

Best Management Practices (BMPs)	BMP Description <i>(These BMPs are from the Joint Coalition Stormwater Management Program Document -SWMPv3 2015 to 2017)</i>	Stormwater Coalition Measurable Goals <i>(These Goals are from the Joint Coalition Stormwater Management Program Document - SWMPv3 2015 to 2017)</i>		BASIC Function? (2016 dues from all Members support these Coalition goals)	Individual MS4s with Measurable Goals for this BMP <i>(See SWMPv3 2015 to 2017 for details)</i>	REQUESTED Function? <i>(Add'l 2016 dues from MS4s pay for Coalition services related to individual MS4 goals. Add'l fees based on Points as described in 2016 budget. Interested MS4s for which BMPs to be determined.)</i>
MCM 1 Public Education & Outreach						
1-1 Target Audience Analysis Worksheet	The purpose of this Worksheet is to systematically use mapped information to analyze the status of waterbodies within the MS4 entity, or potentially impacted by the MS4, and based on this information, identify: geographic areas of concern; waterbodies of concern; likely sources of pollutants; and possible target audiences. The Worksheet helps MS4s prioritize program-wide initiatives and craft related measurable goals which are then incorporated into other BMPs described elsewhere in this SWMP Plan document. Mapped information used to complete the Worksheet is updated as needed.	1-1 MG1 Coalition. By 3/9/2016 Coalition updates TAAW Worksheet and Map Set. Both are posted on the Coalition website (Plan and Program tab). Map updates include: 2010 MS4 Permit urbanized area (2010 census); 2014 303d waterbody list; watershed delineation for Ann Lee & Stump Pond and other waterbodies.	1-1 MG2 Coalition. By 3/9/2017, the Coalition updates the text of the target audience analysis worksheet so that directions are clarified. The worksheet may be modified to use as an instructional tool for Clean Water Act Basics presentations or general use by municipal staff. The purpose of the Worksheet and related modifications is to help individuals better understand how their local streams are classified (their "Best Use"); how they've been assessed (W/PWL); and the regulatory significance of an impaired water body (303d listed) given Clean Water Act SPDES Permits of all types (general/individual; SPDES Permits of all types (general/individual; stormwater/others).	YES, BASIC Function	Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Bethlehem, C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; C-Watervliet	
1-2 Public Employees [MOVED to MCM 8 Training]	See SWMPv3 2015 to 2017 for details.					
1-3 Websites	Multiple websites are used to implement stormwater program objectives, with educating the public about pollutants of concern; explaining what individuals can do to prevent stormwater pollution; explaining the regulations; announcing educational programs and public participation events; posting information about each Coalition member (MS4/municipality); and providing a place to submit comments about the Annual Report and Stormwater Management Program, the primary purpose of the Stormwater Coalition website. Coalition members also post stormwater information on their own websites. Links back to the Stormwater Coalition website establish a pathway to public input regarding the Annual Report and SWMP Plan. Links also provided if possible to web based complaint portals. Use of the Coalition website for what purpose is tracked, as are local MS4 websites, if possible. Updates to all stormwater web pages, as needed. This BMP and related goals describe these initiatives.	1-3 MG1 Coalition. By 3/9/2017, Coalition staff continue to maintain the Coalition website using membership funds (2016 and 2017). Usage is tracked using Google Analytics and the data is provided annually to Coalition members.	1-3 MG2 Coalition. By 3/9/2016, Coalition staff evaluate and update Coalition website content, in particular: 1) home page-wording so that it better explains purpose of member pages; 2) content of Stormwater Reg page; 3) consider and possibly create separate pages for each SWMPv3-2015 to 2017 BMP; 4) include links to MS4 website pages related to complaints (stormwater, other); 5) possibly include links to Coalition Facebook page (if set up) and/or YouTube training videos (if available).	YES, BASIC Function	Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Bethlehem, C-Cohoes; V-Colonie; V-Green Island; T-Guilderland; T-New Scotland	
		1-3 MG3 Coalition. By 3/9/2016, the Coalition Program Coordinator evaluates links between Coalition member pages and individual MS4 stormwater pages. If severed, links restored. Goal is to have intact reciprocal links between the Coalition and all MS4s with stormwater web pages.	1-3 MG4 Coalition. By 3/9/2017, the Coalition Program Coordinator evaluates links between Coalition member pages and individual MS4 stormwater pages. If severed, links restored. Goal is to have intact reciprocal links between the Coalition and all MS4s with stormwater web pages.			
1-4 Publications	BMP 1-4 The Coalition provides hard copy educational material for members. Publications cover a range of topics targeting various audiences, pollutants of concern, and other program priorities (green infrastructure, maintenance of stormwater practices, municipal operations, etc.). This BMP addresses the cost and management of the publication inventory and plans for future publications. For interested MS4s, the BMP includes specific goals related to distribution. (what info, to whom, where, by whom, when, why). Goals consider educational priorities suggested by the Target Audience Analysis Worksheet process.	1-4 MG1 Coalition. By 3/9/2016, Coalition staff solicit orders for existing printed material from Coalition members; fills orders and replenishes stock as needed. Annual Coalition budget adopted in 2015 for 2016 considers publication needs and member interests.	1-4 MG2 Coalition. By 3/9/2017, Coalition staff solicit orders for existing printed material from Coalition members; fills orders and replenishes stock as needed. Annual Coalition budget adopted in 2016 for 2017 considers publication needs and member interests.	YES, BASIC Function	V-Altamont	

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1-4 Publications (cont'd)		1-4 MG3 Coalition. By 3/9/2017, Coalition staff update and format the Invasive Species photo image publication used as a companion piece to the SW Coalition (Hazen and Sawyer) General Maintenance Cards Invasive Species Appendix. The update notes which plants are now included in the NYS Invasive Species Law.		YES, BASIC Function (cont'd)		
1-5 Getting To Know The Stream Next Door Program (Hands-On Activities: Proj Wet, Macroinvertebrate ID, Games, Demos) [RENAMED]	EXPLANATION and BMP DESCRIPTION. The Coalition has developed a program titled, "Getting To Know The Stream Next Door" which includes hands-on Project Wet activities, watershed education, enforcement scenarios, watershed mapping information, green infrastructure concepts, and water quality testing using macro invertebrates. Coalition staff and/or members are available to present some or all program content. Project Wet Kits are available to members. While the target audience is often school age children (school or parks program), thus the previous BMP title "SCHOOL PROGRAMS (Parks/Recs; Higher Ed)", the program is suitable for all ages and multiple venues. This new title is thought to better describe key, hands-on elements of the Getting To Know The Stream Next Door Program. For interested MS4s, this BMP includes goals which consider educational priorities suggested by the Target Audience Analysis Worksheet.	1-5 MG1 Coalition. By 3/9/2016 Coalition staff update content and program visuals as needed. Visuals include Project Wet equipment, storyboards, maps, photos, and handouts.	1-5 MG2 Coalition. By 3/9/2017 Coalition staff update content and program visuals as needed. Visuals include Project Wet equipment, storyboards, maps, photos, and handouts.	YES, BASIC Function	C-Albany; C-Cohoes; V-Green Island	
1-6 Public Programs-Guest Speaker/Participant [RENAMED]	The Coalition Stormwater Program Coordinator and/or Individual MS4 Stormwater Program Coordinators may be asked to speak at public events. They are available upon request, time permitting. Content of presentations includes any aspect of MS4 Permit stormwater program compliance. Data is collected regarding program (when, where, why, audience, content). [EXPLANATION. The previous naming of this BMP (BMP 1-6 Public Programs) did not distinguish between types of public programs and who may be responsible for organizing the event. This renaming of the BMP, now BMP 1-6 Public Programs-Guest Speaker/Participant makes that distinction. A second BMP titled, 1-14 Public Programs-Organized by Coalition and/or Ind MS4s similarly makes clear that these are public programs intentionally organized by either the Coalition or individual MS4s.]	1-5 MG3 Coalition. By 3/9/2017, Coalition staff inventory all Project Wet kits distributed to Coalition members (T/Bethlehem, V/Colonie, and V/Green Island); replenish as needed. If not being used, move kits to Coalition office (112 State St). Redeploy kits to other Coalition members, as needed.	1-6 MG1 Coalition. The Coalition Program Coordinator responds favorably to guest speaker requests, time permitting. Priority given to programs and organizations associated with Coalition member communities. Member communities routinely included in presentations where possible. If possible, for tracking purposes (MS4 Permit SWMP and Annual Report), the Coordinator records # of attendees, # of publications distributed; target audience, location and date of presentation.	YES, BASIC Function	C-Albany; T-Colonie	
1-7 List Serves	Coalition staff maintain an e-mail list (list serve) of individuals interested in or involved in some aspect of stormwater management. The e-mail list is used to announce the availability of the DRAFT Joint Annual Report for review and comment and to solicit comments from the public regarding the SWMP Plan document and program implementation more generally (Coalition and individual MS4s). The list serve is also used to publicize public programs organized by the Coalition. Individual MS4s may supplement the Coalition list serve with their own stormwater related contacts or develop their own list serve (e-mail list).	1-7 MG1 Coalition. By 3/9/2016, the Coalition maintains and updates a Coalition-wide database (Microsoft Access) of e-mail addresses and other contact information. Database includes individuals interested in or responsible for some aspect of program implementation. The database tracks program attendance and is used to solicit public comments for the annual report, SWMP Plan document, and program implementation more generally. If the e-mail list drops below 400 contacts, Coalition staff, with help from members, actively seek out and add to this e-mail list.	1-7 MG2 Coalition. By 3/9/2017, the Coalition maintains and updates a Coalition-wide database (Microsoft Access) of e-mail addresses and other contact information. Database includes individuals interested in or responsible for some aspect of program implementation. The database tracks program attendance and is used to solicit public comments for the annual report, SWMP Plan document, and program implementation more generally. If the e-mail list drops below 400 contacts, Coalition staff, with help from members, actively seek out and add to this e-mail list.	YES, BASIC Function	C-Albany; C-Cohoes	

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1-8 Public Access TV	Individual MS4s broadcast stormwater information to the general public using public access TV. Goals mention content of information and are based on educational priorities suggested by the Target Audience Analysis Worksheet (ex. City of Watervliet).				T-Colonie; T-Guilderland; C-Watervliet	
1-9 Mailings: Newsletters, Letters from Elected Officials	Some MS4 communities routinely mail a letter or newsletter (electronic or US mail) to residents and/or employees which includes a stormwater message. The stormwater message may be from the Chief Elected Official directly or included in the body of the newsletter. Goals related to this BMP mention the frequency of the message, content of the message, target audience, size of distribution, etc. In general the information provided, for whom is based on educational priorities suggested by the Target Audience Analysis Worksheet. Examples of MS4s with newsletters: Villages of Altamont, Colonie, Green Island, and Menands; Town of Bethlehem; and Albany County.				Albany County; V-Altamont; T-Bethlehem, C-Cohoes; V-Colonie; V-Green Island; V-Menands; T-New Scotland	
1-10 Mailings: Utility Bills, Payroll	BMP 1-10 Some MS4s distribute educational material in utility bills; others in payroll mailings (non-traditional MS4s/County MS4s). Goals mention frequency and/or content of stormwater information and are based on educational priorities suggested by the Target Audience Analysis Worksheet. (ex. City of Cohoes, Villages of Colonie, Town of New Scotland, Albany County)				Albany County; C-Albany; V-Colonie; T-Guilderland	
1-11 Signage-Stormwater Practices and Stream Crossings [RENAMED]	To raise awareness about local waterbodies and specific stormwater practices municipalities post new signage and maintain existing signage. Signage goals reflect Target Audience Analysis Worksheet priorities and Chapter 3, Section 3.5 Maintenance Requirements of the New York State Stormwater Management Design Manual (2015), pg 3-12. [EXPLANATION. This BMP was originally titled, "Kiosks, Signs, and Displays". Distinguishing between these types of displays proved to be confusing. Also, several MS4s were actively installing signage throughout their MS4; therefore, to capture that activity, a stand-alone BMP for signage was created. The other display types Kiosks and Displays were grouped with Brochure Racks, a distinct activity, now stand alone BMP 1-17 Brochure Racks, Kiosks, and Displays.]	1-11 MG1 Coalition. By 3/9/2016, the Coalition Program Coordinator with relevant Coalition member, if possible, visits all 8 demo rain garden signs, assesses condition of gardens built between 2010 and 2011 and communicates status to members and rain garden partners (ACSWCD and Cornell Coop Extension Master Gardeners). Signs may be removed if rain gardens have been neglected and improvements unlikely.		YES, BASIC Function	University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Bethlehem, C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; T-New Scotland; C-Watervliet	
1-12 Social Media	Individual MS4s and/or Coalition develop and maintain a social media presence. Goals are based on educational priorities suggested by the Target Audience Analysis Worksheet. Goals track presence/absence of social media; frequency of use; likes/dislikes; interest level in content (ex. City of Cohoes and Village of Altamont)	1-12 MG1 Coalition. By 3/9/2017, Coalition staff research social media options with members; evaluates time/effort necessary to develop and maintain a Facebook presence; develops a "test" video of some aspect of program implementation; researches municipal/public sector concerns/issues related to posting You Tube videos; and depending on research, posts a stormwater program related video on YouTube via the Coalition website.		YES, BASIC Function	V-Altamont; C-Cohoes; T-New Scotland	
1-13 Green Infrastructure Clinics [MODIFIED]	Original BMP SWMPv2 2012 to 2015 Description: Hands on learning can be very effective. With 8 demonstration rain gardens well positioned throughout the MS4 communities and extensive real world experience designing, planting, correcting, and maintaining these rain gardens, the Rain Garden Partnership organizations (Coalition, Coalition member municipalities, Cornell Coop Ext-Master Gardens, and ACSWCD) are well positioned to develop conveniently located on-site Rain Garden Clinics. This needs to be explored, along with Clinics targeting other green infrastructure practices. [EXPLANATION. This BMP dropped as stated. Using existing rain gardens for training purposes has been retained. See MCM Training: BMP 8-9 Maintaining Green Infrastructure Practices-Demo Rain Gardens (In-House)]					
1-14 Public Programs-Organized by Coalition and/or Ind MS4s	BMP 1-14 These are public programs organized by the Coalition and/or Individual MS4s. The content and target audience reflects educational priorities suggested by the Target Audience Analysis Worksheet or stormwater program needs more generally. They may include hosting webcasts (ex. Center for Watershed Protection), tours, or participating in public meetings typical of municipal operations (municipal boards). Goals may reflect Coalition wide or individual educational priorities.	1-14 MG1 Coalition. By 3/9/2016, the Coalition hosts 3 Center for Watershed Protection webcasts. Event is located at meeting room of Coalition member. Target audience: stormwater program managers; engineers, landscape architects; contractors; municipal officials; policy makers; interested public. For reporting purposes, the # attendees, date, and content of program is tracked.	1-14 MG2 Coalition. By 3/9/2017, the Coalition hosts 3 Center for Watershed Protection webcasts. Event is located at meeting room of Coalition member. Target audience: stormwater program managers; engineers, landscape architects; contractors; municipal officials; policy makers; interested public. For reporting purposes, the # attendees, date, and content of program is tracked.	YES, BASIC Function		

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1-15 <b>Tabling Events-Fairs, Farmers Mkts, Conferences, Other</b>	These are events organized by others where Coalition staff and/or individual MS4 set up literature tables and/or displays for a limited time period. The content of the material reflects the location of the event and audience. Prioritizing participation in these events is based on educational priorities suggested by the Target Audience Analysis Worksheet. Goals may reflect Coalition wide and/or individual educational priorities.	1-4 MG1 Coalition. By 3/9/2016, Coalition staff prepares and discusses with the Working Group a list of possible tabling events which "fit" the target audience of public ed/outreach programs; participation is free or affordable; attract participants from multiple member communities, for which setting up a Stormwater Coalition display is appropriate (tablecloth with SW logo; Project Wet demos; watershed maps; storyboards). Coalition Working Group selects at least one tabling event and as a Coalition, commits to participating. Additional tabling events possible, time and staffing permitting.		YES, BASIC Function	C-Albany; C-Cohoes	
1-16 <b>Household Haz Waste Collection &amp; Other Clean Ups-Water Quality Benefits Explained</b>	Publicity related to household hazardous waste collection days and/or other clean up events is an opportunity to explain the water quality benefits of recycling and/or properly disposing products that contain chemicals such as insecticides, pesticides, paint solvents, used motor oil, and other fluids...message explains stormwater runoff and "Don't Pour Down The Drain". Similarly, for some clean up events, the value of removing 'gross solids' such as yard waste is explained. Various publications (newsletters, e-mail notices, flyers, etc.) can be used to promote this message. Goals are based on educational priorities suggested by the Target Audience Analysis Worksheet and may include # who receive communication, type of publication, description of water quality message, frequency of water quality message given number of clean up events. This BMP includes municipalities with active Household Hazardous Waste Collection Day events and MS4s with other types of routine clean ups (ex. campus wide clean up).				University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Bethlehem; C-Cohoes; T-Colonie; V-Green Island; V-Menands; T-New Scotland; C-Watervliet	
1-17 <b>Brochure Racks, Kiosks, and Displays</b>	These are displays presented over an extended period of time. Content and location is based on educational priorities suggested by the Target Audience Analysis Worksheet.				Albany County; University at Albany-SUNY (Uptown); C-Albany; V-Altamont; T-Bethlehem; C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	
1-18 <b>Storm Drain Markers and/or Stencils</b>	1-18 These are messages placed next to storm drains (catch basins) which may state, Don't Dump, Drains to ____ (Name of Waterbody). Municipal staff, not volunteers, apply the message. Location is based on educational priorities suggested by the Target Audience Analysis Worksheet, illicit discharges (pollutants) observed inside or near catch basin, proximity of catch basin to pedestrian traffic, convenience of applying the message, and other factors unique to each MS4.				Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Bethlehem, C-Cohoes; T-Colonie; V-Green Island; T-Guilderland; V-Menands; C-Watervliet	
1-19 <b>Target Audience Analysis Worksheet-Intermunicipal Initiatives</b>	If a group effort, once the Target Audience Worksheet is completed there may be educational initiatives best implemented as an inter-municipal/MS4 project within a particular geographic area. This BMP establishes which MS4s may choose to implement an intermunicipal initiative to do what, where, why, by when, by whom.	1-19 MG1 Coalition. By 3/9/2016, the Stormwater Coalition Program Coordinator will discuss with Working Group members Target Audience Analysis Worksheet-Intermunicipal Initiatives considered during the SWMPv3 Update sessions (April, 2015).		YES, BASIC Function	University at Albany-SUNY (Uptown)	
1-20 <b>Homeowner &amp; Neighborhood Association Troubleshooting &amp; Education</b>	In response to questions and concerns from Homeowner Association's responsible for managing stormwater practices and/or Neighborhood Associations concerned about stormwater runoff in their communities, typically the individual MS4 Stormwater Program Coordinator is contacted. The Program Coordinator follows up with information, educational material, and often site visits. This BMP includes goals related to how the SW Program Coordinator responds and addresses educational needs.				C-Albany; T-Guilderland	

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<b>MCM 2 Public Involvent &amp; Participation</b>						
<b>2-1 Local Stormwater Public Contact</b>	As stated in the MS4 Permit, the permittee must "identify a local point of contact for public concerns regarding stormwater management and compliance with the SPDES general permit. The name and title of this contact and the telephone number must be published in public outreach and public participation materials and kept up to date with NYS Department of Environmental Conservation (Department) on the Muncipal Compliance Certification (MCC) form."	2-1 MG1 Coalition. By 6/1/2016, Coalition staff will update all public contact information posted on the Coalition website such that it matches MCC Forms submitted by each Coalition member (MS4 Permit Annual Report	2-1 MG2 Coalition. By 6/1/2017, Coalition staff will update all public contact information posted on the Coalition website such that it matches MCC Forms submitted by each Coalition member (MS4 Permit Annual Report	YES, BASIC Function	Albany County; University at Albany-SUNY (Uptown); C-Albany; V-Altamont; T-Bethlehem; C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	
<b>2-2 Annual Report &amp; Program Comments</b>	This BMP relates to the timeline and process for public input and comments regarding the Annual Report, Stormwater Management Program Plan document (SWMP Plan, BMPS and goals) and program implementation more generally. The FINAL Annual Report must be submitted to NYSDEC by June 1. If the criteria is met, MS4s can submit either an individual or joint annual report. The public must have the opportunity to comment on the report, this can be done via the internet or as a public meeting. The details are explained in Part VII.A.2.d and Part VIII.A.2.d of the MS4 Permit. This BMP describes how these requirements are met by the	2-2 MG1 Coalition. By 6/1/2016, Coalition members decide if they are submitting individual annual reports or a joint annual report. If joint annual report, Coalition members commit to the following schedule: DRAFT Joint Annual Report posted on the Coalition website (end of the first week in May); availability of DRAFT Annual Report sent to Coalition list serve, public comment period announced, and public comments regarding SWMP Plan encouraged; two week public comment period for Annual Report ends (~third week in May); public comments collected and included in FINAL Joint Annual Report; and public meetings scheduled if requested. Individual MS4s may present DRAFT or FINAL Annual Report at public meeting (Common Council Meeting, Town or Village Board meeting). Some MS4s communicate availability of DRAFT or FINAL Joint Annual Report for comment to their own e-mail lists. Annual Report submitted to NYSDEC by June 1, 2016. FINAL Joint Annual Report posted on Coalition website and individual MS4 websites.	2-2 MG2 Coalition. By 6/1/2017, Coalition members decide if they are submitting individual annual reports or a joint annual report. If joint annual report, Coalition members commit to the following schedule: DRAFT Joint Annual Report posted on the Coalition website (end of the first week in May); availability of DRAFT Annual Report sent to Coalition list serve, public comment period announced, and public comments regarding SWMP Plan encouraged; two week public comment period for Annual Report ends (~third week in May); public comments collected and included in FINAL Joint Annual Report; and public meetings scheduled if requested. Individual MS4s may present DRAFT or FINAL Annual Report at public meeting (Common Council Meeting, Town or Village Board meeting). Some MS4s communicate availability of DRAFT or FINAL Joint Annual Report for comment to their own e-mail lists. Annual Report submitted to NYSDEC by June 1, 2016. FINAL Joint Annual Report posted on Coalition website and individual MS4 websites.	YES, BASIC Function	Albany County; C-Albany; V-Altamont; T-Bethlehem, C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	
<b>2-3 Stormwater Management Program (SWMP) [MOVED ro MCM 7 Stormwater Program Management]</b>	See SWMPv3 2015 to 2017 for details.					
<b>2-4 SWMP Stakeholder Meeting [DROPPED]</b>	See SWMPv3 2015 to 2017 for details.					
<b>2-5 Stormwater Queries / Complaint Procedures (Illicit Discharge &amp; Construction Activity)</b>	This BMP describes how the Coalition and individual members respond to and track general stormwater queries and specific illicit discharge and/or construction related complaints.	2-5 MG1 Coalition. By 3/9/2016, Coalition Program Coordinator distributes to the Coalition Working Group written procedures describing how stormwater queries directed to the Coalition are managed (Coalition website and phone calls).		YES, BASIC Function	Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Bethlehem, C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	
<b>2-6 Clean Up Activities-Streams, Neighborhood, Beautification</b>	Clean up activities provide a way to encourage buy-in from the general public regarding MS4 Permit goals while removing gross solids and other pollutants from waterways. This BMP includes individual MS4 goals which reflect the Target Audience Analysis Worksheet geographic area of concern, pollutants of concern, and related target audiences.				University at Albany-SUNY (Uptown); V-Altamont; T-Bethlehem, C-Cohoes; V-Colonie; T-Guilderland; C-Watervliet	

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2-7 Demonstration Rain Gardens Partnership [MODIFIED - now two BMPs]	See SWMPv3 2015 to 2017 for details.					
2-8 Student Water Quality Related Projects	Increasingly, local colleges and universities are offering classes and introducing students to sustainable stormwater management concepts. The Coalition and individual MS4s will assist students as needed and where possible encourage projects which help implement SWMP	2-8 MG1 Coalition. By 3/9/2017, Coalition staff (student interns, others) present water quality and/or stormwater program related research projects, if any, to the Coalition Working Group. Content, date, and attendance is tracked.		YES, BASIC Function	University at Albany-SUNY (Uptown); V-Menands	
2-9 Catch Basin Storm Drain Markers or Stencils - Volunteers	Interested MS4s organize volunteer Storm Drain Marker/Stenciling Events. Goals state which MS4s, how many events, type of stencil, and potential neighborhoods for these events. This BMP includes goals which reflect the Target Audience Analysis Worksheet process.					
2-10 Green Infrastructure Stewardship (Plantings and Maintenance) [RENAMED]	Individual MS4s involve volunteers in tree planting activities along riparian buffers and in neighborhoods (beautification and stormwater management). Other volunteer initiatives include planting and maintenance of vegetation used in various green infrastructure practices (bioretention, rain gardens, planters).(Ex. City of Albany, City of Cohoes). [EXPLANATION: This BMP was previously titled, BMP 2-10 Tree Plantings. Over the years, this proved to be too limiting. In fact, municipalities engage in multiple strategies to engage volunteers in vegetation related activities. The BMP title was changed to capture the many ways volunteers can support green infrastructure practices which involve plants.]				C-Albany; C-Cohoes	
2-11 WAVE - Water Assessments by Volunteer Evaluators	NYSDEC has developed an effective volunteer stream monitoring initiative called WAVE. Individual staff associated with the Coalition have received WAVE training and are prepared to work directly with volunteers. Given location geography and a limited number of acceptable monitoring sites across all Coalition member municipal boundaries, implementing a WAVE program needs to be Coalition wide. Planning, coordination, and follow up is key. Goals here reflect the participation of all Coalition members and recognize the central role NYSDEC plays in overseeing the WAVE program. Note: WAVE initially stood for Wadeable Assessments by Volunteer Evaluators; it has since been changed to Water Assessments by Volunteer Evaluators.	2-11 MG1 Coalition. By 3/9/2016, Coalition staff will present to NYSDEC WAVE Program Coordinator a description of our Local Monitoring Effort, to be shared with volunteers recruited by DEC interested in monitoring sites in Albany County. The description will identify monitoring sites of interest to Coalition members, organized based on watersheds of shared interest to all Coalition members.	2-11 MG2 Coalition. By 3/9/2016, Coalition and Working Group members will identify four monitoring sites to be monitoring in 2015 (July 1 to Sept 30). Trained Local WAVE Coordinators (T/Colonie and Coalition staff) will coordinate volunteers interested in monitoring these sites. Coordination includes: approval from DEC to monitor these sites; follow-up with volunteers regarding submission of vials (data) to DEC; and distribution and collection of monitoring equipment (nets, trays, magnifying glasses, etc.). Monitoring results will be obtained from DEC, mapped by Coalition staff, and shared with the Working Group.	YES, BASIC Function		
		2-11 MG3 Coalition. By 3/9/2016, Coalition will develop a comprehensive map of all WAVE Monitoring Sites of interest to Coalition members and propose a five year monitoring strategy, potentially with input from NYSDEC staff. The approach is modeled after the NYSDEC Bio-Monitoring Basins Program which routinely returns to select monitoring sites typically over a five year cycle. The schedule will be incorporated into the Coalition Local Monitoring Effort as communicated to the NYSDEC WAVE Coordinator.	2-11 MG4 Coalition. By 3/9/2016, the Coalition Program Coordinator will develop a flyer and other text as needed to recruit volunteers. Depending on the success of NYSDEC's effort to recruit volunteers based in Albany County interested in the same stream segments as Coalition members and willing to help out Coalition members, additional recruitment may be necessary. The flyer serves this purpose, to be distributed by Coalition members as needed.			
		2-11 MG5 Coalition. By 3/9/2016, the Coalition will formally acknowledge the contribution of volunteers to collect water quality data of value to Coalition members. Method to be determined.				

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<b>2-12 Watershed Troubleshooting - Stakeholder Projects</b>	Often driven by citizen complaints, individual MS4s may choose to engage key stakeholders in addressing a critical water quality problem or related drainage issue. Given that a seemingly isolated issue may in fact be caused by hydrological conditions either upstream or downstream of the problem, the solution may require a watershed, multi-stakeholder, intermunicipal approach. This BMP describes evolving projects for relevant MS4s, plausible goals, and anticipated issues (ex. Village of Menands and Town of Colonie/Albany Rural Cemetery; Siena College Stormwater Master Plan; Normanskill: Krumkill subwatershed)	2-12 MG1 Coalition. By 3/9/2017 impacted MS4s consider Normanskill: Krumkill sub-watershed issues and potential inter-municipal approach to address problems. Options considered at Coalition Working Group meeting(s). Coalition members which own and operate storm infrastructure in the Krumkill watershed include: T/Guilderland, University at Albany, T/Bethlehem, City of Albany, Albany County. Staffing and financial capacity of interested parties will guide any inter-municipal effort.		YES, BASIC Function		
<b>MCM 3 IDDE Illicit Discharge Detection and Elimination</b>						
<b>3-1 Map Outfalls</b>	An outfall is any point where a municipally owned and operated separated storm sewer system discharges to either surface waters of the State or another MS4. For older MS4s, most outfalls have been mapped, new outfalls however are often discovered in the field or exist in an expanded urbanized area and these need to be mapped. Outfalls mapped in error ie they're not outfalls, need to be removed from the database. New MS4s need to map their outfalls. The continued use of a GIS system to display outfalls is helpful. Goals describe the status of current mapping needs and program priorities.				Albany County; University at Albany-SUNY (Uptown); C-Albany; -Bethlehem, C-Cohoes; T-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	
<b>3-2 Coalition SW Mgmt Web Mapper (Albany Internet Mapping System "AIMS")</b>	The Albany Internet Mapping System (AIMS) continues to be a useful tool, accessible to all Coalition members which displays mapped outfalls; mapped storm system infrastructure (catch basins, manholes, main lines, end sections, connectivity to post construction practices); natural features (hydrological soil groups, steep slopes); contours; aerial imagery; political boundaries hydrography (classified streams, 303d listings, watersheds, sub-watersheds); elected official districts; and other features. It is, however aging (constructed in 2009) and needs to be replaced or decommissioned. In general GIS as a stormwater management tool across multiple minimum control measures needs to be examined more closely. Continued management of the AIMS map as is, includes updates of relevant GIS layers, budgeting for maintenance, and training support. Efforts to address future GIS needs are considered in MCM 7 Program Management: BMP 7-5 Water Infrastructure GIS - AIMS Transition.	3-2 MG1 Coalition. By 3/9/2016, Coalition decides what to do with the current version of AIMS (replace, decommission, enhance).	3-2 MG2 Coalition. By 3/9/2016, Coalition works with AIMS vendor (FSI) to update new layers and maintain web application for as long as possible, given budget constraints.	YES, BASIC Function		
<b>3-3 Enterprise GIS (Individual MS4s) [MOVED, see explanation]</b>	Original BMP SWMPv2 2012 to 2015 Description: Some individual MS4-municipalities own and maintain their own GIS, which is available to staff responsible for implementing the MS4 permit and is similar to the Coalition Stormwater Mapper with regard to content. Management of the Enterprise GIS includes updates of relevant GIS layers and securing related administrative support, in particular staffing and funding. [EXPLANATION. MS4s with existing well developed GIS capacity are increasingly looking to use GPS/GIS technology to address multiple stormwater program needs, not exclusively related to mapping requirements embedded in MCM 3 (ex. field inspection forms linked to GIS, delineation of stormwater facilities, etc.). They're also interested in developing other water related map layers. For this reason, this BMP has been moved to MCM 7 Stormwater Program Management: BMP 7-6 Stormwater GIS & Program Mgmt Tools-Individual MS4]. Here members can more accurately describe a wider range of stormwater related mapping goals.					
<b>3-4 Storm System/Sewershed Mapping - Intermunicipal</b>	The grant funded Storm System Mapping project ended and efforts to continue mapping storm system infrastructure and related storm sewersheds is continuing for some MS4s. Intermunicipal storm system/sewershed mapping needs to be evaluated by all Coalition members. Experience gleaned from the grant funded storm system mapping effort needs to be considered when contemplating future GIS initiatives. These and various other GIS considerations are included within MCM 7 Stormwater Program Management: BMP 7-5 Water Infrastructure GIS - AIMS Transition. In the interim, lacking comprehensive, inter-municipal storm system maps, the default storm sewershed boundary is typically a topographic watershed delineation. Many delineations have been completed by the Coalition for multiple watersheds and sub-watershed, using USGS StreamStats, all are posted on AIMS.				Albany County; C-Cohoes; T-Colonie; V-Menands; T-New Scotland	
<b>3-5 Dry Weather Outfall Screening (Outfall Reconnaissance Inventory "ORI")</b>	The systematic inventory of outfalls during dry weather conditions will help identify non-stormwater discharges and related cross connections, as well as indirect non-stormwater discharges such as ground water seepage, spills and illegal dumping activities, outdoor washing, and non-target or irrigation water. Inventory results will suggest possible follow-up, related outreach and education, or enforcement action as detailed in the IDDE Local Law. The number and percentage of outfalls inventoried may be tracked, along with other data. Individual MS4 ORI completion goals and/or schedule are presented in this BMP.				Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Bethlehem, C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	

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3-6 IDDE Local Law - Traditional MS4 (Towns, Villages, Cities, County)	This regulatory mechanism (adopting an IDDE local law) empowers municipalities (towns, villages, cities, and county) to implement and enforce its own IDDE program. The mechanism includes prohibition of illegal discharges and illegal connections; provisions for access and inspection of suspect facilities and properties; authority to enforce and eliminate illicit discharges; and names which staff are authorized to enforce the applicable ordinances and which enforcement mechanisms are available. MS4s permitted since 2003 include Cities of Cohoes, Albany, and Watervliet; Towns of Colonie, New Scotland, Guilderland, and Bethlehem; Villages of Colonie, Green Island, and Menands; and Albany County all of which have adopted local laws. Attorneys representing the municipality have certified that the enforcement mechanism is equivalent to State's model illicit discharge detection law. New MS4s permitted as of March, 2014, need to adopt and have certified an IDDE local law.			Albany County; V-Altamont; V-Menands; C-Watervliet	
3-7 Prohibit Illicit Discharges/ Enforcement Mechanisms - Non Traditional MS4s (Public University)	Lacking the authority to adopt local laws, Non-Traditional MS4s are required to develop their own regulatory mechanism to prohibit illicit discharges and through a written directive state that the updated mechanism must be used and name the individual responsible for compliance. The continued monitoring of enforcement strategies is important.			University at Albany-SUNY (Uptown)	
3-8 IDDE Program Procedures	Program procedures need to be written and circulated which explain all aspects of the IDDE program. The program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise); a description of priority areas of concern, available equipment, staff, funding, etc; procedures for identifying and locating illicit discharges (trackdown); procedures for eliminating illicit discharges; and procedures for documenting actions. Written procedures may need updating, periodic review, and depending on the needs of the MS4, circulation across multiple departments.	3-8 MG1 Coalition. By 3/9/2016, Coalition staff assist members with writing IDDE Program Procedures if requested.	YES, BASIC Function	Albany County; University at Albany-SUNY (Uptown); C-Albany; T-Bethlehem, V-Green Island; V-Menands; C-Watervliet	
3-9 Illicit Discharge Record Keeping	Regulated MS4s must routinely record the number of illicit discharges detected and eliminated. This same data can be used to identify geographic areas of concern and local behaviors which may contribute to water quality issues. Goals for this BMP minimally address record keeping requirements and potentially program initiatives related to education and outreach.			Albany County; University at Albany-SUNY (Uptown); C-Albany; T-Bethlehem; V-Green Island; V-Menands; C-Watervliet	
3-10 Illicit Discharge and Waste Disposal Education [MOVED, see explanation]	Original BMP SWMPv2 2012 to 2015 Description: Various venues and educational approaches will be used to educate the public, businesses and the general public about illicit discharges and waste disposal (training DVDs, field training, waste collection day event literature). [EXPLANATION. The MS4 Permit states that covered entities must, "Inform public employees, businesses, and the general public of the hazards associated with illegal discharges and improper disposal of waste and maintain records of notifications." Those portions of this permit requirement which pertain to staff training have been moved to MCM 8 Training: BMP 8-6 Training Topic: Waste Disposal-Liquids and Solids DVD: Rain Check]. Those portions which pertain to the general public have been moved to MCM 1 Public Education: BMP 1-16 Household Hazardous Waste Collection/Other Clean Ups-Water Quality Benefits Explained.				
3-11 Spill Prevention and Response Training [MOVED, see explanation]	Original BMP SWMPv2 2012 to 2015 Description: Training materials provided by the Coalition (DVDs) and other training materials secured by the individual MS4 will be used to provide spill prevention and response training. [EXPLANATION. BMP moved and consolidated with other training BMPs. SEE MCM 8 Training: BMP 8-5 Spill Prevention, Response, and Use of Kits				
MCM 4 Constructon Site Runoff Control					
4-1 Construction Activity Local Law - MS4s w/ Land Use Control (Towns, Villages, Cities)	This BMP establishes a regulatory mechanism (law, ordinance, other mechanism) such that towns, villages, and cities require for each applicable land disturbance activity a SWPPP which includes erosion and sediment controls that meet New York State's technical standards. The mechanism must be equivalent to one of the versions of the "NYSDEC Sample Local Laws for Stormwater Management and Erosion and Sediment Control" and equivalency to these sample local laws must be documented and certified by an attorney representing the MS4. MS4s regulated since 2003 have met this BMP; MS4s regulated since 2014 need to evaluate deadlines named in their NOI and adjust program goals accordingly. Coalition members with adopted and certified local laws include: Cities of Cohoes, Albany, and Watervliet; Towns of Colonie, New Scotland, Guilderland, and Bethlehem; and Villages of Colonie, Green Island, and Menands.			V-Altamont; C-Watervliet	
4-2 SWPPP Review Procedures (Erosion and Sediment Control)	Oversight by MS4s of the Construction Activity Permit includes procedures for SWPPP reviews which: 1) ensure consistency with State and local sediment and control requirements; 2) ensures that individuals performing reviews are adequately training; 3) that all SWPPPs are reviewed for sites which disturb one acre or greater; and 4) that the covered entity uses the MS4 Acceptance Form. While MS4s regulated since 2003 have generally met this BMP; updates and adjustments may be necessary. MS4s regulated since 2014 need to evaluate deadlines named in their NOI and adjust program goals accordingly.			Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Bethlehem, C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	



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<b>4-3 Compliance Mechanisms - No Land Use Control MS4s (County &amp; Public Universities)</b>	MS4s without land use control need to develop a program which ensures compliance with the Construction Activity Permit, as allowed under State and local law. Available mechanisms listed in the MS4 Permit include tenant lease agreements, bid specifications, requests for proposal, standard contract provisions, connection permits, maintenance directives/BMPS, access permits, consultant agreements, and internal policies. Procedures and policies must be developed for implementation and enforcement of these mechanisms. There must be a written directive from the person authorized to sign the NOI (MS4 Permit) stating that the updated mechanisms must be used and who (position(s)) is responsible for ensuring compliance with and enforcing the mechanisms for construction projects that occur on property owned, under easement to, within the right of way, or under the maintenance jurisdiction by the covered entity or within the maintenance jurisdiction of the MS4. The mechanisms and directives must be equivalent to the requirements of the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activity and address construction runoff requirements from new development and redevelopment projects.				Albany County; University at Albany-SUNY (Uptown)	
<b>4-4 Complaint Procedures- Construction Site Stormwater Runoff</b>	The program must describe procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site stormwater runoff. For MS4s regulated since 2003, updates and adjustments to these procedures may be necessary. MS4s regulated since 2014 need to evaluate deadlines named in their NOI and adjust program goals accordingly.				Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Bethlehem; V-Green Island; V-Menands; C-Watervliet	
<b>4-5 Construction Inspection and Enforcement Procedures</b>	The program must describe procedures for site inspections and enforcement of erosion and sediment control measures including steps to identify priority sites for inspection and enforcement based on the nature of the construction activity, topography, and the characteristics of soils and receiving water. The procedures must also ensure that individuals performing the inspections are adequately trained and understand State and local erosion and sediment control requirements. Procedures for signing the "MS4 Acceptance" statement and the Notice of Termination need to be considered as well. For MS4s regulated since 2003, updates and adjustments to these procedures may be necessary. MS4s regulated since 2014 need to evaluate deadlines named in their NOI and adjust program goals accordingly.				Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Bethlehem; V-Green Island; V-Menands; C-Watervliet	
<b>4-6 Education - Construction Activity Procedures</b>	Construction stormwater requirements need to be communicated by MS4s to individuals for whom these requirements apply. Typically pre-construction meetings are the preferred venue for explaining expectations, reviewing 4hr construction operator E/SC cards, distributing educational material, and explaining municipal inspection procedures. In addition to pre-construction meetings, formal procedures once written can be with shared with individual's responsible for managing stormwater at the construction site. For MS4s regulated since 2003, updates and adjustments to these procedures may be necessary. MS4s regulated since 2014 need to evaluate deadlines named in their NOI and adjust program goals accordingly.				University at Albany-SUNY (Uptown); C-Albany; V-Altamont; T-Bethlehem; V-Colonie; V-Green Island; T-Guiderland; V-Menands; C-Watervliet	
<b>4-7 Construction Site Operator Training - 4 Hr</b>	In order to meet the demand for trained Construction Site Operators, local Soil and Water Conservation Districts and other NYSDEC approved providers need to routinely host 4 hour Construction Site Operator Training events. Training events will be promoted by the Coalition members. During pre-construction meetings and on-site, MS4s will ask operators for their "4 Hr" cards, and if necessary, point out available training events. As needed, the Coalition will work with Albany County SWCD to co-sponsor timely "4Hr" E/SC training events.	4-7 MG1 Coalition. By 3/9/2016, the Stormwater Coalition co-sponsors with Albany County Soil and Water Conservation District, one 4-Hr Construction Operator Training in Albany County.	4-7 MG2 Coalition. By 3/9/2017, the Stormwater Coalition co-sponsors with Albany County Soil and Water Conservation District, one 4-Hr Construction Operator Training in Albany County.	YES, BASIC Function	C-Albany; T-Bethlehem; V-Colonie; V-Green Island; T-New Scotland; C-Watervliet	
<b>4-8 Stormwater Pollution Prevention Plan (SWPPP) Record Keeping</b>	Record keeping requirements are listed in the Permit, as follows: number of SWPPPs reviewed; number and type of enforcement actions; percentage of active construction sites inspected once; percentage of active construction sites inspected more than once; and number of construction sites authorized for disturbances of more than one acre. For MS4s regulated since 2003, SWPPP record keeping procedures are likely to be well established, however as more projects come on-line, these procedures may need to be revisited, updated, and different information tracked (dates, status of MS4 Acceptance Forms, status of completed projects and filing of Notice of Intents, etc.) MS4s regulated since 2014 need to evaluate deadlines named in their NOI and adjust program goals accordingly.				Albany County; University at Albany-SUNY (Uptown); T-Bethlehem; V-Colonie; V-Green Island; V-Menands; C-Watervliet	
<b>MCM 5 Post Construction Stormwater Management</b>						
<b>5-1 Construction Activity Local Law- Post Construction Controls (Towns, Villages, Cities)</b>	This BMP establishes a regulatory mechanism (law, ordinance, other mechanism) which requires post construction stormwater management controls for new development and re-development projects. The mechanism must be equivalent to one of the versions of the "NYSDEC Sample Local Laws for Stormwater Management and Erosion and Sediment Control" and equivalency to these sample local laws must be documented and certified by an attorney representing the MS4. MS4s regulated since 2003 have met this BMP. They are: Cities of Cohoes, Albany, and Watervliet; Towns of Colonie, New Scotland, Guiderland, and Bethlehem; and Villages of Colonie, Green Island, and Menands. MS4s regulated since 2014 need to evaluate deadlines named in their NOI and adjust program goals accordingly.				V-Altamont; C-Cohoes; C-Watervliet	

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<b>5-2 Compliance Mechanisms and Post Construction Controls-No Land Use Control MS4s (County, Public University)</b>	MS4s without land use control need to develop a program which ensures compliance with the Construction Activity Permit, as allowed under State and local law. Available mechanisms listed in the MS4 Permit include tenant lease agreements, bid specifications, requests for proposal, standard contract provisions, connection permits, maintenance directives/BMPS, access permits, consultant agreements, and internal policies. Procedures and policies must be developed for implementation and enforcement of these mechanisms. There must be a written directive from the person authorized to sign the NOI (MS4 Permit) stating that the updated mechanisms must be used and who (position(s)) is responsible for ensuring compliance with and enforcing the mechanisms for construction projects that occur on property owned, under easement to, within the right of way, or under the maintenance jurisdiction by the covered entity or within the maintenance jurisdiction of the MS4. The mechanisms and directives must be equivalent to the requirements of the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activity and address stormwater runoff from new development and redevelopment projects.			Albany County; University at Albany-SUNY (Uptown)	
<b>5-3 Planning Tools-Non Structural Stormwater Management</b>	Covered entities, all MS4 types, must as stated in the MS4 Permit, develop and implement a program which includes a combination of structural and non-structural management practices (according to standards defined in the most current version of the NYS Stormwater Design Manual) that will reduce the discharge of pollutants to the maximum extent practicable. For Traditional MS4s, in the development of watershed plans, municipal comprehensive plans, open space preservation programs, local law, ordinances, and land use regulations, covered entities must consider principles of Low Impact Development (LID), Better Site Design (BSD), and other Green Infrastructure practices to the maximum extent practicable. In the development of the watershed plans, municipal comprehensive plans, open space preservation programs, local law, ordinances, and land use regulations, covered entities must consider smart growth principles, natural resource protection, impervious area reduction, maintaining natural hydrological conditions in developments, riparian buffers or set back distances for protection of environmentally sensitive areas such as streams, wetlands, and erodible soils. For Non-Land Use Control MS4s (ex. public universities, counties), in the development of environmental plans such as watershed plans, open space preservation programs, local laws, and ordinances, covered entities must incorporate principles of Low Impact Development (LID), Better Site Design (BSD), and other Green Infrastructure practices to the maximum extent practicable. Covered entities must consider natural resource protection, impervious area reduction, maintaining hydrological condition in developments, buffers or set back distances for protection of environmentally sensitive areas, such as streams, wetlands, and erodible soils in the development of environmental plans. Goals pertaining to individual MS4s explain how they will implement this BMP.			Albany County; C-Albany; C-Cohoes; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	
<b>5-4 Green Infrastructure Practices-Local Law Review &amp; Revisions</b>	Covered entities are required to review according to Green Infrastructure practices defined in the NYSDEC Stormwater Design Manual at a site level, and encouraged to review, and revise where appropriate local codes and laws that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. Most, but not all Coalition members have reviewed their local laws using the Stormwater Coalition Scorecard developed as part of a Green Infrastructure Model Local Law grant from NYSDEC (2012). Some Coalition members have revised their local codes or adopted policy documents using language developed as part of the grant funded Green Infrastructure Model Local Law project. Municipal/MS4 goals pertain to reviewing and revising code. They apply to MS4s permitted in 2003 and new MS4s permitted in 2014.			Albany County; University at Albany-SUNY (Uptown); C-Albany; V-Green Island; V-Menands; T-New Scotland; C-Watervliet	
<b>5-5 SWPPP Review Procedures (Post Construction Controls)</b>	SWPPP Review Procedures include: 1) consideration of potential water quality impacts; 2) review of individual SWPPPS to ensure consistency with state and local post-construction stormwater requirements; 3) ensure that individuals performing reviews are adequately trained and understand the State and local post construction requirements; 4) ensure that individuals performing the reviews for SWPPPs that include post-construction practices are qualified professionals (see MS4 Permit definition) or under the supervision of qualified professional; 5)all SWPPPs must be reviewed for sites where disturbance is one acre or greater; 6) after review of SWPPPs the covered entity must utilize the MS4 Acceptance form; and 7) utilize available training from Soil and Water Conservation District; Planning Councils; NYS Dept of State; USEPA; and/or NYSDEC to educate municipal boards and Planning and Zoning Boards on low impact development (LID) principles, better site design (BSD) approach, and green infrastructure (GI) applications. Individual MS4 goals pertain to MS4s permitted in 2003 and new MS4s permitted in 2014. Planning and zoning training goals are itemized in MCM 8 Training-Staff and/ or Municipal Officials. Multiple BMP Training Topics included in MCM 8 cover LID, BSD, and GI principles.			Albany County; University at Albany-SUNY (Uptown); C-Albany; V-Altamont; T-Bethlehem; V-Green Island; V-Menands; C-Watervliet	
<b>5-6 Municipal, Zoning, Planning Board Training - Coalition Initiated (Better Site Design, Low Impact Development and Green Infrastructure Applications) [MOVED, see explanation]</b>	Original SWMPv2 (2012 to 2015) Description: Covered entities must utilize available training to educate municipal boards, Planning and Zoning Boards regarding low impact development principles, better site design, and green infrastructure applications. Coalition members received grant money to organize workshops and four are scheduled. [EXPLANATION. Workshops mplemented. This training requirement is, however, ongoing and has been moved to MCM 8 Training: BMP 8-2 Training Topic: Green Infrastructure, BSD, LID and Site Design Elements-For Planning/Zoning Bds (In House). Other MCM 8 Training BMPs may apply as well. As explained in MCM 8 Training, all training is now consolidated into one MCM.]				
<b>5-7 Municipal, Zoning, Planning Board Training - Not Coalition Initiated [MOVED, see explanation]</b>	Original SWMPv2 (2012 to 2015)Description: Coalition staff and individual MS4s share information about training venues where low impact development principles, better site design, and green infrastructure applications are discussed. The individual MS4 SWMP Coordinator tracks the participation of their Municipal, Zoning, and Planning Board members. [EXPLANATION. This BMP has been moved to MCM 8 Training: BMP 8-13 Training Topics: Grn Inf, Better Site Design, Low Impact Dev (Misc Providers) SWCD, Planning Councils, NYSDOS, EPA, NYSDEC-For Plan/g/Zoni'g Bd]				

Best Management Practices (BMPs)	BMP Description <i>(These BMPs are from the Joint Coalition Stormwater Management Program Document -SWMPv3 2015 to 2017)</i>	Stormwater Coalition Measurable Goals	<i>(These Goals are from the Joint Coalition Stormwater Management Program Document - SWMPv3 2015 to 2017)</i>	BASIC Function? (2016 dues from all Members support these Coalition goals)	Individual MS4s with Measurable Goals for this BMP <i>(See SWMPv3 2015 to 2017 for details)</i>	REQUESTED Function? <i>(Add'l 2016 dues from MS4s pay for Coalition services related to individual MS4 goals. Add'l fees based on Points as described in 2016 budget. Interested MS4s for which BMPs to be determined.)</i>
<b>5-8 Inventory - Post Construction Stormwater Practices</b>	Since the inception of the MS4 and Construction Activity Permits in 2003, stormwater practices have been built, as described in the NYSDEC Stormwater Design Manual. It is the responsibility of MS4s approving these practices to play a role in overseeing maintenance, to minimally include maintaining an inventory of practices built since 3/10/2003. The inventory includes at a minimum the location of the practice (street address or coordinates); type of practice; maintenance needed per the Design Manual or SWPPP or other provided documentation; dates, and type of maintenance performed. Effective and efficient record keeping is necessary. Municipal/MS4 goals pertain to MS4s permitted in 2003 and new MS4s permitted in 2014.				Albany County; University at Albany-SUNY (Uptown), C-Albany; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	
<b>5-9 Post Construction Practices-Long Term Operations &amp; Maintenance (Inspections, Record Keeping, Training, Procedures) [RENAMED]</b>	To ensure that post construction practices are adequately maintained, post construction practices need to be inventoried, inspected, and monitored. Inspectors need to be adequately trained and record-keeping in place to successfully track the status of all practices and take action as needed. [EXPLANATION: The title of this BMP in the previous SWMPv2 (2012 to 2015) had been Operations and Maintenance. It has been revised to better explain and highlight the full range of MS4 responsibilities regarding post-construction practices.]				Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	
<b>5-10 Banking and Credits-Watersheds</b>	As stated in the permit, covered entities may include in the SWMP Plan provisions for development of a banking and credit system. MS4s must have an existing watershed plan based on offsite alternative stormwater management in lieu of or in addition to on-site stormwater management practices evaluated. Redevelopment projects must be evaluated for pollutant reduction greater than required treatment by the state standards. The individual project must be reviewed and approved by NYSDEC. Use of a banking and credit system for new development is only acceptable in the impaired watersheds to achieve the no net increase requirement and watershed improvement strategy areas to achieve pollutant reductions in accordance with watershed plan load reduction goals. A banking and credit system must at a minimum include: ensures offset exceeds standard reduction by factor of at least 2; offset is implemented within the same watershed; proposed offset addresses the POC of the watershed; tracking system is established for the watershed; mitigation is applied for retrofit or redevelopment; offset project is completed prior to beginning proposed construction; a legal mechanism is established to implement the banking and credit system. Goals pertaining to this BMP are limited. Although a potential opportunity for municipalities, there is only one impaired stream segment named in Appendix 2 of the MS4 Permit (Shaker Creek tribs-Ann Lee/Stump Pond) and no watershed plan, thus unlikely that banking and credits will take place within that geographic area. Goals possible, but unlikely.					
<b>5-11 Post Construction Maintenance-Resources [DROPPED]</b>	See SWMPv3 2015 to 2017 for details.					
<b>5-12 Post Construction Practices - Reporting</b>	Record keeping requirements are listed in the Permit, as follows: number of SWPPPs reviewed; number and type of enforcement actions or sanctions (not traditional MS4s); number and type of post construction practices inventoried; number and type of post construction practices inspected; and number and type of post construction practices maintained. MS4s permitted in 2003 and 2014 need to consider how best to address record keeping requirements so that the meet the needs of the MS4 over time.				Albany County; University at Albany-SUNY (Uptown), C-Albany; T-Bethlehem; T-Colonie; V-Colonie; V-Green Island; T-New Scotland; C-Watervliet	
<b>5-13 Impaired Waters-303d Listed-MS4 Permit-Appendix 2</b>	According to the MS4 Permit, if a regulated MS4 discharges a stormwater pollutant of concern (POC) to an impaired water listed in Appendix 2, the covered entity must ensure no net increase in its discharge of the listed POC to that water. Two waterbodies named in Appendix 2 are in Albany County, the Basic Creek Reservoir and Ann Lee (Shakers) pond, Stump Pond. The pollutant of concern for both is phosphorus. Of these, Ann Lee and Stump Pond reside within the MS4 urbanized area and the associated watershed includes multiple MS4s. TMDL modeling and related data collection for Ann Lee and Stump Pond by NYSDEC is ongoing, with a draft TMDL plan to be submitted to EPA eventually. This BMP addresses the no net increase requirement.				Albany County; T-Colonie; V-Colonie	
<b>MCM 6 Pollution Prevention and Good Housekeeping in Municipal Operations</b>						
<b>6-1 Inventory-Municipal Facilities and Operations</b>	Using as a guide, the Monroe County Stormwater Coalition Guidance to Developing an Effective Municipal Prevention and Good Housekeeping program and the Stormwater Coalition Self Audit Form (released 8/19/2014, or more recent version), inventories of municipal facilities and operations need to be completed for new MS4s permitted in 2014 and updated for MS4s permitted in 2003. The initial inventory provides a base-line list of MS4 owned facilities; assessments, in addition to identifying potential sources of pollution and necessary BMPs, clarify which of these facilities need to be re-assessed every 3 years. Goals related to this BMP reflect the status of inventories to date and information provided from regulators during multiple MS4 Permit audits since 2013.				Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; C-Cohoes; T-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	

Best Management Practices (BMPs)	BMP Description <i>(These BMPs are from the Joint Coalition Stormwater Management Program Document -SWMPv3 2015 to 2017)</i>	Stormwater Coalition Measurable Goals <i>(These Goals are from the Joint Coalition Stormwater Management Program Document - SWMPv3 2015 to 2017)</i>	BASIC Function? (2016 dues from all Members support these Coalition goals)	Individual MS4s with Measurable Goals for this BMP <i>(See SWMPv3 2015 to 2017 for details)</i>	REQUESTED Function? <i>(Add'l 2016 dues from MS4s pay for Coalition services related to individual MS4 goals. Add'l fees based on Points as described in 2016 budget. Interested MS4s for which BMPs to be determined.)</i>
<b>6-2 Assessment - Municipal Facilities and Operations</b>	Once the inventory is completed, facilities and operations need to be assessed, such that pollution generating activities are noted, existing BMPs identified, additional BMPs suggested, priorities set, measurable goals crafted, implementation schedules established, and the parties responsible for implementing the BMPs named. The performance and documentation of completed BMPs are noted as part of the self-assessment and for interested Coalition members can be tracked directly in this SWMP document according to categories named in the MS4 Permit and Annual Report. These categories are Street Maintenance (BMP 6-12) ; Bridge Maintenance (BMP 6-13); Winter Road Maintenance (BMP 6-14); Salt Storage (BMP 6-15); Storm System Maintenance (BMP 6-16); Vehicle and Fleet Maintenance (BMP 6-17) ; Park and Open Space Maintenance (BMP 6-18); Municipal Building Maintenance (BMP 6-19); Solid Waste Management (BMP 6-20); New Construction and Land Disturbances (BMP 6-21), Right Of Way Maintenance (BMP 6-22); Marine Operations (BMP 6-23); Hydrological Habitat Modification (BMP 6-24). The assesment occurs at a minimum frequency of every three Modification (BMP 6-24). The assesment occurs at a minimum frequency of every three years. Documentation and tracking of BMPs related to these assessments, which typically focus on facilities and to some extent operations occurring throughout the MS4, is at the discretion of individual MS4 Stormwater Program Coordinators. A commonly used form has been the BMP Summary Sheet included in the Monroe County Guidance Document; other forms, however have also been developed and used by Coalition members.	6-2 MG1 Coalition. By 3/9/2016, Coalition staff will update, as needed the current Stormwater Coalition Self Audit Form, released 8/19/2014.	YES, BASIC Function	Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; T-New Scotland; C-Waterlvliet	
<b>6-3 Stormwater System Maintenance - Catch Basins - Annual Report Data</b>	The inspection, clean out, and proper disposal of catch basin spoils is a recognized good housekeeping practice. The ability to routinely manage a clean out program varies from one municipality to another, often depending on the type of catch basins owned by the MS4, the ability to access catch basins, and other local considerations. BMP goals reflect these variations. Establishing base line data, such as the total number of catch basins in the MS4 is encouraged. The MS4 Permit Annual Report asks MS4s to provide catch basin data: # of catch basins inspected and cleaned where necessary. Goals reflect data requested in Annual Report.			Albany County; University at Albany-SUNY (Uptown); C-Albany; V-Altamont; C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Waterlvliet	
<b>6-4 Road Maintenance - Sweeping (Street and Parking Lots) - Annual Report Data</b>	Sweeping roads and parking lots to remove sediment and other pollutants is a recognized good housekeeping practice. Numeric goals, if any, need to be matched clearly to data requested in the MS4 Permit Annual Report Form. They are: # acres of parking lots swept and # of road miles swept. Establishing base line data, such as total parking lot acreage and total road miles in the MS4 is encouraged. Such data encourages a more systematic approach to describing and accomplishing goals over a given time period. Goals presented here reflect questions in the Annual Report.			Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; T-New Scotland	
<b>6-5 Pesticides &amp; Herbicides Local Laws/Guidelines (Use &amp; Notification)</b>	Several MS4s have existing local laws or policies regarding pesticide and herbicide use. Due to staff changes, there may be limited awareness of what may already exist in a MS4/municipality. The purpose of this BMP is to make available for interested MS4s existing local laws/guidelines and to establish goals pertaining to their own adoption of future laws or guidelines. All pesticide and herbicide related local laws are posted on the Coalition website.			University at Albany-SUNY (Uptown); C-Cohoes	
<b>6-6 Pest Management (IPM Plans, Policies, and Procedures)</b>	If an MS4-municipality has an existing integrated Pest Management program, the Stormwater Program Coordinator should be familiar with the document and in touch with personnel responsible for implementing the IPM. The SWMP Coordinator should also be familiar with pesticide applicator certification requirements and know to look for that documentation when individuals are applying pesticide or herbicide on municipal owned property. Given that some MS4-municipal staff may be unfamiliar with Pest Management options and Integrated Pest Management in particular, this now included as a training topics. See MCM 8 Training: BMP 8-15 Pest Management.			University at Albany-SUNY (Uptown)	
<b>6-7 Pesticides, Herbicides, Fertilizers and Other Chemicals-Record Keeping/Usage - Annual Report Data</b>	Pesticides, Herbicides, Fertilizers, and Other Chemical Records need to be tracked for the NYSDEC MS4 Permit Annual Report (# lbs of phosphorus applied in chemical fertilizer; # lbs nitrogen applied in chemical fertilizer; # acres of pesticide and herbicide applied (# acres applied x number of time applied to nearest tenth). For MS4s intending to reduce usage, such baseline data could be valuable. Data gathering and usage goals, if any, are included in this BMP.			University at Albany-SUNY (Uptown), C-Albany; T-Colonie; V-Colonie; T-Guilderland; C-Waterlvliet	
<b>6-8 Household Hazardous Waste Disposal - Amounts &amp; Collection Dates</b>	The purpose of this BMP is to track the amount of hazardous waste collected annually and removed as a threat to local waterbodies. Given variations in how and which MS4s participate in Hazardous Waste Collection Days, collecting data directly from NYSDEC solid waste program should be considered. Otherwise data can be collected by individual MS4s from staff who manage HHWD collection events. In addition to collection data, # of clean up events per Annual Report reporting year is useful data and may be presented here.	6-8 MG1 Coalition. By 3/9/2016, the Coalition Program Coordinator discusses with NYSDEC Solid Waste staff how best to acquire County-wide HHWCD data; secures data if possible and distributes to Working Group.	YES, BASIC Function	C-Albany; C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland	
<b>6-9 Staff Training [MOVED, see explanation]</b>	Original BMP SWMPv2 –2012 to 2015 Description: Staff training is a critical component of MS4 Permit implementation. The field of stormwater management is changing rapidly and multiple skill sets are needed for an effective program, with training across disciplines and departments important. This BMP serves to match who needs what kind of training using what mode of instruction. [EXPLANATION. To better track which municipal staff and officials have been trained in what, all training related BMPs have been consolidated into MCM 8 Training-Staff, Planning/Zoning Board and Other Municipal Officials.]				

Best Management Practices (BMPs)	BMP Description <i>(These BMPs are from the Joint Coalition Stormwater Management Program Document -SWMPv3 2015 to 2017)</i>	Stormwater Coalition Measurable Goals <i>(These Goals are from the Joint Coalition Stormwater Management Program Document - SWMPv3 2015 to 2017)</i>	BASIC Function? (2016 dues from all Members support these Coalition goals)	Individual MS4s with Measurable Goals for this BMP <i>(See SWMPv3 2015 to 2017 for details)</i>	REQUESTED Function? <i>(Add'l 2016 dues from MS4s pay for Coalition services related to individual MS4 goals. Add'l fees based on Points as described in 2016 budget. Interested MS4s for which BMPs to be determined.)</i>
6-10 NYSDEC SPDES Multi Sector General Permit	As stated in the MS4 Permit, the permit requires that "municipal operations and facilities that would otherwise be subject to the NYS Multisector General Permit (MSGP, GP-0-12-001) for industrial stormwater discharges to prepare and implement provisions in the SWMP that comply with Parts III, A, C, D, J, K and L of the MSGP. The covered entity must also perform monitoring and record keeping in accordance with Part IV of the MSGP. Implementation of the above noted provisions of the SWMP will ensure that MEP (Maximum Extent Practicable) is met for discharges from those facilities". For this reason, municipalities need to be familiar with existing and potential MSGP permits associated with their MS4. Goals for MS4s regulated since 2003 reflect their understanding of MSGP requirements and related oversight of existing MSGP permits. Facility BMPs need to consider MSGP requirements; use of the Stormwater Coalition Self Audit Form encourages the necessary analysis of existing facilities with regard to MSGP requirements. MS4s regulated since 2014 need to evaluate deadlines named in their NOI and adjust program goals accordingly.			Albany County; University at Albany-SUNY (Uptown); C-Albany; T-Colonie; V-Colonie; V-Green Island	
6-11 Conveyance System Upgrades - Green Infrastructure	This is a permit requirement. Individual MS4s need to describe how they intend to consider and incorporate runoff reduction techniques and green infrastructure into the routine upgrade of existing stormwater conveyance systems and municipal properties.			Albany County; University at Albany-SUNY (Uptown); C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-New Scotland	
6-12 Street Maintenance BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with street maintenance may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. Otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.			University at Albany-SUNY (Uptown); C-Watervliet	
6-13 Bridge Maintenance BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with bridge maintenance may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. Otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.				
6-14 Winter Road Maintenance BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with winter road maintenance may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. Otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.			University at Albany-SUNY (Uptown)	
6-15 Salt Storage BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with salt storage may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. Otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.			University at Albany-SUNY (Uptown); T-New Scotland	
6-16 Storm System Maintenance BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with storm system maintenance may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.			University at Albany-SUNY (Uptown); V-Menands; C-Watervliet	
6-17 Vehicle and Fleet Maintenance BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with vehicle and fleet maintenance may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.			University at Albany-SUNY (Uptown); C-Watervliet	
6-18 Parks and Open Space BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with parks and open space may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.			University at Albany-SUNY (Uptown)	
6-19 Municipal Building Maintenance BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with municipal building maintenance may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.			University at Albany-SUNY (Uptown); V-Menands; T-New Scotland; C-Watervliet	
6-20 Solid Waste Management BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with solid waste management may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.			V-Altamont; C-Watervliet	
6-21 New Municipal Construction and Land Disturbance BMPs (Individual MS4)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with new municipal construction and land disturbance may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.				
6-22 Right of Way Maintenance BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with right of way maintenance may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.				

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6-23 Marine Operations BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with marine operations may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.					
6-24 Stream Bank and Hydrological Habitat Modification BMPs (Individual MS4s)	As a consequence of MS4 wide facility & operation audits, specific BMPs to address pollutants associated with stream bank and hydrological habitat modification may have been developed. High priority goals, noted on BMP Summary Sheets and other forms, are included in this BMP where relevant. otherwise BMPs and related goals may be available from MS4/municipal Stormwater Program Coordinators.					
6-25 Reliance on Third Parties-Contracted Entity Certification Statement (Ind MS4s)	A consistent question by EPA and NYSDEC auditors has been the sign off by relevant vendors of the Third Parties-Contracted Entities Certification Statement Part IV G of the MS4 Permit. of the Third Parties-Contracted Entities Certification Statement Part IV G of the MS4 Permit. The purpose of this BMP is to call out this requirement directly, such that measurable goals for each MS4 are well documented and used as a reminder to encourage the timely completion of this requirement.				Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; C-Cohoes; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	
MCM 7 Stormwater Program Management						
7-1 Stormwater Coalition Management	Regular Working Group meetings, Board of Director's oversight, adequate funding for staff and administrative expenses, a legally binding intermunicipal agreement, and an awareness of the Coalition organizational structure relative to its members, provide a framework for Coalition operations. This BMP recognizes the tasks and time involved with maintaining the Coalition.	7-1 MG1 Coalition. By 3/9/2016, the Coalition Program Coordinator will prepare agendas and meeting materials for monthly Working Group meetings and quarterly Board meetings. Board minutes will be posted on the Coalition website and meetings will comply with Open Meetings Law. Board meeting announcements will be posted in the Times Union, on the Coalition website, and by Coalition members (bulletin board, websites). (Estimated 12 Working Group meetings and 4 Board meetings)	7-1 MG2 Coalition. By 3/9/2017, the Coalition Program Coordinator will prepare agendas and meeting materials for monthly Working Group meetings and quarterly Board meetings. Board minutes will be posted on the Coalition website and meetings will comply with Open Meetings Law. Board meeting announcements will be posted in the Times Union, on the Coalition website, and by Coalition members (bulletin board, websites). (Estimated 12 Working Group meetings and 4 Board meetings)	YES, BASIC Function		
		7-1 MG3 Coalition. By 12/31/2015, the Coalition Program Coordinator will develop an annual Coalition budget and work plan for approval by the Coalition Board of Directors. Coordinator will ensure that membership dues are understood by all members and paid on time; Coalition expenditures follow all County procedures, as administered by the County Department of Public Work and others; that hiring and payroll conforms to County procedures, as administered by County DPW and others. Budget reflects program needs identified in the SWMP Plan document and as needed by individual MS4s who have requested and paid for additional services from Coalition staff, the purpose of which is to directly assist Coalition members with implementing individual MS4 goals named in the SWMP Plan document.	7-1 MG4 Coalition. By 12/31/2016, the Coalition Program Coordinator will develop an annual Coalition budget and work plan for approval by the Coalition Board of Directors. Coordinator will ensure that membership dues are understood by all members and paid on time; Coalition expenditures follow all County procedures, as administered by the County Department of Public Work and others; that hiring and payroll conforms to County procedures, as administered by County DPW and others. Budget reflects program needs identified in the SWMP Plan document and as needed by individual MS4s who have requested and paid for additional services from Coalition staff, the purpose of which is to directly assist Coalition members with implementing individual MS4 goals named in the SWMP Plan document.			

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7-1 Stormwater Coalition Management (cont'd)		7-1 MG5 Coalition. By 12/31/2017, the Coalition Program Coordinator will develop an annual Coalition budget and work plan for approval by the Coalition Board of Directors. Coordinator will ensure that membership dues are understood by all members and paid on time; Coalition expenditures follow all County procedures, as administered by the County Department of Public Work and others; that hiring and payroll conforms to County procedures, as administered by County DPW and others. Budget reflects program needs identified in the SWMP Plan document and as needed by individual MS4s who have requested and paid for additional services from Coalition staff, the purpose of which is to directly assist Coalition members with implementing individual MS4 goals named in the SWMP Plan document.	7-1 MG6 Coalition. By 9/30/2015, the Coalition Program Coordinator will work with Board members to finalize the Coalition Intermunicipal Agreement and prepare for Board members all paperwork necessary to have an agreement executed by at least ten Coalition members by September 30, 2015. Individual Coalition members will arrange with their governing boards to have the necessary paperwork in place so that each interested Coalition member can secure adopted resolutions authorizing their Chief Elected Officials to sign the inter-municipal agreement.	YES, BASIC Function (cont'd)		
		7-1 MG7 Coalition. By 3/9/2017, Coalition staff will assist new MS4s interested in joining the Coalition, as needed.	7-1 MG8 Coalition. By 3/9/2016, the Coalition Program Coordinator will routinely present to the Coalition Board and Working Group grant opportunities relevant to permit compliance, discuss options, and if sufficient interest proceed with all necessarily steps to submit the grant application (develop concept of grant work plan and budget; explain necessary implementation steps for all involved; reach out to County staff involved with securing necessary County approvals, such as Request for Legislative Action, County Legislature vote, in-kind services contribution; and present to Coalition Board content of their yes/no vote regarding going forward with the grant application). If the submission of a grant application is approved by Coalition Board and County Legislature, submit grant to funder. If grant is awarded, revise SWMP Plan document and related measurable goals for both Coalition staff and MS4 members.			

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7-1 Stormwater Coalition Management (cont'd)		7-1 MG9 Coalition. By 3/9/2017, the Coalition Program Coordinator will routinely present to the Coalition Board and Working Group grant opportunities relevant to permit compliance, discuss options, and if sufficient interest proceed with all necessary steps to submit the grant application (develop concept of grant work plan and budget; explain necessary implementation steps for all involved; reach out to County staff involved with securing necessary County approvals, such as Request for Legislative Action, County Legislature vote, in-kind services contribution; and present to Coalition Board content of their yes/no vote regarding going forward with the grant application). If the submission of a grant application is approved by Coalition Board and County Legislature, submit grant to funder. If grant is awarded, revise SWMP Plan document and related measurable revise SWMP Plan document and related measurable	YES, BASIC Function (cont'd)		
7-2 Local MS4/Municipal Management	Coordination across disciplines, departments, and facilities within an MS4 is key, as is adequate funding for the Stormwater Program, staff and materials. This BMP tracks and encourages this coordination and recognizes the importance of adequately funded program implementation. Organizational charts are updated routinely, used to evaluate training needs, and may be referenced in procedures documents.	7-2 MG1 All Coalition Members-Albany County; University at Albany; C/Albany; V/Altamont; T/Bethlehem; C/Cohoes; T/Colonie; V/Colonie; V/Green Is; T/Guilderland; V/Menands; T/New Scotland; C/Wavervliet. By 11/1/2015, all Coalition members will submit resolutions to their respective governing boards or signatories of their MS4 Permit NOI (non-traditional MS4s) regarding renewal of the Coalition Intermunicipal Agreement (1/1/2016 to 12/31/2017). Decisions of either a municipality or public university will be reflected in the execution of the IMA contract by all interestd parties, to be completed by 9/30/2015 and no later than 11/1/2015.	YES, BASIC Function	Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; T-New Scotland; C-Wavervliet	
7-3 Regulatory Realities-Tracking Changes, Preparation, and Response	Stormwater Permits change over time and related initiatives and regulations impact stormwater program success. This BMP helps track the changes, consider trends, and develop action steps in response, as needed.	7-3 MG1 Coalition. By 3/9/2017, the Stormwater Coalition Program Coordinator provides routine updates to the Coalition Working Group and Board regarding changes and/or regulatory interpretations by EPA and NYSDEC pertaining to the MS4, Construction, and Multi-Sector General SPDES Stormwater Permits.	7-3 MG2 Coalition. By 3/9/2017, the Coalition responds to the likely issuance by NYSDEC of a substantively revised MS4 Permit (2017 to ???). If members are interested, the Coalition Program Coordinator facilitates meetings and collects ideas and comments to be communicated to NYSDEC. Before submission, final comments are approved by the Board.	YES, BASIC Function	



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7-3 Regulatory Realities-Tracking Changes, Preparation, and Response (cont'd)		7-3 MG3 Coalition. By 3/9/2017, where and if appropriate, the Coalition Coordinator organizes inter-municipal, Coalition-wide meetings to address issues of particular concern to members. Meetings may include regulators concern to members. Meetings may include regulators and others involved with permit implementation. Meetings are tracked and information is filed: agenda, attendance, date, outcome, and follow-up. Potential issues: municipal capacity to oversee ever expanding inventory of post-construction stormwater practices; role of inter-municipal entities with regard to MS4 Permit compliance; training needs related to green infrastructure design, construction, and maintenance; funding and administration in general; etc.	YES, BASIC Function (cont'd)		
7-4 Storm Water Management Program (SWMP) Document	The MS4 Permit states requirements regarding a Stormwater Management Program (SWMP) and Stormwater Management Program Plan (SWMP Plan). A SWMP by definition needs to include measurable goals for each best management practice. This BMP includes goals specific to the Coalition and members such that the SWMP document is updated annually using CBI MS4Permit Manager software and the content well integrated with the content of the NYSDEC Annual Report Form. Likely, for consideration over the next two years, is researching and potentially using the NYSDEC SWMP Template.	<p>7-4 MG1 Coalition. By 3/9/2016, the Coalition Stormwater Program Coordinator establishes with the Working Group a schedule for updating the SWMP document which coincides with the annual filing of the MS4 Permit Annual Report by June 1. The purpose is to routinely update SWMP BMPs and Goals and to incorporate these goals into the Annual Report. Depending on resources, the SWMP document is either a Joint SWMP or individual SWMP document. In general the SWMP document attempts to describe all aspects of stormwater program implementation for both the Coalition and members, while the Annual Report is a snap shot of program progress.</p> <p>7-4 MG3 Coaliton. By 3/9/2016, the Coalition Program Coordinator researches status of SWMP Template document currently under development by NYSDEC. If available, the Coordinator will provide a copy for the Working Group and as needed decide if our current tool for developing a SWMP document (CBI MS4Web) is adequate given NYSDEC expectations and the best option for Coalition members.</p> <p>7-4 MG5 Coalition. By 3/9/2017, the most current version of the SWMP document is posted on the Coalition website, distributed to Coalition members, posted on individual MS4 website if so desired, and referenced in Annual Report public comment solicitations.</p>	YES, BASIC Function		
		7-4 MG2 Coalition. By 3/9/2017, the Coalition Stormwater Program Coordinator establishes with the Working Group a schedule for updating the SWMP document which coincides with the annual filing of the MS4 Permit Annual Report by June 1. The purpose is to routinely update SWMP BMPs and Goals and to incorporate these goals into the Annual Report. Depending on resources, the SWMP document is either a Joint SWMP or individual SWMP document. In general the SWMP document attempts to describe all aspects of stormwater program implementation for both the Coalition and members, while the Annual Report is a snap shot of program progress.			
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7-5 Water Infrastructure GIS-AIMS Transition	To date, GIS technology has been embraced by the Stormwater Coalition as an important tool for implementing MS4 Permit requirements. Evidence of this is the grant funded Albany Internet Mapping System, which continues to be supported using Coalition dues, the Storm System/Storm Sewershed Intermunicipal Mapping, project, also grant funded, and continued financial support for two ESRI desktop licenses used by Coalition staff. At the MS4/municipal level, independent of Coalition led GIS initiatives some Coalition members have advanced, well established GIS systems, while others don't. AIMS is nearing the end of it's life cycle (hardware and software) and the Coalition needs to decide what to do. The purpose of this BMP is to establish goals related to a possible transition from one AIMS system to another.	7-5 MG1 Coalition. By 12/31/2015, Coalition staff will develop, circulate, and tabulate the results of a survey to find out how the current Albany Internet System Mapping is being used by members. Survey results will be used to clarify, "What next?" for AIMS and to develop various GIS options for Coalition members to consider. AIMS and GIS related decisions will be discussed by the Coalition Working Group and Board, then incorporated into the 2016 Coalition budget. Options will take into consideration: 1) MS4 Permit requirements related to field inspections, possibility of standardizing forms, and potential efficiencies if field work is immediately integrated with GIS; 2) spectrum of interested users and variations in capacity to collect mapping data, analyze data, and use GIS technology; 3) pros/cons/need for/capacity to develop GIS technology; 3) pros/cons/need for/capacity to develop a more comprehensive water infrastructure GIS; 4) role of the Coalition and "mission creep"; 5) administrative realities and funding considerations; 6) data sharing platforms, interests, and security concerns.	7-5 MG2 Coalition. By 3/9/2016, Coalition organizes an intermunicipal meeting which includes local GIS coordinators, and others to discuss storm system data model, ESRI Local Government Information Model, and content of various municipal mapping initiatives. The intent is to maximize our shared capacity into the future to share and use GIS data of mutual interest; may discuss content and results of AIMS Survey.	YES, BASIC Function		
7-6 Stormwater GIS and Program Mgmt Tools-Individual MS4s	The purpose of this BMP is to support individual MS4 initiatives which either currently use or would like to use GIS and related management technology to support stormwater program efficiencies (field work tablets, data collection forms, apps, cloud based technology, outfall mapping, storm system mapping, facility inventory mapping, post construction stormwater practices maps). These forms, devices, map layers, and procedures may serve as a testing ground for various GIS-related applications useful to all Coalition members and stormwater program implementation more generally.				University at Albany-SUNY (Uptown); T-Bethlehem; T-Guilderland; T-New Scotland; C-Watervliet	
7-7 Procedures and Forms Compendium	The purpose of this BMP is to consolidate procedures mandated in the MS4 Permit or as needed for program implementation into one document, organized to facilitate communication and help others understand over the long term who needs to do what, when, and why regardless of current staffing configurations. What to include in the compendium is at the discretion of the MS4. Likely groupings: public queries and/or complaints related to stormwater IDDE and Construction Activity (MCM2 procedures); oversight of the construction activity permit (MCM4 and MCM 5 procedures); IDDE Program (MCM3 procedures); or Municipal Facilities and Operations-multiple categories (MCM6 procedures).	7-7 MG1 Coalition. By 3/9/2016, Coalition staff directly assist MS4s as requested and funded to write procedures and develop forms related to some or all procedures named in the MS4 Permit. Documents and process noted, communicated, and shared with all members.	7-7 MG2 Coalition. By 3/9/2017, Coalition staff directly assist MS4s as requested and funded to write procedures and develop forms related to some or all procedures named in the MS4 Permit. Documents and process noted, communicated, and shared with all members.	YES, BASIC Function	Albany County; C-Albany; V-Green Island; V-Menands; C-Watervliet	
7-8 MS4 Permit Audit Support & Communication	Coalition staff and individual MS4/municipal members provide support as needed for audited MS4 members.	7-8 MG1 Coalition. By 3/9/2016, as needed, the Coalition Program Coordinator, other Coalition staff, and Coalition members will provide MS4 Permit audit support (EPA and NYSDEC) for audited members.	7-8 MG2 Coalition. By 3/9/2017, as needed, the Coalition Program Coordinator, other Coalition staff, and Coalition members will provide MS4 Permit audit support (EPA and NYSDEC) for audited members.	YES, BASIC Function		
MCM 8 Training-Staff, Planning/Zoning Boards, and other Municipal Officials						
8-1 Topic: Clean Water Act Basics (In-House)	The purpose of this BMP is to effectively educate key MS4 staff and elected officials about the Clean Water Act such that the regulatory structure and intention of the stormwater regulations are well understood relatively to all other Clean Water Act SPDES, other water related regulations. Goals reflect MS4 determinations regarding who would benefit from the program and when and how they will participate in the training. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.			YES, BASIC Function		

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<b>8-2 Topic: Green Infrastructure, BSD, LID and Site Design Elements-For Municipal/Planning/Zoning Bds (In House)</b>	The purpose of this BMP is to educate municipal boards and Planning/Zoning board members about low impact development principles, the better site design approach, and green infrastructure applications. Such training is required in the MS4 Permit (Part VII.A.5.a.v.). Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4. Others, in addition to municipal/Planning/Zoning Boards, may be targetted for training.	8-2 MG1 T/Bethlehem and Coalition. By 3/9/2016, the Town of Bethlehem will coordinate with the Stormwater Coalition to provide a presentation to the Town of Bethlehem Planning Board.	8-2 MG1 V/Colonie and Coalition. By 3/9/2016 The Stormwater Management Officer will request assistance from the Stormwater Coalition of Albany County Coordinator in training the Village Planning Board in Low Impact, Better Site Design and Green Infrastructure.	YES, BASIC Function	Albany County; Bethlehem; V-Colonie	
			8-2 MG2 V/Colonie and Coalition. By 3/9/2017 The Stormwater Management Officer with the assistance of the Stormwater Coalition of Albany County Coordinator will provide training to the Village Planning Board in Low Impact, Better Site Design and Green Infrastructure.			
<b>8-3 Topic: Local Green Infrastructure Case Studies "Grand Rounds"</b>	The purpose of this BMP is to establish a neutral, predictable place for a fair minded critique of local green infrastructure practices and case histories. The format is designed to encourage an interdisciplinary discussion across a wide range of disciplines (engineers, landscape architects, planners, builders, contractors, maintenance crews, bankers, municipal officials, etc.) from either the public or private sector. The case histories are not limited to site level green infrastructure practices; other scales to be considered as well (neighborhood and landscape). Attendance is tracked by individual MS4s and included in the MS4 Permit annual report.	8-3 MG1 Coalition. By 3/9/2017, the Coalition Program Coordinator will discuss this Topic with the Working Group and to gage value and interest, potentially organize one event as a "test cast".		YES, BASIC Function		
<b>8-4 Topic: Illicit Discharge Detection and Elimination [DVD: IDDE-A Grate Concern]</b>	The purpose of this BMP is to educate appropriate municipal staff about illicit discharge (what they are), how to prevent these discharges; and how to eliminate. The Coalition owns and circulates a DVD titled: IDDE-A Grate Concern. Circulation is coordinated at monthly Coalition Working Group meetings. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.			YES, BASIC Function	Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Colonie; V-Green Island; T-Guilderland; T-New Scotland	
<b>8-5 Topic: Spill Prevention, Response, and Use of Kits [DVD: Spills and Skills]</b>	The purpose of this BMP is to effectively educate appropriate municipal staff about spill prevention, response, and use of kits. The Coalition owns and circulates a training DVD with quiz titled, Spills and Skills. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.			YES, BASIC Function	University at Albany-SUNY (Uptown), C-Albany; T-Colonie; V-Colonie; V-Green Island; T-New Scotland; C-Watervliet	
<b>8-6 Topic: Improper Waste Disposal-Liquids and Solids [DVD: Rain Check]</b>	This training topic is called out in the MS4 Permit (MCM3) which states that a covered entity must inform public employees, businesses, and the general public of the hazards associated with illegal discharges and improper disposal of waste, and maintain records of notifications. The Coalition owns and distributes a training video titled "Rain Check" which covers this topic as do several other DVDs, but not as thoroughly (IDDE-A Grate Concern and Spills and Skills). Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.			YES, BASIC Function	Albany County; University at Albany-SUNY (Uptown), C-Albany; V-Altamont; T-Bethlehem, C-Cohoes; T-Colonie; V-Colonie; V-Green Island; T-Guilderland; V-Menands; T-New Scotland; C-Watervliet	
<b>8-7 Topic: Construction Site Inspections By MS4/Municipal Inspectors (In House)</b>	The purpose of this BMP is to educate appropriate municipal staff and designated Stormwater Management Officers (SMOs) about current municipal inspection procedures and construction activity permit issues during construction. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.			YES, BASIC Function	University at Albany-SUNY (Uptown)	
<b>8-8 Topic: Post Construction Practices-Municipal Inspector Training (In House)</b>	The purpose of this BMP is to educate appropriate municipal staff, designated Stormwater Management Officers (SMOs), engineers, and others about current municipal inspection procedures and construction activity permit issues related to post-construction stormwater practices. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.			YES, BASIC Function		

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<b>8-9 Topic: Maintaining Green Infrastructure Practices-Demo Rain Gardens (In House)</b>	The purpose of this BMP is to effectively educate appropriate municipal staff about how to maintain demonstration rain gardens owned by municipalities. The focus includes training related to native plants, invasives, soils, and other gardening basics. Where possible, lessons learned about demo rain gardens will be applied to other stormwater practices which rely on native plant vegetation.	8-9 MG1 Coalition. By 3/9/2017 Coalition staff and interested municipalities with demonstration gardens explore how their local garden clubs could get involved with demonstration rain gardens; assist with plant maintenance; splitting and sharing plants (natives, as specified in NYSDEC Design Manual and elsewhere); and otherwise trouble shoot gardening problems and provide guidance.	YES, BASIC Function	University at Albany-SUNY (Uptown)	
<b>8-10 Topic: Maintaining Green Infrastructure Practices-Porous Pavements (In House)</b>	The purpose of this BMP is to effectively educate appropriate municipal staff and others about maintaining porous pavements. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.		YES, BASIC Function	University at Albany-SUNY (Uptown)	
<b>8-11 Topic: Deicing Material-Road Salt and Other Options (In House)</b>	The purpose of this BMP is to educate appropriate municipal staff and others about deicing options and related water quality issues. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.		YES, BASIC Function		
<b>8-12 Topic: Multi-Sector General Permit for Stormwater Discharges-Sectors Relevant to MS4s (In House)</b>	The purpose of this BMP is to effectively educate appropriate municipal staff and others about MSGP requirements relevant to MS4s. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.	8-12 MG1 Coalition. By 3/9/2017, the Coalition Program Coordinator organizes an in house training for Coalition members about the NYSDEC Multi-Sector General Permit. Possible presenter: NYSDEC staff; MSGP Permittee(s)	YES, BASIC Function		
<b>8-13 Topics: Grn Inf, Better Site Design, Low Impact Dev (Misc Providers-Not In House)</b>	The Coalition promotes and advertises training events related to Better Site Design (BSD), Low Impact Development (LID), and Green Infrastructure (GI) sponsored by others, such as Soil and Water Conservation Districts, Planning Councils, NYS Dept of State, EPA, and NYSDEC. Target audience is as named in the MS4 Permit Part VII.A.5.a.v (MCM5): municipal boards and Planning/Zoning Boards. Depending on training needs of individual MS4s, others may be targetted as well. Individual MS4s track attendance and topics covered.	8-13 MG1 Coalition. By 3/9/2017, Coalition Program Coordinator routinely informs members of training opportunities (Working Group meetings; forwards e-mail announcements)	YES, BASIC Function	C-Cohoes; V-Green Island; T-Guiderland	
<b>8-14 Topic: Stormwater Hydrology-Understanding The Math</b>	The purpose of this BMP training topic is to help municipal stormwater staff better understand the concepts and math associated with SWMPP designs. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.	8-14 MG1 Coalition. By 3/9/2016, Coalition Coordinator and interested municipalities review key math concepts and incorporates some or all relevant elements into Green Infrastructure Site Design Elements program to be developed for Planning/Zoning Board members (see BMP 8-2). Review of key math concepts is a first step, potentially related to future Stormwater Hydrology program.	YES, BASIC Function		
<b>8-15 Topic: Pest Management (Integrated Pest Mgmt Plans, Policies, and Procedures)</b>	The purpose of this BMP training topic is to help municipal stormwater staff better understand Pest Management concepts related to municipal operations and protecting water quality. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.	8-15 MG1 Coalition. By 3/9/2017, the Coalition Program Coordinator organizes an in house training for Coalition members about Integrated Pest Management. Possible presenter: Cornell Cooperative Extension staff; NYSDEC	YES, BASIC Function		
<b>8-16 Topic: Construction Activity Permit (GP-0-15-002) NYS Office of Parks, Recreation, and Historic Preservation (OPRHP) Requirements</b>	The NYS Construction Activity General Permit (GP-0-15-002) effective January 29, 2015 includes new forms related to Parks Recreation and Historic Preservation Law. MS4s responsible for Construction Activity Permit oversight need to be familiar with these requirements and as needed include the new forms into their SWPPP Review Procedures. Training may be necessary for MS4 staff, consulting engineers, and others. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.	8-16 MG1 Coalition. By 3/9/2017, the Coalition Program Coordinator organizes an in house training for Coalition members about Construction Activity Permit and Historic Preservation Requirements (OPRHP). Possible presenters: OPRHP and NYSDEC staff	YES, BASIC Function		

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<b>8-17 Topic: On Line Stormwater Programming for Staff Training</b>	The purpose of this BMP is to research and/or create a training interface for municipal staff (ex. police dept, others) which can be viewed on-line, with completion easily monitored, to possibly include an assessment of what was learned.			YES, BASIC Function	C-Albany	
<b>8-18 Topic: IDDE-Mapping Outfalls, ORI, Storm System Mapping</b>	The purpose of this BMP is to provide in-house IDDE training for Coalition members as needed. Training may be a review for some; or new content for municipal staff new to the stormwater regulations. Training/teaching process is shared among Coalition members, depending on expertise. Attendance is tracked by individual MS4s; included in the MS4 Permit annual report; and used to analyze training gaps internal to each MS4.			YES, BASIC Function		
<b>8-19 Topic: Center For Watershed Protection Webcasts-Misc Topics</b>	The Coalition routinely purchases the Center for Watershed Protection webcasts. Some webcasts provide valuable stormwater training for municipal staff. As such, attendance should be documented by MS4s, incorporated into internal records, and included in the MS4 Permit annual report.			YES, BASIC Function		
<b>8-20 Topic: Municipal Facilities and Operations-Misc Topics and Providers</b>	Often Soil and Water Conservation Districts, Cooperative Extension, and others host stormwater related training topics relevant to municipal facilities and operations. As such, attendance by municipal/MS4 related staff should be documented, incorporated into internal records, and included in the MS4 Permit annual report.			YES, BASIC Function		