

Village Hall / 2 Thunder Road  
Albany, New York 12205  
518-869-7562

**Village of Colonie - Municipal Separate Storm Sewer System (MS4)**  
★ **Stormwater Management Program Organizational & MCM Flow Chart** ★

**Mayor:** Frank A. Leak  
• Approves Annual Report as Signatory

**Village Board of Trustees**  
Mike Aidala | Patty Schwarz Lockart  
Jack Murphy | Tom Tobin  
• Reviews & Approves the Annual Report

**Deputy Mayor:** Tom Tobin  
• Provides oversight, coordination and direction necessary to implement MCM1 and 2:  
- Direct Mailings  
- Editor of Village Newsletter  
- Public events coordinator  
- School Ed. & Involvement Programs  
- Cook Park Public Ed. & Involvement

**Superintendent of Public Works**  
Les Decker  
Provides Implementation and Oversight for the follow:  
• MCM 1: Posting MS4 Educational Materials  
• MCM 2: Pet Waste Bags/Collection of Garbage from Roadside & Recyclables  
• MCM 3: IDDE/Outfall Inspections/Maps  
• MCM 6: Village Facilities Self Audits / Staff Training  
• Animal Carcass Removal and Disposal  
• Assisted by:  
- The Public Works Staff

**Stormwater Management Program (SWMP) Coordinator**  
**[Stormwater Management Officer (SMO)]** Randolph Rivera  
Report Stormwater Issues at (518) 869-6372  
Maintains the Stormwater Management Program Plan by:  
• Keeping record information and plan documentation  
• Reviews and updates the plan.  
• MCM 1: Coordinates Village Website Updates, Postings of Reports & Org Chart  
• MCM 4: Enforcement of SWPPP Approval of & Acceptance of SWPPP Submitted to the Village (MS4 Acceptance)  
• MCM 5: Annual Facility Inspections  
• Reporting to the Mayor & Village Board of Trustees on:  
- The Annual SWMP Report  
- SWMP Plan Goals  
- SWMP Plan MCM implementation and progress made.  
• Assisted by:  
- Village Engineer & Albany Co. Stormwater Coalition Coordinator

**Planning Commission**  
Reviews and issues approvals necessary for compliance with MCM4 for proposed projects by:  
- Reviewing and Approving Project Storm Water Pollution Prevention Plans (SWPPP)  
- Issuance of MS4 Project Acceptance Forms  
• Assisted by:  
- The Planning Coordinator  
- The Village Engineer

**Public Works Staff**  
Assistant Superintendent of Public Works: Chris Bisognano  
Public Works Staff  
Performs the following:  
• Postings of MS4 Educational Materials  
• Collection/Performance and recording the quantity of:  
- Pet waste bags  
- roadside garbage  
- recyclables materials  
- road sweeping  
- catch basin cleaning  
• MCM 3: IDDE/Outfall Inspections/Maps

**Village Engineer**  
Laberge Group  
Provides Technical Review and Assistance to the SWMP Coordinator / SMO by assisting with:  
• Documentation Organization  
• Record keeping  
• Progress Tracking  
• Preparation of Annual Report  
• MCM 3: Updating IDDE Mapping  
• MCM 4: Providing SWPPP reviews & Inspection and Reporting  
• MCM5: Assisting with Annual Facility Inspections  
• SWMP Plan updates and reviews of plan goals and implementation progress.

**Albany Co. Stormwater Coalition**  
Nancy Heinzen, Coordinator  
The Coordinator assists the SWMP Coordinator by:  
• Assisting in implementing various components of a comprehensive SWMP Plan  
• Coordinating inter-municipal activities  
• Maintaining the Coalition website  
• MCM 1: Maintaining and obtaining publications  
• MCM 3: Assist w/IDDE/Outfall Inventory and Storm System Mapping  
• MCM 5: Assist w/Green Infrastructure Local Law  
• MCM 6: ID training needs & facilitation training  
• Maintaining program forms and mapping  
• Presentation of Regulatory Issues  
• Facilitating inquiries with NYS Department of Environmental Conservation.

**Planning Coordinator**  
Pat Hurley  
Assists the Deputy Mayor and Planning Commission in the approval and coordination of:  
• MCM 1:  
- Direct Mailings  
• MCM 2:  
- Requests Village Engineers review of proposed SWPPP  
- Maintains copies of Approved Facility SWPPP's.

Stormwater Management Program (SWMP) Program Components / Minimum Control Measures (MCMs).

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

