008 Saratoga County Planning Conference, a regional 1-day event attended by over 500 Planning, Zoning and Municipal Board Members, Planners, Engineers, and Code Enforcement personnel. The 1.75 hour presentation focused on the MS4 Construction Law/s, the NYS DEC SPDES Construction Permit (GP-02-01) and SWPPP evaluation from a Planning Board-perspective. Co-presenter Phil Koziol P.E. Edward & Kelcey. 120 attendees (to that session); 80 of 120 Saratoga County; 48 of 80 	<ul style="list-style-type: none"> ▪ Attended by Lindsay Zepko-Smo and Planner as well as 3 Planning Board Members and 4 Zoning Board Members on January 30th, 2008.

Saratoga County MS4; 15 of 16 SCIP participating Municipalities.	
<p>Permit Reference IV.C.4.b. viii: Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet within the MS4s jurisdiction.</p> <ul style="list-style-type: none"> • <i>Explain the activities and materials used to meet this requirement.</i> • <i>Identify the personnel or outside organization conducting this activity.</i> • <i>Indicate activities planned for next year.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> ▪ The Town supplies a copy of <i>Stormwater Regulations and the Construction Industry: Preventing Stormwater Pollution at the Source</i>; DEC to all subdivision and site plan applicants. 	<ul style="list-style-type: none"> ▪ 2007-Ongoing
<ul style="list-style-type: none"> ▪ The Town of Halfmoon maintains a Stormwater Information Center at the Town Hall at all times for distribution of stormwater materials. These materials are made readily available to all construction site operators at a centralized location. See Minimum Control Measure 1 for list of materials available 	<ul style="list-style-type: none"> ▪ Ongoing
<ul style="list-style-type: none"> ▪ The Town of Halfmoon maintains a direct link from our website to the SCIP website at all times. www.townofhalfmoon.org/planning_dept.asp ▪ The SCIP established a web-based clearinghouse for relevant Stormwater Management information. (Implemented: August 2005 -ongoing). <ul style="list-style-type: none"> ○ www.saratogastormwater.org ○ Web site is updated quarterly 	<ul style="list-style-type: none"> ▪ 2006-Ongoing
<ul style="list-style-type: none"> ▪ The SCI-SWMP has developed a Contractor Education program to be delivered by the SCI-SWMP Management Coordinator. The objective of the program is to reach out to and inform contractors and developers operating in Saratoga County of the changes that will occur to local project review and approval after January 8, 2008 following required adoption of Local Laws for Erosion & Sediment Control. Most, if not all materials being utilized have been provided by the NYS-DEC. All information presented detailing these requirements are based on the SPDES GP-02-01 Permit and/or the NYS-DEC Model Local for Erosion & Sediment Control. 	<ul style="list-style-type: none"> ▪ March 29, 2006 – Ongoing

<p><u>Indicate activities planned for next year:</u></p>	
<ul style="list-style-type: none"> • Continue training for construction site inspectors and enforcement officials. • Continue distribution of education flyer regarding stormwater pollution prevention with building permits. • The Town of Bethlehem understands that these efforts will need to be ongoing. The Town intends to continue to modify these efforts, as appropriate, throughout the future implementation of the stormwater management program. The actual number of construction Notice of Violations issued, along with complaints recorded from the public, will be tracked and will serve as measurements/metrics that can be used to assess the overall effectiveness of the Town’s efforts. 	<ul style="list-style-type: none"> • Ongoing • Ongoing <p>Ongoing – actual hiring date pending.</p> <ul style="list-style-type: none"> • Ongoing <p>Ongoing.</p> <p>Procure additional NYSDEC informational flyer “Stormwater Regulations and the Construction Industry” and distribute with all issued permits for at least one year. (approximately 800 building permits issued annually) Distribution could be reduced as contractors become aware of new regulations.</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

Minimum Control Measure 5. Post-Construction Stormwater Management

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

<p>Permit Reference IV.C.5.a, c. Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • A combination of structural and/or non-structural management practices. • <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<ul style="list-style-type: none"> ▪ A local law for Stormwater and Erosion and Sediment Control has been reviewed and adopted by the Town of which the purpose is to require that land development activities conform to the requirements of GP-02-01. 	<ul style="list-style-type: none"> ▪ November 20, 2007
<ul style="list-style-type: none"> ▪ The Town presently uses the services of a consulting firm(s) to review all site plan reviews for compliance with Town and State ordinances and SPDES construction permit GP-02-02 regarding stormwater management controls. Individuals reviewing potential development projects include NYS licensed professional engineers and landscape architects; as well as CPESC and CPSWQ certified individuals. 	<ul style="list-style-type: none"> ▪ SWPPPs were reviewed for approximately 32 site plans. March 2007-February 2008.
<ul style="list-style-type: none"> ▪ The Town includes a copy of “Stormwater Regulations and the Construction Industry”, DEC publication, with all Commercial Site Plan and Subdivision applications to ensure applicants are aware of their responsibilities. 	<ul style="list-style-type: none"> ▪ 2006-Ongoing
<ul style="list-style-type: none"> • Procedures for site plan and SWPPP review to ensure SWMPs meet state standards. • <i>Describe procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
<ul style="list-style-type: none"> ▪ The Town presently uses the services of a consulting firm(s) to review all site plan reviews for compliance with Town and State ordinances and SPDES construction permit GP-02-02 regarding stormwater management controls. Individuals reviewing potential development projects include NYS licensed professional engineers and landscape architects; as well as CPESC and CPSWQ certified individuals. 	<ul style="list-style-type: none"> ▪ SWPPPs were reviewed for approximately 32 site plans. March 2007-February 2008.
<ul style="list-style-type: none"> ▪ A SWPPP review checklist is under development to ensure all information is properly and adequately represented in submitted SWPPPs. 	<ul style="list-style-type: none"> ▪ Ongoing
<ul style="list-style-type: none"> ▪ Routine inspections of construction sites are performed by Code Enforcement Officers and/or SMO for compliance with SWPPPs. 	<ul style="list-style-type: none"> ▪ January 2008-present

Minimum Control Measure 5. Post-Construction Stormwater Management

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

Permit Reference IV.C.5.a, c. (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:	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • Procedures for inspection and maintenance of post-construction management practices. • <i>Explain procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals are number of: inspections maintenance activities performed.</i>
<ul style="list-style-type: none"> ▪ Routine inspections of construction sites are performed by Code Enforcement Officers and/or SMO for compliance with SWPPPs. Coordination is made between the Code Enforcement Officers and the SMO to ensure any non-compliance issues are addressed. 	<ul style="list-style-type: none"> ▪ January 2008-Ongoing
<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
<ul style="list-style-type: none"> • Procedures for enforcement and penalization of violators. • <i>Explain procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals: number enforcement activities performed.</i>
<ul style="list-style-type: none"> ▪ A local law for Stormwater and Erosion and Sediment Control has been reviewed and adopted by the Town of which the purpose is to require that land development activities conform to the requirements of GP-02-01. 	<ul style="list-style-type: none"> ▪ November 20, 2007

Minimum Control Measure 5. Post-Construction Stormwater Management

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

<p>Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators. • <i>Describe resources below. Update annually.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<ul style="list-style-type: none"> ▪ A local law for Stormwater and Erosion and Sediment Control has been reviewed and adopted by the Town of which the purpose is to require that land development activities conform to the requirements of GP-02-01. 	<ul style="list-style-type: none"> ▪ November 20, 2007
<ul style="list-style-type: none"> ▪ Routine inspections of construction sites are performed by Code Enforcement Officers and/or SMO for compliance with SWPPPs. Coordination is made between the Code Enforcement Officers and the SMO to ensure any non-compliance issues are addressed. 	<ul style="list-style-type: none"> ▪ January 2008-Ongoing
<p><i>Indicate activities planned for next year:</i></p> <ul style="list-style-type: none"> • The Town of Halfmoon understands that these efforts will need to be ongoing; and will need to be monitored and modified to best support the growing needs of the SWMP . The Town intends to continue to modify these efforts, as appropriate, throughout the future implementation of the stormwater management program. 	<ul style="list-style-type: none"> • Ongoing
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

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

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

<ul style="list-style-type: none"> • This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program. • A separate table follows that is for MS4s to report on management practices performed in identified municipal operations. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
<p>Permit Reference IV.C.6.a: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>List pollutants that will be addressed by the municipal pollution prevention program.</i> <ul style="list-style-type: none"> ▪ Sediment, Nitrogen, Phosphorus, Household Hazardous Wastes. 	
<ul style="list-style-type: none"> • <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i> 	DO NOT ENTER INFORMATION IN THIS CELL
<p>Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained).</p> <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement.</i> • <i>Identify training needs and design training components</i> • <i>Determine the adequacy and appropriate frequency of staff training.</i> • <i>Identify personnel or outside organization conducting activities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP; SCIP) and all participants utilize the following U.S. EPA (EPA), NYS-DEC (DEC) or SCIP publications as public education tools for Municipal Governments/Officials/Employees: <ol style="list-style-type: none"> 1. <i>Stormwater Regulation and the Construction Industry;</i> DEC, NYSWCD 2. <i>New York State Stormwater Resources on the Web;</i> Excerpt from the DEC Stormwater and Construction Toolbox pages, SCIP 3. <i>NY SPDES General Permit GP-02-01 for Construction Activities: Stormwater Pollution Prevention Plan (SWPPP) Requirements by Land Use;</i> DEC 	<ul style="list-style-type: none"> ▪ The Town of Halfmoon has supplied copies of such materials to the Planning, Building, Highway, and Parks Departments. (Implemented 2007-Ongoing)

<p>4. <i>Saratoga County Intermunicipal Stormwater Management Program Management Summary; SCIP</i></p> <p>5. Continued:</p> <p>6. <i>Stormwater Management Guidance for Local Official; DEC</i></p> <p>7. <i>The Critical Path to Compliance; DEC</i></p>	
<ul style="list-style-type: none"> ▪ The Town conducted an inspection of municipal facilities including the Highway Department, Parks Department, Water Department, and Maintenance Department. The heads of each department were given Pollution Prevention materials supplied by the EPA. A training session was held for the department heads as well as a walk-thru of the facilities to ensure that BMPs were being utilized for municipal operations to reduce the risk of pollution from the above listed pollutants of concern. 	<ul style="list-style-type: none"> • Conducted November 13, 2007 and attended by Paul Maiello-Parks Dept., Leo Brady-Maintenance Dept., John Pingelski-Highway Dept., Scott Houle-Water Dept., Lindsay Zepko-Planner and SMO and to be repeated annually.
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

Minimum Control Measure 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"> • Copy this page and give it to each municipal office or department responsible for reporting. • Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
<p>Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from the municipal operation(s) indicated above to the MEP.</p> <ul style="list-style-type: none"> • Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • Briefly describe or reference any existing policies and procedures • Briefly describe or reference any policies and procedures being developed 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<ul style="list-style-type: none"> ▪ The Town conducted an inspection of municipal facilities including the Highway Department, Parks Department, Water Department, and Maintenance Department. The heads of each department were given Pollution Prevention materials supplied by the EPA. A training session was held for the department heads as well as a walk-thru of the facilities to ensure that BMPs were being utilized for municipal operations. 	<ul style="list-style-type: none"> • Conducted November 13, 2007 and attended by Paul Maiello-Parks Dept., Leo Brady-Maintenance Dept., John Pingelski-Highway Dept., Scott Houle-Water Dept., Lindsay Zepko-Planner and SMO
<ul style="list-style-type: none"> • The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP; SCIP) and all participants utilize the following U.S. EPA (EPA), NYS-DEC (DEC) or SCIP publications as public education tools for Municipal Governments/Officials/Employees: <ol style="list-style-type: none"> 1. Stormwater Regulation and the Construction Industry; DEC, NYSWCD 2. New York State Stormwater Resources on the Web; Excerpt from the DEC Stormwater and Construction Toolbox pages, SCIP 3. NY SPDES General Permit GP-02-01 for Construction Activities: Stormwater Pollution Prevention Plan (SWPPP) Requirements by Land Use; DEC 4. Saratoga County Intermunicipal Stormwater Management Program Management Summary; 	<ul style="list-style-type: none"> ▪ The Town of Halfmoon has supplied copies of such materials to the Planning, Building, Highway, and Parks Departments. (Implemented 2007-Ongoing)

<p>SCIP</p> <ul style="list-style-type: none"> 5. Continued: 6. <i>Stormwater Management Guidance for Local Official</i>; DEC 7. <i>The Critical Path to Compliance</i>; DEC 	
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing best management practices</i> • <i>Briefly describe or reference any planned best management practices</i> 	DO NOT ENTER INFORMATION IN THIS CELL
<p><i>Briefly describe or reference any planned best management practices:</i></p> <ul style="list-style-type: none"> ▪ Current municipal pollution prevention/good housekeeping best management practices to be reviewed and modified, as necessary to limit pollutants to the maximum extent practicable. The Town is working with these departments as part of an ongoing investigation. 	<ul style="list-style-type: none"> ▪ Ongoing
<ul style="list-style-type: none"> • Fertilizer and Pesticides are minimized to the greatest extent practicable, and monitored to protect sensitive environmental resources. Town employee (Paul Maiello) is Certified 3A License – Turf and Ornamentals, Exp. 10/08. 	<ul style="list-style-type: none"> • Paul Maiello, Parks Director attended the following continuing education courses in 2007: <ol style="list-style-type: none"> 1. Empire State Green Industry Show 2. Sport Turf Managers of New York 3. Lesco Turf Management Seminar 4. Northeastern New York Nursery/Landscape Association
<ul style="list-style-type: none"> • Disposal practices established for fuel, oil and coolant for the Town maintenance operations. 	<ul style="list-style-type: none"> • The Town of Halfmoon will be conducting both a Spring and Fall Cleanup on several dates in 2008 for the disposal of household waste and construction debris free of charge (for Town residents only) at the Town Transfer Station. -Conducted or to be conducted on April 17, 20, 21, 27, 28, 2007, April 15, 18, 19, 22, 25, 26 and September 16, 19, 20, 23, 26, 27 2008 and is conducted annually.
<ul style="list-style-type: none"> • Street maintenance and sweeping operations performed involving heavy cleaning twice a year, in the spring and fall. Road sweeping performed during summer months. 	<ul style="list-style-type: none"> • 42 days of street sweeping was performed March 2007-March 2008. The Town of Halfmoon intends to maintain records involving the total length of road swept in the upcoming reporting year.
<ul style="list-style-type: none"> • Water truck is used for flushing system, as necessary to ensure proper operation of the stormwater system. 	<ul style="list-style-type: none"> • March 2007-March 2008

<ul style="list-style-type: none"> • Catch basins and culvert cleaning program performed during summer months. Culvert Replacement Program is in effect for repair of structural and/or hydraulic deficiencies. 	<ul style="list-style-type: none"> • Approximately 43 culverts and catch basins were cleaned, repaired, or replaced in the reporting year March 2007-March 2008
<ul style="list-style-type: none"> ▪ Parking lot cleaning at all Municipal Buildings performed annually 	<ul style="list-style-type: none"> ▪ Ongoing
<ul style="list-style-type: none"> ▪ Ditch Cleaning and Maintenance Program. 	<ul style="list-style-type: none"> ▪ 18.5 miles of ditch cleaned, repaired, or placed for reporting year March 2007-March 2008
<ul style="list-style-type: none"> • General Maintenance of Town-Owned Stormwater Management Facilities 	<ul style="list-style-type: none"> ▪ 1 Town-Owned stormwater Management Facility was mowed and cleaned of sediment buildup in the reporting year March 2007-March 2008
<ul style="list-style-type: none"> • Program to clean up and maintain parklands and public space along the Mohawk River. 	<ul style="list-style-type: none"> • Ongoing
<ul style="list-style-type: none"> ▪ Bridge maintenance and repair 	<ul style="list-style-type: none"> ▪ Removed beaver dam on Riverview Road-5/31/07, removed beaver dam on Lape Road-8/16/07
<ul style="list-style-type: none"> • Salt Reduction Program employed on streets and sidewalks within environmentally sensitive areas of the Town. 	<ul style="list-style-type: none"> ▪ Ongoing-annually in winter months
<ul style="list-style-type: none"> • <i>Identify and describe the equipment and staff that are in place</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<ul style="list-style-type: none"> ▪ There are approximately 20 Highway staff, each of whom participate in activities relating to the SWMP. 	<ul style="list-style-type: none"> ▪ Ongoing
<ul style="list-style-type: none"> ▪ Street sweeper 	<ul style="list-style-type: none"> ▪ 1
<ul style="list-style-type: none"> ▪ Barrier placed around sand storage area to prevent run-off 	<ul style="list-style-type: none"> ▪ Ongoing
<ul style="list-style-type: none"> ▪ Covered salt storage area 	<ul style="list-style-type: none"> ▪ Ongoing

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 (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
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| <ul style="list-style-type: none"> • <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i> • <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i> | DO NOT ENTER INFORMATION IN THIS CELL |
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| <ul style="list-style-type: none"> ▪ All above programs and procedures aid in the reduction of pollutant discharges from Town facilities and roadways. As of this reporting year, March 2007-March 2008, quantities of sediment collected during catch basin cleanouts, culvert cleanouts, and street sweeping. | |
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Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: <ul style="list-style-type: none"> • <i>explain the activities and materials;</i> • <i>identify the personnel or outside organization conducting the activities.</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
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|---|---|
| <ul style="list-style-type: none"> ▪ The Town of Halfmoon Highway Department attended a training seminar hosted by the Town of Clifton Park directed at proper installation and maintenance of BMPs. | <ul style="list-style-type: none"> ▪ Attended by 15 members of Town of Halfmoon Highway Department-September 27, 2007. |
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| <ul style="list-style-type: none"> • The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP; SCIP) and all participants utilize the following U.S. EPA (EPA), NYS-DEC (DEC) or SCIP publications as public education tools for Municipal Governments/Officials/Employees: <ol style="list-style-type: none"> 1. <i>Stormwater Regulation and the Construction Industry</i>; DEC, NYSWCD 2. <i>New York State Stormwater Resources on the Web</i>; Excerpt from the DEC Stormwater and Construction Toolbox pages, SCIP 3. <i>NY SPDES General Permit GP-02-01 for Construction Activities: Stormwater Pollution Prevention Plan (SWPPP) Requirements by</i> | <ul style="list-style-type: none"> ▪ The Town of Halfmoon has supplied copies of such materials to the Planning, Building, Highway, and Parks Departments. (Implemented 2007-Ongoing) |
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<p><i>Land Use; DEC</i></p> <ol style="list-style-type: none"> 4. <i>Saratoga County Intermunicipal Stormwater Management Program Management Summary; SCIP</i> 5. <i>Stormwater Management Guidance for Local Official; DEC</i> 6. <i>The Critical Path to Compliance; DEC</i> 	
<ul style="list-style-type: none"> ▪ The Town conducted an inspection of municipal facilities including the Highway Department, Parks Department, Water Department, and Maintenance Department. The heads of each department were given Pollution Prevention materials supplied by the EPA for further reference by staff. A training session was held for the department heads as well as a walk-thru of the facilities to ensure that BMPs were being utilized for municipal operations to reduce the risk of pollution from the above listed pollutants of concern. 	<ul style="list-style-type: none"> • Conducted November 13, 2007 and attended by Paul Maiello-Parks Dept., Leo Brady-Maintenance Dept., John Pingelski-Highway Dept., Scott Houle-Water Dept., Lindsay Zepko-Planner and SMO and to be repeated annually.
<p><u>Indicate activities planned for next year:</u></p> <ul style="list-style-type: none"> • Salt Reduction Program employed on streets and sidewalks within environmentally sensitive areas of the Town. • The Town of Halfmoon understands that these efforts will need to be ongoing; and will need to be monitored and modified to best support the growing needs of the SWMP . The Town intends to continue to modify these efforts, as appropriate, throughout the future implementation of the stormwater management program. 	<ul style="list-style-type: none"> • Ongoing • Ongoing
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

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

**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

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

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 this work.		
1) When was this work completed or planned to be completed?	Date completed: _____ <input type="checkbox"/> Not yet completed Plan to complete for reporting in year: ___4; ___5.	
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:	<input type="checkbox"/> Interconnection agreements <input type="checkbox"/> Maintenance directives / BMPS <input type="checkbox"/> Access Permits <input type="checkbox"/> Tenant Leases	<input type="checkbox"/> Consultant Agreements <input type="checkbox"/> Construction/Bid Documents <input type="checkbox"/> Other _____ _____
3) Indicate which of these control mechanisms contain specific language prohibiting illicit discharges:	<input type="checkbox"/> Interconnection agreements <input type="checkbox"/> Maintenance directives / BMPS <input type="checkbox"/> Access Permits <input type="checkbox"/> Tenant Leases	<input type="checkbox"/> Consultant Agreements <input type="checkbox"/> Construction/Bid Documents <input type="checkbox"/> Other _____ _____
4) Explain how the MS4 intends to prohibit illicit discharges if: <ul style="list-style-type: none"> • none of the mechanisms in number 2 contain language prohibiting illicit discharges; or • the MS4 intends to add language to prohibit illicit discharges in other control mechanisms. 	Explanation:	
5) Explain how the MS4 (intends to) enforce against illicit dischargers within their jurisdiction?	Explanation:	

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

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. The MS4s have until year 5 to complete this work.	
1) When was this work completed or planned to be completed?	Date completed: _____ <input type="checkbox"/> Not yet completed Plan to complete for reporting in year: ___4; ___5.
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)).	
___ Access Permits ___ Tenant Leases ___ Requests for Proposals (RFPs) ___ Scope of Services	___ Consultant Agreements ___ Construction / Bid Documents ___ Other Policies / Procedures _____
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.	
Control Mechanism	Erosion, Sedimentation and Stormwater Management Requirements
	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
4) If any of the requirements in number 3 are not addressed, explain how the MS4 intends to incorporate them into the control mechanisms?	Explanation:
5) Explain how the MS4 intends to enforce the requirements within their jurisdiction?	Explanation: