

Stormwater Coalition of Albany County

Storm Water Management Program (BMPs and Measurable Goals) 2023 to 2024

Joint Annual Evaluation April, 2023

Coalition Members

(NYSDEC MS4 Permit SPDES ID)

Albany County *(NYR20A359)*

University at Albany-SUNY *(NYR20A234)*

City of Albany *(NYR20A464)*

Village of Altamont *(NYR20A550)*

Town of Bethlehem *(NYR20A208)*

City of Cohoes *(NYR20A243)*

Town of Colonie *(NYR20A190)*

Village of Green Island *(NYR20A377)*

Town of Guilderland *(NYR20A211)*

Village of Menands *(NYR20A144)*

Town of New Scotland *(NYR20A463)*

Village of Voorheesville *(NYR20A210)*

City of Watervliet *(NYR20A087)*

*This Annual Evaluation pertains to the New York State SPDES General Permit for
Stormwater Discharges from Municipal Separated Storm Sewer Systems (MS4s)
Permit No GP-0-15-003.*

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A. Background and Purpose

The current New York State Department of Environmental Conservation (NYSDEC) SPDES General Permit for Stormwater Discharges from Municipal Separated Storm Sewer Systems (MS4s) Permit No. GP-0-15-003 allows regulated entities to collaborate when creating and updating their Stormwater Management Program (SWMP). For details, see Appendix A MS4 Permit No. GP-0-15-003 Excerpts: Collaboration, SWMP Plan, and Annual Report Requirements.

To that end and dating back to when the Stormwater Coalition of Albany County was formed in 2009 (inter-municipal agreement) the public entities listed below have routinely prepared a Joint Stormwater Management Program document which lists Best Management Practices (BMPs) and Measurable Goals. Both align with MS4 Permit requirements and are thought to be effective in removing stormwater pollution from waterways.

Each year, the Coalition Director meets with member communities to evaluate which of their stormwater program goals were met or unmet from the previous year and to formulate goals for the upcoming year. The purpose is two-fold. One is to meet the MS4 Permit requirement to conduct an annual evaluation of progress meeting goals; the other is to clarify for all members which goals will be implemented by individual MS4s, the Coalition, or both.

The process itself is typically informative and an opportunity to discuss MS4 permit requirements and related challenges. The role of the Coalition is to organize and facilitate these evaluations and prepare the final document for posting on the Coalition website.

This particular SWMP Annual Evaluation lists MS4 Permit requirements and as needed selected text from the permit is provided which serves as a reminder of permit requirements for all types of MS4s (i.e. Traditional with Land Use Control; Traditional without Land Use Control; and Non-Traditional MS4s). Some SWMP Requirements named in the DRAFT MS4 Permit released in 2022 are included as well. They pertain to historic and ongoing Coalition wide activities which go beyond the current MS4 Permit, generally related to Comprehensive Mapping.

Below is a list of Coalition members as of May, 2023 each labeled by MS4 type. Their SPDES MS4 Permit number is in parenthesis.

Traditional Land Use Control MS4s (Towns, Villages, Cities)		Traditional Non Land Use Control MS4s (County)
City of Albany (NYR20A464)	Town of Guilderland (NYR20A211)	Albany County (NYR20A359)
Village of Altamont (NYR20A550)	Village of Menands (NYR20A144)	
Town of Bethlehem (NYR20A208)	Town of New Scotland (NYR20A463)	
City of Cohoes (NYR20A243)	Village of Voorheesville (NYR20A210)	Non-Traditional MS4s (Public Universities, State Agencies)
Town of Colonie (NYR20A190)	City of Watervliet (NYR20A087)	
Village of Green Island (NYR20A377)		
		University at Albany-SUNY (NYR20A234)

B. Individual SWMP Evaluations

Stormwater Coalition of Albany County

**Albany County
New York**

MS4 Permit No. NYR20A359

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

Row No		MS4 Permit Requirements	BMP Category	Annual Evaluation April, 2022		Albany County		Annual Evaluation April, 2023				Albany County	
				Date & SWMP Preparer(s): April 12, 2022. Rob Gunther & Nancy Heinzen		Traditional - Non Land Use Control MS4		Date & SWMP Preparer(s): March 24, 2023 Brent Meredith & Nancy Heinzen				Traditional - Non Land Use Control MS4	
				Albany County Measurable Goals 2022-2023		SPDES Permit No NYR20A359		Albany County Progress Meeting 2022-2023 Goals		Albany County Measurable Goals 2023-2024		SPDES Permit No NYR20A359	
				Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Responsible Parties						Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
1	Administrative - Various	Administrative	Administrative										
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin							Review MS4 Permit requirements to align with named permit roles, job titles and work responsibilities	3/9/2024	X	
3	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X	
			Admin							Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X	
			Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes					

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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)				Responsible Parties						Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes					
4		All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements....see Contracted Entity Certification Statement...(pg. 18)	Admin							Review existing shared services agreement pertaining to highway operations and relevant MS4 Permit requirements, note content, and file. (Ex. catch basin cleanout, street sweeping...)	3/9/2024	X	
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include:Staffing and staff development programs and organizational charts...(pg.98)	Admin	Update the County organizational chart	3/9/2023	X		Yes	MS4 staff person resigned, need to update	Update the County organizational chart	3/9/2024	X	
			Admin							Hire a Sw Program Technician & review the Civil Service Job Description	3/9/2024	X	

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			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services - GIS to GIS Specialist position. Sw Prog Tech position eliminated.				
			Admin	Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.	3/9/2023	X	X	Yes	Staffing needs/priorities clarified in updated IMA/MOU, also incorporated into 2023 Coalition budget. GIS Coor resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X
			Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X

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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Others decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	By 12/31/2023 By 3/9/2024 (New Director).	X	X
										County staff participate in Coalition in-house training events (ORI, Construction Activity Permi, Muni Fac Audits, S123 tablets)	3/9/2024	X	X
			Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequence of GIS Coordinator (Specialist) resignation; succession planning; land GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater WebMapper tutorial; Tablets-ArcGIS Online S123 Inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X

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		Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events - tuition paid by Coalition (NYS NE Regional SW Trainings; 4 Hr E/SC training; Flood Mgr conf)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
6		Traditional - Non Land Use Control and Non-Traditional MS4s: For each of the elements of the SWMP Plan, the covered entity must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP Plan and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element. (pg. 51)	Admin	Identify interested County Depts and organize relevant Department meetings pertaining to MS4 Permit implementation	3/9/2023	X		No, likely	County SW Prog Tech resigned, hiring prioritized	Identify interested County Depts and organize relevant Department meetings pertaining to MS4 Permit implementation	3/9/2024	X	
			Admin	Use the organizational chart to identify project specific training matched to the appropriate staff. Coordinate training as needed.	3/9/2023	X		No, likely	County SW Prog Tech resigned, hiring prioritized	Use the organizational chart to identify project specific training matched to the appropriate staff. Coordinate training as needed.	3/9/2024	X	
7	Part/ IV. F. 1. Enforcement Response Plan & Enforcement Tracking (pg. 13, 14)		Admin										
8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin										
9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluation of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	Complete Annual Evaluation as part of SWMP Update (April, 2022)	6/1/2022	X		Yes		Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X
10	Part V. B. 2. Annual Reports (pg. 15)	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Submit Annual Report by June 1, 2022	6/1/2022	X		Yes		Submit final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X	
			Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X
		All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X

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11			Admin	Retain relevant Dept correspondence in identifiable folder (electronic)	3/9/2023	X				Consolidate existing electronic files for efficiency and information sharing.	3/9/2024	X	
12	Special Conditions		Special Conditions										
13			Special Conditions							Review and obtain records regarding November, 2021 EPA inspection along Shaker Creek. Monitor status of actions since inspection.	3/9/2024	X	
14	Mapping		Mapping										
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping	Update storm system and program mapping for projects as they are completed (nursing home, Albany Shaker Road flyover, other); make GIS corrections to existing dataset; continue to support the integration of GIS stormwater program data (outfalls, municipal facilities, PCSMPs) with Svy123/AGOL tablet inspections.	3/9/2023	X	X	Incomplete	Projects now completed, mapping scheduled for 2023	Update storm system and program mapping for projects as they are completed (nursing home, Albany Shaker Road flyover, other); make GIS corrections to existing dataset; continue to support the integration of GIS stormwater program data (outfalls, municipal facilities, PCSMPs) with Svy123/AGOL tablet inspections. (Coalition contract with London Environmental - end 10/31/2024).	3/9/2024	X	X
										Review status of DPW construction projects for possible storm infrastructure changes and GIS mapping needs (re: MS4 Permit and other information)			
										Develop process to obtain post construction GIS data for completed DPW construction projects for integration with County GIS generally and GIS applications specific to DPW	3/9/2024	X	

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	Part IV. D. 2. a. Phase I: i. Monitoring Locations, ii. Preliminary Sewersheds; iii. Focus Areas; iv. Municipal owned PCSMPs; v. Muni Facilities - Prioritized (pg. 11)		Mapping										
	Part IV. D. 2. b. Phase II: i. MS4 Infrastructure a) Conveyance system; b) Stormwater structures; ii. Privately owned post construction sw mgmt practices, a) Location of PCSMP if unavailable (pg. 12)		Mapping	Coalition GIS Coordinator completes decommissioning of SwIM and creates replacement internet web mappers for interested Coalition members	12/31/2022		X	Yes	GIS Coordinator decommissions SwIM, researches content and design needs of replacement mappers, designs template web mapper, creates and publishes stormwater web mappers, trains MS4s in set up and use of mapper.				
			Mapping	Individual MS4 communities decide if they want or need a stormwater oriented AGOL webapp to replace SwIM.	12/31/2022	X		Yes	GIS Coordinator creates replacement web mappers (ArcGIS Online WebApp Builder) for 7 members - Albany County DPW, C-Cohoes, C-Wvliet, T-New Scot, V-Grn Is, V-Menands, V-Voor, ArchUB site (all sw mappers).				

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			Mapping							Coalition Board and relevant partners, with assistance of Coalition Director assess capacity of Coalition to provide GIS Services itemized in IMA-MOU (Tier 1,2,3) for the duration of 2023 and 2024. Members informed of assessment at or before June, 2023 or Sept, 2023 Board meeting; alternatives and related timelines presented and discussed. Alternatives may include: hiring dedicated Coalition GIS Specialist; contracting for mapping services; dropping GIS services; other. Some 2023 dues potentially reimbursed if no GIS services possible (Board decision)	12/31/2023	X	X
			Mapping							Coalition Director monitors completion, pays London Environmental, individual MS4s support mapping itemized in contract (end date 10/31/2023). Contract includes storm system; program mapping; and Web App updates for Town of New Scotland, V-Grn Island, and Albany County DPW.	10/31/2023	X, New Scotland, V-Green Island, County DPW	X

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			Mapping							Coalition Director inventories tablet use, status of ArcGIS Online licensing, and ability of MS4 users to access web mappers and inspection forms. Provides MS4 users with access information, licensing info, and training as needed. Info is shared with GIS Specialist, other new hires, if available.	12/31/2023	X, New Scotland, V-Green Island, County DPW, Menands, Wvliet, T/Beth, T/Guild, Voor, Altamont	X
			Mapping							If no support for Coalition related GIS services Coalition Director saves all Coalition held GIS datasets (shapefiles, GDB) on a hard drive and removes data from County server and OneDrive. Hard drive may be archived w/ interested GIS practitioners from County, from MS4s. Information about hard drive and data sharing protocol is communicated to Coalition members.	12/31/2023	X	X
			Mapping	Finalize webmap for Albany County	3/9/2023	X		Yes					
			Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Istatus of GIS Services Ifor whom, at what Icost embedded in IIMA-MOU (2023 - I2027)				

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			Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	MS4 Permit update tracked; still no permit as of March, 2023. Updated IMA-MOU itemizes 3 Tiers of Add'l Services-GIS, along with costs. Tiers include exist'g and add'l mapping requirements anticipated in new MS4 permit.				
			Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	12/31/2023 (Old Director) 12/31/2023 (Old/New Director)	X	X
			Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X

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16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach										
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities-staff, contractors, visitors (pg. 51)	MCM 1 Public Education										
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education										
19		ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education										
20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay checks; and in employee break rooms. (pg. 52)	MCM 1 Public Education										

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21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amount of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education	Update County DPW webpage as needed with stormwater related information; include information about the stormwater program and role of stormwater program related staff. Check and maintain link back to Coalition website.	3/9/2023	X		No	County SW Prog Tech resigned, hiring prioritized	Update County DPW webpage	3/9/2024	X	
			MCM 1 Public Education	If possible, Albany County Stormwater Program Technician (SWPT) incorporates a Stormwater tip in the County Executive's news letter.	3/9/2023	X		No	County SW Prog Tech resigned, hiring prioritized				
			MCM 1 Public Education	The Albany County Stormwater Program Technician will display an educational display for various County office buildings highlighting water quality issues caused by stormwater runoff and ways to address them, such as, the use of green infrastructure. Seasonal stormwater advice.	3/9/2023	X		No	County SW Prog Tech resigned, hiring prioritized				
			MCM 1 Public Education	Stencil/curb marker at least 10 catch basins at or near County facilities (or on County Roads) that are in prominent, high risk locations. Message: Do Not Dump-Drains to Mohawk/Hudson. At least one in each of the following priority watersheds: Krumkill, Patroon, Shaker, Vly Creek, Vlomanskill.	3/9/2023	X		No	County SW Prog Tech resigned, hiring prioritized	Stencil/curb marker at least 10 catch basins at or near County facilities (or on County Roads) that are in prominent, high risk locations. Message: Do Not Dump-Drains to Mohawk/Hudson. At least one in each of the following priority watersheds: Krumkill, Patroon, Shaker, Vly Creek, Vlomanskill.	3/9/2024	X	

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			MCM 1 Public Education	Visit all pet waste stations on County property and maintain as needed (minimally 3 stations).	3/9/2023	X		Yes		Visit all pet waste stations on County property and maintain as needed (minimally 3 stations).	3/9/2024	X	
										Install "pick up pet waste" signs on Albany County Rail Trail	3/9/2024	X	
			MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes		Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochres are transferred to interested MS4s; 4. Management and payment of website is transferred to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X
			MCM 1 Public Education							Update brochure racks with educational flyers	3/9/2024	X	

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			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X
22		Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amount of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)	MCM 1 Public Education										

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23	MCM 2 - Public Participation		MCM 2 - Public Involvement/Participation										
24		Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)	MCM 2 Public Inv/Part										
25		All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).	MCM 2 Public Inv/Part										
26		All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)	MCM 2 Public Inv/Part										
27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part										

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			MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 9/10/2023 Shaker Creek Fox Preserve and Mill Rod, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X
			MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponsor with V/Green Island RiverKeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
28		All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part										

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29		All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting -detailed meeting requirements listed in permit. (pg 33, 34, 54, and 55).	MCM 2 Public Inv/Part	Director posts the Joint DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Check that the MS4 website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X
30		All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part	Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 12 Coalition MS4 member communities.	6/15/2022		X	Yes		Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 13 Coalition MS4 member communities.	6/15/2023		X
31		All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part	Coalition Director posts FINAL Joint Annual Report on Coalition website	3/9/2023		X	Yes		Coalition Director compiles Annual Report public comments if any; includes in FINAL Joint Annual Report, and posts FINAL Joint Annual Report on Coalition website.	6/15/2023		X
32		All MS4 Types: A copy of the final report and the SWMP Plan are available for public inspection (pg. 34 & pg. 56)	MCM 2 Public Inv/Part										

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33		Traditional - Land Use Control MS4: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); public involvement/participation activities (Ex. steam cleanups, # attending, number of calls to hotline, # and extent of storm drain stenciling); effectiveness of program/BMPS/goal assessment. (pg. 35)	MCM 2 Public Inv/Part										
34		Traditional - Land Use Control & Non Traditional MS4s: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); effectiveness of program/BMPS/goal assessment. (pg. 56)	MCM 2 Public Inv/Part										
35	MCM 3 - Illicit Discharge Detection & Elimination		MCM 3 - Illicit Discharge Detection & Elimination										
36		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE										

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37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)	MCM 3 IDDE										
38		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE										
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE										
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg. 36 & pg. 59).	MCM 3 IDDE										
41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and proper disposal of waste (pg. 37 & pg. 58)	MCM 3 IDDE										
42			MCM 3 IDDE	Continue to use existing mechanism (duty phone and calls to DPW) to receive and respond to complaints, complaint data is tracked	3/9/2023	X		Yes		Continue to use existing mechanism (duty phone and calls to DPW) to receive and respond to complaints, complaint data is tracked	3/9/2024	X	

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43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE										
44			MCM 3 IDDE										
45		All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE							Review status of ORIs completed by previous SW Prog Tech, receive ORI training, kit support, and complete required # of ORI (estimated at 20% of total). Include outfalls from new system mapping.	3/9/2024	X	
				Label 33% of outfalls with Outfall ID's (WebApp/Coalition Outfall ID database), where possible	3/9/2023	X		No	County SW Prog Tech resigned, hiring prioritized				
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X
47			MCM 3 IDDE	Research status of County outfall inspection procedures, update as needed	3/9/2023	X		Yes	Researched, but updates needed pending new MS4 Permit	Update procedures if new MS4 released	3/9/2024	X	

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				Albany County Measurable Goals 2022-2023		SPDES Permit No NYR20A359		Albany County Progress Meeting 2022-2023 Goals		Albany County Measurable Goals 2023-2024		SPDES Permit No NYR20A359	
				Responsible Parties								Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
48		All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE	Research status of County illicit discharge track down procedures, update as needed	3/9/2023	X		Yes	Researched, but updates needed pending new MS4 Permit	Update procedures if new MS4 released	3/9/2024	X	
49			MCM 3 IDDE										
50		All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)	MCM 3 IDDE	Research status of County illicit discharge elimination procedures, update as needed	3/9/2023	X		Yes	Researched, but updates needed pending new MS4 Permit	Update procedures if new MS4 released	3/9/2024	X	
51		All MS4 Types: Develop and maintain a map minimally within covered entities jurisdiction in urbanized area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfalls (pg. 36 & pg. 57) GOALS ENTERED IN MAPPING SECTION.	MCM 3 IDDE										
52		All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPS, goal assessment (pg. 37 & pg. 58)	MCM 3 IDDE										

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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
53	MCM 4 - Construction Site Runoff Control		MCM 4 - Construction Site Runoff Control										
54		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)	MCM 4 Constr Site Runoff Control										
55		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates mechanisms for construction runoff requirements to the extent allowable under State and local law that meets State's most current technical standards; through available mechanisms; procedures & policies must be developed for implementation & enforcement; a written directive from person authorized to sign NOI stating that updated mechanisms must be used and who (position) is responsible; mechanisms/directive equivalent to requirements of SPDES General Pmt for Construction Activities (pg. 60-61)	MCM 4 Constr Site Runoff Control							Review location and status of County Policy documents pertaining to MCM 4 and MCM 5 and adopted in 2016 and 2017 for training and implementation.	3/9/2024	X	
56		Traditional - Land Use Control MS4: Mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 39)	MCM 4 Constr Site Runoff Control										
57		Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										

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58		All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the munciplities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control										
59		All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control										
60			MCM 4 Constr Site Runoff Control										
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control										
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control										

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63			MCM 4 Constr Site Runoff Control										
64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control										
65		Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit. Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statement on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control										
66		Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control										

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
67		All MS4 Types: Ensures that construction site operators have received E/SC training, including the <i>trained contractor</i> s as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control	Review status of previously trained DPW staff, identify who from multiple County Departments need training, follow-up, secure training seats for relevant staff.	3/9/2023	X		No	SW Prog Tech resigned, hiring a priority.	Review status of previously trained DPW staff, identify who from multiple County Departments need training, follow-up, secure training seats for relevant staff.	3/9/2024	X	
			MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No					
68		Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control										
69		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report: # and type of sanctions employed; status of regulatory mechanism - certify will assure compliance with Construction Permit; # of construction sites authorized for disturbance greater than 1 acre; effectiveness of program/BMPs/goal assessment (pg. 62)	MCM 4 Constr Site Runoff Control										

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
70		All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control										
71	MCM 5 - Post Construction Stormwater Runoff		MCM 5 - Post Construction Stormwater Runoff										
72		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new development and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff										
73		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates enforceable mechanism for post-construction runoff control from new development and redevelopment projects to extent allowable under state or local law that meets State current technical standards through available mechanisms, procedures or policies must be developed for implementation and enforcement; written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcement the mechanisms; and mechanism and directive must assure compliance with SPDES General Permit for Construction Activities (pg. 62)	MCM 5 Post Constr SW Runoff										
74		Traditional - Land Use Control MS4: Regulatory mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 43)	MCM 5 Post Constr SW Runoff										

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
75		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
76		All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff										
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff										
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff										

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are <i>qualified professionals</i> or under the supervision of <i>qualified professionals</i> (pg. 44)	MCM 5 Post Constr SW Runoff										
81		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff										
82		Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils....to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff										
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff										

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						Responsible Parties						Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
84	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	MCM 5 Post Constr SW Runoff	Continue to update PCSMP inventory as projects are completed, map and include in GIS database	3/9/2023	X		Incomplete	See Mapping goals	Continue to update PCSMP inventory as projects are completed, map and include in GIS database	3/9/2024	X	
85		All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinants); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)	MCM 5 Post Constr SW Runoff	SWPT inspects, with assistance from other DPW staff, 50% of practices within urbanized area; coordinate and implement maintenance activity as needed.	3/9/2023	X		Yes	Some practices inspected by SWPT who resigned	Research status of PCSMP inspections. Coordinate and identify list of future inspection, complete inspections and maintenance as needed.	3/9/2024	X	
86		All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
87		All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
		All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)	MCM 5 Post Constr SW Runoff										

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88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff										
89		Trad-No Land Use & Non Trad MS4 pg. 65: Covered entity shall report on: # and type of sanctions; # and type post-construction stormwater management practices; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; status of regulatory mechanism, that regulatory mechanism is equivalent; effectiveness of program, BMPs, measurable goal assessment. (pg. 65)	MCM 5 Post Constr SW Runoff										
90	MCM 6 - Municipal Operations/Good Housekeeping		MCM 6 - Municipal Operations/Good Housekeeping										
91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentially contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations										
92		Street and Bridge Maintenance	MCM 6 Muni Operations	DPW crew will sweep 50 road miles (both sides of road) and 10 acres of parking lots (urbanized area, such as Nursing Home, TU Center, Health Dept Parking Lot, County Hockey Facility).	3/9/2023	X		Yes		DPW crew will sweep 50 road miles (both sides of road) and 10 acres of parking lots (urbanized area, such as Nursing Home, TU Center, Health Dept Parking Lot, County Hockey Facility).	3/9/2024	X	

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94		Winter Road Maintenance	MCM 6 Muni Operations										
95		Storm System Maintenance	MCM 6 Muni Operations										
99		Vehicle and Fleet Maintenance	MCM 6 Muni Operations										
100		Park and Open Space Maintenance	MCM 6 Muni Operations										
101		Municipal Building Maintenance	MCM 6 Muni Operations										
102		Solid Waste Management	MCM 6 Muni Operations										
103		New Construction and Land Disturbances	MCM 6 Muni Operations	Continue with GML 239 reviews of projects potentially needing Construction Activity Permit coverage.	3/9/2023	X		Yes		Continue with GML 239 reviews of projects potentially needing Construction Activity Permit coverage; review Town/Village/City submitted SWPPP as needed.	3/9/2024	X	
			MCM 6 Muni Operations	Continue to explain, review, and institutionalize the SWPPP Review process across all County Departments involved with construction and land disturbance projects	3/9/2023	X		Yes	Prior to resignation, SW Prog Tech reviewed 30 SWPPPs, including 2 County projects.	Review status of past SWPPP reviews and continue to explain, review, and institutionalize the SWPPP Review process across all County Departments involved with construction and land disturbance projects	3/9/2024	X	
			MCM 6 Muni Operations	Continue to explain, review, and institutionalize the pre-construction meeting process across all County Departments involved with construction and land disturbance projects	3/9/2023	X		Yes		Continue to explain, review, and institutionalize the pre-construction meeting process across all County Departments involved with construction and land disturbance projects	3/9/2024	X	

Row No		MS4 Permit Requirements	BMP Category	Annual Evaluation April, 2022		Albany County		Annual Evaluation April, 2023				Albany County	
				Date & SWMP Preparer(s): April 12, 2022. Rob Gunther & Nancy Heinzen		Traditional - Non Land Use Control MS4		Date & SWMP Preparer(s): March 24, 2023 Brent Meredith & Nancy Heinzen				Traditional - Non Land Use Control MS4	
		MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)		Albany County Measurable Goals		SPDES Permit No NYR20A359		Albany County Progress Meeting		Albany County Measurable Goals		SPDES Permit No NYR20A359	
		Noteworthy Elements		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			MCM 6 Muni Operations	Continue to explain, review, and institutionalize the Construction General Permit inspection process across all County Departments involved with construction and land disturbance projects	3/9/2023	X		No		Review status of past inspections and continue to explain, review, and institutionalize the Construction General Permit inspection process across all County Departments involved with construction and land disturbance projects	3/9/2024	X	
104		Right Of Way Maintenance	MCM 6 Muni Operations										
105		Marine Operations	MCM 6 Muni Operations										
106		Hydrological Habitat Modification	MCM 6 Muni Operations										
				Continue to address road repair projects near waterbodies using appropriate hydrological habitat techniques	3/9/2023	X		Yes	Culvert replacement (CR1) included hydrological habitat techniques to reduce erosion.	Continue to address road repair projects near waterbodies using appropriate hydrological habitat techniques	3/9/2024	X	
107		Other (pg. 47 & 66)	MCM 6 Muni Operations										
108		Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)	MCM 6 Muni Operations										

Row No		MS4 Permit Requirements	BMP Category	Annual Evaluation April, 2022		Albany County		Annual Evaluation April, 2023				Albany County	
				Date & SWMP Preparer(s): April 12, 2022. Rob Gunther & Nancy Heinzen		Traditional - Non Land Use Control MS4		Date & SWMP Preparer(s): March 24, 2023 Brent Meredith & Nancy Heinzen				Traditional - Non Land Use Control MS4	
				Albany County Measurable Goals 2022-2023		SPDES Permit No NYR20A359		Albany County Progress Meeting 2022-2023 Goals		Albany County Measurable Goals 2023-2024		SPDES Permit No NYR20A359	
				Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Responsible Parties						Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
109		Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performance and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and Identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)	MCM 6 Muni Operations	Review the inventory of County fixed facilities and conduct self audits as needed (~3 self audits)	3/9/2023	X		Yes		Review the inventory of County fixed facilities and conduct self audits as needed (~3 self audits)	3/9/2024	X	
110		All MS4 Types: Determines management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)	MCM 6 Muni Operations	Review self audit results and follow up as needed	3/9/2023	X		Yes		Review self audit results and follow up as needed	3/9/2024	X	
111		All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations										
112		All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations							Show EXCAL DVD Trainings to relevant County staff (Rain Check, IDDE - Grate Concern). Use Coalition DVDs. (County DPW buys DVDs- possibly)	3/9/2024	X	X

Row No		MS4 Permit Requirements	BMP Category	Annual Evaluation April, 2022		Albany County		Annual Evaluation April, 2023				Albany County	
				Date & SWMP Preparer(s): April 12, 2022. Rob Gunther & Nancy Heinzen		Traditional - Non Land Use Control MS4		Date & SWMP Preparer(s): March 24, 2023 Brent Meredith & Nancy Heinzen				Traditional - Non Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Albany County Measurable Goals		SPDES Permit No NYR20A359		Albany County Progress Meeting		Albany County Measurable Goals		SPDES Permit No NYR20A359	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
113		Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations										
114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations										
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stormwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entity must perform monitoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations										
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormwater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations										
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations										

Row No		MS4 Permit Requirements	BMP Category	Annual Evaluation April, 2022		Albany County		Annual Evaluation April, 2023				Albany County	
		MS4 Permit GP-0-15-003 Requirements		Date & SWMP Preparer(s): April 12, 2022. Rob Gunther & Nancy Heinzen		Traditional - Non Land Use Control MS4		Date & SWMP Preparer(s): March 24, 2023 Brent Meredith & Nancy Heinzen				Traditional - Non Land Use Control MS4	
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)		Albany County Measurable Goals 2022-2023		SPDES Permit No NYR20A359		Albany County Progress Meeting 2022-2023 Goals		Albany County Measurable Goals 2023-2024		SPDES Permit No NYR20A359	
		Noteworthy Elements		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations										
119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations										
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations										
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48-68)	MCM 6 Muni Operations										
122	Enhanced Requirements for impaired Waters w/out TMDL		Enhanced Requirements for impaired Waters without an Approved TMDL										
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Future TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL	For Construction Activity Permit projects discharging to Ann Lee Shakers Pond, County GML SWPPP Reviews and SWPPP Reviews for County owned properties will note that NYSDEC Stormwater Management Design Manual -Chapter 10 Enhanced Phosphorus Removal design standards need to be incorporated into the SWPPP design	3/9/2023	X		No	No projects	For Construction Activity Permit projects discharging to Ann Lee Shakers Pond, County GML SWPPP Reviews and SWPPP Reviews for County owned properties will note that NYSDEC Stormwater Management Design Manual - Chapter 10 Enhanced Phosphorus Removal design standards need to be incorporated into the SWPPP design	3/9/2024	X	

Stormwater Coalition of Albany County

**University at Albany
State University of New York (SUNY)
(Uptown Campus)**

MS4 Permit No. NYR20A234

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

Row No		MS4 Permit Requirements	Annual Evaluation April 2022			University at Albany-SUNY		Annual Evaluation April 2023				University at Albany-SUNY	
			Date & SWMP Preparer(s): April 5, 2022, Brad Bunzey, Nancy Heinzen, 1pm, TEAMS			Non Traditional MS4		Date & SWMP Preparer(s): March 24, 2023, Brad Bunzey, Nancy Heinzen				Non Traditional MS4	
			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
		Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
1	Administrative - Various		Administrative										
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin										
3	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X	
			Admin							Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X	
			Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes					

Row No		MS4 Permit Requirements	Annual Evaluation April 2022			University at Albany-SUNY		Annual Evaluation April 2023				University at Albany-SUNY	
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			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)											
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes					
4		All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements....see Contracted Entity Certification Statement...(pg. 18)	Admin	Confirm that Construction Activity Permit consultants working for the University have signed the Self Certification Form.	3/9/2023	X		YES		Confirm that Construction Activity Permit consultants working for the University have signed the Self Certification Form.	3/9/2024	X	
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include:Staffing and staff development programs and organizational charts... (pg.98)	Admin	Update organizational chart as needed.	3/9/2023	X		YES		Update organizational chart as needed.	3/9/2024	X	
			Admin										
			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services - GIS to GIS Specialist position. Sw Prog Tech position eliminated.				

Row No		MS4 Permit Requirements	Annual Evaluation April 2022			University at Albany-SUNY		Annual Evaluation April 2023				University at Albany-SUNY	
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			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.	3/9/2023	X	X	Yes	Staffing needs/priorities clarified in updated IMA/MOU, also incorporated into 2023 Coalition budget. GIS Coor resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X
			Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X
			Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Others decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	By 12/31/2023 By 3/9/2024 (New Director).	X	X

Row No		MS4 Permit Requirements	Annual Evaluation April 2022			University at Albany-SUNY		Annual Evaluation April 2023				University at Albany-SUNY	
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			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023									
	Text (pg. no)		BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequence of GIS Coordinator (Specialist) resignation; succession planning; and GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater WebMapper tutorial; Tablets-ArcGIS Online S123 inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
			Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events - tuition paid by Coalition (NYS NE Regional SW Trainings; 4 Hr E/SC training; Flood Mgr conf)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
6		Traditional - Non Land Use Control and Non-Traditional MS4s: For each of the elements of the SWMP Plan, the covered entity must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP Plan and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element. (pg. 51)	Admin										
7	Part/ IV. F. 1. Enforcement Response Plan & Enforcement Tracking (pg. 13, 14)		Admin										

Row No		MS4 Permit Requirements	Annual Evaluation April 2022			University at Albany-SUNY		Annual Evaluation April 2023				University at Albany-SUNY	
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			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin										
9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluation of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	Complete Annual Evaluation as part of SWMP Update (April, 2022)	6/1/2022	X		Yes		Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	
			Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X
10	Part V. B. 2. Annual Reports (pg. 15)	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Submit Annual Report by June 1, 2022	6/1/2022	X		Yes		Submit UAlbany final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X	
			Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X

Row No		MS4 Permit Requirements	Annual Evaluation April 2022			University at Albany-SUNY		Annual Evaluation April 2023				University at Albany-SUNY	
			Date & SWMP Preparer(s): April 5, 2022, Brad Bunzey, Nancy Heinzen, 1pm, TEAMS			Non Traditional MS4		Date & SWMP Preparer(s): March 24, 2023, Brad Bunzey, Nancy Heinzen				Non Traditional MS4	
			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		Text (pg. no)											
11		All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X
12	Special Conditions		Special Conditions										
13			Special Conditions										
14	Mapping		Mapping										
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping	Continue to monitor completion of active construction sites, mapping as needed by UAlbany. Provide data to Coalition for WebApp as needed and AGOL tablet based inspections of ORI, PCSMPs, Muni Facilities.	3/9/2023	X	X	YES		Continue to monitor completion of active construction sites, mapping as needed by UAlbany. Provide data to Coalition for SWIM and AGOL tablet based inspections of ORI, PCSMPs, Muni Facilities	3/9/2024	X	X
	Part IV. D. 2. b. Phase II: i. MS4 Infrastructure a) Conveyance system; b) Stormwater structures; ii. Privately owned post construction sw mgmt practices, a) Location of PCSMP if unavailable (pg. 12)		Mapping	Coalition GIS Coordinator completes decommissioning of SwIM and creates replacement internet web mappers for interested Coalition members	12/31/2022		X	Yes	GIS Coordinator decommissions SwIM, researches content and design needs of replacement mappers, designs template web mapper, creates and publishes stormwater web mappers, trains MS4s in set up and use of mapper.				

Row No		MS4 Permit Requirements	Annual Evaluation April 2022			University at Albany-SUNY		Annual Evaluation April 2023				University at Albany-SUNY	
			Date & SWMP Preparer(s): April 5, 2022, Brad Bunzey, Nancy Heinzen, 1pm, TEAMS			Non Traditional MS4		Date & SWMP Preparer(s): March 24, 2023, Brad Bunzey, Nancy Heinzen				Non Traditional MS4	
			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
		Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Mapping	Individual MS4 communities decide if they want or need a stormwater oriented AGOL webapp to replace SwIM.	12/31/2022	X		Yes	GIS Coordinator creates replacement web mappers (ArcGIS Online WebApp Builder) for 7 members - Albany County DPW, C-Cohoes, C-Wvliet, T-New Scot, V-Grn Is, V-Menands, V-Voor, ArcHUB site (all sw mappers).				
			Mapping							Coalition Board and relevant partners, with assistance of Coalition Director assess capacity of Coalition to provide GIS Services itemized in IMA-MOU (Tier 1,2,3) for the duration of 2023 and 2024. Members informed of assessment at or before June, 2023 or Sept, 2023 Board meeting; alternatives and related timelines presented and discussed. Alternatives may include: hiring dedicated Coalition GIS Specialist; contracting for mapping services; dropping GIS services; other. Some 2023 dues potentially reimbursed if no GIS services possible (Board decision)	12/31/2023	X	X
			Mapping							Coalition Director monitors completion, pays London Environmental, individual MS4s support mapping itemized in contract (end date 10/31/2023). Contract includes storm system; program mapping; and Web App updates for Town of New Scotland, V-Grn Island, and Albany County DPW.	10/31/2023	X, New Scotland, V-Green Island, County DPW	X
			Mapping							Coalition Director inventories tablet use, status of ArcGIS Online licensing, and ability of MS4 users to access web mappers and inspection forms. Provides MS4 users with access information, licensing info, and training as needed. Info is shared with GIS Specialist, other new hires, if available.	12/31/2023	X, New Scotland, V-Green Island, County DPW, Menands, Wvliet, T/Beth, T/Guild, Voor, Altamont	X

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			Mapping							If no support for Coalition related GIS services Coalition Director saves all Coalition held GIS datasets (shapefiles, GDB) on a hard drive and removes data from County server and OneDrive. Hard drive may be archived w/ interested GIS practitioners from County, from MS4s. Information about hard drive and data sharing protocol is communicated to Coalition members.	12/31/2023	X	X
			Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Status of GIS Services for whom, at what cost embedded in IMA-MOU (2023 - 2027)				
			Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	MS4 Permit update tracked; still no permit as of March, 2023. Updated IMA-MOU itemizes 3 Tiers of Add'l Services-GIS, along with costs. Tiers include exist'g and add'l mapping requirements anticipated in new MS4 permit. V/Alt part of IMA-MOU update process.				

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			Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	12/31/2023 (Old Director) 12/31/2023 (Old/New Director)	X	X
			Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X
16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach										
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities-staff, contractors, visitors (pg. 51)	MCM 1 Public Education										
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education										

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19		ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education										
20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay cheks; and in employee break rooms. (pg. 52)	MCM 1 Public Education	Install green infrastructure interpretative sign at four locations should funding become available	3/9/2022	X		No	2 of 4 signs installed	Install green infrastructure interpretative sign at two locations	3/9/2024	X	
			MCM 1 Public Education	Monitor website and update as required	3/9/2023	X		YES		Monitor website and update as required	3/9/2024	X	
			MCM 1 Public Education	Monitor installation of catch basin "No Dumping" labels on grates.	3/9/2023	X		YES		Monitor installation of catch basin "No Dumping" labels on grates.	3/9/2024	X	
			MCM 1 Public Education	Provide stormwater information for students and others when requested and document activity. Possible audience and venues: campus tours for general public/ others, classroom presentations as requested by professors, orientation for new students. Research video of tour to share.	3/9/2023	x		YES		Provide stormwater information for students and others when requested and document activity. Possible audience and venues: campus tours for general public/ others, classroom presentations as requested by professors, orientation for new students. Research video of tour to share.	3/9/2024	x	

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			MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes		Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochres are transfered to interested MS4s; 4. Management and payment of website is transfered to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X
			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amount of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education										
22		Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amount of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)	MCM 1 Public Education	Four Sustainability digital displays with dynamic information about stormwater and Green Infrastructure practices specific to installations on the uptown campus are deployed to educate students.	3/9/2023	X		YES		Four Sustainability digital displays with dynamic information about stormwater and Green Infrastructure practices specific to installations on the uptown campus are deployed to educate students.	3/9/2024	X	

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23	MCM 2 - Public Participation		MCM 2 - Public Involvement/Participation										
24		Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)											
25		All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).	MCM 2 Public Inv/Part										
26		All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)	MCM 2 Public Inv/Part	Assist, help coordinate Freshmen clean-up day on campus at various green installations. Support Pond clean-up, attend the Indian pond information session and participate in clean-up activities	3/9/2023	X		Yes	Pond clean-up on 8/19/2022; 42 students attend the Indian pond information session and participate in clean-up activities	Assist, help coordinate Freshmen clean-up day on campus at various green installations. Support pond clean-up, attend the Indian pond information session and participate in clean-up activities	3/9/2024	X	
										UAlbany Stormwater department is working with the UAlbany Student Chapter of the New York Water Environment Association (UANYWEA), to establish a student program which will sample UAlbany ponds and test for various aspects in the waters.	3/9/2024	X	
										UAlbany Department of Environmental & Sustainability Engineering is performing two capstone research projects with student seniors for the use of Green Roofs and their effects on stormwater.	3/9/2024	X	

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27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part										
			MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 9/10/2023 Shaker Creek Fox Preserve and Mill Rod, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X
			MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponsor with V/Green Island RiverKeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X

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28		All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part										
29		All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting -detailed meeting requirements listed in permit. (pg 33, 34, 54, and 55).	MCM 2 Public Inv/Part	Director posts the Joint DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Check that the MS4 website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X
			MCM 2 Public Inv/Part							Continue to post the DRAFT/FINAL Annual Report on a website for public comment and post the location of the SWMP as required by the MS4 Permit (UAlbany website)	6/15/2024	X	X
30		All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part	Coalition Director emails information about the Joint SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 12 Coalition MS4 member communities.	6/15/2022		X	Yes		Coalition Director emails information about the Joint SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 13 Coalition MS4 member communities.	6/15/2023		X

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31		All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part	Coalition Director posts FINAL Joint Annual Report on Coalition website	3/9/2023		X	Yes		Coalition Director compiles Annual Report public comments if any; includes in FINAL Joint Annual Report and posts FINAL Joint Annual Report on Coalition website.	6/15/2023		X
32		All MS4 Types: A copy of the final report and the SWMP Plan are available for public inspection (pg. 34 & pg. 56)	MCM 2 Public Inv/Part										
33		Traditional - Land Use Control MS4: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); public involvement/participation activities (Ex. steam cleanups, # attending, number of calls to hotline, # and extent of storm drain stenciling); effectiveness of program/BMPS/goal assessment. (pg. 35)	MCM 2 Public Inv/Part										
34		Traditional - Land Use Control & Non Traditional MS4s: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); effectiveness of program/BMPS/goal assessment. (pg. 56)	MCM 2 Public Inv/Part										

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35	MCM 3 - Illicit Discharge Detection & Elimination		MCM 3 - Illicit Discharge Detection & Elimination										
36		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE										
37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)	MCM 3 IDDE										
38		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representaing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE										
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE										
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE										
41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and prompt disposal of waste (pg. 37 & pg. 58)	MCM 3 IDDE										

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	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE										
45		All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE							Perform Outfall inventory and inspection of 12 ORI's	3/9/2024	X	
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X
48		All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE										

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				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	Text (pg. no)	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
50		All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)	MCM 3 IDDE										
51		All MS4 Types: Develop and maintain a map minimally within covered entities jurisdiction in urbanized area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system.Field verify outfalls (pg. 36 & pg. 57) GOALS ENTERED IN MAPPING SECTION.	MCM 3 IDDE										
52		All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPS, goal assessment (pg. 37 & pg. 58)	MCM 3 IDDE										
53	MCM 4 - Construction Site Runoff Control		MCM 4 - Construction Site Runoff Control										
54		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)	MCM 4 Constr Site Runoff Control	Included in Policy. Review and update as needed.	3/9/2023	X		YES		Included in Policy. Review and update as needed.	3/9/2024	X	

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			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
55		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates mechanisms for construction runoff requirements to the extent allowable under State and local law that meets State's most current technical standards: through available mechanisms; procedures & policies must be developed for implementation & enforcement; a written directive from person authorized to sign NOI stating that updated mechanisms must be used and who (position) is responsible; mechanisms/directive equivalent to requirements of SPDES General Pmt for Construction Activities (pg. 60-61)	MCM 4 Constr Site Runoff Control	Included in Policy. Review and update as needed.	3/9/2023	X		YES		Included in Policy. Review and update as needed.	3/9/2024	X	
56		Traditional - Land Use Control MS4: Mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 39)	MCM 4 Constr Site Runoff Control										
57		Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										
58		All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the municipalities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control	Design engineers are provided information for SWPPP and contractors are instructed during pre-construction conference before site disturbance occurs.	3/9/2023	X		YES		Design enginners are provided information for SWPPP and contractors are instructed during pre-construction conference before site disturbance occurs.	3/9/2024	X	

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
59		All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control	Maintain construction site inventory	3/9/2023	x		YES		Maintain construction site inventory	3/9/2024	x	
60			MCM 4 Constr Site Runoff Control										
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control	Review SWPPP procedures as contained in Policy and update as needed.	3/9/2023	X		YES		Review SWPPP procedures as contained in Policy and update as needed.	3/9/2024	X	
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control	Stormwater Management Program Coordinator to keep trained on erosion and sediment control requirements through DEC training program.	3/9/2023	X		YES		Stormwater Management Program Coordinator to keep trained on erosion and sediment control requirements through DEC training program.	3/9/2024	X	
63			MCM 4 Constr Site Runoff Control										
64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control	Review and update as needed current procedures for construction site inspections	3/9/2023	X		YES		Review and update as needed current procedures for construction site inspections	3/9/2024	X	

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
65		Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit. Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statement on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control										
66		Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control	Review current Policy and Procedures and update as needed identifying certification of inspectors.	3/9/2023	X		YES		Review current Policy and Procedures and update as needed identifying certification of inspectors.	3/9/2024	X	
67		All MS4 Types: Ensures that construction site operators have received E/SC training, including the <i>trained contractor</i> s as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control	Continue to monitor 4 hr E/SC training needs of UAlbany staff and on site contractors	3/9/2023	X		YES		Continue to monitor 4 hr E/SC training needs of UAlbany staff and on site contractors	3/9/2024	X	
			MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No					

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
68		Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control										
69		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report: # and type of sanctions employed; status of regulatory mechanism - certify will assure compliance with Construction Permit; # of construction sites authorized for disturbance greater than 1 acre; effectiveness of program/BMPs/goal assessment (pg. 62)	MCM 4 Constr Site Runoff Control										
70		All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control	Include link to University Public Complaint portal on U Albany Stormwater Page.	3/9/2023	X		YES		Include link to University Public Complaint portal on U Albany Stormwater Page.	3/9/2024	X	
71	MCM 5 - Post Construction Stormwater Runoff		MCM 5 - Post Construction Stormwater Runoff										
72		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new development and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff	Review and update as need current requirements as containd in the Stormwater Management Policy	3/9/2023	X		YES		Review and update as need current requirements as containd in the Stormwater Management Policy	3/9/2024	X	

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		Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
73		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates enforceable mechanism for post-construction runoff control from new development and redevelopment projects to extent allowable under state or local law that meets State current technical standards through available mechanisms, procedures or policies must be developed for implementation and enforcement; written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcement the mechanisms; and mechanism and directive must assure compliance with SPDES General Permit for Construction Activities (pg. 62)	MCM 5 Post Constr SW Runoff	Review and update as need current requirements as contained in the Stormwater Management Policy	3/9/2023	X		YES		Review and update as need current requirements as contained in the Stormwater Management Policy	3/9/2024	X	
74		Traditional - Land Use Control MS4: Regulatory mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 43)	MCM 5 Post Constr SW Runoff										
75		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
76		All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										

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		Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff	Review and update as need current requirements as containd in the Stormwater Management Policy	3/9/2023	X		YES		Review and update as need current requirements as containd in the Stormwater Management Policy	3/9/2024	X	
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff										
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff										
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are <i>qualified professionals</i> or under the supervision of <i>qualified professionals</i> (pg. 44)	MCM 5 Post Constr SW Runoff										
81		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff										

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
82		Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils.....to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff										
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff										
84		All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinants); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)	MCM 5 Post Constr SW Runoff	Review post-construction practice inventory and mapping. Update accordingly	3/9/2023	X		YES		Review post-construction practice inventory and mapping. Update accordingly	3/9/2024	X	
85		All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff	Inspect stormwater practices (~33); inform others of maintenance needs and follow up. Maintenance prioritized.	3/9/2023	X		YES		Inspect stormwater practices (~33); inform others of maintenance needs and follow up. Maintenance prioritized.	3/9/2024	X	

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
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86		All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
87		All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)	MCM 5 Post Constr SW Runoff										
88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff	Continue monitoring SWPPP reviews and recording post-construction practice inspections and maintenance and maintain inventory of facilities.	3/9/2023	X		YES		Continue monitoring SWPPP reviews and recording post-construction practice inspections and maintenance and maintain inventory of facilities.	3/9/2024	X	
89		Trad-No Land Use & Non Trad MS4 pg. 65: Covered entity shall report on: # and type of sanctions; # and type post-construction stormwater management practices; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; status of regulatory mechanism, that regulatory mechanism is equivalent; effectiveness of program, BMPs, measureable goal assessment. (pg. 65)	MCM 5 Post Constr SW Runoff										

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90	MCM 6 - Municipal Operations/Good Housekeeping		MCM 6 - Municipal Operations/Good Housekeeping										
91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentially contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations	Review and update Good Housekeeping practices and monitor by inspections.	3/9/2023	X		YES		Review and update Good Housekeeping practices and monitor by inspections.	3/9/2024	X	
92		Street and Bridge Maintenance	MCM 6 Muni Operations	Review and update as needed street and parking lot sweeping programs and frequency.	3/9/2023	X		YES		Review and update as needed street and parking lot sweeping programs and frequency.	3/9/2024	X	
93			MCM 6 Muni Operations										
94		Winter Road Maintenance	MCM 6 Muni Operations										
95		Storm System Maintenance	MCM 6 Muni Operations	Monitor catch basin inspection and clean out for compliance with recommended schedule. Address training needs with all relevant staff.	3/9/2023	X		YES		Monitor catch basin inspection and clean out for compliance with recommended schedule. Address training needs with all relevant staff.	3/9/2024	X	
96			MCM 6 Muni Operations										
97			MCM 6 Muni Operations	Inspect and clean out ~ 8 Infiltrators; clean out sand in isolator row; address access	3/9/2023	X		YES		Inspect and clean out ~ 8 Infiltrators; clean out sand in isolator row; address access	3/9/2024	X	

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
98			MCM 6 Muni Operations							Inspect and clean and replace Water quality filters at 4 up flow filter modules.	3/9/2024	X	
99		Vehicle and Fleet Maintenance	MCM 6 Muni Operations										
100		Park and Open Space Maintenance	MCM 6 Muni Operations										
101		Municipal Building Maintenance	MCM 6 Muni Operations										
102		Solid Waste Management	MCM 6 Muni Operations										
103		New Construction and Land Disturbances	MCM 6 Muni Operations										
104		Right Of Way Maintenance	MCM 6 Muni Operations										
105		Marine Operations	MCM 6 Muni Operations										
106		Hydrological Habitat Modification	MCM 6 Muni Operations										
107		Other (pg. 47 & 66)	MCM 6 Muni Operations										
108		Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)	MCM 6 Muni Operations	Continue yearly self assessment inspections, reporting and correction of deficiencies.	3/9/2023	X		YES		Continue yearly self assessment inspections, reporting and correction of deficiencies.	3/9/2024	X	

Row No		MS4 Permit Requirements	Annual Evaluation April 2022			University at Albany-SUNY		Annual Evaluation April 2023				University at Albany-SUNY	
			Date & SWMP Preparer(s): April 5, 2022, Brad Bunzey, Nancy Heinzen, 1pm, TEAMS			Non Traditional MS4		Date & SWMP Preparer(s): March 24, 2023, Brad Bunzey, Nancy Heinzen				Non Traditional MS4	
			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
109		Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performance and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)	MCM 6 Muni Operations	Complete municipal facility self audit on 3 facilities (Power Plant, Vehicle Operations Center Grounds Building) and examine other campus facilities.	3/9/2023	X		No		Complete municipal facility self audit on 5 facilities (Power Plant, Vehicle Operations Center, Grounds Building, ETEC Grounds Bldg & ETEC storage structure) and examine other campus facilities.	3/9/2024	X	
										Complete municipal facility self audit on 7 Athletic Fields.	3/9/2024	X	
										Complete municipal facility self audit on 1 Material Storage Yard.	3/9/2024	X	
										Complete municipal facility self audit on 13 Loading Dock facilities and examine other campus facilities.	3/9/2024	X	

Row No		MS4 Permit Requirements	Annual Evaluation April 2022			University at Albany-SUNY		Annual Evaluation April 2023				University at Albany-SUNY	
			Date & SWMP Preparer(s): April 5, 2022, Brad Bunzey, Nancy Heinzen, 1pm, TEAMS			Non Traditional MS4		Date & SWMP Preparer(s): March 24, 2023, Brad Bunzey, Nancy Heinzen				Non Traditional MS4	
			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
110	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	MCM 6 Muni Operations										
		All MS4 Types: Determines management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)											
111		All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations										
112		All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations	Perform staff training on good housekeeping and maintenance practices	3/9/2023	X		YES		Perform staff training on good housekeeping and maintenance practices	3/9/2024	X	
113		Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations										
114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations	Maintain Third Party forms for contracted services which may impact Stormwater	3/9/2023	X		YES		Maintain Third Party forms for contracted services which may impact Stormwater	44994	X	

Row No		MS4 Permit Requirements	Annual Evaluation April 2022			University at Albany-SUNY		Annual Evaluation April 2023				University at Albany-SUNY	
			Date & SWMP Preparer(s): April 5, 2022, Brad Bunzey, Nancy Heinzen, 1pm, TEAMS			Non Traditional MS4		Date & SWMP Preparer(s): March 24, 2023, Brad Bunzey, Nancy Heinzen				Non Traditional MS4	
			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stormwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entity must perform monitoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations										
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormwater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations										
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations										
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations										

Row No		MS4 Permit Requirements	Annual Evaluation April 2022			University at Albany-SUNY		Annual Evaluation April 2023				University at Albany-SUNY	
			Date & SWMP Preparer(s): April 5, 2022, Brad Bunzey, Nancy Heinzen, 1pm, TEAMS			Non Traditional MS4		Date & SWMP Preparer(s): March 24, 2023, Brad Bunzey, Nancy Heinzen				Non Traditional MS4	
			BMP Category	University at Albany - SUNY		SPDES Permit No NYR20A234		University at Albany - SUNY		University at Albany - SUNY		SPDES Permit No NYR20A234	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations										
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations										
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48 68)	MCM 6 Muni Operations										
122	Enhanced Requirements for impaired Waters w/out Approved TMDL		Enhanced Requirements for impaired Waters without an Approved TMDL										
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Future TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL										

Stormwater Coalition of Albany County

**City of Albany
New York**

MS4 Permit No. NYR20A464

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

Row No		MS4 Permit Requirements		Annual Evaluation March/April, 2022		City of Albany Traditional-Land Use Control MS4		Annual Evaluation March/April, 2023				City of Albany		
				Date & SWMP Preparer(s): April 7, 2022 Peter Beck and Nancy Heinzen				Date & SWMP Preparer(s): April 4, 2023 Peter Beck and Nancy Heinzen				Traditional-Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Albany Measurable Goals		SPDES Permit No NYR20A464		City of Albany Progress Meeting		City of Albany Measurable Goals		SPDES Permit No NYR20A464	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
		Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
1	Administrative - Various	Administrative	Administrative											
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin											
3		All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X		
										Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X		
			Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)			X
			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes						
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes						

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				City of Albany		SPDES Permit No NYR20A464		City of Albany		City of Albany		SPDES Permit No NYR20A464	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
4	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements...see Contracted Entity Certification Statement...(pg. 18)	Admin										
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include: ...Staffing and staff development programs and organizational charts... (pg.98)	Admin	Update organizational chart, as needed	3/9/2023	X		Yes		Update organizational chart, as needed	3/9/2024	X	
			Admin										
			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services - GIS to GIS Specialist position. Sw Prog Tech position eliminated.				
			Admin	Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.	3/9/2023	X	X	Yes	Staffing needs/priorities clarified in updated IMA-MOU, also incorporated into 2023 Coalition budget. GIS Coor resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X

Row No		MS4 Permit Requirements		Annual Evaluation March/April, 2022		City of Albany		Annual Evaluation March/April, 2023				City of Albany	
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				City of Albany		SPDES Permit No NYR20A464		City of Albany		City of Albany		SPDES Permit No NYR20A464	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X
			Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Others decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	By 12/31/2023 By 3/9/2024 (New Director).	X	X
			Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequence of GIS Coordinator (Specialist) resignation; succession planning; and GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater WebMapper tutorial; Tablets-ArcGIS Online S123 Inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X

Row No		MS4 Permit Requirements		Annual Evaluation March/April, 2022		City of Albany		Annual Evaluation March/April, 2023				City of Albany	
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				City of Albany		SPDES Permit No NYR20A464		City of Albany		City of Albany		SPDES Permit No NYR20A464	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events - tuition paid by Coalition (NYS I NE Regional SW I Trainings; 4 Hr E/SC I training; Flood Mgr I conf)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
6		Traditional - Non Land Use Control and Non-Traditional MS4s: For each of the elements of the SWMP Plan, the covered entity must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP Plan and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element. (pg. 51)	Admin										
7	Part/ IV. F. 1. Enforcement Response Plan & Enforcement Tracking (pg. 13, 14)		Admin										
8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin	Update enforcement related procedures as needed	3/9/2023	X		Yes		Update enforcement related procedures as needed	3/9/2024	X	
9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluation of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	Complete Annual Evaluation - SWMP Update (April, 2022)	6/1/2022	X		Yes		Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	

Row No		MS4 Permit Requirements		Annual Evaluation March/April, 2022		City of Albany		Annual Evaluation March/April, 2023				City of Albany	
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				City of Albany		SPDES Permit No NYR20A464		City of Albany		City of Albany		SPDES Permit No NYR20A464	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
		Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X
10	Part V. B. 2. Annual Reports (pg. 15)	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Complete Annual Report by June 1, 2022	6/1/2022	X		Yes		Submit final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X	
			Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X

Row No		MS4 Permit Requirements		Annual Evaluation March/April, 2022		City of Albany		Annual Evaluation March/April, 2023				City of Albany	
				Date & SWMP Preparer(s): April 7, 2022 Peter Beck and Nancy Heinzen		Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023 Peter Beck and Nancy Heinzen				Traditional-Land Use Control MS4	
				City of Albany		SPDES Permit No NYR20A464		City of Albany		City of Albany		SPDES Permit No NYR20A464	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X
11			Admin	Retain all Dept correspondence	3/9/2023	X		Yes		Retain all Dept correspondence	3/9/2024	X	
12	Special Conditions		Special Conditions										
13		Special Conditions: Corrective actions implemented to correct a violation of Water Quality Standards	Special Conditions										
14	Part IV. D. Mapping		Mapping										
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping	Continue to map entire separated storm system along with all program elements (PCSMPS, outfalls)	3/9/2022	X		Yes		Continue to map entire separated storm system along with all program elements (PCSMPS, outfalls)	3/9/2024	X	

Row No		MS4 Permit Requirements		Annual Evaluation March/April, 2022		City of Albany		Annual Evaluation March/April, 2023				City of Albany	
				Date & SWMP Preparer(s): April 7, 2022 Peter Beck and Nancy Heinzen		Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023 Peter Beck and Nancy Heinzen				Traditional-Land Use Control MS4	
				City of Albany		SPDES Permit No NYR20A464		City of Albany		City of Albany		SPDES Permit No NYR20A464	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
	Part IV. D. 2. b. Phase II: i. MS4 Infrastructure a) Conveyance system; b) Stormwater structures; ii. Privately owned post construction sw mgmt practices, a) Location of PCSMP if unavailable (pg. 12)		Mapping	Coalition GIS Coordinator completes decommissioning of SWIM and creates replacement internet web mappers for interested Coalition members	12/31/2022		X	Yes	GIS Coordinator decommissions SWIM, researches content and design needs of replacement mappers, designs template web mapper, creates and publishes stormwater web mappers, trains MS4s in set up and use of mapper.				
			Mapping	Individual MS4 communities decide if they want or need a stormwater oriented AGOL webapp to replace SWIM.	12/31/2022	X		Yes	GIS Coordinator creates replacement web mappers (ArcGIS Online WebApp Builder) for 7 members - Albany County DPW, C-Cohoes, C-Wvliet, T-New Scot, V-Grn Is, V-Menands, V-Voor, ArchUB site (all sw mappers).				
			Mapping							Coalition Board and relevant partners, with assistance of Coalition Director assess capacity of Coalition to provide GIS Services itemized in IMA-MOU (Tier 1,2,3) for the duration of 2023 and 2024. Members informed of assessment at or before June, 2023 or Sept, 2023 Board meeting; alternatives and related timelines presented and discussed. Alternatives may include: hiring dedicated Coalition GIS Specialist; contracting for mapping services; dropping GIS services; other. Some 2023 dues potentially reimbursed if no GIS services possible (Board decision)	12/31/2023	X	X

Row No		MS4 Permit Requirements		Annual Evaluation March/April, 2022		City of Albany		Annual Evaluation March/April, 2023				City of Albany	
				Date & SWMP Preparer(s): April 7, 2022 Peter Beck and Nancy Heinzen		Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023 Peter Beck and Nancy Heinzen				Traditional-Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Albany		SPDES Permit No NYR20A464		City of Albany		City of Albany		SPDES Permit No NYR20A464	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Mapping							Coalition Director monitors completion, pays London Environmental, individual MS4s support mapping itemized in contract (end date 10/31/2023). Contract includes storm system; program mapping; and Web App updates for Town of New Scotland, V-Grn Island, and Albany County DPW.	10/31/2023	X, New Scotland, V-Green Island, County DPW	X
			Mapping							Coalition Director inventories tablet use, status of ArcGIS Online licensing, and ability of MS4 users to access web mappers and inspection forms. Provides MS4 users with access information, licensing info, and training as needed. Info is shared with GIS Specialist, other new hires, if available.	12/31/2023	X, New Scotland, V-Green Island, County DPW, Menands, Wvliet, T/Beth, T/Guild, Voor, Altamont	X
			Mapping							If no support for Coalition related GIS services Coalition Director saves all Coalition held GIS datasets (shapefiles, GDB) on a hard drive and removes data from County server and OneDrive. Hard drive may be archived w/ interested GIS practitioners from County, from MS4s. Information about hard drive and data sharing protocol is communicated to Coalition members.	12/31/2023	X	X

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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Status of GIS Services for whom, at what cost embedded in IMA-MOU (2023 - 2027)				
			Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	MS4 Permit update tracked; still no permit as of March, 2023. Updated IMA-MOU itemizes 3 Tiers of Add'l Services-GIS, along with costs. Tiers include existing and add'l mapping requirements anticipated in new MS4 permit.				
			Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	12/31/2023 (Old Director) 12/31/2023 (Old/New Director)	X	X

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X
16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach										
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities- staff, contractors, visitors (pg. 51)	MCM 1 Public Education										
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education										
19		ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education	Table at City events (City Hall on the Road, other)	3/9/2023	X		Yes		Table at City events (City Hall on the Road, other)	3/9/2024	X	
			MCM 1 Public Education	Stencil ~50 catch basins, areas to be determined	3/9/2023	X		Yes		Stencil ~50 catch basins, areas to be determined	3/9/2024	X	

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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			MCM 1 Public Education	Insert water quality message into Household Hazardous Waste Collection Day promotional flyer	3/9/2023	X		Yes		Insert water quality message into Household Hazardous Waste Collection Day promotional flyer	3/9/2024	X	
			MCM 1 Public Education	Monitor condition and presence of pet waste stations	3/9/2023	X		Yes		Monitor condition and presence of pet waste stations	3/9/2024	X	
			MCM 1 Public Education	Post Stormwater messages on Facebook	3/9/2023	X		Yes		Post Stormwater messages on Facebook	3/9/2024	X	
			MCM 1 Public Education	Distribute literature at two Water Dept brochure racks	3/9/2023	X		Yes		Distribute literature at one Water Dept brochure rack	3/9/2024	X	
			MCM 1 Public Education	Participate in Future Cities program	3/9/2023	X		No	Participated in other school programs	Participate in educational programs	3/9/2024	X	
			MCM 1 Public Education	Participate in Normanskill Farm Conservation Field Day when offered	3/9/2023	X		No	Program canceled				
				Continue to support and monitor RADIX Ecological Sustainability Center stormwater education events & track # of attendees	3/9/2023	X		Yes		Continue to support and monitor RADIX Ecological Sustainability Center stormwater education events & track # of attendees	3/9/2024		
				Present stormwater informaton to groups and others as requested	3/9/2023	X		Yes		Present stormwater informaton to groups and others as requested	3/9/2024		
			MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes		Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochures are transferred to interested MS4s; 4. Management and payment of website is transferred to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X
			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X
										If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X
20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay cheks; and in employee break rooms. (pg. 52)	MCM 1 Public Education										

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amount of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education										
22		Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amount of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)	MCM 1 Public Education										

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		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
		Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
23	MCM 2 - Public Participation		MCM 2 - Public Participation											
24		Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)	MCM 2 Public Inv/Part											
25		All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).	MCM 2 Public Inv/Part											
26		All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)	MCM 2 Public Inv/Part							Continue to facilitate and participate in public participation programs	3/9/2024	X		
27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part											

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 19/10/2023 Shaker Creek Fox Preserve and Mill Rod, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30). Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X
			MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponsor with V/Green Island RiverKeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
28		All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part										

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29		All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting -detailed meeting requirements listed in permit. (pg 33, 34, 54, and 55).	MCM 2 Public Inv/Part	Director posts the Joint DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Check that the MS4/City website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X
										Check that the City website links to the Coalition website DRAFT/FINAL Joint Annual Report and SWMP Update postings.	6/15/2023	X	
30		All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part	Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 12 Coalition MS4 member communities.	6/15/2022		X	Yes		Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 13 Coalition MS4 member communities.	6/15/2023		X
31		All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part	Coalition Director posts FINAL Joint Annual Report on Coalition website	3/9/2023		X			Coalition Director compiles Annual Report public comments if any; includes in FINAL Joint Annual Report, and posts FINAL Joint Annual Report on Coalition website	6/15/2023		X
32		All MS4 Types: A copy of the final report and the SWMP Plan are available for public inspection (pg. 34 & pg. 56)	MCM 2 Public Inv/Part										

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			MCM 2 Public Inv/Part	Director posts FINAL Joint Annual Report on Coalition website	3/9/2023		X	Yes					
33		Traditional - Land Use Control MS4: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); public involvement/participation activities (Ex. steam cleanups, # attending, number of calls to hotline, # and extent of storm drain stenciling); effectiveness of program/BMPS/goal assessment. (pg. 35)	MCM 2 Public Inv/Part										
34		Traditional - Land Use Control & Non Traditional MS4s: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); effectiveness of program/BMPS/goal assessment. (pg. 56)	MCM 2 Public Inv/Part										
35	MCM 3 - Illicit Discharge Detection & Elimination		MCM 3 - Illicit Discharge Detection & Elimination										
36		Traditional - Land Use Control and Traditional -Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE										

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37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)	MCM 3 IDDE										
38		Traditional - Land Use Control and Traditional -Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representaing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE										
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE										
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE										
41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and prompoer disposal os waster (pg. 37 & pg. 58)	MCM 3 IDDE										
43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE										

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45		All MS4 Types: Conduct an outfall reconnaissance inventory as described. EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE	Complete ORI's as indicated by completed and corrected outfall maps (20% of oufalls).	3/9/2023	X		Yes		Complete ORI's as indicated by completed and corrected outfall maps (20% of oufalls).	3/9/2024	X	
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X
47			MCM 3 IDDE	Outfall inspection procedures updated, as needed	3/9/2022	X		Yes		Outfall inspection procedures updated, as needed	3/9/2024	X	
48		All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE	Track down procedures updated, as needed	3/9/2023	X		Yes		Track down procedures updated, as needed	3/9/2024	X	
50		All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)	MCM 3 IDDE	Elimination procedures updated, as needed	3/9/2023	X		Yes		Elimination procedures updated, as needed	3/9/2024	X	

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
51		All MS4 Types: Develop and maintain a map minimally within covered entities jurisdiction in urbanized area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfalls (pg. 36 & pg. 57) GOALS ENTERED IN MAPPING SECTION.	MCM 3 IDDE										
52		All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPs, goal assessment (pg. 37 & pg. 58)	MCM 3 IDDE										
53	MCM 4 - Construction Site Runoff Control		MCM 4 - Construction Site Runoff Control										
54		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)	MCM 4 Constr Site Runoff Control										

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55		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates mechanisms for construction runoff requirements to the extent allowable under State and local law that meets State's most current technical standards: through available mechanisms; procedures & policies must be developed for implementation & enforcement; a written directive from person authorized to sign NOI stating that updated mechanisms must be used and who (position) is responsible; mechanisms/directive equivalent to requirements of SPDES General Pmt for Construction Activities (pg. 60-61)	MCM 4 Constr Site Runoff Control										
56		Traditional - Land Use Control MS4: Mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 39)	MCM 4 Constr Site Runoff Control										
57		Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										
58		All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the municipalities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control										

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Albany Measurable Goals		SPDES Permit No NYR20A464		City of Albany Progress Meeting		City of Albany Measurable Goals		SPDES Permit No NYR20A464	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
59		All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control										
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control	SWPPP Review procedures, updated as needed.	3/9/2023	X		Yes		SWPPP Review procedures, updated as needed.	3/9/2024	X	
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control										
64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control	Review existing construction site inspection procedures, update as needed.	3/9/2023	X		Yes		Review existing construction site inspection procedures, update as needed.	3/9/2024	X	
65		Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit.Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statment on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control	Monitor PCSMP signage requirement for ongoing compliance, include as comment on plans.	3/9/2023	X		Yes		Monitor PCSMP signage requirement for ongoing compliance, include as comment on plans.	3/9/2024	X	

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
66		Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control										
67		All MS4 Types: Ensures that construction site operators have received E/SC training, including the <i>trained contractor</i> s as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control										
			MCM 4 Constr Site Runoff Control	Monitor 4 hr E/SC training status and training needs of new employees, have individual attend training, as needed	3/9/2023	X		Yes		Monitor 4 hr E/SC training status and training needs of new employees, have individual attend training, as needed	3/9/2024	X	
			MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No					

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
68		Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control										
69		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report: # and type of sanctions employed; status of regulatory mechanism - certify will assure compliance with Construction Permit; # of construction sites authorized for disturbance greater than 1 acre; effectiveness of program/BMPs/goal assessment (pg. 62)	MCM 4 Constr Site Runoff Control										
70		All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control	Document and retain all public complaints related to construction sites	3/9/2023	X		Yes		Document and retain all public complaints related to construction sites	3/9/2024	X	
71	MCM 5 - Post Construction Stormwater Runoff		MCM 5 - Post Construction Stormwater Runoff										
72		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new development and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff										

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	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
73		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates enforceable mechanism for post-construction runoff control from new development and redevelopment projects to extent allowable under state or local law that meets State current technical standards through available mechanisms, procedures or policies must be developed for implementation and enforcement; written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcement the mechanisms; and mechanism and directive must assure compliance with SPDES General Permit for Construction Activities (pg. 62)	MCM 5 Post Constr SW Runoff										
74		Traditional - Land Use Control MS4: Regulatory mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 43)	MCM 5 Post Constr SW Runoff										
75		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
76		All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff	Reach out to City Planning Dept for status of Comp Plan and/or Local Law updates related to water quality; monitor activities as needed.	3/9/2023	X		Yes		Reach out to City Planning Dept for status of Comp Plan and/or Local Law updates related to water quality; monitor activities as needed.	3/9/2024	X	

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77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff												
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff												
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff												
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are <i>qualified professionals</i> or under the supervision of <i>qualified professionals</i> (pg. 44)	MCM 5 Post Constr SW Runoff												
81		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff												

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		Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
82		Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils....to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff										
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff										
84		All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinants); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)	MCM 5 Post Constr SW Runoff	Post Construction SMP inventory updated as needed and incorporated into GIS	3/9/2023	X		Yes		Post Construction SMP inventory updated as needed and incorporated into GIS	3/9/2024	X	
85		All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff	Implement maintenance related procedures (explain O & M requirements to owners; monitor inspections; conduct inspections as needed; enforcement; monitoring filing of O & M documentation with deeds; record keeping).	3/9/2023	X		Yes		Implement maintenance related procedures (explain O & M requirements to owners; monitor inspections; conduct inspections as needed; enforcement; monitoring filing of O & M documentation with deeds; record keeping).	3/9/2024	X	

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86		All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
87		All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)	MCM 5 Post Constr SW Runoff										
88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction managment practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff										
89		Trad-No Land Use & Non Trad MS4 pg. 65: Covered entity shall report on: # and type of sanctions; # and type post-construction stormwater management practices; # and type of post construction stormwater management practices inspected; # and type of post construction managment practices maintained; status of regulatory mechanism, that regulatory mechanism is equivalent; effectiveness of program, BMPs, measureable goal assessment. (pg. 65)	MCM 5 Post Constr SW Runoff										

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		Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
90			MCM 6 - Municipal Operations/Good Housekeeping											
91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentially contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations											
92		Street and Bridge Maintenance	MCM 6 Muni Operations											
94		Winter Road Maintenance	MCM 6 Muni Operations											
95		Storm System Maintenance	MCM 6 Muni Operations											
98			MCM 6 Muni Operations	Maintain post construction sw practices which are City owned.	3/9/2023	X		Yes		Maintain post construction sw practices which are City owned.	3/9/2024	X		
			MCM 6 Muni Operations	Update inspection procedures for City owned stormwater management practices, as needed	3/9/2023	X		Yes		Update inspection procedures for City owned stormwater management practices, as needed	3/9/2024	X		
			MCM 6 Muni Operations	For green infrastructure maintenance crew, identify training needs and explain inspection and maintenance procedures	3/9/2023	X		Yes		For green infrastructure maintenance crew, identify training needs and explain inspection and maintenance procedures	3/9/2024	X		
99		Vehicle and Fleet Maintenance	MCM 6 Muni Operations											
100		Park and Open Space Maintenance	MCM 6 Muni Operations											
101		Municipal Building Maintenance	MCM 6 Muni Operations											
102		Solid Waste Management	MCM 6 Muni Operations											

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103		New Construction and Land Disturbances	MCM 6 Muni Operations										
104		Right Of Way Maintenance	MCM 6 Muni Operations										
105		Marine Operations	MCM 6 Muni Operations										
106		Hydrological Habitat Modification	MCM 6 Muni Operations										
107		Other (pg. 47 & 66)	MCM 6 Muni Operations										
108		Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)	MCM 6 Muni Operations	Complete facility audits according to tri-annual assessment schedule	3/9/2023	X		Yes		Complete facility audits according to tri-annual assessment schedule	3/9/2024	X	
				Distribute and explain BMP Summary Sheets to various municipal facility administrators; monitor performance; follow up as needed	3/9/2023	X		Yes		Distribute and explain BMP Summary Sheets to various municipal facility administrators; monitor performance; follow up as needed	3/9/2024	X	
109		Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performance and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)	MCM 6 Muni Operations										

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Albany		SPDES Permit No NYR20A464		City of Albany		City of Albany		SPDES Permit No NYR20A464	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
110		All MS4 Types: Determine management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)	MCM 6 Muni Operations										
111		All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations										
112		All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations	Identify training needs of relevant staff and provide appropriate training using DVDs (IDDE-Grate Concern; Spill and Skills; or others); webinars; and other available venues	3/9/2023	X		Yes		Identify training needs of relevant staff and provide appropriate training using DVDs (IDDE-Grate Concern; Spill and Skills; or others); webinars; and other available venues	3/9/2024	X	
			MCM 6 Muni Operations	Communicate to all appropriate staff procedures for reporting stormwater issues to the SW Prog Coor (phone or email).	3/9/2023	X		Yes		Communicate to all appropriate staff procedures for reporting stormwater issues to the SW Prog Coor (phone or email).	3/9/2024	X	
113		Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations										

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
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114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations										
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stormwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entity must perform monitoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations										
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormwater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations										
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations										
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations										

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		Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations	Obtain from all appropriate City staff catch basin cleaning and repair data; sweeping data; salt usage; fertilizer/herbicide use data; hazardous household material collected data for Annual Report	3/9/2023	X		Yes		Obtain from all appropriate City staff catch basin cleaning and repair data; sweeping data; salt usage; fertilizer/herbicide use data; hazardous household material collected data for Annual Report	3/9/2024	X	
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations										
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48 68)	MCM 6 Muni Operations										
122	Enhanced Requirements for impaired Waters w/out Approved TMDL			Enhanced Requirements for impaired Waters without an Approved TMDL									
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Future TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL										

Stormwater Coalition of Albany County

**Village of Altamont
New York**

MS4 Permit No. NYR20A550

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont		
			Date & SWMP Preparer(s): Not applicable, V/Altamont not a member of the Coalition April, 2022			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023, N. Heinzen & Nick Sala				Traditional- Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
1	Administrative - Various		Administrative											
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin											
3	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin							Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X		
			Admin							Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X		
			Admin							Research, locate and file shared services agreement for highway related operations pertaining to MS4 Permit. Research T/Guilderland, Albany County	3/9/2024	X		
			Admin							Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X	

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				Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
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Row No	Of interest to MS4s; relevant to Coalition operations	MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	2022-2023			2022-2023 Goals		2023-2024			
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			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes					
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes	V Altamont participated in IMA-MOU update				
4		All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements....see Contracted Entity Certification Statement...(pg. 18)	Admin							Research status of Contracted Entity Self Certification Form, (signatures, dates, need for other vendors to sign). Get signatures as needed (ex. Village Designated Engineers, MCM6 vendors)	3/9/2024	X	
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include:Staffing and staff development programs and organizational charts... (pg.98)	Admin							Update Village MS4 Permit organizational chart and identify individuals who need training in which areas	3/9/2024	X	
			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services - GIS to GIS Specialist position. Sw Prog Tech position eliminated. V/Alt participated in IMA-MOU update				

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		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont	
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Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
										Participate in Coalition-led training opportunities. Topics of interest: CWA Basics for municipal officials, DPW Municipal Facility Audit training - pther DPW garages; Construction Activity inspections - during); how to sustain BMP implementation	3/9/2024	X	
			Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequence of GIS Coordinator (Specialist) Resignation; succession planning; and GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater WebMapper tutorial; Tablets-ArcGIS Online S123 Inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
			Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events - tuition paid by Coalition (NYS NE Regional SW Trainings; 4 Hr E/SC training; Flood Mgr conf)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X

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				Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
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Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
6		Traditional - Non Land Use Control and Non-Traditional MS4s: For each of the elements of the SWMP Plan, the covered entity must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP Plan and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element. (pg. 51)	Admin										
7	Part/ IV. F. 1. Enforcement Response Plan & Enforcement Tracking (pg. 13, 14)		Admin										
8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin										
9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluation of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin							Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	
			Admin							Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X
10	Part V. B. 2. Annual Reports (pg. 15)	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin							Submit final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X	

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			Admin							Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X
11		All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X
12	Special Conditions		Special Conditions										
13			Special Conditions										
14	Mapping		Mapping										
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping										

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		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont	
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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Mapping							If no support for Coalition related GIS services Coalition Director saves all Coalition held GIS datasets (shapefiles, GDB) on a hard drive and removes data from County server and OneDrive. Hard drive may be archived w/ interested GIS practitioners from County, from MS4s. Information about hard drive and data sharing protocol is communicated to Coalition members.	12/31/2023	X	X
			Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Status of GIS Services for whom, at what cost embedded in IMA-MOU (2023 - 2027). V/Alt participated in IMA-MOU update.				
			Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	MS4 Permit update tracked; still no permit as of March, 2023. Updated IMA-MOU itemizes 3 Tiers of Add'l Services-GIS, along with costs. Tiers include exist'g and add'l mapping requirements anticipated in new MS4 permit. V/Alt participated in IMA-MOU update..				

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			Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	12/31/2023 (Old Director) 12/31/2023 (Old/New Director)	X	X
			Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X
16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach										
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities- staff, contractors, visitors (pg. 51)	MCM 1 Public Education										
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education										

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19		ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education							Continue to evaluate catch basin spoils to determine possible target audience for education outreach. Consult with available SOPs as needed.	3/9/2024	X		
			MCM 1 Public Education							Continue to maintain brochure racks in Village Hall, restock with brochures, and monitor # and which brochures are picked up each year. Consult with available SOPs as needed.	3/9/2024	X		
			MCM 1 Public Education							Continue to include stormwater article in Village newsletter (hard copy of as ~150, 2x distributed each year direct mailing). Newsletter hard copy posted library, laudry mat, apartment complexes, and Village website. Consult with available SOPs as needed.	3/9/2024	X		
			MCM 1 Public Education							Continue to manage Stormwater Facebook page, update with content, share article. Consult with available SOPs as needed.	3/9/2024	X		
			MCM 1 Public Education							Continue to maintain pet waste stations at 3 parks and monitor bags picked up. Station has clean up sign.Consult with available SOPs as needed.	3/9/2024	X		

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
										Continue to stencil catch basins (don't dump), ~approximately 30% each year. Consult with available SOPs as needed.	3/9/2024	X	
			MCM 1 Public Education							Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochures are transferred to interested MS4s; 4. Management and payment of website is transferred to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X
			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont	
			Date & SWMP Preparer(s): Not applicable, V/Altamont not a member of the Coalition April, 2022			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023, N. Heinzen & Nick Sala				Traditional- Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay cheks; and in employee break rooms. (pg. 52)	MCM 1 Public Education							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X
21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amout of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education										
22		Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amout of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)	MCM 1 Public Education										

		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont		
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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
23	MCM 2 - Public Involvement/Participation		MCM 2 - Public Involvement/Participation											
24		Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)	MCM 2 Public Inv/Part											
25		All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).	MCM 2 Public Inv/Part											
26		All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)	MCM 2 Public Inv/Part							Continue to monitor and track stormwater related complaints - from phone calls, emails.	3/9/2024	X		
27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part							Continue to monitor # of volunteers and amount of trash picked up along stream sites as part of annual Village wide Green and Clean event.	3/9/2024	X		
			MCM 2 Public Inv/Part							Continue to monitor amount of vegetative debris (in bags, grass clippings, roadside) voluntary collected by residents and business	3/9/2024	X		

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont	
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			BMP Category	Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 9/10/2023 Shaker Creek Fox Preserve and Mill Rod, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X
			MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponsor with V/Green Island RiverKeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
										Participate in the identification of potential WAVE sites for volunteers	3/9/2024	X	

		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont		
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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
		Noteworthy Elements			Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	Measurable Goals		Responsible Parties	Progress Meeting	Measurable Goals	Responsible Parties			
		2022-2023			2022-2023 Goals	2023-2024								
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
28		All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part											
29		All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting - detailed meeting requirements listed in permit. (pg 33, 34, 54, and 55).	MCM 2 Public Inv/Part							Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X	
30		All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part							Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 13 Coalition MS4 member communities.	6/15/2023		X	
31		All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part											

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32		All MS4 Types: A copy of the final report and the SWMP Plan are available for public inspection (pg. 34 & pg. 56)	MCM 2 Public Inv/Part							Post FINAL Annual Report on Village website.	3/9/2024	X		
			MCM 2 Public Inv/Part							Coalition Director compiles Annual Report public comments if any; includes in FINAL Joint Annual Report, and posts FINAL Joint Annual Report on Coalition website.	6/15/2023		X	
33		Traditional - Land Use Control MS4: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); public involvement/participation activities (Ex. steam cleanups, # attending, number of calls to hotline, # and extent of storm drain stenciling); effectiveness of program/BMPS/goal assessment. (pg. 35)	MCM 2 Public Inv/Part											
34		Traditional - Land Use Control & Non Traditional MS4s: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); effectiveness of program/BMPS/goal assessment. (pg. 56)	MCM 2 Public Inv/Part											

		MS4 Permit Requirements	Annual Evaluation April, 2022		Village of Altamont		Annual Evaluation April, 2023				Village of Altamont		
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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
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35	MCM 3 - Illicit Discharge Detection & Elimination		MCM 3 - Illicit Discharge Detection & Elimination										
36		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE										
37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)	MCM 3 IDDE										
38		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representaing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE										
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE										
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE										
41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and prompt disposal of waste (pg. 37 & pg. 58)	MCM 3 IDDE										

		MS4 Permit Requirments	Annual Evaluation April, 2022		Village of Altamont		Annual Evaluation April, 2023				Village of Altamont		
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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		SPDES Permit No NYR20A550		
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42			MCM 3 IDDE										
43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE										
44			MCM 3 IDDE										
45		All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE							Review status of ORIs to be completed this reporting cycle (estimated 10) and complete. Use AGOL technology if available.	3/9/2024	X	
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
47			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
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48		All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE										
50		All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)	MCM 3 IDDE										
51		All MS4 Types: Develop and maintain a map minimally within covered entities jurisdiction in urbanized area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system.Field verify outfalls (pg. 36 & pg. 57) GOALS ENTERED IN MAPPING SECTION.	MCM 3 IDDE										
52		All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPS, goal assessment (pg. 37 & pg. 58)	MCM 3 IDDE										

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
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53	MCM 4 - Construction Site Runoff Control		MCM 4 - Construction Site Runoff Control										
54		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regualtory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)	MCM 4 Constr Site Runoff Control										
55		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates mechanisms for construction runoff requirements to the extent allowable under State and local law that meets State's most current technical standards: through available mechanisms; procedures & policies must be developed for implementation & enforcement; a written directive from person authorized to sign NOI stating that updated mechanisms must be used and who (position) is responsible; mechanisms/directive equivalent to requirements of SPDES General Pmt for Construction Activities (pg. 60-61)	MCM 4 Constr Site Runoff Control										
56		Traditional - Land Use Control MS4: Mechnism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 39)	MCM 4 Constr Site Runoff Control										
57		Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										

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				Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
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Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
58		All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the municipalities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control										
59		All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control							Continue to update construction site inventory, as needed.	3/9/2024	X	
60			MCM 4 Constr Site Runoff Control										
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control							Research and update most current land use review procedures pertaining to the Village and possibly Town of Guilderland. Inform others of SWPPP review requirements and procedures specific to the Village relevant to signing MS4 Permit SWPPP Acceptance Form. Update SWPPP review procedures as needed.	3/9/2024	X	
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control										

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont	
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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
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64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control							Research status of Construction Activity Permit related enforcement given named role of code enforcement staff and others who may have enforcement responsibilities named in Village local law.	3/9/2024	X	
65		Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit.Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statment on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control										
66		Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control										
67		All MS4 Types: Ensures that construction site operators have received E/SC training, including the trained contractor s as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No					

		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont	
			Date & SWMP Preparer(s): Not applicable, V/Altamont not a member of the Coalition April, 2022			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023, N. Heinzen & Nick Sala				Traditional- Land Use Control MS4	
				Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
68		Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control										
69		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report: # and type of sanctions employed; status of regulatory mechanism - certify will assure compliance with Construction Permit; # of construction sites authorized for disturbance greater than 1 acre; effectiveness of program/BMPs/goal assessment (pg. 62)	MCM 4 Constr Site Runoff Control										
70		All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control										
71	MCM 5 - Post Construction Stormwater Runoff		MCM 5 - Post Construction Stormwater Runoff										
72		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new development and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff										

		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont	
			Date & SWMP Preparer(s): Not applicable, V/Altamont not a member of the Coalition April, 2022			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023, N. Heinzen & Nick Sala				Traditional- Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
73				MCM 5 Post Constr SW Runoff									
74		Traditional - Land Use Control MS4: Regulatory mechnism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 43)	MCM 5 Post Constr SW Runoff										
75		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
76		All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										

		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont	
			Date & SWMP Preparer(s): Not applicable, V/Altamont not a member of the Coalition April, 2022			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023, N. Heinzen & Nick Sala				Traditional- Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff										
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff							Research and update most current land use review procedures pertaining to the Village and possibly Town of Guilderland. Inform others of SWPPP review requirements and procedures specific to the Village relevant to signing MS4 Permit SWPPP Acceptance Form. Update SWPPP review procedures as needed.	3/9/2024	X	
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff										
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are qualified professionals or under the supervision of qualified professionals (pg. 44)	MCM 5 Post Constr SW Runoff										

		MS4 Permit Requirements	Annual Evaluation April, 2022		Village of Altamont		Annual Evaluation April, 2023				Village of Altamont		
			Date & SWMP Preparer(s): Not applicable, V/Altamont not a member of the Coalition April, 2022		Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023, N. Heinzen & Nick Sala				Traditional- Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Village of Altamont		SPDES Permit No NYR20A550	Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
		Noteworthy Elements			Measurable Goals			Progress Meeting	Measurable Goals				
Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties				
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
81		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff										
82		Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils....to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff										
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff										

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont	
			Date & SWMP Preparer(s): Not applicable, V/Altamont not a member of the Coalition April, 2022			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023, N. Heinzen & Nick Sala				Traditional- Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
84		All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinants); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)	MCM 5 Post Constr SW Runoff										
85		All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
86		All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
87		All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)	MCM 5 Post Constr SW Runoff										

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont		
			Date & SWMP Preparer(s): Not applicable, V/Altamont not a member of the Coalition April, 2022			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023, N. Heinzen & Nick Sala				Traditional- Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction managment practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff											
89		Trad-No Land Use & Non Trad MS4 pg. 65: Covered entity shall report on: # and type of sanctions; # and type post-construction stormwater management practices; # and type of post construction stormwater management practices inspected; # and type of post construction managment practices maintained; status of regulatory mechanism, that reegulatory mechanism is equivalaent; effectiveness of program, BMPs, measureable goal assessment. (pg. 65)	MCM 5 Post Constr SW Runoff											
90	MCM 6 - Municipal Operations/Good Housekeeping		MCM 6 - Municipal Operations/Good Housekeeping											
91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentilaly contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations											
92		Street and Bridge Maintenance	MCM 6 Muni Operations							Continue to sweep streets annially (outside ventor) and in house after road maintenance, as needed.	3/9/2024	X		

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		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont		
			Date & SWMP Preparer(s): Not applicable, V/Altamont not a member of the Coalition April, 2022			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023, N. Heinzen & Nick Sala				Traditional- Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
		Noteworthy Elements			Measurable Goals		Responsible Parties	Progress Meeting		Measurable Goals		Responsible Parties		
Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	2022-2023		2022-2023 Goals		2023-2024									
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
										Continue to isolate stock piles located at DPW and maintain Jersey barriers.	3/9/2024	X		
										Continue to sweep streets annually (outside ventor) at municipal parking lots and in house as needed.	3/9/2024	X		
102		Solid Waste Management	MCM 6 Muni Operations											
103		New Construction and Land Disturbances	MCM 6 Muni Operations											
104		Right OF Way Maintenance	MCM 6 Muni Operations											
105		Marine Operations	MCM 6 Muni Operations											
106		Hydyological Habitat Modification	MCM 6 Muni Operations											
107		Other (pg. 47 & 66)	MCM 6 Muni Operations							Continue to monitor Village streams for trash and other debris, remove as needed.	3/9/2024	X		
108		Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and Identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)	MCM 6 Muni Operations	WV: Review facility audit recommendations, develop plan, and implement (Hudson Shores Park)	3/9/2023	X								

		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont	
			Date & SWMP Preparer(s): Not applicable, V/Altamont not a member of the Coalition April, 2022			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023, N. Heinzen & Nick Sala				Traditional- Land Use Control MS4	
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	Village of Altamont	Measurable Goals	2022-2023	SPDES Permit No NYR20A550	Progress Meeting	2022-2023 Goals	Village of Altamont	Measurable Goals	2023-2024	SPDES Permit No NYR20A550
		Noteworthy Elements											
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
109		Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performance and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)	MCM 6 Muni Operations							Evaluate municipal facility self audit schedule, conduct as needed	3/9/2024	X	
110		All MS4 Types: Determines management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)	MCM 6 Muni Operations										
111		All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations										
112		All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations	WV: Monitor training needs of new relevant employees and set up DVD and other training (Rain Check, IDDE-A, Grate Concern, Other)	3/9/2023	X							
113		Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations										

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont		
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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations											
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stomwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entiy must perform montring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations											
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations											
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations											
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations											

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Altamont		Annual Evaluation April, 2023				Village of Altamont	
			Date & SWMP Preparer(s): Not applicable, V/Altamont not a member of the Coalition April, 2022			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 4, 2023, N. Heinzen & Nick Sala				Traditional- Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Altamont		SPDES Permit No NYR20A550		Village of Altamont		Village of Altamont		SPDES Permit No NYR20A550	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations	WV: Record street sweeping data as required by current MS4 Permit.	3/9/2023	X							
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations										
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48-68)	MCM 6 Muni Operations										
122	Enhanced Requirements for impaired Waters w/out Approved TMDL		Enhanced Requirements for impaired Waters without an Approved TMDL										
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Fturue TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL										

Stormwater Coalition of Albany County

**Town of Bethlehem
New York**

MS4 Permit No. NYR20A464

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

	MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Bethlehem		Annual Evaluation April, 2023				Town of Bethlehem	
		Date & SWMP Preparer(s): April 11, 2022. Joe Cleveland & Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 10, 2023 Joe Cleveland				Traditional-Land Use Control MS4	
		BMP Category	Town of Bethlehem		SPDES Permit No NYR20A208		Town of Bethlehem		Town of Bethlehem		SPDES Permit No NYR20A208	
			Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	2022-2023		2022-2023 Goals		2022-2023 Goals		2023-2024		2023-2024	
			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
1		Administrative										
2	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin						Info tracked on MCC pages in AR				
3	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X	
4		Admin							Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	3/9/2024	X	
5		Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	3/9/2024		X
6		Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes					

	MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Bethlehem		Annual Evaluation April, 2023				Town of Bethlehem	
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		BMP Category	Town of Bethlehem		SPDES Permit No NYR20A208		Town of Bethlehem		Town of Bethlehem		SPDES Permit No NYR20A208	
			Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	2022-2023		2022-2023 Goals		2022-2023 Goals		2023-2024		2023-2024	
			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
7		Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes					
8	All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements....see Contracted Entity Certification Statement...(pg. 18)	Admin										
9	All MS4 Types: From SWMP Plan definition. Documents to include:Staffing and staff development programs and organizational charts... (pg.98)	Admin	Update org. chart as needed	3/9/2023	X		Yes	Goal met - Org. chart was updated multiple times throughout the reporting period.	Update org. chart as needed	3/9/2024	X	
10		Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	N/A - This was not part of the Town of Bethlehem SWMP or measurable goals as it was related to other municipalities assisted by the Stormwater Coalition and did not effect the Town's MS4 (goal met for Coalition). SW Coalition Program Tech. position eliminated				

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			Town of Bethlehem		SPDES Permit No NYR20A208		Town of Bethlehem		Town of Bethlehem		SPDES Permit No NYR20A208	
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Row No	Text (pg. no)	BMP Category	2022-2023				2022-2023 Goals		2023-2024			
			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
11		Admin	Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.	3/9/2023	X	X	Yes	Goal met - Staffing needs/priorities clarified in updated IMA/MOU, also incorporated into 2023 Coalition budget. GIS Coor. resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept. with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X
12		Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X
13		Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Others decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	3/9/2024	X	X

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	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
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14		Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequences of GIS Coordinator (Specialist) resignation; succession planning; and GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater Web Mapper tutorial; Tablets-ArcGIS Online S123 Inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	3/9/2024	X	X
15		Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events - tuition paid by Coalition (NYS NE Regional SW Trainings; 4 Hr. E/SC training; Flood Mgr. conf.)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2024	X	X
17	All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin						Enforcement procedures for MCM3, 4, and 5 have been previously developed by the Town and are on file with the Engineering Division.				
18	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluation of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	Complete Annual Evaluation - SWMP Update (April, 2022)	6/1/2022	X		Yes	Goal met - SWMP annual eval. was conducted	Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	

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19		Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	5/19/2023		X
20	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Submit Annual Report by June 1, 2022	6/1/2022	X		Yes		Submit final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X	
21		Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X
22	All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin						The Town retains all permit-required documentation.	If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023	X	X

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			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
23		Admin							Retain all Department correspondence	3/9/2024	X	
24		Special Conditions										
25		Special Conditions						N/A				
26		Mapping										
27	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping	MCM3 Continue ongoing Storm System Mapping (SSM) data collection and integration into SSM GIS datasets when possible	3/9/2023	X		Yes	Goal met - the SSM was updated with new and corrected GIS data as applicable throughout the reporting period.	MCM3 Continue ongoing Storm System Mapping (SSM) data collection and integration into SSM GIS datasets when possible	3/9/2024	X	
28		Mapping	MCM3 Map IDDEs by creating dataset in Town of Bethlehem Stormwater GIS	3/9/2023	X		No	Goal unmet - Town GIS server maintenance and other GIS priorities made this unattainable. This will be put on hold until staff and GIS infrastructure are available to complete this work. It should be noted that this is not a current MS4 permit requirement and the goal was set in anticipation of the incoming (still unreleased) MS4 permit requirements.				

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29		Mapping	MCM3 Continue to map new outfalls as they become active or are discovered	3/9/2023	X		Yes	Goal met - new outfalls were added; the outfall inventory was updated multiple times throughout the reporting period.	MCM3 Continue to map new outfalls as they become active or are discovered, update outfall inventory as needed.	3/9/2024	X	
30		Mapping	Coalition GIS Coordinator completes decommissioning of SwIM and creates replacement internet web mappers for interested Coalition members	12/31/2022		X	Yes	Goal met - GIS Coordinator decommissions SwIM, researches content and design needs of replacement mappers, designs template web mapper, creates and publishes stormwater web mappers, trains MS4s in set up and use of mapper.				
31		Mapping	Individual MS4 communities decide if they want or need a stormwater oriented AGOL webapp to replace SwIM.	12/31/2022	X		Yes	Goal met - The Town confirmed that an AGOL webmap was desired (as per Coalition basic services).				
32		Mapping							Coalition Board and relevant partners, with assistance of Coalition Director assess capacity of Coalition to provide GIS Services itemized in IMA-MOU (Tier 1,2,3) for the duration of 2023 and 2024. Members informed of assessment at or before June, 2023 or Sept, 2023 Board meeting; alternatives and related timelines presented and discussed. Alternatives may include: hiring dedicated Coalition GIS Specialist; contracting for mapping services; dropping GIS services; other. Some 2023 dues potentially reimbursed if no GIS services possible (Board decision)	12/31/2023	X	X

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33		Mapping							Coalition Director inventories tablet use, status of ArcGIS Online licensing, and ability of MS4 users to access web mappers and inspection forms. Provides MS4 users with access information, licensing info, and training as needed. Info is shared with GIS Specialist, other new hires, if available.	12/31/2023	X	X
34		Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Status of GIS Services for whom, at what cost embedded in IMA-MOU (2023 - 2027)				
35		Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapp (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	Goal met by the Town. Goal unmet by the Coalition - no web map was provided for the Town through the Coalition. This was due to a staffing vacancy at the Coalition.	Create and provide access to an AGOL webmap, per Coalition basic services agreement, for the Town of Bethlehem.	3/9/2024		X
36		Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	3/9/2024	X	X

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37		MCM 1 - Public Education and Outreach											
38	All MS4 Types: Covered entities must identify Pollutants of Concern (POC), waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education						The POC map is kept on file with other MS4 records.	Maintain the Town's Pollutants of Concern map created by the Coalition for the Town of Bethlehem for reference and/or public consumption.	3/9/2024	X		
39	ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education	Continue to distribute stormwater literature at at least one Household Hazardous Waste Collection Day	3/9/2023	X		Yes	Goal met - Approx. 300 Lawn Care brochures were distributed at the 10/1/23 HHWCD event.	Continue to distribute stormwater literature at at least one Household Hazardous Waste Collection Day	3/9/2024	X		
40		MCM 1 Public Education	Continue to distribute Construction Site BMP and Pool Brochure to individuals seeking a building permit.	3/9/2023	X		Yes	Goal met - 91 Construction Site BMP and 35 Pool brochures were distributed.	Continue to distribute Construction Site BMP and Pool brochures to individuals seeking a building permit.	3/9/2024	X		
41		MCM 1 Public Education	Insert stormwater message in at least one water and sewer bill specifically targeting illicit discharges (sediment) into the MS4	3/9/2023	X		Yes	Goal met - a message regarding Used/Contaminated Gasoline Disposal Tips and Info was inserted into the Winter 2022 Sewer/Water billing cycle newsletter. A link to the Tips and Info document was created on the Town's Stormwater Management webpage for future access.	Insert a stormwater message in at least one bi-annual DPW newsletter sent to all Town sewer & water customers	3/9/2024	X		
42		MCM 1 Public Education							Install storm drain markers at basins in Huntersfield Rd. drainage as follow-up to IDDE track down of November 2022 illegal dumping activity.	3/9/2024	X		

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43		MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes					
44		MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes	Goal met - Director provided stormwater brochures to the Town for distribution at the October 1, 2022 Household Hazardous Waste Cleanup Day	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2024		X
45	Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amount of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education						This info is tracked in the Annual Report and the Town has developed procedures to ensure Town policies and MS4 permit requirements are followed. Activities are listed in other sections of this SWMP an Annual Eval. document.	Continue to track MCM1 program activities and report on each in Annual Eval. and Annual Report	3/9/2024	X	
46		MCM 2 - Public Involvement/Participation										

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47	Traditional - Land Use Control MS4: Develop and implement a program that identifies key individuals and groups, public and private, who are interested in or affected by the SWMP. Program identifies types of input the covered entity will seek from key individual and groups (pg. 32 & pg. 33)	MCM 2 Public Inv/Part						The Town utilizes POC map to target relevant educational materials for intersted parties and directs program info as relevant where they may be affected by the SWMP. Public comment and web access to program documents provides the public with opportunity to be involved with the SWMP.				
48	All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).	MCM 2 Public Inv/Part						This requirement is captured in the AR. Officials and general public are informed through Pub. Comment period. SWMP and AR are also available online and at Town Hall.				
49	All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)	MCM 2 Public Inv/Part						Public Comment period meets this requirement, and SWMP and AR are also available online and at Town Hall.				
50	Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part	Continue to support Community Clean Up Days.	3/9/2023	X		Yes	Goal met - 2 cleanup events were conducted (4/30/22, 5/3/22). Cumulatively there were 24 community participants and over 24 bags of garage were collected. The Town also shared the annual Riverkeeper Cleanup of the Hudson River in Green Island (5/7/23), sponsored by the Coalition, to help to acquire volunteers.	Continue to support Community Clean Up Days.	3/9/2024	X	

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51		MCM 2 Public Inv/Part	Support Coalition outreach to recruit volunteer stream monitors (WAVE)	3/9/2023	X		Yes	Goal met - a posting was made to the Town website and flyers were posted at Town Hall and the Parks & Recreation admin. office.	Support Coalition outreach to recruit volunteer stream monitors (WAVE)	3/9/2024	X	
52		MCM 2 Public Inv/Part	Continue to support and track street tree plantings on residential streets	3/9/2023	X		Yes	Goal met - one street tree was planted (red maple, <i>acer rubrum</i>)	Continue to support and track street tree plantings on residential streets	3/9/2024	X	
53		MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 9/10/2023 Shaker Creek Fox Preserve and Mill Road, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30). Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X
54		MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponsor with V/Green Island Riverkeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X

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			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
55	All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part						The local stormwater point of contact info is always available on the Town's stormwater program webpage, and is provided with the Annual Report's MCC pages.	Provide point of contact info on the Town's stormwater website, and provide with Annual Report MCC pages.	3/9/2024	X		
56	All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting - detailed meeting requirements listed in permit. (pg. 33, 34, 54, and 55).	MCM 2 Public Inv/Part							Post the draft annual report for 7 days on Town website, follow-up accordingly if comments are received.	5/15/2024	X		
57	All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part	Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 12 Coalition MS4 member communities.	6/15/2022		X	Yes		Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 13 Coalition MS4 member communities.	6/15/2023		X	

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			Town of Bethlehem		SPDES Permit No NYR20A208		Town of Bethlehem		Town of Bethlehem		SPDES Permit No NYR20A208	
			Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	2022-2023				2022-2023 Goals		2023-2024			
			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
58	All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part							Coalition Director compiles Annual Report public comments if any; includes in FINAL Joint Annual Report, and posts FINAL Joint Annual Report on Coalition website.	6/15/2023		X
59	All MS4 Types: A copy of the final report and the SWMP Plan are available for public inspection (pg. 34 & pg. 56)	MCM 2 Public Inv/Part	Director posts the Joint DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Check that the MS4 website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X
61	Traditional - Land Use Control MS4: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); public involvement/participation activities (Ex. steam cleanups, # attending, number of calls to hotline, # and extent of storm drain stenciling); effectiveness of program/BMPS/goal assessment. (pg. 35)	MCM 2 Public Inv/Part	Continue to support the Annual Report public comment process and posting of FINAL Annual Report.	6/1/2023	X	X	Yes	Goal met - no public comments were received. See elsewhere in this SWMP/Ann. Eval. for reporting of other activities.	Continue to support the Annual Report public comment process and posting of FINAL Annual Report.	6/1/2024	X	X
62		MCM 3 - Illicit Discharge Detection & Elimination										

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	MS4 Permit GP-0-15-003 Requirements		Town of Bethlehem		SPDES Permit No NYR20A208		Town of Bethlehem		Town of Bethlehem		SPDES Permit No NYR20A208	
	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
63	Traditional - Land Use Control and Traditional -Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE						The Town has codified IDDE local laws.				
64	Traditional - Land Use Control and Traditional -Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE						A certification from the Town attorney has been provided to NYSDEC and is on file with the Town.				
65	All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE						Procedures were developed and are on file with the Town.				
66	All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE						The Town implements appropriate enforcement procedures whenever necessary				
67	All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and proper disposal of waster (pg. 37 & pg. 58)	MCM 3 IDDE						The Town provides educational materials in Town Hall, sends mailers, etc. to provide IDDE associated educational info (see goals elsewhere in SWMP / Ann. Eval.)				
68		MCM 3 IDDE	MCM3 Continue to support the Track A Concern program and monitor/respond to public questions, complaints, other issues of concern related to IDDE.	3/9/2023	X		Yes	Goal met - stormwater program coordinator reviewed and followed-up with one IDDE concern during the reporting period. Track a concern program was online and operational throughout the reporting period.	MCM3 Continue to support the Track A Concern program and monitor/respond to public questions, complaints, other issues of concern related to IDDE.	3/9/2024	X	

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Row No	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
69	All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg. 37 & pg. 58)	MCM 3 IDDE						The Town has developed procedures for identifying priority areas of concern as related to the IDDE program				
71	All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE	MCM3 Conduct annual ORIs for 20% of MS4 Outfall inventory	3/9/2023	X		Yes	Goal met - no potential or suspicious IDDEs were identified from conducting ORIs	MCM3 Conduct annual ORIs for 20% of MS4 Outfall inventory	3/9/2024	X	
72		MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
73		MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X
74	All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE						The Town has procedures for IDDE track down and enforcement and keeps records for past illicit discharges				
75	All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)	MCM 3 IDDE						The Town has procedures for eliminating illicit discharges and documents related actions.				

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Row No	Text (pg. no)	BMP Category	2022-2023		2022-2023 Goals		2022-2023 Goals		2023-2024		2023-2024	
			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
76	All MS4 Types: Develop and maintain a map minimally within covered entities jurisdiction in urbanized area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfalls (pg. 36 & pg. 57) GOALS ENTERED IN MAPPING SECTION.	MCM 3 IDDE						Goals entered in Mapping section of SWMP. The Town has field verified all MS4 outfalls.				
77	All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPS, goal assessment (pg. 37 & pg. 58)	MCM 3 IDDE						The Town uses GIS to map and track outfalls, specific numbers are reported in Annual Report.				
78		MCM 4 - Construction Site Runoff Control										
79	Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)	MCM 4 Constr Site Runoff Control						The Town has codified E&SC and SWPPP requirements for construction activities.				

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	MS4 Permit GP-0-15-003 Requirements	BMP Category	Town of Bethlehem		SPDES Permit No NYR20A208		Town of Bethlehem		Town of Bethlehem		SPDES Permit No NYR20A208	
	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
80	Traditional - Land Use Control MS4: Mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt. and Erosion and Sediment Control (pg. 39)	MCM 4 Constr Site Runoff Control						A certification from the Town attorney has been provided to NYSDEC and is on file with the Town.				
81	Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control						The Town has codified SPDES construction requirements regarding controlling construction waste and potential pollutants.				
82	All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the municipalities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control						The Town requires construction site operators to meet Construction Activity Permit requirements regarding the control of construction stormwater. Municipal staff are trained in SPDES construction site inspections and related procedures.	Continue to provide educational information to construction site operators regarding compliance with the NYS construction SPDES permit and relevant sections of Town code. Continue to inform and train Town staff with regard to construction stormwater regulations, internal procedures, and inspection requirements.	3/9/2024	X	
83	All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control	Update Construction Site Inventory in Town GIS and track important permit elements	3/9/2023	X		Yes	Goal met - SPDES construction site inventory was updated regularly throughout the reporting period.	Update SPDES Construction Site Inventory in Town GIS and track important permit elements	3/9/2024	X	
84	Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control						The Town maintains and follows SWPPP review procedures.				

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		BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
85	Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control	Ensure SWPPP reviewers have adequate stormwater training	3/9/2023	X		Yes	Goal met - SWPPP reviewing staff have received numerous internal trainings related to SWPPP review, NYS SWDM, and Construction SPDES permit requirements	Ensure SWPPP reviewers have adequate stormwater training	3/9/2024	X	
86		MCM 4 Constr Site Runoff Control	Continue to conduct pre-construction meetings for all SPDES permitted Construction Activities	3/9/2023	X		Yes	Goal met - preconstruction meetings were held ahead of any SPDES permitted construction activities	Continue to conduct pre-construction meetings for all SPDES permitted Construction Activities	3/9/2024	X	
87	All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control	Conduct construction site SWPPP compliance inspections for all active construction sites at least 1x throughout the reporting year	3/9/2023	X		Yes	Goal met - every SPDES site in Town was inspected more than once throughout the reporting period (some were inspected upwards of 14 times)	Conduct construction site SWPPP compliance inspections for all active construction sites at least 1x throughout the reporting year	3/9/2024	X	
88	Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit. Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statement on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control						The Town performs final walkthroughs before confirming Notices of Termination are acceptable for MS4 sign-off. Duly Authorized Representative forms have been completed, forwarded to NYSDC and are on file with the Engineering Division.				

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			Measurable Goals		Responsible Parties							
	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023				Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
89	Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control						All inspectors have the necessary trainings to meet permit requirements.	Ensure inspectors maintain certifications required to conduct inspections.	3/9/2024	X	
90	All MS4 Types: Ensures that construction site operators have received E/SC training, including the trained contractor s as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr. E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No		Require proof of 4-hr. Certifications for trained contractors prior to allowing the commencement of construction on a SPDES permitted construction site.	3/9/2024	X	
91	Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control	Periodically send inclement weather notices to SPDES Permittees, their contractors, and SWPPP inspectors reminding each of required E/SC measures (at least 1x per year)	3/9/2023	X		Yes	Multiple messages were sent throughout the year to remind contractors of SPDES E&SC requirements and DEC Winter stabilization E&SC requirements.	Periodically send inclement weather notices to SPDES Permittees, their contractors, and SWPPP inspectors reminding each of required E/SC measures (at least 1x per year)	3/9/2024	X	
93	All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control						The Town has procedures for, tracks, and follows-up on all received complaints related to SPDES construction sites.	Continue to track and follow-up on complaints related to SPDES construction sites	3/29/2024	X	

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			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
94		MCM 5 - Post Construction Stormwater Runoff										
95	Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new development and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff						The Town has codified post construction runoff control local laws.				
96	Traditional - Land Use Control MS4: Regulatory mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt. and Erosion and Sediment Control (pg. 43)	MCM 5 Post Constr SW Runoff						A certification from the Town attorney has been provided to NYSDEC and is on file with the Town.				
97	All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff						The Town reviews projects which require SWPPPs with post construction controls and ensures they follow NYS SWDM and Construction stormwater SPDES permit requirements.				

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98	All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff						The Town recently updated the comprehensive plan. Considered were principles of Low Impact Development (LID), Better Site Design (BSD), and other Green Infrastructure practices, smart growth principles, natural resource protection, impervious area reduction, maintaining natural hydrologic conditions in developments, riparian buffers or set back distances for protection of environmentally sensitive areas such as streams, wetlands, and erodible soils.				
99	Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff						The Town reviews projects which require SWPPPs with post construction controls and ensures they implement GI practices in accordance with NYS SWDM guidance.				
100	Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff						The Town has procedures for SWPPP review to ensure compliance with Construction stormwater SPDES permit and SWDM requirements.				

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101	Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff						SWPPP reviewers are adequately trained and qualified to perform the reviews.				
102	Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are <i>qualified professionals</i> or under the supervision of <i>qualified professionals</i> (pg. 44)	MCM 5 Post Constr SW Runoff						SWPPP reviewers are adequately trained and qualified to perform the reviews of SWPPPs with post construction stormwater practices.				
103	Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff						All NOIs for SWPPP coverage within its jurisdiction are accompanied by an MS4 SWPPP Acceptance Form upon completion of municipal SWPPP review.				
104	Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils...to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff						PB, ZB, and TB members are all made aware of opportunities to attend such trainings. The PB Chair is directly involved in developing the NYS SWDM and particularly the GI aspects of that guidance document.				

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Row No	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
105	Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff						The Town maintains and follows procedures created for SWPPP review, inspection and maintenance of PCSMPs and related enforcement actions.				
106	All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinates); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)	MCM 5 Post Constr SW Runoff	Update Post Construction SMP inventory in Town GIS as new practices are constructed and to update information for existing SMPs.	3/9/2023	X		Yes	Goal met - the PCSMP inventory was updated regularly throughout the reporting period. New practices were added as they came online.	Update Post Construction SMP inventory in Town GIS as new practices are constructed and to update information for existing SMPs.	3/9/2024	X	
107	All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt. practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg. 45 & pg. 64)	MCM 5 Post Constr SW Runoff	Inspect all Town-owned PCSMPs annually	3/9/2023	X		Yes	Goal met - all Town PCSMPs were inspected at least once during the reporting period.	Inspect all Town-owned PCSMPs annually	3/9/2024	X	

	MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Bethlehem		Annual Evaluation April, 2023				Town of Bethlehem	
		Date & SWMP Preparer(s): April 11, 2022. Joe Cleveland & Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 10, 2023 Joe Cleveland				Traditional-Land Use Control MS4	
		BMP Category	Town of Bethlehem		SPDES Permit No NYR20A208		Town of Bethlehem		Town of Bethlehem		SPDES Permit No NYR20A208	
			Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
108		MCM 5 Post Constr SW Runoff	Continue to request and retain required Operations & Maintenance inspection and maintenance documentation annually from Private PCSMP owners	3/9/2023	X		Yes	Goal met - record request letters were sent to the owners of all privately-owned PCSMPs. Received documents were filed in the respective PCSMP folders.	Continue to request and retain required Operations & Maintenance inspection and maintenance documentation annually from Private PCSMP owners	3/9/2024	X	
109		MCM 5 Post Constr SW Runoff	Provide educational and historic SPDES information for private SMP owners, when requested, to assist in the proper inspection and maintenance in accordance with operations and maintenance requirements.	3/9/2023	X		Yes	Goal met - multiple SMP owners were provided info when requested	Provide educational and historic SPDES information for private SMP owners, when requested, to assist in the proper inspection and maintenance in accordance with operations and maintenance requirements.	3/9/2024	X	
110	All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg. 45 & pg. 64)	MCM 5 Post Constr SW Runoff						The Town performs inspections of public PCSMPs using DEC and SWPPP O&M guidance and inspection documentation and requires submitted private inspection documentation to follow the same guidance. Private PCSMP owners utilize O&M guidance from project SWPPPs to ensure compliance with applicable regulations.				
111	All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg. 65)	MCM 5 Post Constr SW Runoff						The Town has procedures for performing inspections of development and re-development, and ensures inspectors are adequately trained to perform those inspections.				

	MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Bethlehem		Annual Evaluation April, 2023				Town of Bethlehem		
		Date & SWMP Preparer(s): April 11, 2022. Joe Cleveland & Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 10, 2023 Joe Cleveland				Traditional-Land Use Control MS4		
	MS4 Permit GP-0-15-003 Requirements		Town of Bethlehem			SPDES Permit No NYR20A208		Town of Bethlehem		Town of Bethlehem		SPDES Permit No NYR20A208	
	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals			Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
112	Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff						This data is tracked in Annual Report	Continue to include required MCM5 reporting #s in annual report.	6/1/2024	X		
113		MCM 6 - Municipal Operations/Good Housekeeping											
114	All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentially contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg. 66)	MCM 6 Muni Operations						The Town has developed and implements procedures for ensuring pollution prevention/good housekeeping for municipal operations and operations.					
127	Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and Identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)	MCM 6 Muni Operations	Conduct assessment of all municipal facilities and operations within the MS4 regulated area which have not been assessed since March 2019.	3/9/2023	X		Yes	Goal met - self-audits for any facilities or operations due within this reporting period were conducted.	Conduct assessment of all municipal facilities and operations within the MS4 regulated area which have not been assessed since AR 2020-2021.	3/9/2024	X		

	MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Bethlehem		Annual Evaluation April, 2023				Town of Bethlehem	
		Date & SWMP Preparer(s): April 11, 2022. Joe Cleveland & Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 10, 2023 Joe Cleveland				Traditional-Land Use Control MS4	
		BMP Category	Town of Bethlehem		SPDES Permit No NYR20A208		Town of Bethlehem		Town of Bethlehem		SPDES Permit No NYR20A208	
			Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	2022-2023		2022-2023 Goals		2022-2023 Goals		2023-2024		2023-2024	
			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
128		MCM 6 Muni Operations	Continue to update GIS inventory of municipal facilities with relevant data	3/9/2023	X		Yes	Goal met - GIS and SharePoint inventory of municipal facilities and operations was updated during the reporting period.	Continue to update GIS inventory of municipal facilities with relevant data	3/9/2024	X	
129	All MS4 Types: Determines management practices, policies, procedures, etc. that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)	MCM 6 Muni Operations						The Town has created policies and procedures for MCM6 program implementation. Municipal operations and facilities utilize that guidance to ensure compliance.				
130	All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations						The Town implements MCM6 procedures and BMPs as needed for all MS4 facilities and operations, prioritizing facilities or operations with higher pollution generating potential (e.g. Highway garage)				
131	All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations	Ensure all relevant staff receive at least one annual stormwater training.	3/9/2023	X		Yes	Goal met - all relevant staff received relevant stormwater trainings.	Ensure all relevant staff receive at least one annual stormwater training.	3/9/2024	X	
132		MCM 6 Muni Operations	SW Program Coordinator will communicate stormwater training opportunities to relevant Town staff (email/other)	3/9/2023	X		Yes	Goal met - SW Program Coordinator notified all relevant staff of many different training opportunities throughout the year.	SW Program Coordinator will communicate stormwater training opportunities to relevant Town staff (email/other)	3/9/2024	X	

	MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Bethlehem		Annual Evaluation April, 2023				Town of Bethlehem	
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	MS4 Permit GP-0-15-003 Requirements		Town of Bethlehem		SPDES Permit No NYR20A208		Town of Bethlehem		Town of Bethlehem		SPDES Permit No NYR20A208	
	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
133	Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations						The Town regularly obtains and maintains 3rd party certification records.	Continue to obtain and maintain 3rd party certification records.	3/29/2024	X	
134	All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stormwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entity must perform monitoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations						The Town currently only has one facility subject to MSGP (Dinmore Wastewater Treatment Plant), however the Town maintains a "No Exposure Cert." from DEC for that facility, effectively making this requirement N/A for the Town.				
135	All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormwater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations						No cost effective means of incorporating new RR or GI infrastructure into existing conveyance systems were available. Existing facilities were maintained with BMPs and procedures to help reduce pollutants to the MEP.				
136	All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations	SW program coordinator will continue to participate in the Integrated Pest Management Committee which oversees approval/denial of pesticide or herbicide applications on Town property.	3/9/2023	X		Yes	Goal met - the SW Program Coordinator continued serving on the IPMC throughout the reporting period. All Town facilities are pesticide-free with exceptions allowed only when approved by the IPMC.	Stormwater program coordinator will continue to participate in the Integrated Pest Management Committee which oversees approval/denial of pesticide or herbicide applications on Town property.	3/9/2024	X	

	MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Bethlehem		Annual Evaluation April, 2023				Town of Bethlehem	
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	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
137	All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations						This info is tracked in the Annual Report and the Town has developed procedures to ensure Town policies and MS4 permit requirements are followed.				
138	and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations						This info is maintained by the Town Highway Department and is tracked in the Annual Report.				
139	and report staff training events and number of staff trained;	MCM 6 Muni Operations						This info is retained within other MS4 MCM records and is tracked in the Annual Report				
140	and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48 68)	MCM 6 Muni Operations						The Town is implementing an effective MCM6 program. Additional BMPs have been created as a result of MS4 facility + operations self-audits, and are being implemented as a result of this program.				

	MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Bethlehem		Annual Evaluation April, 2023				Town of Bethlehem	
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			Town of Bethlehem		SPDES Permit No NYR20A208		Town of Bethlehem		Town of Bethlehem		SPDES Permit No NYR20A208	
			Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Text (pg. no)	BMP Category	2022-2023				2022-2023 Goals		2023-2024			
			Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
141		Enhanced Requirements for impaired Waters without an Approved TMDL										
142	All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Future TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg. 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL						N/A - The Town is not subject to the enhanced requirements for impaired waters as it currently has no impaired waters within its jurisdiction.				

Stormwater Coalition of Albany County

**City of Cohoes
New York**

MS4 Permit No. NYR20A243

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Name of MS4		Annual Evaluation April, 2023				City of Cohoes	
			Date & SWMP Preparer(s): April 1, 2022 Garry Nathan & Nancy Heinzen					Date & SWMP Preparer(s): March 28, 2023 Garry Nathan, Shane Lewis, & Nancy Heinzen				Traditional-Land Use Control MS4	
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Cohoes Measurable Goals		SPDES Permit No NYR20A243		City of Cohoes Progress Meeting		City of Cohoes Measurable Goals		SPDES Permit No NYR20A243
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	2022-2023		Responsible Parties				2022-2023 Goals		2023-2024		Responsible Parties
		Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
1	Administrative - Various		Administrative										
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin										
3	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X	
			Admin							Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X	
			Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes					
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes					

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			BMP Category	City of Cohoes Measurable Goals		SPDES Permit No NYR20A243		City of Cohoes Progress Meeting		City of Cohoes Measurable Goals		SPDES Permit No NYR20A243	
				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
4		All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements....see Contracted Entity Certification Statement...[pg. 18]	Admin	Continue to monitor self certification language and signatures on contracts for SWPPP review consultants	3/9/2023	X		Yes	Automatically included in City contracts	Continue to monitor self certification language and signatures on contracts for SWPPP review consultants	3/9/2024	X	
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include: ...Staffing and staff development programs and organizational charts... (pg.98)	Admin	Update and complete Org Chart	3/9/2023	X		No	Change in Dept head, need to enter	Update and complete Org Chart	3/9/2024	X	
6		Traditional - Non Land Use Control and Non-Traditional MS4s: For each of the elements of the SWMP Plan, the covered entity must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP Plan and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element. (pg. 51)	Admin										
			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services - GIS to GIS Specialist position. Sw Prog Tech position eliminated.				
			Admin	Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.	3/9/2023	X	X	Yes	Staffing needs/priorities clarified in updated IMA/MOU, also incorporated into 2023 Coalition budget. GIS Coor resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X
			Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X

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			BMP Category	City of Cohoes Measurable Goals		SPDES Permit No NYR20A243		City of Cohoes Progress Meeting		City of Cohoes Measurable Goals		SPDES Permit No NYR20A243	
				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		MS4 Permit GP-0-15-003 Requirements	Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Others decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	By 12/31/2023 By 3/9/2024 (New Director).	X	X
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequence of GIS Coordinator (Specialist) resignation; succession planning; and GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater WebMapper tutorial; Tablets-ArcGIS Online S123 Inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
		Text (pg. no)	Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events - tuition paid by Coalition (NYS NE Regional SW Trainings; 4 Hr E/SC training; Flood Mgr conf)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
7	Part/ IV. F. 1. Enforcement Response Plan & Enforcement Tracking (pg. 13, 14)		Admin	Update all procedures named in current MS4 Permit, consolidate into one document incorporate select elements of draft Permit, as appropriate.	3/9/2023	X		No	Knowledge of procedures transferred to new staff, need to be written down.Waiting on new Permit	Update all procedures named in current MS4 Permit, consolidate into one document incorporate select elements of draft Permit, as appropriate.	3/9/2024		
8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin										

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			BMP Category	City of Cohoes Measurable Goals		SPDES Permit No NYR20A243		City of Cohoes Progress Meeting		City of Cohoes Measurable Goals		SPDES Permit No NYR20A243	
				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluation of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	Complete Annual Evaluation as part of SWMP Update (April, 2022)	6/1/2022	X		Yes		Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	
			Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X
10	Part V. B. 2. Annual Reports (pg. 15)	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Complete Annual Report for Cohoes. Submit Cohoes specific Draft Annual Report pages to Coalition for inclusion in Draft Joint Annual Report. Once Public Comment period ends finalize Cohoes-specific pages for inclusion with Final Joint Annual Report.	6/1/2022	X		Yes					
			Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X
11		All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Name of MS4 Traditional-Land Use Control MS4		Annual Evaluation April, 2023				City of Cohoes		
			Date & SWMP Preparer(s): April 1, 2022 Garry Nathan & Nancy Heinzen					Date & SWMP Preparer(s): March 28, 2023 Garry Nathan, Shane Lewis, & Nancy Heinzen				Traditional-Land Use Control MS4		
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Cohoes Measurable Goals			SPDES Permit No NYR20A243		City of Cohoes Progress Meeting		City of Cohoes Measurable Goals		SPDES Permit No NYR20A243	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023					2022-2023 Goals		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
12	Special Conditions		Special Conditions											
13			Special Conditions											
14	Mapping		Mapping											
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping	Various Construction Activity permitted projects are ongoing in City. Once completed 'as built' signed by PE will be provided and incorporated into GIS mapping platform.	3/9/2023	X	X	No		Various Construction Activity permitted projects are ongoing in City. Once completed 'as built' signed by PE will be provided and incorporated into GIS mapping platform.	3/9/2024	X	X	
	Part IV. D. 2. a. Phase I: i. Monitoring Locations, ii. Preliminary Sewersheds; iii. Focus Areas; iv. Municipal owned PCSMPs; v. Muni Facilities - Prioritized (pg. 11)		Mapping											
	Part IV. D. 2. b. Phase II: i. MS4 Infrastructure a) Conveyance system; b) Stormwater structures; ii. Privately owned post construction sw mgmt practices, a) Location of PCSMP if unavailable (pg. 12)		Mapping	Coalition GIS Coordinator completes decommissioning of SwIM and creates replacement internet web mappers for interested Coalition members	12/31/2022		X	Yes	GIS Coordinator decommissions SwIM, researches content and design needs of replacement mappers, designs template web mapper, creates and publishes stormwater web mappers, trains MS4s in set up and use of mapper.					

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Mapping	Individual MS4 communities decide if they want or need a stormwater oriented AGOL webapp to replace SwIM.	12/31/2022	X		Yes	GIS Coordinator creates replacement web mappers (ArcGIS Online WebApp Builder) for 7 members - Albany County DPW, C-Cohoes, C-Wvliet, T-New Scot, V-Grn Is, V-Menands, V-Voor, ArchUB site (all sw mappers).				
			Mapping	Coalition GIS Coordinator completes Cohoes WebApp, sets up access (UN/PW), reviewed and finalized by Cohoes	3/9/2023	X	X	Yes	Need to view surrounding communities	View other Coalition MS4 WebMaps, participate in set up of passwords as needed.	3/9/2024	X	X
			Mapping							Coalition Board and relevant partners, with assistance of Coalition Director assess capacity of Coalition to provide GIS Services itemized in IMA-MOU (Tier 1,2,3) for the duration of 2023 and 2024. Members informed of assessment at or before June, 2023 or Sept, 2023 Board meeting; alternatives and related timelines presented and discussed. Alternatives may include: hiring dedicated Coalition GIS Specialist; contracting for mapping services; dropping GIS services; other. Some 2023 dues potentially reimbursed if no GIS services possible (Board decision)	12/31/2023	X	X
			Mapping							Coalition Director monitors completion, pays London Environmental, individual MS4s support mapping itemized in contract (end date 10/31/2023). Contract includes storm system; program mapping; and Web App updates for Town of New Scotland, V-Grn Island, and Albany County DPW.	10/31/2023	X, New Scotland, V-Green Island, County DPW	X

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		Noteworthy Elements											
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		Text (pg. no)											
			Mapping							Coalition Director inventories tablet use, status of ArcGIS Online licensing, and ability of MS4 users to access web mappers and inspection forms. Provides MS4 users with access information, licensing info, and training as needed. Info is shared with GIS Specialist, other new hires, if available.	12/31/2023	X, New Scotland, V-Green Island, County DPW, Menands, Wvliet, T/Beth, T/Guild, Voor, Altamont	X
			Mapping							If no support for Coalition related GIS services Coalition Director saves all Coalition held GIS datasets (shapefiles, GDB) on a hard drive and removes data from County server and OneDrive. Hard drive may be archived w/ interested GIS practitioners from County, from MS4s. Information about hard drive and data sharing protocol is communicated to Coalition members.	12/31/2023	X	X
			Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Status of GIS Services for whom, at what cost embedded in IMA-MOU (2023 - 2027)				
			Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	MS4 Permit update tracked; still no permit as of March, 2023. Updated IMA-MOU itemizes 3 Tiers of Add'l Services- GIS, along with costs. Tiers include exist'g and add'l mapping requirements anticipated in new MS4 permit. V/Alt part of IMA-MOU update process.				

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		Text (pg. no)											
			Mapping	Coalition GIS Coordinator finalizes all system mapping updates with Cohoes.	3/9/2023	X	X	No		Coalition GIS Coordinator finalizes all system mapping updates with Cohoes. Areas include: Columbia St to Primeau Park CSO to MS4 separation; CSO to MS4 Bike Trail, Vliet St to Johnson; Sewer Separation part of Central Ave to George St to Bleeker - discharge to Primeau Park (formelry George St Park)	3/9/2024	X	X
			Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	12/31/2023 (Old Director) 12/31/2023 (Old/New Director)	X	X
			Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X
16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach										
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities- staff, contractors, visitors (pg. 51)	MCM 1 Public Education										
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education										

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	Noteworthy Elements	Effective: May 1, 2015- Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
		Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
19		ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies, POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education										
			MCM 1 Public Education	Continue to maintain City Hall stormwater brochure rack	3/9/2023	X		Yes		Continue to maintain City Hall stormwater brochure rack	3/9/2024	X	
			MCM 1 Public Education	Continue to support and monitor City stormwater Facebook page - general info, promo volunteer clean up events	3/9/2023	X		Yes	Not much on Facebook; still have volunteers doing clean ups.	Continue to support and monitor City stormwater Facebook page - general info, promo volunteer clean up events	3/9/2024	X	
			MCM 1 Public Education	Youth education organized by Recreation Dept - City staff educate youth about water quality, stormwater, and planning, if requested & available	3/9/2022	X		No		Reach out to Siena College for student interns who will do educational outreach in City public schools. Set up if possible	3/9/2024	X	
			MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes		Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochres are transferred to interested MS4s; 4. Management and payment of website is transferred to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X
			MCM 1 Public Education	Coalition and Cohoes review respective links to/from websites for stormwater content and clarity of messaging	3/9/2023	X	X	No	Cohoes website under review	Research status of Cohoes website updates; support inclusion of up-to-date stormwater information.	3/9/2024	X	

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		Of interest to MS4s; relevant to Coalition operations											
		Text (pg. no)											
			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X
20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay checks; and in employee break rooms. (pg. 52)	MCM 1 Public Education										
21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amount of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education										

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		Of interest to MS4s; relevant to Coalition operations											
22		Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amount of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)	MCM 1 Public Education										
23	MCM 2 - Public Participation		MCM 2 - Public Involvement/Participation										
24		Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)	MCM 2 Public Inv/Part										
25		All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).	MCM 2 Public Inv/Part										
26		All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)	MCM 2 Public Inv/Part										
27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part	Conduct public participation activities: 1. Beautification and Clean Up Day; 2. Household Hazardous Waste Collection Day (tentative)	3/9/2023	X		Yes	1. Beautification and Clean Up Day completed. 2. No HHWCD.	Conduct public participation activities: Beautification and Clean Up Day	3/9/2024	X	

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34		Traditional - Land Use Control & Non Traditional MS4s: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); effectiveness of program/BMPS/goal assessment. (pg. 56)	MCM 2 Public Inv/Part	City of Cohoes staff present Annual Report to public meeting of City Common Council (~April, 2022)	6/1/2022	X		Yes		City of Cohoes staff present Annual Report to public meeting of City Common Council (~April, 2023)	6/1/2024	X	
35	MCM 3 - Illicit Discharge Detection & Elimination		MCM 3 - Illicit Discharge Detection & Elimination										
36		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE										
37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)	MCM 3 IDDE										
38		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE										
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE										
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE										
41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and prompt disposal of waste (pg. 37 & pg. 58)	MCM 3 IDDE										

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43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE										
45		All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE	"ORI" new additional outfalls depending on completion of storm sewer separation projects.	3/9/2023	X	X	NA	Storm sewer separation projects not completed, therefore no new outfalls.	ORI new additional outfalls depending on completion of storm sewer separation projects.	3/9/2024	X	X
										Review status of completed outfall inspections, conduct ORIs as needed (Goal: 20% every 5 years)	3/9/2024	X	
										Train City staff in ORI protocol and use of Coalition kit	3/9/2024	X	
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X
48		All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE										
50		All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)	MCM 3 IDDE										

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57		Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										
58		All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the municipalities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control							Continue to inform and explain City procedures regarding Construction Activity Permit oversight during in-house meetings with City Engineering and Planning Dept. Provide guidance on SWPPP requirements. Activities documented in meeting minutes.	3/9/2024	X	
59		All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control							Update inventory of active, CGP permitted sites, consult NYSDEC database refer to MS4 Permit requirements to understand content of database - inventory includes private and City owned projects	3/9/2024	X	
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control										
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control										
63			MCM 4 Constr Site Runoff Control	Stormwater staff attend, document, and retain minutes of Pre-Construction and Job Meetings	3/9/2023	X		Yes		Stormwater staff attend, document, and retain minutes of Pre-Construction and Job Meetings			
64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control										

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			BMP Category	City of Cohoes Measurable Goals		SPDES Permit No NYR20A243		City of Cohoes Progress Meeting		City of Cohoes Measurable Goals		SPDES Permit No NYR20A243	
				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
65		<p>Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit. Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statement on NOT. (pg. 40)</p>	MCM 4 Constr Site Runoff Control										
66		<p>Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)</p>	MCM 4 Constr Site Runoff Control										
67		<p>All MS4 Types: Ensures that construction site operators have received E/SC training, including the <i>trained contractors</i> as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)</p>	MCM 4 Constr Site Runoff Control	Renew 4 hr E/SC training for relevant City employees and new staff (possibly 1-2)	3/9/2023	X		Yes	Arranged for 4hr E/SC training for 3 City employees - completed after 3/9/2023.				
			MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No					
68		<p>Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)</p>	MCM 4 Constr Site Runoff Control										

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
69		MS4 Permit GP-0-15-003 Requirements	MCM 4 Constr Site Runoff Control										
70		MS4 Permit GP-0-15-003 Requirements	MCM 4 Constr Site Runoff Control										
71		MS4 Permit GP-0-15-003 Requirements	MCM 5 Post Constr SW Runoff										
72		MS4 Permit GP-0-15-003 Requirements	MCM 5 Post Constr SW Runoff										
73		MS4 Permit GP-0-15-003 Requirements	MCM 5 Post Constr SW Runoff										
74		MS4 Permit GP-0-15-003 Requirements	MCM 5 Post Constr SW Runoff										

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			DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Cohoes Measurable Goals		SPDES Permit No NYR20A243		City of Cohoes Progress Meeting		City of Cohoes Measurable Goals		SPDES Permit No NYR20A243
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties		
		Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
75		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff											
76		All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff											
77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff											
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff											
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff											
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are qualified professionals or under the supervision of qualified professionals (pg. 44)	MCM 5 Post Constr SW Runoff											

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81		MS4 Permit GP-0-15-003 Requirements Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	MCM 5 Post Constr SW Runoff										
82		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff	Direct Planning Board to stormwater related trainings, emphasis various site options and appropriate stormwater practices	3/9/2023	X		No	Few stormwater trainings offered locally	Direct Planning Board to stormwater related trainings, emphasis various site options and appropriate stormwater practices	3/9/2024	X	
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff										
84		All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinants); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)	MCM 5 Post Constr SW Runoff										
85		All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff	Letter sent to owners requesting inspection reports. If not received, City staff inspect PCSMPs that are privately owned; if deficiency, owner noted (17 PCSMPs).	3/9/2023	X		Yes	Received some reports, City staff did inspections as well, using NYSDEC Maintenance Guidance	Letter sent to owners requesting inspection reports. If not received, City staff inspect PCSMPs that are privately owned; if deficiency, owner noted (17 PCSMPs).	3/9/2024	X	

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
86		All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
87		All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)	MCM 5 Post Constr SW Runoff										
88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff										
89		Trad-No Land Use & Non Trad MS4 pg. 65: Covered entity shall report on: # and type of sanctions; # and type post-construction stormwater management practices; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; status of regulatory mechanism, that regulatory mechanism is equivalent; effectiveness of program, BMPs, measurable goal assessment. (pg. 65)	MCM 5 Post Constr SW Runoff										
90	MCM 6 - Municipal Operations/Good Housekeeping		MCM 6 - Municipal Operations/Good Housekeeping										
91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentially contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations										
92		Street and Bridge Maintenance	MCM 6 Muni Operations										
94		Winter Road Maintenance	MCM 6 Muni Operations										

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
95		Storm System Maintenance	MCM 6 Muni Operations	Continue catch basin inspections, clean outs, and repairs according to routine annual schedule.	3/9/2023	X		Yes		Continue catch basin inspections, clean outs, and repairs according to routine annual schedule.	3/9/2024	X	
96			MCM 6 Muni Operations	Maintain PCSMP that are municipal owned (3)	3/9/2023	X		Partial	Inspected 2, 3rd PCSMPw/modified design, non-conforming, difficult to inspect using standardized forms, maintenance as appropriate	Maintain PCSMP that are municipal owned (3)	3/9/2024	X	
99		Vehicle and Fleet Maintenance	MCM 6 Muni Operations										
100		Park and Open Space Maintenance	MCM 6 Muni Operations										
101		Municipal Building Maintenance	MCM 6 Muni Operations										
102		Solid Waste Management	MCM 6 Muni Operations										
103		New Construction and Land Disturbances	MCM 6 Muni Operations	Monitor and implement regs for construction projects owned by City (Columbia St Phase II; Vliet St; James Street culvert).	3/9/2023	X		Yes		Monitor and implement regs for construction projects owned by City (Columbia St Phase II; Vliet St; James Street culvert).	3/9/2024	X	
104		Right Of Way Maintenance	MCM 6 Muni Operations										
105		Marine Operations	MCM 6 Muni Operations										
106		Hydological Habitat Modification	MCM 6 Muni Operations										
107		Other (pg. 47 & 66)	MCM 6 Muni Operations										
108		Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)	MCM 6 Muni Operations							Review status of municipal facility self audits, complete as needed (l~15 self audits){	3/9/2024	X	

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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
		Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
109		Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performance and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)	MCM 6 Muni Operations										
110		All MS4 Types: Determines management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)	MCM 6 Muni Operations										
111		All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations										
112		All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations							Monitor training of Cohoes staff across all MS4 Permit requirements, train as needed (4hr E/SC; MS4 Permit updates; SWPPP review; Municipal operations, etc.). Use Org Chart to ID training needs	3/9/2024	X	
113		Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations										

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations										
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stormwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entity must perform monitoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations										
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormwater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations										
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations										
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations										
119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations	Continue to collect record keeping data as itemized in Annual Report, monitor procedures as needed.	3/9/2022	X		Yes		Continue to collect record keeping data as itemized in Annual Report, monitor procedures as needed.	3/9/2024	X	

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		MS4 Permit GP-0-15-003 Requirements											
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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)											
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations										
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48-68)	MCM 6 Muni Operations										
122	Enhanced Requirements for impaired Waters w/out Approved TMDL		Enhanced Requirements for impaired Waters without an Approved TMDL										
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Future TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL										

Stormwater Coalition of Albany County

**Town of Colonie
New York**

MS4 Permit No. NYR20A190

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Colonie		Annual Evaluation April, 2023				Town of Colonie	
			Date & SWMP Preparer(s): 3/31/2022 Zach Harrison, Adam Wands, Nancy Heinzen			Traditional - Land Use Control MS4		Date & SWMP Preparer(s): March 27, 2023 Zach Harrison, Nancy Heinzen				Traditional - Land Use Control MS4	
			BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
1	Administrative - Various		Administrative										
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin										
3	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X	
			Admin							Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X	
			Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU I end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes					

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Colonie		Annual Evaluation April, 2023				Town of Colonie	
			Date & SWMP Preparer(s): 3/31/2022. Zach Harrison, Adam Wands, Nancy Heinzen			Traditional - Land Use Control MS4		Date & SWMP Preparer(s): March 27, 2023 Zach Harrison, Nancy Heinzen				Traditional - Land Use Control MS4	
			BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)											
		Of interest to MS4s; relevant to Coalition operations											
		Text (pg. no)											
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes					
4		All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements...see Contracted Entity Certification Statement...(pg. 18)	Admin	Certification Forms signed and provided to Town by all relevant consultants and others	3/9/2023	X		Yes					
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include:Staffing and staff development programs and organizational charts... (pg.98)	Admin	Update Town organizational chart, post on Coalition website	3/9/2023	X	X			Update Town organizational chart, post on Coalition website	3/9/2024	X	X
										Research YouTube stormwater training with Town MIS, distribution, to include tracking of participation. Implement depending on research.	3/9/2024	X	
			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services - GIS to GIS Specialist position. Sw Prog Tech position eliminated.				

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				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements											
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)											
			Admin	Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.	3/9/2023	X	X	Yes	Staffing needs/priorities clarified in updated IMA/MOU, also incorporated into 2023 Coalition budget. GIS Coor resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X
			Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X
			Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Others decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	By 12/31/2023 By 3/9/2024 (New Director).	X	X

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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)											
			Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequence of GIS Coordinator (Specialist) resignation; succession planning; and GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater WebMapper tutorial; Tablets-ArcGIS Online S123 Inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
			Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events - tuition paid by Coalition (NYS NE Regional SW Trainings; 4 Hr E/SC training; Flood Mgr conf)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
6		Traditional - Non Land Use Control and Non-Traditional MS4s: For each of the elements of the SWMP Plan, the covered entity must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP Plan and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element. (pg. 51)	Admin										
7	Part/ IV. F. 1. Enforcement Response Plan & Enforcement Tracking (pg. 13, 14)		Admin	Update all procedures named in current MS4 Permit, to include an Enforcement Response Plan related to MCM 3, 4, and 5 requirements	3/9/2023	X		Yes		Update all procedures named in current MS4 Permit, to include an Enforcement Response Plan related to MCM 3, 4, and 5 requirements, as needed.	3/9/2024	X	

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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin										
9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluaton of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	T/Colonie completes Town Annual Evaluation as part of Joint SWMP update and Joint Annual Report process (April, 2022)	6/2/2022	X		Yes					
			Admin	Complete Annual Evaluation as part of SWMP Update (April, 2022)	6/1/2022	X		Yes		Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	
			Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evalution document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X
10	Part V. B. 2. Annual Reports (pg. 15)	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Prepare and submit Town-specific Draft Annual Report pages to Coalition for inclusion in Draft Joint Annual Repert. Once Public Comment period ends finalize Town-specific pages for inclusion with Final Joint Annual Report.	6/1/2022	X		Yes					

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		MS4 Permit GP-0-15-003 Requirements											
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Noteworthy Elements												
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)											
			Admin	Submit Annual Report by June 1, 2022	6/1/2022	X		Yes		Submit final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X	
			Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X
		All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X

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11	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	Admin	Finalize inspection documents for Construction Permit oversight, research & implement process to integrate FieldMap-S123 technology with Town CityWorks platform	3/9/2023	X	X	Partial	Construction Permit Form (MCM4) created for CityWorks. Needs to be field tested, before implementations	Finalize inspection documents for Construction Permit oversight, research & implement process to integrate FieldMap-S123 technology with Town CityWorks platform	3/9/2024	X	
12	Special Conditions		Special Conditions										
13			Special Conditions	Document corrective actions, save and retain across multiple devices and methods (electronic, print).	3/9/2023	X		Yes		Review as needed documentation procedures related to corrective actions and retention of records across multiple devices and methods (electronic, print).	3/9/2024	X	
14	Mapping		Mapping										
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping	Continue to update storm system mapping layers supported by Town GIS coordinator and field mapping technician.	3/9/2023	X		Yes		Continue to update storm system mapping layers supported by Town GIS coordinator and field mapping technician.	3/9/2024	X	

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	Part IV. D. 2. a. Phase I: i. Monitoring Locations; ii. Preliminary Sewersheds; iii. Focus Areas; iv. Municipal owned PCSMPs; v. Muni Facilities - Prioritized (pg. 11)		Mapping										
	Part IV. D. 2. b. Phase II: i. MS4 Infrastructure a) Conveyance system; b) Stormwater structures; ii. Privately owned post construction sw mgmt practices, a) Location of IPCSMP if unavailable (pg. 12)		Mapping	Coalition GIS Coordinator completes decommissioning of SwIM and creates replacement internet web mappers for interested Coalition members	12/31/2022		X	Yes	GIS Coordinator decommissions SwIM, researches content and design needs of replacement mappers, designs template web mapper, creates and publishes stormwater web mappers, trains MS4s in set up and use of mapper.				
			Mapping	Individual MS4 communities decide if they want or need a stormwater oriented AGOL webapp to replace SwIM.	12/31/2022	X		Yes	GIS Coordinator creates replacement web mappers (ArcGIS Online WebApp Builder) for 7 members - Albany County DPW, C-Cohoes, C-Wvliet, T-New Scot, V-Grn Is, V-Menands, V-Voor, ArcHUB site (all sw mappers).				

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			Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Status of GIS Services for whom, at what cost embedded in IMA-MOU (2023 - 2027)				
			Mapping							Coalition Board and relevant partners, with assistance of Coalition Director assess capacity of Coalition to provide GIS Services itemized in IMA-MOU (Tier 1,2,3) for the duration of 2023 and 2024. Members informed of assessment at or before June, 2023 or Sept, 2023 Board meeting; alternatives and related timelines presented and discussed. Alternatives may include: hiring dedicated Coalition GIS Specialist; contracting for mapping services; dropping GIS services; other. Some 2023 dues potentially reimbursed if no GIS services possible (Board decision)	12/31/2023	X	X
			Mapping							Coalition Director monitors completion, pays London Environmental, individual MS4s support mapping itemized in contract (end date 10/31/2023). Contract includes storm system; program mapping; and Web App updates for Town of New Scotland, V-Grn Island, and Albany County DPW.	10/31/2023	X, New Scotland, V-Green Island, County DPW	X

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			Mapping							Coalition Director inventories tablet use, status of ArcGIS Online licensing, and ability of MS4 users to access web mappers and inspection forms. Provides MS4 users with access information, licensing info, and training as needed. Info is shared with GIS Specialist, other new hires, if available.	12/31/2023	X, New Scotland, V-Green Island, County DPW, Menands, Wvliet, T/Beth, T/Guild, Voor, Altamont	X
			Mapping							If no support for Coalition related GIS services Coalition Director saves all Coalition held GIS datasets (shapefiles, GDB) on a hard drive and removes data from County server and OneDrive. Hard drive may be archived w/ interested GIS practitioners from County, from MS4s. Information about hard drive and data sharing protocol is communicated to Coalition members.	12/31/2023	X	X
			Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members (T/Col) clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections.Coalition staff adjust GIS activities accordingly.	3/9/2022	X	X						

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			Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	MS4 Permit update tracked; I still no permit as of March, 2023. Updated IMA-MOU itemizes 3 Tiers of Add'l Services-GIS, along with costs. Tiers include exist'g and add'l mapping requirements anticipated in new MS4 permit. V/Alt part of IMA-MOU update process.				
			Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	12/31/2023 (Old Director) 12/31/2023 (Old/New Director)	X	X
			Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X

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16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach										
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities- staff, contractors, visitors (pg. 51)	MCM 1 Public Education										
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education										
19		ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education	Continue to maintain brochure racks (Town Hall and Public Op Center) and table info at Engineering Dept and count brochures distributed. Will add brochure for Library.	3/9/2023	X		Partially	Need to add brochure rack at Library	Continue to maintain brochure racks (Town Hall and Public Op Center) and table info at Engineering Dept and count brochures distributed. Will add brochure for Library.	3/9/2024	X	
			MCM 1 Public Education	Stencil catch basins (~20) and distribute 100 doorhangers	3/9/2023	X		Partially	9 catch basins, 66 doorhangers	Stencil catch basins (~20) and distribute 100 doorhangers Prioritize based on paving locations	3/9/2024	X	
			MCM 1 Public Education	Create dedicated T/Colonie stormwater web page	3/9/2023	X		Yes		Publish T/Colonie stormwater web page	3/9/2024	X	
			MCM 1 Public Education							Continue to explain Town Construction Activity Oversight program to contractors/owners at Pre-Construction meetings.	3/9/2024	X	

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			MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes		Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochures are transferred to interested MS4s; 4. Management and payment of website is transferred to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X
			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X

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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
		Noteworthy Elements		2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
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20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay cheks; and in employee break rooms. (pg. 52)	MCM 1 Public Education										
21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amount of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education										
22		Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amount of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)	MCM 1 Public Education										

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
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23	MCM 2 - Public Participation		MCM 2 - Public Involvement/Participation										
24		Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)	MCM 2 Public Inv/Part										
25		All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).	MCM 2 Public Inv/Part										
26		All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)	MCM 2 Public Inv/Part										
27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part										

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			MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 9/10/2023 Shaker Creek Fox Preserve and Mill Rod, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X
			MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponsor with V/Green Island RiverKeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
			MCM 2 Public Inv/Part	Support recruitment of volunteers for Canal Day Clean Up Sweep site located at Colonie Town Park trail head.	3/9/2023	X		Yes	Volunteers recruited via town-wide email chain; event coordinated by third party.				

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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)											
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		Of interest to MS4s; relevant to Coalition operations											
28		All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part										
29		All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting - detailed meeting requirements listed in permit. (pg 33, 34, 54, and 55).	MCM 2 Public Inv/Part	Director posts the Joint DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Check that the MS4 website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X
30		All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part	Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 12 Coalition MS4 member communities.	6/15/2022		X	Yes		Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 13 Coalition MS4 member communities.	6/15/2023		X
31		All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part										

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32	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	MCM 2 Public Inv/Part	Coalition Director posts FINAL Joint Annual Report on Coalition website	3/9/2023		X	Yes		Coalition Director compiles Annual Report public comments if any; includes in FINAL Joint Annual Report and posts FINAL Joint Annual Report on Coalition website.	6/15/2023		X
33		Traditional - Land Use Control MS4: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); public involvement/participation activities (Ex. steam cleanups, # attending, number of calls to hotline, # and extent of storm drain stenciling); effectiveness of program/BMPS/goal assessment. (pg. 35)	MCM 2 Public Inv/Part										
34		Traditional - Land Use Control & Non Traditional MS4s: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); effectiveness of program/BMPS/goal assessment. (pg. 56)	MCM 2 Public Inv/Part										
35	MCM 3 - Illicit Discharge Detection & Elimination		MCM 3 - Illicit Discharge Detection & Elimination										
36		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE										

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		MS4 Permit GP-0-15-003 Requirements											
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		Noteworthy Elements											
		Of interest to MS4s; relevant to Coalition operations											
		Text (pg. no)											
37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)	MCM 3 IDDE										
38		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE	Update IDDE procedures as needed	3/9/2023	X		Yes					
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE										
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE										
41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and improper disposal of waste (pg. 37 & pg. 58)	MCM 3 IDDE	Stormwater Info posted HHWC Day website	3/9/2023	X		Yes		Stormwater Info posted HHWC Day website	3/9/2024	X	
42			MCM 3 IDDE	"Hotline" complaints from whatever source are tracked. Tracking notes the complaint and follow up activity (email and photos). Include tracking as part of CityWorks updates.	3/9/2023	X		Partial	"Hotline" complaints tracked, but not in CityWorks	Hotline complaints from whatever source are tracked. Tracking notes the complaint and follow up activity (email and photos). Include tracking as part of CityWorks updates.	3/9/2024	X	

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43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE										
44			MCM 3 IDDE										
45		All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE	Complete ORIs for 20% of outfalls (~129 outfalls).	3/9/2023	X		Yes	Completed 174 ORIs (Dry River, Gas House Creek, and Krommakill)	Complete ORIs for 20% of outfalls (~129 outfalls). Salt Kill, Delphus Kill, and Others.	3/9/2024	X	
46			MCM 3 IDDE	Review status of ORI inspection data storage (T/Col or Coalition ArcGIS Online Cloud?). Transfer data to T/Col, if necessary.	3/9/2023	X	X	No		Review status of ORI inspection data storage (T/Col or Coalition ArcGIS Online Cloud?). Transfer data to T/Col, if necessary.	3/9/2024	X	X
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
47			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X

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48	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	MCM 3 IDDE										
49	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	MCM 3 IDDE										
50	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	MCM 3 IDDE										
51		All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE										
52		All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)	MCM 3 IDDE										
		All MS4 Types: Develop and maintain a map minimally within covered entities jurisdiction in urbanized area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system.Field verify outfalls (pg. 36 & pg. 57) GOALS ENTERED IN MAPPING SECTION.	MCM 3 IDDE										
		All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPS, goal assessment (pg. 37 & pg. 58)	MCM 3 IDDE										

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53		MCM 4 - Construction Site Runoff Control	MCM 4 - Construction Site Runoff Control										
54		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)	MCM 4 Constr Site Runoff Control										
55		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates mechanisms for construction runoff requirements to the extent allowable under State and local law that meets State's most current technical standards: through available mechanisms; procedures & policies must be developed for implementation & enforcement; a written directive from person authorized to sign NOI stating that updated mechanisms must be used and who (position) is responsible; mechanisms/directive equivalent to requirements of SPDES General Pmt for Construction Activities (pg. 60-61)	MCM 4 Constr Site Runoff Control										
56		Traditional - Land Use Control MS4: Mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 39)	MCM 4 Constr Site Runoff Control										
57		Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										

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59		All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the municipalities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control	Continue to maintain inventory of active construction sites.	3/9/2023	X		Yes		Continue to maintain inventory of active construction sites with NYSDEC Construction Activity Permit coverage.	3/9/2024	X	
60			MCM 4 Constr Site Runoff Control										
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control										
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control	Town stormwater staff review SWPPPs and prepare comments. (Goal : all SWPPPs and SWPPP modifications, if possible)	3/9/2023	X		Yes		Town stormwater staff review SWPPPs and prepare comments. (Goal : all SWPPPs and SWPPP modifications, if possible)	3/9/2024	X	

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		Of interest to MS4s; relevant to Coalition operations											
		Text (pg. no)											
63			MCM 4 Constr Site Runoff Control	Conduct pre-construction meetings, before grading and clearing and before issuing a building permit. Meetings organized by Town stormwater staff and sometimes others depending on size and type of project. Presence/absence and expiration date of site contractor 4 hr E/SC cards is noted and status documented during meeting.	3/9/2023	X		Yes		Conduct pre-construction meetings, before grading and clearing and before issuing a building permit. Meetings organized by Town stormwater staff and sometimes others depending on size and type of project. Presence/absence and expiration date of site contractor 4 hr E/SC cards is noted and status documented during meeting.	3/9/2024		
64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control	Update MCM 4 procedures as needed	3/9/2023	X		Yes		Update MCM 4 procedures as needed	3/9/2024	X	
65		Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit. Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statement on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control							Review NYSDEC database of Construction Activity Permits; review status of projects located in Town. Locate owner-operators, execute NOTs as needed.	3/9/2024	X	
										Continue to inspect active construction sites, including Town owned projects, follow up as needed.	3/9/2024	X	

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Colonie		Annual Evaluation April, 2023				Town of Colonie	
			Date & SWMP Preparer(s): 3/31/2022.Zach Harrison, Adam Wands, Nancy Heinzen			Traditional - Land Use Control MS4		Date & SWMP Preparer(s): March 27, 2023 Zach Harrison, Nancy Heinzen				Traditional - Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
66		Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control										
67		All MS4 Types: Ensures that construction site operators have received E/SC training, including the trained contractor s as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control										
			MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No					
68		Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control										

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			Date & SWMP Preparer(s): 3/31/2022 Zach Harrison, Adam Wands, Nancy Heinzen			Traditional - Land Use Control MS4		Date & SWMP Preparer(s): March 27, 2023 Zach Harrison, Nancy Heinzen				Traditional - Land Use Control MS4	
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
		Noteworthy Elements		2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
69		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report: # and type of sanctions employed; status of regulatory mechanism - certify will assure compliance with Construction Permit; # of construction sites authorized for disturbance greater than 1 acre; effectiveness of program/BMPs/goal assessment (pg. 62)	MCM 4 Constr Site Runoff Control										
70		All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control										
71	MCM 5 - Post Construction Stormwater Runoff		MCM 5 - Post Construction Stormwater Runoff										
72		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new development and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff										
73		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates enforceable mechanism for post-construction runoff control from new development and redevelopment projects to extent allowable under state or local law that meets State current technical standards through available mechanisms, procedures or policies must be developed for implementation and enforcement; written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcement the mechanisms; and mechanism and directive must assure compliance with SPDES General Permit for Construction Activities (pg. 62)	MCM 5 Post Constr SW Runoff										

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			BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)											
		Noteworthy Elements											
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
		Of interest to MS4s; relevant to Coalition operations											
		Text (pg. no)											
74		Traditional - Land Use Control MS4: Regulatory mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 43)	MCM 5 Post Constr SW Runoff										
75		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
76		All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff										
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff	Update MCM 5 procedures as needed.	3/9/2023	X		Yes		Update MCM 5 procedures as needed.	3/9/2024	X	

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022		Town of Colonie		Annual Evaluation April, 2023				Town of Colonie		
			Date & SWMP Preparer(s): 3/31/2022.Zach Harrison, Adam Wands, Nancy Heinzen		Traditional - Land Use Control MS4		Date & SWMP Preparer(s): March 27, 2023 Zach Harrison, Nancy Heinzen				Traditional - Land Use Control MS4		
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff										
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are <i>qualified professionals</i> or under the supervision of <i>qualified professionals</i> (pg. 44)	MCM 5 Post Constr SW Runoff										
81		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff										
82		Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils....to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff										
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff										

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Colonie		Annual Evaluation April, 2023				Town of Colonie	
			Date & SWMP Preparer(s): 3/31/2022 Zach Harrison, Adam Wands, Nancy Heinzen			Traditional - Land Use Control MS4		Date & SWMP Preparer(s): March 27, 2023 Zach Harrison, Nancy Heinzen				Traditional - Land Use Control MS4	
			BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
84	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	MCM 5 Post Constr SW Runoff	Continue to update the post construction sw practices inventory spreadsheet (track status of NOTs).	3/9/2023	X		Yes		Continue to update the post construction sw practices inventory spreadsheet	3/9/2024	X	
85	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	MCM 5 Post Constr SW Runoff	Continue to develop spreadsheet database of post-construction sw practices; send out letters requesting annual inspection reports; follow up as needed.	3/9/2023	X		Partial	Inventory of all private practices is maintained; spreadsheet update is ongoing.	Update spreadsheet database of post-construction sw practices (contact info of current owner)	3/9/2024	X	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)								Create standardized letter for owner-operators	3/9/2024	X	
										Review spreadsheet inventory, send annual letter to owner-operator regarding maintenance inspections, follow up as needed.	3/9/2024	X	
										Consult with Town MIS for integration of Post Construction Inspection follow up using City Works	3/9/2024	X	

Row No		MS4 Permit Requirments	Annual Evaluation April, 2022		Town of Colonie		Annual Evaluation April, 2023				Town of Colonie		
			Date & SWMP Preparer(s): 3/31/2022.Zach Harrison, Adam Wands, Nancy Heinzen		Traditional - Land Use Control MS4		Date & SWMP Preparer(s): March 27, 2023 Zach Harrison, Nancy Heinzen				Traditional - Land Use Control MS4		
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			MCM 5 Post Constr SW Runoff						IMPAIRED WATER 303d List POC Requirement (Phosphorus): Continue to monitor the location of development or redevelopment projects within Ann Lee (Shakers) Pond and Stump Pond watershed; request enhanced phosphorus design standards and inspections 2x week, as per NYSDEC Stormwater Design Manual.	3/9/2024	X		
86		All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff	See Mapping Goals									
87		All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)	MCM 5 Post Constr SW Runoff										
88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction managment practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff										

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			BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
89		MS4 Permit GP-0-15-003 Requirements Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	MCM 5 Post Constr SW Runoff										
90	MCM 6 - Municipal Operations/Good Housekeeping		MCM 6 - Municipal Operations/Good Housekeeping										
91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentially contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations										
92		Street and Bridge Maintenance	MCM 6 Muni Operations										
94		Winter Road Maintenance	MCM 6 Muni Operations										
95		Storm System Maintenance	MCM 6 Muni Operations										
98			MCM 6 Muni Operations	Monitor maintenance of Town-owned PC SMPs, reach out to Highway staff if issues, follow up as needed	3/9/2023	X		Yes		Monitor maintenance of Town-owned PC SMPs, reach out to Highway staff if issues, follow up as needed	3/9/2024	Yes	
99		Vehicle and Fleet Maintenance	MCM 6 Muni Operations										
100		Park and Open Space Maintenance	MCM 6 Muni Operations										

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Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Colonie		Annual Evaluation April, 2023				Town of Colonie	
			Date & SWMP Preparer(s): 3/31/2022 Zach Harrison, Adam Wands, Nancy Heinzen			Traditional - Land Use Control MS4		Date & SWMP Preparer(s): March 27, 2023 Zach Harrison, Nancy Heinzen				Traditional - Land Use Control MS4	
			BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
109		Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performance and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)	MCM 6 Muni Operations										
110		All MS4 Types: Determines management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)	MCM 6 Muni Operations										
111		All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations										
112		All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations	DUPLICATED in Administration section. FROM AR2022: Consult with coalition about coalition-led training for various target audiences (field workers and elected-administrators), similar to January 2020 Training Blitz Content "rain check" and "spills and skills" dvd. Organize as needed, if possible with coalition or independently.	3/9/2024	X	X	Yes	Consulted w/Coalition. No plans for 2022/2023 Stormwater Training Blitz				

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
									DUPLICATED in Administration section. Research YouTube stormwater training with Town MIS, distribution, to include tracking of participation. Implement depending on research.	3/9/2024	X		
113		Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations										
114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations										
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stomwater discharges (MSGP, GP-012 001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entiy must perform monitoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations										
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations										
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations										

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			BMP Category	Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)									
		Noteworthy Elements											
		Of interest to MS4s; relevant to Coalition operations											
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations										
119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations	Implement catch basin cleaning and inspection program, focus on high traffic areas susceptible to flooding and Ann Lee pond (lower west Albany and Ann Lee)	3/9/2023	X		Yes		Continue catch basin cleaning and inspection program, focus on high traffic areas susceptible to flooding and Ann Lee pond (lower west Albany and Ann Lee)	3/9/2024	X	
			MCM 6 Muni Operations		3/9/2023	X		Yes		Monitor street and parking lot sweeping throughout Town, retain sweeping data for MS4 Permit annual report.	3/9/2024	X	
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations										
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48-68)	MCM 6 Muni Operations										

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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190		Town of Colonie Progress Meeting Goals		Town of Colonie Measurable Goals		SPDES Permit No NYR20A190	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
		Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
122	Enhanced Requirements for impaired Waters w/out Approved TMDL		Enhanced Requirements for impaired Waters without an Approved TMDL											
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Fturue TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL	Continue to monitor the location of development or redevelopment projects within Ann Lee (Shakers) Pond and Stump Pond watershed; request enhanced phosphorus design standards and inspections 2x week, as per NYSDEC Stormwater Design Manual.	3/9/2023	X		Yes						

Stormwater Coalition of Albany County

**Village of Green Island
New York**

MS4 Permit No. NYR20A377

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Green Island		Annual Evaluation April, 2023				Village of Green Island	
			Date & SWMP Preparer(s): April 14, 2022 Maggie Alix, Nancy Heinzen, Teams			Traditional - Land Use Control MS4		Date & SWMP Preparer(s): April 6, 2023 Maggie Alix, Nancy Heinzen				Traditional - Land Use Control MS4	
			BMP Category	Village of Green Island Measurable Goals		SPDES Permit No NYR20A377		Village of Green Island Progress Meeting		Village of Green Island Measurable Goals		SPDES Permit No NYR20A377	
				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
1	Administrative		Administrative										
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin										
3	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X	
			Admin							Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X	
			Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes					

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes					
4		All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements....see Contracted Entity Certification Statement...(pg. 18)	Admin										
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include:Staffing and staff development programs and organizational charts... (pg.98)	Admin	Update organizational chart, as needed	3/9/2023	X		Yes		Update organizational chart, as needed	3/9/2024		
			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services - GIS to GIS Specialist position. Sw Prog Tech position eliminated.				

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.					Staffing needs/priorities clarified in updated IMA/MOU, also incorporated into 2023 Coalition budget. GIS Coor resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X
			Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Others decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	By 12/31/2023 By 3/9/2024 (New Director).	X	X

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequence of GIS Coordinator (Specialist) resignation; succession planning; and GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater WebMapper tutorial; Tablets-ArcGIS Online S123 Inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)											
										Direct Village staff to receive training in MS4 inspections of construction sites, if available.	3/9/2024	X	
			Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events - tuition paid by Coalition (NYS NE Regional SW Trainings; 4 Hr E/SC training; Flood Mgr conf)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
6		Traditional - Non Land Use Control and Non-Traditional MS4s: For each of the elements of the SWMP Plan, the covered entity must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP Plan and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element. (pg. 51)	Admin										
7	Part/ IV. F. 1. Enforcement Response Plan & Enforcement Tracking (pg. 13, 14)		Admin										
8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin										
9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluation of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	Continue with routine Annual Evaluation of Village MS4 Program (~April, 2022	6/1/2022	X		Yes					
			Admin	Complete Annual Evaluation as part of SWMP Update (April, 2022)	6/1/2022	X		Yes		Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	
			Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
10	Part V. B. 2. Annual Reports (pg. 15)	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Complete Annual Report (individual MS4 pages and Coalition) by June 1, 2022	6/1/2022	X							
			Admin	Submit Annual Report by June 1, 2022	6/1/2022	X		Yes		Submit final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X	
			Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X
		All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X
11			Admin	Continue to retain all MS4 related Department correspondence, as per retention schedule	3/9/2023	X		Yes		Continue to retain all MS4 related Department correspondence, as per retention schedule	3/9/2024	X	
12	Special Conditions		Special Conditions										
13			Special Conditions										

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	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	Text (pg. no)	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
14	Mapping		Mapping										
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping	At Starbuck Island, research Village owned storm system infrastructure, field map as needed Post Construction Stormwater Management Practices (PCSMPS - privately and Villae owned), storm system infrastructure, and Village outfalls. Field map as needed, Hudson Ave sewer separation project (storm system, PC SMPs, Village outfalls). Post data on AGOL WebMap.	3/9/2023	X	X	Partial	Field mapping completed. Still need to post on AGOL mapper	Post field mapping data on AGOL WebMap (Starbucks Island and Hudson Ave).	3/9/2024	X	
	Part IV. D. 2. a. Phase I: i. Monitoring Locations, ii. Preliminary Sewersheds; iii. Focus Areas; iv. Municipal owned PCSMPs; v. Muni Facilities - Prioritized (pg. 11)		Mapping										
	Part IV. D. 2. b. Phase II: i. MS4 Infrastructure a) Conveyance system; b) Stormwater structures; ii. Privately owned post construction sw mgmt practices, a) Location of PCSMP if unavailable (pg. 12)		Mapping	Coalition GIS Coordinator completes decommissioning of SwIM and creates replacement internet web mappers for interested Coalition members	12/31/2022		X	Yes	GIS Coordinator decommissions SwIM, researches content and design needs of replacement mappers, designs template web mapper, creates and publishes stormwater web mappers, trains MS4s in set up and use of mapper.				

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	Mapping	Individual MS4 communities decide if they want or need a stormwater oriented AGOL webapp to replace SwIM.	12/31/2022	X		Yes	GIS Coordinator creates replacement web mappers (ArcGIS Online WebApp Builder) for 7 members - Albany County DPW, C-Cohoes, C-Wilket, T-New Scot, V-Grn Is, V-Menands, V-Voor, ArcHUB site (all sw mappers).				
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)											
				Finalize V/Grn Is AGOL WebApp	3/9/2023		X	Yes					
			Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Status of GIS Services for whom, at what cost embedded in IMA-MOU (2023 - 2027)				
			Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	MS4 Permit update tracked; still no permit as of March, 2023. Updated IMA-MOU itemizes 3 Tiers of Add'l Services-GIS, along with costs. Tiers include exist'g and add'l mapping requirements anticipated in new MS4 permit. V/Alt part of IMA-MOU update process.				

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		Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Mapping							Coalition Board and relevant partners, with assistance of Coalition Director assess capacity of Coalition to provide GIS Services itemized in IMA-MOU (Tier 1,2,3) for the duration of 2023 and 2024. Members informed of assessment at or before June, 2023 or Sept, 2023 Board meeting; alternatives and related timelines presented and discussed. Alternatives may include: hiring dedicated Coalition GIS Specialist; contracting for mapping services; dropping GIS services; other. Some 2023 dues potentially reimbursed if no GIS services possible (Board decision)	12/31/2023	X	X
			Mapping							Coalition Director monitors completion, pays London Environmental, individual MS4s support mapping itemized in contract (end date 10/31/2023). Contract includes storm system; program mapping; and Web App updates for Town of New Scotland, V-Grn Island, and Albany County DPW.	10/31/2023	X, New Scotland, V-Green Island, County DPW	X
			Mapping							Coalition Director inventories tablet use, status of ArcGIS Online licensing, and ability of MS4 users to access web mappers and inspection forms. Provides MS4 users with access information, licensing info, and training as needed. Info is shared with GIS Specialist, other new hires, if available.	12/31/2023	X, New Scotland, V-Green Island, County DPW, Menands, Wvliet, T/Beth, T/Guild, Voor, Altamont	X

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		Noteworthy Elements											
		Of interest to MS4s; relevant to Coalition operations											
		Text (pg. no)											
			Mapping							If no support for Coalition related GIS services Coalition Director saves all Coalition held GIS datasets (shapefiles, GDB) on a hard drive and removes data from County server and OneDrive. Hard drive may be archived w/ interested GIS practitioners from County, from MS4s. Information about hard drive and data sharing protocol is communicated to Coalition members.	12/31/2023	X	X
			Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	12/31/2023 (Old Director) 12/31/2023 (Old/New Director)	X	X
			Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X

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16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach										
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities-staff, contractors, visitors (pg. 51)	MCM 1 Public Education										
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education										
19		ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education	Continue to publish stormwater messages in monthly Newsletter and monthly Mayor's Letter, post on Village website	3/9/2023	X		Yes		Continue to publish stormwater messages in monthly Newsletter and monthly Mayor's Letter, post on Village website	3/9/2024	X	
			MCM 1 Public Education	Continue to maintain Village website links to SW Coalition website.	3/9/2023	X		Yes		Review and update Village website content as needed. Continue to maintain Village website links to SW Coalition website.	3/9/2024	X	
			MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes		Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X

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		Of interest to MS4s; relevant to Coalition operations											
			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochures are transferred to interested MS4s; 4. Management and payment of website is transferred to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X
			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X
20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay checks; and in employee break rooms. (pg. 52)	MCM 1 Public Education										

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			Date & SWMP Preparer(s): April 14, 2022 Maggie Alix, Nancy Heinzen, Teams			Traditional - Land Use Control MS4		Date & SWMP Preparer(s): April 6, 2023 Maggie Alix, Nancy Heinzen				Traditional - Land Use Control MS4	
				Village of Green Island		SPDES Permit No NYR20A377		Village of Green Island		Village of Green Island		SPDES Permit No NYR20A377	
				Measurable Goals				Progress Meeting		Measurable Goals			
				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amount of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education										
22		Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amount of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)	MCM 1 Public Education										
23	MCM 2 - Public Participation		MCM 2 - Public Involvement/Participation										
24		Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)	MCM 2 Public Inv/Part										

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
25		All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).	MCM 2 Public Inv/Part										
26		All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)	MCM 2 Public Inv/Part										
27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part										
			MCM 2 Public Inv/Part	Village organize volunteers for Community Clean Up (volunteers from local businesses)	3/9/2023	X		Yes		Village organize volunteers for Community Clean Up (volunteers from local businesses)	3/9/2024	X	
			MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 9/10/2023 Shaker Creek Fox Preserve and Mill Rod, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)											
		MS4 Permit GP-0-15-003 Requirements											
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
		Noteworthy Elements											
		Of interest to MS4s; relevant to Coalition operations											
		Text (pg. no)											
			MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponsor with V/Green Island RiverKeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
28		All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part										
29		All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting -detailed meeting requirements listed in permit. (pg 33, 34, 54, and 55).	MCM 2 Public Inv/Part	Director posts the Joint DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Check that the MS4 website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			MCM 2 Public Inv/Part	DRAFT Annual Report presented at Village Board meeting (~May, 2022).	6/1/2022	X		Yes		DRAFT Annual Report presented at Village Board meeting (~May, 2023).	3/9/2024	X	
30		All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part	Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 12 Coalition MS4 member communities.	6/15/2022		X	Yes		Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 13 Coalition MS4 member communities.	6/15/2023		X
31		All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part										
32		All MS4 Types: A copy of the final report and the SWMP Plan are available for public inspection (pg. 34 & pg. 56)	MCM 2 Public Inv/Part										
			MCM 2 Public Inv/Part	Coalition Director posts FINAL Joint Annual Report on Coalition website	3/9/2023		X	Yes		Coalition Director compiles Annual Report public comments if any; includes in FINAL Joint Annual Report and posts FINAL Joint Annual Report on Coalition website.	6/15/2023		X

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	Text (pg. no)	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
33		Traditional - Land Use Control MS4: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); public involvement/participation activities (Ex. steam cleanups, # attending, number of calls to hotline, # and extent of storm drain stenciling); effectiveness of program/BMPS/goal assessment. (pg. 35)	MCM 2 Public Inv/Part										
34		Traditional - Land Use Control & Non Traditional MS4s: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); effectiveness of program/BMPS/goal assessment. (pg. 56)	MCM 2 Public Inv/Part										
35	MCM 3 - Illicit Discharge Detection & Elimination		MCM 3 - Illicit Discharge Detection & Elimination										
36		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE										

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	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)	MCM 3 IDDE										
38		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representaing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE										
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE										
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE										
41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and prompoer disposal os waster (pg. 37 & pg. 58)	MCM 3 IDDE										
43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE										

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
45		All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE	Review status of outfall inspections and complete as needed	3/9/2023	X		Yes		Review status of outfall inspections and complete as needed	3/9/2024	X	
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X
48		All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE										

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
50		All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)	MCM 3 IDDE										
51		All MS4 Types: Develop and maintain a map minimally within covered entities jurisdiction in urbanized area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfalls (pg. 36 & pg. 57) GOALS ENTERED IN MAPPING SECTION.	MCM 3 IDDE										
52		All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPS, goal assessment (pg. 37 & pg. 58)	MCM 3 IDDE										
53	MCM 4 - Construction Site Runoff Control		MCM 4 - Construction Site Runoff Control										
54		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)	MCM 4 Constr Site Runoff Control										

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
55		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates mechanisms for construction runoff requirements to the extent allowable under State and local law that meets State's most current technical standards; through available mechanisms; procedures & policies must be developed for implementation & enforcement; a written directive from person authorized to sign NOI stating that updated mechanisms must be used and who (position) is responsible; mechanisms/directive equivalent to requirements of SPDES General Pmt for Construction Activities (pg. 60-61)	MCM 4 Constr Site Runoff Control										
56		Traditional - Land Use Control MS4: Mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 39)	MCM 4 Constr Site Runoff Control										
57		Traditional - Land Use Control MS4: Contains requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										
58		All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the municipalities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control										
59		All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control										

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control										
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control										
64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control										
65		Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit. Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statment on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control										
66		Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control										

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
67		All MS4 Types: Ensures that construction site operators have received E/SC training, including the <i>trained contractors</i> as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control	Status of 4 hr E/SC to be evaluated, training received as needed.	3/9/2023	X		Yes	Staff are up to date on 4 Hr E/SC training	Status of 4 hr E/SC to be evaluated, training received as needed.	3/9/2024	X	
			MCM 4 Constr Site Runoff Control	Continue to promote E/SC 4 Hr training opportunities to builder community	3/9/2023	X		Yes	Continue to promote E/SC 4 Hr training opportunities to builder community	Continue to promote E/SC 4 Hr training opportunities to builder community	3/9/2024	X	
			MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No					
68		Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control										
69		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report: # and type of sanctions employed; status of regulatory mechanism - certify will assure compliance with Construction Permit; # of construction sites authorized for disturbance greater than 1 acre; effectiveness of program/BMPs/goal assessment (pg. 62)	MCM 4 Constr Site Runoff Control										

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
70		All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control										
71	MCM 5 - Post Construction Stormwater Runoff		MCM 5 - Post Construction Stormwater Runoff										
72		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new deveopment and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff										
73		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates enforceable mechanism for post-construction runoff control from new development and redevelopment projects to extent allowable under state or local law that meets State current technical standards through avaiable mechanisms, procedures or policies must be developed for implementation and enforcement; written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcment the mechanisms; and mechanism and directive must assure compliance with SPDES General Permit for Construction Activities (pg. 62)	MCM 5 Post Constr SW Runoff										
74		Traditional - Land Use Control MS4: Regulatory mechnism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 43)	MCM 5 Post Constr SW Runoff										

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Green Island		Annual Evaluation April, 2023				Village of Green Island	
			Date & SWMP Preparer(s): April 14, 2022 Maggie Alix, Nancy Heinzen, Teams			Traditional - Land Use Control MS4		Date & SWMP Preparer(s): April 6, 2023 Maggie Alix, Nancy Heinzen				Traditional - Land Use Control MS4	
			BMP Category	Village of Green Island Measurable Goals		SPDES Permit No NYR20A377		Village of Green Island Progress Meeting		Village of Green Island Measurable Goals		SPDES Permit No NYR20A377	
				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
75		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
76		All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff										
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff										
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff										

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Green Island		Annual Evaluation April, 2023				Village of Green Island	
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			BMP Category	Village of Green Island		SPDES Permit No NYR20A377		Village of Green Island		Village of Green Island		SPDES Permit No NYR20A377	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are <i>qualified professionals</i> or under the supervision of <i>qualified professionals</i> (pg. 44)	MCM 5 Post Constr SW Runoff										
81		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff										
82		Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils...to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff										
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff										

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Green Island		Annual Evaluation April, 2023				Village of Green Island	
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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
84		All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinates); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)	MCM 5 Post Constr SW Runoff	For completed PC SMPS (private and public) include in inventory; monitor O & M as needed (Starbucks Is)	3/9/2023	X		Yes					
85		All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff	Continue to communicate to owners of privately owned 'older' post-construction practices (permitted before and after 2003); need for inspections and related documentation. Follow up as needed.	3/9/2023	X		Yes		Review list of privately owned post-construction practices (permitted before and after 2003); clarify maintenance responsibilities, inform owners of their role, provide maintenance information as needed, inspection forms, other guidance	3/9/2024	X	
86		All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
87		All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)	MCM 5 Post Constr SW Runoff										

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff										
89		Trad-No Land Use & Non Trad MS4 pg. 65: Covered entity shall report on: # and type of sanctions; # and type post-construction stormwater management practices; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; status of regulatory mechanism, that regulatory mechanism is equivalent; effectiveness of program, BMPs, measureable goal assessment. (pg. 65)	MCM 5 Post Constr SW Runoff										
90	MCM 6 - Municipal Operations/Good Housekeeping		MCM 6 - Municipal Operations/Good Housekeeping										
91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentially contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations										
92		Street and Bridge Maintenance	MCM 6 Muni Operations	Sweep 9 road miles - total of 18 miles	3/9/2023	X		Yes		Sweep 9 road miles - total of 18 miles	3/9/2024	X	

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)											
		MS4 Permit GP-0-15-003 Requirements											
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
		Noteworthy Elements											
		Of interest to MS4s; relevant to Coalition operations											
93			MCM 6 Muni Operations										
94		Winter Road Maintenance	MCM 6 Muni Operations										
95		Storm System Maintenance	MCM 6 Muni Operations	Clean out ~40 catch basins	3/9/2023	X		Partial		Clean out ~20% catch basins	3/9/2024	X	
98			MCM 6 Muni Operations	Continue to inspect and maintain Village owned Post Construction Stormwater Management Practices (PC SMPs)	3/9/2023	X		Yes		Continue to inspect and maintain Village owned Post Construction Stormwater Management Practices (PC SMPs)	3/9/2024	X	
99		Vehicle and Fleet Maintenance	MCM 6 Muni Operations										
100		Park and Open Space Maintenance	MCM 6 Muni Operations										
101		Municipal Building Maintenance	MCM 6 Muni Operations										
102		Solid Waste Management	MCM 6 Muni Operations										
103		New Construction and Land Disturbances	MCM 6 Muni Operations	Monitor potential need for CGP coverage on new road projects	3/9/2023	X		Yes		Monitor potential need for CGP coverage on new road projects	3/9/2024	X	
104		Right Of Way Maintenance	MCM 6 Muni Operations										
105		Marine Operations	MCM 6 Muni Operations										
106		Hydrological Habitat Modification	MCM 6 Muni Operations										
107		Other (pg. 47 & 66)	MCM 6 Muni Operations										

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
108		Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and Identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)	MCM 6 Muni Operations										
109		Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performance and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and Identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)	MCM 6 Muni Operations										
110		All MS4 Types: Determines management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)	MCM 6 Muni Operations										
111		All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations										

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
112		All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations	Continue annual training with staff as needed using Coalition DVDs and /or Coalition training services (Spills and Skills training, other)	3/9/2023	X	X	Yes	Provided training, used Perma Safety Institute training materials	Continue annual training with staff as needed using Perma Safety Institute - Tailgate series (Spills and Skills training, other). Maintain records.	3/9/2024	X	
113		Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations										
114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations										
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stormwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entity must perform monitoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations										
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormwater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations										
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations										

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations										
119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations										
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations										
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48-68)	MCM 6 Muni Operations										
122	Enhanced Requirements for impaired Waters w/out Approved TMDL		Enhanced Requirements for impaired Waters without an Approved TMDL										
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Future TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL										

Stormwater Coalition of Albany County

**Town of Guilderland
New York**

MS4 Permit No. NYR20A211

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Guilderland		Annual Evaluation April, 2022				Town of Guilderland	
			Date & SWMP Preparer(s): April 5, 2022, Buddy d'Arpino, Tim McIntyre, Jr, N. Heinzen			Traditional MS4 - Land Use Control		Date & SWMP Preparer(s): March 29, 2023 Tim McIntyre, Jr. and N. Heinzen				Traditioanl MS4-Land Use Control	
			BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
1	Administrative- Various		Administrative										
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin										
3	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X	
			Admin							Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X	
			Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes					

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			BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes					
4		All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements.....see Contracted Entity Certification Statement...(pg. 18)	Admin										
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include:Staffing and staff development programs and organizational charts... (pg.98)	Admin	Update organizational chart as needed and identify training needs	3/9/2023	X		Yes		Update organizational chart as needed and identify training needs	3/9/2024	X	
			Admin	Training as needed for SW staff, all aspects of permit	3/9/2023	X		Yes	Highway, Water Dept staff, 4 received E/SC. Rain Check, Spills and Skills DVDs	Training as needed for SW staff, all aspects of permit	3/9/2024	X	
			Admin							Research staff support for Town's MS4 Program, follow up as needed.	3/9/2024	X	
										Establish routine meetings and/or updates regarding all aspects of MS4 Permit implementation, Town-wide	3/9/2024	X	
			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Vvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services - GIS to GIS Specialist position. Sw Prog Tech position eliminated.				

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				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	Admin	Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.	3/9/2023	X	X	Yes	Staffing needs/priorities clarified in updated IMA/MOU, also incorporated into 2023 Coalition budget. GIS Coor resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X
		Noteworthy Elements	Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Others decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	By 12/31/2023 By 3/9/2024 (New Director).	X	X
		Of interest to MS4s; relevant to Coalition operations								Participate in trainings of interest to Town MS4 staff related to site inspections and enforcement techniques	3/9/2024	X	

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements											
	Noteworthy Elements												
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)											
			Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequence of GIS Coordinator (Specialist) resignation; succession planning; and GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater WebMapper tutorial; Tablets-ArcGIS Online S123 Inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
			Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events - tuition paid by Coalition (NYS NE Regional SW Trainings; 4 Hr E/SC training; Flood Mgr conf)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
6		Traditional - Non Land Use Control and Non-Traditional MS4s: For each of the elements of the SWMP Plan, the covered entity must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP Plan and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element. (pg. 51)	Admin										
7	Part/ IV. F. 1. Enforcement Response Plan & Enforcement Tracking (pg. 13, 14)		Admin										

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Town of Guilderland		Annual Evaluation April, 2022				Town of Guilderland	
			Date & SWMP Preparer(s): April 5, 2022, Buddy d'Arpino, Tim McIntyre, Jr, N. Heinzen			Traditional MS4 - Land Use Control		Date & SWMP Preparer(s): March 29, 2023 Tim McIntyre, Jr. and N. Heinzen				Traditiaonl MS4-Land Use Control	
			BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin							Review existing procedures as named in MCM 3, MCM 4, and MCM 5, updated as needed to include an Enforcement Response Plan.	3/9/2024	X	
9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluation of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	Complete Annual Evaluation (March/April 2022) of Town stormwater program, review goals, develop new goals	6/1/2022	X							
			Admin	Complete Annual Evaluation as part of SWMP Update (April, 2022)	6/1/2022	X		Yes		Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	
			Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X
10	Part V. B. 2. Annual Reports (pg. 15)	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Complete Annual Report by June 1, 2022	6/1/2022	X							
			Admin	Submit Annual Report by June 1, 2022	6/1/2022	X		Yes		Submit final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X	

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			BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)									
		Noteworthy Elements											
		Of interest to MS4s; relevant to Coalition operations											
			Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X
			Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X
11			Admin	Continue to retain all Department correspondence in dedicated electronic folder	3/9/2023	X		No		Continue to retain all Department correspondence in dedicated electronic folder	3/9/2024	X	
12	Special Conditions		Special Conditions										
13			Special Conditions										

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			BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
14	Mapping		Mapping										
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping										
	Part IV. D. 2. a. Phase I: i. Monitoring Locations; ii. Preliminary Sewersheds; iii. Focus Areas; iv. Municipal owned PCSMPs; v. Muni Facilities - Prioritized (pg. 11)		Mapping										
	Part IV. D. 2. b. Phase II: i. MS4 Infrastructure a) Conveyance system; b) Stormwater structures; ii. Privately owned post construction sw mgmt practices, a) Location of PCSMP if unavailable (pg. 12)		Mapping	Coalition GIS Coordinator completes decommissioning of SwIM and creates replacement internet web mappers for interested Coalition members	12/31/2022		X	Yes	GIS Coordinator decommissions SwIM, researches content and design needs of replacement mappers, designs template web mapper, creates and publishes stormwater web mappers, trains MS4s in set up and use of mapper.				

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			BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	Mapping	Individual MS4 communities decide if they want or need a stormwater oriented AGOL webapp to replace SWIM.	12/31/2022	X		Yes	GIS Coordinator creates replacement web mappers (ArcGIS Online WebApp Builder) for 7 members - Albany County DPW, C-Cohoes, C-Wiliet, T-New Scot, V-Grn Is, V-Menands, V-Voor, ArchHUB site (all sw mappers).				
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)											
										Continue to evaluate methods and opportunities to share AGOL web mappers generated by Town with or without Coalition support	3/9/2024	X	
			Mapping							Coalition Board and relevant partners, with assistance of Coalition Director assess capacity of Coalition to provide GIS Services itemized in IMA-MOU (Tier 1,2,3) for the duration of 2023 and 2024. Members informed of assessment at or before June, 2023 or Sept, 2023 Board meeting; alternatives and related timelines presented and discussed. Alternatives may include: hiring dedicated Coalition GIS Specialist; contracting for mapping services; dropping GIS services; other. Some 2023 dues potentially reimbursed if no GIS services possible (Board decision)	12/31/2023	X	X
			Mapping							Coalition Director monitors completion, pays London Environmental, individual MS4s support mapping itemized in contract (end date 10/31/2023). Contract includes storm system; program mapping; and Web App updates for Town of New Scotland, V-Grn Island, and Albany County DPW.	10/31/2023	X, New Scotland, V-Green Island, County DPW	X

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				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	Mapping						Coalition Director inventories tablet use, status of ArcGIS Online licensing, and ability of MS4 users to access web mappers and inspection forms. Provides MS4 users with access information, licensing info, and training as needed. Info is shared with GIS Specialist, other new hires, if available.		12/31/2023	X, New Scotland, V-Green Island, County DPW, Menands, Wvliet, T/Beth, T/Guild, Voor, Altamont	X
			Mapping						If no support for Coalition related GIS services Coalition Director saves all Coalition held GIS datasets (shapefiles, GDB) on a hard drive and removes data from County server and OneDrive. Hard drive may be archived w/ interested GIS practitioners from County, from MS4s. Information about hard drive and data sharing protocol is communicated to Coalition members.		12/31/2023	X	X
			Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Status of GIS Services for whom, at what cost embedded in IMA-MOU (2023 - 2027)				

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			Date & SWMP Preparer(s): April 5, 2022, Buddy d'Arpino, Tim McIntyre, Jr, N. Heinzen			Traditional MS4 - Land Use Control		Date & SWMP Preparer(s): March 29, 2023 Tim McIntyre, Jr. and N. Heinzen				Traditiaonl MS4-Land Use Control	
			BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priortiy Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	MS4 Permit update tracked; still no permit as of March, 2023. Updated IMA-MOU itemizes 3 Tiers of Add'l Services-GIS, along with costs. Tiers include exist'g and add'l mapping requirements anticipated in new MS4 permit.				
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)											
			Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	12/31/2023 (Old Director) 12/31/2023 (Old/New Director)	X	X
			Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X

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			Date & SWMP Preparer(s): April 5, 2022, Buddy d"Arpino, Tim McIntyre, Jr, N. Heinzen			Traditional MS4 - Land Use Control		Date & SWMP Preparer(s): March 29, 2023 Tim McIntyre, Jr. and N. Heinzen				Traditiaonl MS4-Land Use Control		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
			Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach											
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities-staff, contractors, visitors (pg. 51)	MCM 1 Public Education											
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education											
19		ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education	Update stormwater info on Town website (brochures, procedures, other info)	3/9/2023	X		Yes	Changed brochures, want to highlight stormwater info.	Update stormwater info on Town website (brochures, procedures, other info)	3/9/2024	X		
										Research posting of stormwater info on Public Access TV, implement if advised. Consider digital media developed by UAlbany featuring green infrastructure projects.	3/9/2024	X		
			MCM 1 Public Education	Continue to stock Building Department brochure rack and track distribution.	3/9/2022	X		Yes		Continue to stock Building Department brochure rack, track distribution, and promote location of material (move brochure rack)	3/9/2024	X		
			MCM 1 Public Education	Stencil or install catch basin markers as requested and in targeted neighborhoods based on pollutants concerns	3/9/2023	X		Yes	Started in 20 West and across from Town Hall	Stencil or install catch basin markers as requested and in targeted neighborhoods based on pollutants concerns	3/9/2024	X		

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			Date & SWMP Preparer(s): April 5, 2022, Buddy d'Arpino, Tim McIntyre, Jr, N. Heinzen			Traditional MS4 - Land Use Control		Date & SWMP Preparer(s): March 29, 2023 Tim McIntyre, Jr. and N. Heinzen				Traditiaonl MS4-Land Use Control	
			BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	MCM 1 Public Education	Distribute flyers about stormwater pollution to businesses, as needed	3/9/2023	X		Yes	Stuyvesant Plaza - hot spot. Target lower end of Town.	Distribute flyers about stormwater pollution to businesses, as needed	3/9/2024	X	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website. Town checks link to Coalition website	3/9/2022		X						
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes		Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochres are transferred to interested MS4s; 4. Management and payment of website is transferred to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X
			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X

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			Date & SWMP Preparer(s): April 5, 2022, Buddy d'Arpino, Tim McIntyre, Jr, N. Heinzen			Traditional MS4 - Land Use Control		Date & SWMP Preparer(s): March 29, 2023 Tim McIntyre, Jr. and N. Heinzen				Traditiaonl MS4-Land Use Control	
			BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MCM 1 Public Education							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X
		Noteworthy Elements											
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
		Of interest to MS4s; relevant to Coalition operations											
		Text (pg. no)											
20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay cheks; and in employee break rooms. (pg. 52)	MCM 1 Public Education										
21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amout of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education										

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			Date & SWMP Preparer(s): April 5, 2022, Buddy d'Arpino, Tim McIntyre, Jr, N. Heinzen			Traditional MS4 - Land Use Control		Date & SWMP Preparer(s): March 29, 2023 Tim McIntyre, Jr. and N. Heinzen				Traditioanl MS4-Land Use Control	
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				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
22		<p>Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amount of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)</p>	MCM 1 Public Education										
23	MCM 2 - Public Participation		MCM 2 - Public Involvement/Participation										
24		<p>Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)</p>	MCM 2 Public Inv/Part										
25		<p>All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).</p>	MCM 2 Public Inv/Part										
26		<p>All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)</p>	MCM 2 Public Inv/Part										

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				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part	Continue to monitor roadside clean up by volunteers (record events in Annual Report), track clean ups near Normanskill	3/9/2023	X		Yes		Continue to monitor roadside clean up by volunteers (record events in Annual Report), track clean ups near Normanskill	3/9/2024	X	
			MCM 2 Public Inv/Part										
			MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 9/10/2023 Shaker Creek Fox Preserve and Mill Rod, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X
			MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponser with V/Green Island RiverKeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties						Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
28		All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part										
29		All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting -detailed meeting requirements listed in permit. (pg 33, 34, 54, and 55).	MCM 2 Public Inv/Part	Director posts the DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated SWMP Annual Evaluation. Check that the MS4 website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Annual Report on the Coalition website for public comment and posts the location of the updated SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X
30		All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part	Director posts the Joint DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Check that the MS4 website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X
31		All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part	Coalition Director posts FINAL Joint Annual Report on Coalition website	3/9/2023		X	Yes		Coalition Director compiles Annual Report public comments if any; includes in FINAL Joint Annual Report and posts FINAL Joint Annual Report on Coalition website.	6/15/2023		X

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				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
32		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022) Noteworthy Elements Of interest to MS4s; relevant to Coalition operations All MS4 Types: A copy of the final report and the SWMP Plan are available for public inspection (pg. 34 & pg. 56)	MCM 2 Public Inv/Part	Post FINAL Annual Report on Town website	3/9/2023	X							
33		Traditional - Land Use Control MS4: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); public involvement/participation activities (Ex. steam cleanups, # attending, number of calls to hotline, # and extent of storm drain stenciling); effectiveness of program/BMPS/goal assessment. (pg. 35)	MCM 2 Public Inv/Part	Continue to document all relevant record keeping in 3 ring binder at SW office	3/9/2023	X		Yes		Continue to document all relevant Annual Report record keeping using 3 ring binder at SW office to convert to EXCEL or electronic formats	3/9/2024	X	
34		Traditional - Land Use Control & Non Traditional MS4s: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); effectiveness of program/BMPS/goal assessment. (pg. 56)	MCM 2 Public Inv/Part										
35		MCM 3 - Illicit Discharge Detection & Elimination	MCM 3 - Illicit Discharge Detection & Elimination										
36		Traditional - Land Use Control and Traditional -Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE										

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				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)	MCM 3 IDDE										
38		Traditional - Land Use Control and Traditional -Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representaing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE										
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE		3/9/2023	X		Yes		Continue to review and update procedures as needed. Consider New MS4 Permit, if released.	3/9/2024	X	
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE										
41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and proper disposal of waste removal (pg. 37 & pg. 58)	MCM 3 IDDE	Distribute illegal discharge and water impact info to participants in HHWD	3/9/2023	X		Yes	Printed up multiple copies of flyer and distributed	Distribute illegal discharge and water impact info to participants in HHWD	3/9/2024	X	
42			MCM 3 IDDE	Continue to maintain log of complaints and Town response. Complaints focus on stormwater issues (drainage, pollution, and development concerns)	3/9/2023	X		Yes		Continue to maintain log of complaints and Town response. Complaints focus on stormwater issues (drainage, pollution, and development concerns). Move to digital format.	3/9/2024	X	

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				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE										
45		All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE	Implement ORI completion plan (tentative goal 60 ORIs) using Esri Field Maps	3/9/2023	X		Partial	Completed ~20 ORIs	Implement ORI completion plan (tentative goal 60 ORIs) using Esri Field Maps	3/9/2024	X	
										Research capacity of Town to assign summer help to complete ORI outfall, consider traioning needs, equipment and tablet requirements.	3/9/2024	X	
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
47			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X
48		All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE										

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				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
50	Of interest to MS4s; relevant to Coalition operations	<p>MS4 Permit GP-0-15-003 Requirements</p> <p>Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)</p> <p>Text (pg. no)</p> <p>All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)</p>	MCM 3 IDDE										
51		<p>All MS4 Types: Develop and maintain a map minimally within covered entities jurisdiction in urbanized area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system.Field verify outfalls (pg. 36 & pg. 57) GOALS ENTERED IN MAPPING SECTION.</p>	MCM 3 IDDE										
52		<p>All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPS, goal assessment (pg. 37 & pg. 58)</p>	MCM 3 IDDE										
53	MCM 4 - Construction Site Runoff Control		MCM 4 - Construction Site Runoff Control										
54		<p>Traditional - Land Use Control MS4: Program includes a law, ordinance or other regualtory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)</p>	MCM 4 Constr Site Runoff Control										

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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
55		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates mechanisms for construction runoff requirements to the extent allowable under State and local law that meets State's most current technical standards: through available mechanisms; procedures & policies must be developed for implementation & enforcement; a written directive from person authorized to sign NOI stating that updated mechanisms must be used and who (position) is responsible; mechanisms/directive equivalent to requirements of SPDES General Pmt for Construction Activities (pg. 60-61)	MCM 4 Constr Site Runoff Control										
56		Traditional - Land Use Control MS4: Mechnism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 39)	MCM 4 Constr Site Runoff Control										
57		Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										
58		All MS4 Types: Educates construction site owner/operators, design engineers, muncipal staff and other individuals to whom regs apply about the munciaplities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control										
59		All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control										

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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties						Responsible Parties	
		Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control										
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control										
63			MCM 4 Constr Site Runoff Control										
64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control										
65		Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit.Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statment on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control										

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties						Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
66		Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control										
67		All MS4 Types: Ensures that construction site operators have received E/SC training, including the trained contractor s as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control	Review status 4 hr E/Sc training of all relevant staff, receive up-to-date training as needed	3/9/2023	X		Yes		Review status 4 hr E/Sc training of all relevant staff, receive up-to-date training as needed	3/9/2024	X	
			MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No					
68		Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control										
69		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report: # and type of sanctions employed; status of regulatory mechanism - certify will assure compliance with Construction Permit; # of construction sites authorized for disturbance greater than 1 acre; effectiveness of program/BMPs/goal assessment (pg. 62)	MCM 4 Constr Site Runoff Control										

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				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
70		All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control	Continue to receive, immediately respond to, and document public complaints related to stormwater issues	3/9/2023	X		Yes		Continue to receive, immediately respond to, and document public complaints related to stormwater issues	3/9/2024	X	
71	MCM 5 - Post Construction Stormwater Runoff		MCM 5 - Post Construction Stormwater Runoff										
72		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new development and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff										
73		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates enforceable mechanism for post-construction runoff control from new development and redevelopment projects to extent allowable under state or local law that meets State current technical standards through avaialble mechanisms, procedures or policies must be developed for implementation and enforcement; written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcment the mechanisms; and mechanism and directive must assure compliance with SPDES General Permit for Construction Activities (pg. 62)	MCM 5 Post Constr SW Runoff										
74		Traditional - Land Use Control MS4: Regulatory mechnism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 43)	MCM 5 Post Constr SW Runoff										

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				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
75	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	MCM 5 Post Constr SW Runoff										
76		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff										
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff										
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff										

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			BMP Category	Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211		Town of Guilderland Progress Meeting Goals		Town of Guilderland Measurable Goals		SPDES Permit No NYR20A211	
				2022-2023		Responsible Parties		2022-2023		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are <i>qualified professionals</i> or under the supervision of <i>qualified professionals</i> (pg. 44)	MCM 5 Post Constr SW Runoff										
81		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff										
82		Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils....to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff										
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff										

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
84		<p>DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)</p> <p>Noteworthy Elements</p> <p>Of interest to MS4s; relevant to Coalition operations</p>	MCM 5 Post Constr SW Runoff	As projects are completed PCSMPS added to inventory, include with GIS database	3/9/2023	X		Yes		As projects are completed PCSMPS added to inventory, include with GIS database	3/9/2024	X	
85		<p>All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinants); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)</p>	MCM 5 Post Constr SW Runoff	Continue to update the post construction sw practices inventory spreadsheet (track status of NOTs).	3/9/2023	X		Yes		Continue to update the post construction sw practices inventory spreadsheet (track status of NOTs).	3/9/2024	X	
86		<p>All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg 45 & pg 64)</p>	MCM 5 Post Constr SW Runoff	Continue to develop spreadsheet database of post-construction sw practices; send out letters requesting annual inspection reports; follow up as needed.	3/9/2023	X		Partial	Spreadsheet database updated, letters not sent.	Review existing record keeping pertaining to privately owned PCSMPS and status of inspections completed by owner. Follow up as needed if inspections are required. Consider providing NYSDEC Maintenance Guidance inspction forms, if necessary.	3/9/2024	X	
87		<p>All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)</p>	MCM 5 Post Constr SW Runoff										
		<p>All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)</p>	MCM 5 Post Constr SW Runoff										

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88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction managment practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff										
89		Trad-No Land Use & Non Trad MS4 pg. 65: Covered entity shall report on: # and type of sanctions; # and type post-construction stormwater management practices; # and type of post construction stormwater management practices inspected; # and type of post construction managment practices maintained; status of regulatory mechanism, that reggulatory mechanism is equivaalent; effectiveness of program, BMPs, measureable goal assessment. (pg. 65)	MCM 5 Post Constr SW Runoff										
90	MCM 6 - Municipal Operations/Good Housekeeping		MCM 6 - Municipal Operations/Good Housekeeping										
91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentialy contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations										
92		Street and Bridge Maintenance	MCM 6 Muni Operations										
94		Winter Road Maintenance	MCM 6 Muni Operations										

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
95		Storm System Maintenance	MCM 6 Muni Operations	Continue to inspect and clean out catch basins as needed and maintain. Procedures in binder.	3/9/2023	X		Yes	More catch basins inspected and cleaned out due to availability of trucks and equipment.	Continue to inspect and clean out catch basins as needed and maintain. Procedures in binder.	3/9/2024	X	
98			MCM 6 Muni Operations										
99		Vehicle and Fleet Maintenance	MCM 6 Muni Operations										
100		Park and Open Space Maintenance	MCM 6 Muni Operations										
101		Municipal Building Maintenance	MCM 6 Muni Operations										
102		Solid Waste Management	MCM 6 Muni Operations										
103		New Construction and Land Disturbances	MCM 6 Muni Operations	Continue to identify Town-owned and/or associated Construction Projects, monitor status of SWPPPs (Ring Road, others)	3/9/2023	X		Yes		Continue to identify Town-owned and/or associated Construction Projects, monitor status of SWPPPs (Ring Road, others)	3/9/2024	X	
104		Right Of Way Maintenance	MCM 6 Muni Operations										
105		Marine Operations	MCM 6 Muni Operations										
106		Hydyological Habitat Modification	MCM 6 Muni Operations										
107		Other (pg. 47 & 66)	MCM 6 Muni Operations										

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108		<p>DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)</p> <p>MS4 Permit GP-0-15-003 Requirements</p> <p>Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)</p> <p>Noteworthy Elements</p> <p>Of interest to MS4s; relevant to Coalition operations</p> <p>Text (pg. no)</p> <p>Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)</p>	MCM 6 Muni Operations	Complete facility self audits on ~5 facilities (BMPs identified and addressed)	3/9/2023	X		Yes		Complete facility self audits on ~5 facilities (BMPs identified and addressed)	3/9/2024	X	
										Review SW Coalition Facility Audit Guidance document to update as needed, inventory of municipal facilities to audit.	3/9/2024	X	
109		<p>Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performance and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)</p>	MCM 6 Muni Operations										
110		<p>All MS4 Types: Determines management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)</p>	MCM 6 Muni Operations										
111		<p>All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)</p>	MCM 6 Muni Operations										

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112	Of interest to MS4s; relevant to Coalition operations	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect) All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations										
113		Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations										
114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations										
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stormwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entity must perform monitoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations										
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormwater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations										
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations										

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations										
119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations										
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations										
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48-68)	MCM 6 Muni Operations										
122	Enhanced Requirements for impaired Waters w/out Approved TMDL		Enhanced Requirements for impaired Waters without an Approved TMDL										
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Future TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL										

Stormwater Coalition of Albany County

**Village of Menands
New York**

MS4 Permit No. NYR20A144

**Annual Evaluation
(2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

Row No			Annual Evaluation 2022			Village of Menands		Annual Evaluation 2022				Village of Menands	
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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Village of Menands Measurable Goals		SPDES Permit No NYR20A144		Village of Menands Progress Meeting		Village of Menands Measurable Goals		SPDES Permit No NYR20A144	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
1	Administrative - Various		Administrative										
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin										
3	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X	
			Admin							Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X	
			Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes					

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes					
4		All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements....see Contracted Entity Certification Statement...(pg. 18)	Admin										
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include:Staffing and staff development programs and organizational charts... (pg.98)	Admin										
			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services - GIS to GIS Specialist position. Sw Prog Tech position eliminated.				

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			Admin	Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.	3/9/2023	X	X	Yes	Staffing needs/priorities clarified in updated IMA/MOU, also incorporated into 2023 Coalition budget. GIS Coor resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X
			Admin	Village Stormwater Program Coordinator discusses with other Village staff possible role and responsibility changes due to IMA-MOU decisions; implements plan as needed	12/31/2022	X		Yes					
			Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X

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			Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Other decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	By 12/31/2023 By 3/9/2024 (New Director).	X	X
			Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequence of GIS Coordinator (Specialist) resignation; succession planning; and GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater WebMapper tutorial; Tablets-ArcGIS Online S123 Inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X

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		Text (pg. no)											
		Of interest to MS4s; relevant to Coalition operations											
			Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events - tuition paid by Coalition (NYS NE Regional SW Trainings; 4 Hr E/SC training; Flood Mgr conf)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
										Village DPW Staff receive general stormwater training; additional varied training as needed and of interest to Village MS4 staff.	3/9/2024	X	
6		Traditional - Non Land Use Control and Non-Traditional MS4s: For each of the elements of the SWMP Plan, the covered entity must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP Plan and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element. (pg. 51)	Admin										
7	Part/ IV. F. 1. Enforcement Response Plan & Enforcement Tracking (pg. 13, 14)		Admin										
8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin							Review Village of Menands written procedures, explain, and update as needed.	3/9/2024	X	

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9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluation of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	Complete Annual Evaluation as part of SWMP Update (April, 2022)	6/1/2022	X		Yes		Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	
10		All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X
			Admin	Submit Annual Report by June 1, 2022	6/1/2022	X		Yes		Submit final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X	
	Part V. B. 2. Annual Reports (pg. 15)		Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X

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		All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X
11			Admin							Review previous record keeping methods, update, and convert to electronic tracking and storage of files. Share location of files with relevant staff.	3/9/2024	X	
12	Special Conditions		Special Conditions										
13			Special Conditions										
14	Mapping		Mapping										
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping										

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	Part IV. D. 2. a. Phase I: i. Monitoring Locations, ii. Preliminary Sewersheds; iii. Focus Areas; iv. Municipal owned PCSMPs; v. Muni Facilities - Prioritized (pg. 11)		Mapping	Coalition GIS Coordinator completes decommissioning of SwIM and creates replacement internet web mappers for interested Coalition members	12/31/2022		X	Yes	GIS Coordinator decommissions SwIM, researches content and design needs of replacement mappers, designs template web mapper, creates and publishes stormwater web mappers, trains MS4s in set up and use of mapper.				
			Mapping	Individual MS4 communities decide if they want or need a stormwater oriented AGOL webapp to replace SwIM.	12/31/2022	X		Yes	GIS Coordinator creates replacement web mappers (ArcGIS Online WebApp Builder) for 7 members - Albany County DPW, C-Cohoes, C-Wvliet, T-New Scot, V-Grn Is, V-Menands, V-Voor, ArcHUB site (all sw mappers).				
			Mapping							Secure access to all ArcGIS Online applications created for the Village of Menands by the Stormwater Coalition (web mapper, inspection forms, datasets). High priority.	3/9/2024	X	X
			Mapping							Receive training in all aspect of the ArcGIS Online technology.	3/9/2024	X	X

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			Mapping							Coalition Board and relevant partners, with assistance of Coalition Director assess capacity of Coalition to provide GIS Services itemized in IMA-MOU (Tier 1,2,3) for the duration of 2023 and 2024. Members informed of assessment at or before June, 2023 or Sept, 2023 Board meeting; alternatives and related timelines presented and discussed. Alternatives may include: hiring dedicated Coalition GIS Specialist; contracting for mapping services; dropping GIS services; other. Some 2023 dues potentially reimbursed if no GIS services possible (Board decision)	12/31/2023	X	X
			Mapping							Coalition Director monitors completion, pays London Environmental, individual MS4s support mapping itemized in contract (end date 10/31/2023). Contract includes storm system; program mapping; and Web App updates for Town of New Scotland, V-Grn Island, and Albany County DPW.	10/31/2023	X, New Scotland, V-Green Island, County DPW	X
			Mapping							Coalition Director inventories tablet use, status of ArcGIS Online licensing, and ability of MS4 users to access web mappers and inspection forms. Provides MS4 users with access information, licensing info, and training as needed. Info is shared with GIS Specialist, other new hires, if available.	12/31/2023	X, New Scotland, V-Green Island, County DPW, Menands, Wvliet, T/Beth, T/Guild, Voor, Altamont	X

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			Mapping							If no support for Coalition related GIS services Coalition Director saves all Coalition held GIS datasets (shapefiles, GDB) on a hard drive and removes data from County server and OneDrive. Hard drive may be archived w/ interested GIS practitioners from County, from MS4s. Information about hard drive and data sharing protocol is communicated to Coalition members.	12/31/2023	X	X
	Part IV. D. 2. b. Phase II: i. MS4 Infrastructure a) Conveyance system; b) Stormwater structures; ii. Privately owned post construction sw mgmt practices, a) Location of PCSMP if unavailable (pg. 12)		Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Status of GIS Services for whom, at what cost embedded in IMA-MOU (2023 - 2027)				
			Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	MS4 Permit update tracked; still no permit as of March, 2023. Updated IMA-MOU itemizes 3 Tiers of Add'l Services-GIS, along with costs. Tiers include exist'g and add'l mapping requirements anticipated in new MS4 permit. V/Alt part of IMA-MOU update process.				

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	12/31/2023 (Old Director) 12/31/2023 (Old/New Director)	X	X
			Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X
16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach										
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities- staff, contractors, visitors (pg. 51)	MCM 1 Public Education										
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education										

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19		ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education	Continue to maintain brochure racks at 250 and 280 Broadway, count brochures	3/9/2023	X		Yes		Continue to maintain brochure racks at 250 and 280 Broadway, count brochures. Research and set up brochure rack at library, if possible.	3/9/2024	X	
			MCM 1 Public Education	Include 3 mentions of Stormwater Program activities in the Menands Activities newsletter (hard copy). Possible topics: Residential lawn care; promote Hudson River Clean Up (Riverkeeper); water quality message in Household Haz Waste promotion; general stormwater info	3/9/2023	X		Partial	Staff turnover. Completion of all goals unclear.	Include 3 mentions of Stormwater Program activities in the Menands Activities newsletter (hard copy). Possible topics: Residential lawn care; water quality message in Household Haz Waste promotion; general stormwater info	3/9/2024	X	
			MCM 1 Public Education							Include water quality message in all media promoting Household Hazardous Waste Collection Day	3/9/2024	X	
			MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes	Menands updated Village stormwater webpage.	Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X

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			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochures are transferred to interested MS4s; 4. Management and payment of website is transferred to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X
										Post stormwater information on the Village of Menands Facebook page	3/9/2024	X	
			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X

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20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay cheks; and in employee break rooms. (pg. 52)	MCM 1 Public Education										
21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amount of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education										

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22		Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amount of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)	MCM 1 Public Education										
23	MCM 2 - Public Participation		MCM 2 - Public Involvement/Participation										
24		Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)	MCM 2 Public Inv/Part										
25		All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).	MCM 2 Public Inv/Part										
26		All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)	MCM 2 Public Inv/Part										

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27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part										
			MCM 2 Public Inv/Part							Research tree planting opportunities within the Village.	3/9/2024	X	
			MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 9/10/2023 Shaker Creek Fox Preserve and Mill Rod, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X

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			MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponsor with V/Green Island RiverKeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
28		All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part										
29		All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting - detailed meeting requirements listed in permit. (pg 33, 34, 54, and 55).	MCM 2 Public Inv/Part	Director posts the Joint DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Check that the MS4 website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X

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30		All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part	Present FINAL Annual Report to Village Board by Sept 1, 2022	9/1/2022	X		Yes		Provide Village Board with FINAL Annual Report to by Sept 1, 2023	3/9/2024	X	
			MCM 2 Public Inv/Part	Post Final Annual Report on Village Website	9/1/2022	X		Yes	Link provided to Annual Report				
			MCM 2 Public Inv/Part	Coalition Director posts FINAL Joint Annual Report on Coalition website	3/9/2023		X	Yes		Coalition Director compiles Annual Report public comments if any; includes in FINAL Joint Annual Report and posts FINAL Joint Annual Report on Coalition website.	6/15/2023		X
			MCM 2 Public Inv/Part	Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 12 Coalition MS4 member communities.	6/15/2022		X	Yes		Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 13 Coalition MS4 member communities.	6/15/2023		X
31		All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part										
32		All MS4 Types: A copy of the final report and the SWMP Plan are available for public inspection (pg. 34 & pg. 56)	MCM 2 Public Inv/Part	Monitor link from Village website to Coalition website to make sure FINAL report availability is clear to public.	3/9/2023	X		Yes					

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33		Traditional - Land Use Control MS4: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); public involvement/participation activities (Ex. steam cleanups, # attending, number of calls to hotline, # and extent of storm drain stenciling); effectiveness of program/BMPS/goal assessment. (pg. 35)	MCM 2 Public Inv/Part										
34		Traditional - Land Use Control & Non Traditional MS4s: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); effectiveness of program/BMPS/goal assessment. (pg. 56)	MCM 2 Public Inv/Part										
35	MCM 3 - Illicit Discharge Detection & Elimination		MCM 3 - Illicit Discharge Detection & Elimination										
36		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE										

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37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)	MCM 3 IDDE										
38		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representaing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE										
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE										
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE										
41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and prompoer disposal os waster (pg. 37 & pg. 58)	MCM 3 IDDE										
43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE										

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45		All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE	Inspect outfalls as needed	3/9/2022	X		Yes	Up to date on outfalls as of 2022.	Review status of outfall inspections using ArcGIS Online mapping software. Receive training in Outfall inspection protocol, use of Coalition kits, and conduct outfalls as needed.	3/9/2024	X	
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X
46			MCM 3 IDDE	Provide training for Village staff in outfall inspections (purpose, use of ArcGIS Online inspection forms, tablet, and follow up), pending IMA-MOU decisions.	3/9/2023	X		No	Village signed IMA-MOU and purchased additional services for GIS and tablet support for 2023. Not received.				
48		All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE										

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50		All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)	MCM 3 IDDE										
51		All MS4 Types: Develop and maintain a map minimally within covered entities jurisdiction in urbanized area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system.Field verify outfalls (pg. 36 & pg. 57) GOALS ENTERED IN MAPPING SECTION.	MCM 3 IDDE										
52		All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPS, goal assessment (pg. 37 & pg. 58)	MCM 3 IDDE										
53	MCM 4 - Construction Site Runoff Control		MCM 4 - Construction Site Runoff Control										
54		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)	MCM 4 Constr Site Runoff Control										

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
55		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates mechanisms for construction runoff requirements to the extent allowable under State and local law that meets State's most current technical standards; through available mechanisms; procedures & policies must be developed for implementation & enforcement; a written directive from person authorized to sign NOI stating that updated mechanisms must be used and who (position) is responsible; mechanisms/directive equivalent to requirements of SPDES General Pmt for Construction Activities (pg. 60-61)	MCM 4 Constr Site Runoff Control										
56		Traditional - Land Use Control MS4: Mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 39)	MCM 4 Constr Site Runoff Control										
57		Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										
58		All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the municipalities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control							Read and implement existing Construction Permit Oversight procedures. Seek additional information as needed. Communicate procedures to Village staff, municipal officials, and developer community. Update procedures as needed.	3/9/2024	X	

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59		All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control										
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control										
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control										
64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control										
65		Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit. Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statment on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control										

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66		Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control										
67		All MS4 Types: Ensures that construction site operators have received E/SC training, including the <i>trained contractor</i> s as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No					
68		Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control										
69		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report: # and type of sanctions employed; status of regulatory mechanism - certify will assure compliance with Construction Permit; # of construction sites authorized for disturbance greater than 1 acre; effectiveness of program/BMPs/goal assessment (pg. 62)	MCM 4 Constr Site Runoff Control										
70		All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control										

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71	MCM 5 - Post Construction Stormwater Runoff		MCM 5 - Post Construction Stormwater Runoff										
72		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new deveopment and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff										
73		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates enforceable mechanism for post-construction runoff control from new development and redevelopment projects to extent allowable under state or local law that meets State current technincal standards through avaiable mechanisms, procedures or policies must be developed for implementation and enforcement; written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcment the mechanisms; and mechanism and directive must assure compliance with SPDES General Permit for Construction Activities (pg. 62)	MCM 5 Post Constr SW Runoff										
74		Traditional - Land Use Control MS4: Regulatory mechnism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 43)	MCM 5 Post Constr SW Runoff										
75		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										

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76		All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff										
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff										
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff										
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are qualified professionals or under the supervision of qualified professionals (pg. 44)	MCM 5 Post Constr SW Runoff										

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81		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff										
82		Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils....to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff										
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff										
84		All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinants); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)	MCM 5 Post Constr SW Runoff										

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
85		Of interest to MS4s; relevant to Coalition operations	MCM 5 Post Constr SW Runoff										
		All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff	Review PCSMP inventory; contact owners for inspection reports. If unsuccessful, Village arranges inspections and receives reports.	3/9/2023	X		No	Staff turnover	Review PCSMP inventory; contact owners for inspection reports. If unsuccessful, Village arranges inspections and receives reports.	3/9/2024	X	
86		All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
87		All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)	MCM 5 Post Constr SW Runoff										
88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff										

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	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Village of Menands Measurable Goals		SPDES Permit No NYR20A144		Village of Menands Progress Meeting		Village of Menands Measurable Goals		SPDES Permit No NYR20A144	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
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89		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report on: # and type of sanctions; # and type post-construction stormwater management practices; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; status of regulatory mechanism, that regulatory mechanism is equivalent; effectiveness of program, BMPs, measurable goal assessment. (pg. 65)	MCM 5 Post Constr SW Runoff										
90	MCM 6 - Municipal Operations/Good Housekeeping		MCM 6 - Municipal Operations/Good Housekeeping										
91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentially contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations										
92		Street and Bridge Maintenance	MCM 6 Muni Operations										
94		Winter Road Maintenance	MCM 6 Muni Operations										
95		Storm System Maintenance	MCM 6 Muni Operations										
100		Park and Open Space Maintenance	MCM 6 Muni Operations										
101		Municipal Building Maintenance	MCM 6 Muni Operations										
102		Solid Waste Management	MCM 6 Muni Operations										

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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements										
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)										
		Of interest to MS4s; relevant to Coalition operations	Text (pg. no)										
103		New Construction and Land Disturbances	MCM 6 Muni Operations										
104		Right Of Way Maintenance	MCM 6 Muni Operations										
105		Marine Operations	MCM 6 Muni Operations										
106		Hydological Habitat Modification	MCM 6 Muni Operations										
107		Other (pg. 47 & 66)	MCM 6 Muni Operations										
108		Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)	MCM 6 Muni Operations	Complete facility self audits	3/9/2023	X		Yes	100% completed previously. On a 3 year cycle, no need to do for upcoming year.				
			MCM 6 Muni Operations	Monitor status of DPW Salt Shed, location, financing, and construction, provide follow up as need.	3/9/2023	X		No		Monitor status of DPW Salt Shed, location, financing, and construction. Incorporate salt storage needs into budget decisions.	3/9/2024	X	

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109		Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performance and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)	MCM 6 Muni Operations										
110		All MS4 Types: Determines management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)	MCM 6 Muni Operations										
111		All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations										
112		All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations	Provide training for DPW staff as needed; may include use of ArcGIS Online GIS inspection technology, pending IMA-MOU decision.	3/9/2023	X		No		Provide training for DPW staff and others as needed (Basic Stormwater Info, Outfall Inspections, Municipal Operations, Facility Audits; MS4 Permit changes; Etc).	3/9/2024	X	
113		Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations										

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	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations										
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stormwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entity must perform monitoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations										
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormwater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations										
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations										
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations										

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119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations										
			MCM 6 Muni Operations										
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations										
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48-68)	MCM 6 Muni Operations										
122	Enhanced Requirements for impaired Waters w/out Approved TMDL		Enhanced Requirements for impaired Waters without an Approved TMDL										
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Future TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL										

Stormwater Coalition of Albany County

**Town of New Scotland
New York**

MS4 Permit No. NYR20A463

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Town of New Scotland		Annual Evaluation April, 2023				Town of New Scotland	
			Date & SWMP Preparer(s): April 7, 2022 Jeremy Cramer, Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 3, 2023 Jeremy Cramer, Nancy Heinzen				Traditional-Land Use Control MS4	
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1	Administrative - Various		Administrative										
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin										
3	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X	
										Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X	
			Admin	File Shared Services agreement executed ~January to March, 2020 between Town of New Scotland, Village of Voorheesville, Town of Guiderland, Village of Altamont, and Town of Westerlo (highway services related to stormwater management); Include in SWMP Plan .	3/9/2023	X		Yes	Locate and find				
				Research other shared services agreements with relevant municipalities (T/Beth; Others)	3/9/2023	X		Yes	No other agreements				
			Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X

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			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes					
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes					
4		All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements....see Contracted Entity Certification Statement...(pg. 18)	Admin										
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include:Staffing and staff development programs and organizational charts... (pg.98)	Admin	Review and update Town of New Scotland MS4 Permit organizational chart as needed, post on Coalition website	3/9/2023	X		No	Track down and send	Review and update Town of New Scotland MS4 Permit organizational chart as needed, post on Coalition website	3/9/2024	X	
			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services - GIS to GIS Specialist position. Sw Prog Tech position eliminated.				
			Admin	Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.	3/9/2023	X	X	Yes	Staffing needs/priorities clarified in updated IMA/MOU, also incorporated into 2023 Coalition budget. GIS Coord resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X

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			Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X
			Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Others decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	By 12/31/2023 By 3/9/2024 (New Director).	X	X
			Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequence of GIS Coordinator (Specialist) resignation; succession planning; and GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater WebMapper tutorial; Tablets-ArcGIS Online S123 Inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
			Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events - tuition paid by Coalition (NYS NE Regional SW Trainings; 4 Hr E/SC training; Flood Mgr conf)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X

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										If available, Town directs highway and code enforcement staff to Clean Water Act Basics training. County DOH could use IDDE/Clean Water Act Basics training-invitation from Coalition, County DPW, Town (interested parties).	3/9/2024	X	
6		Traditional - Non Land Use Control and Non-Traditional MS4s: For each of the elements of the SWMP Plan, the covered entity must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP Plan and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element. (pg. 51)	Admin										
7	Part/ IV. F. 1. Enforcement Response Plan & Enforcement Tracking (pg. 13, 14)		Admin										
8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin										
9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluation of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	Complete Annual Evaluation as part of SWMP Update (April, 2022)	6/1/2022	X		Yes		Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	
			Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X
10	Part V. B. 2. Annual Reports (pg. 15)	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Submit Annual Report by June 1, 2022	6/1/2022	X		Yes		Submit final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X	

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		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
		Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X
		All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X
11			Admin	Continue to document correspondence with Department (electronic emails), finalized documents electronic and hard copy.	3/9/2022	X		Yes		Continue to document correspondence with Department (electronic emails), finalized documents electronic and hard copy.	3/9/2024	X	
12	Special Conditions		Special Conditions										
13			Special Conditions	Monitor NYSDEC response; review OW Separator design requirements and costs; to include internal garage features, track review and approval by NYSDEC. Once final approval, initiate process to construct (bid/contract, contractors if used).	3/9/2023	X		Yes		Monitor NYSDEC response; review OW Separator design requirements and costs; to include internal garage features, track review and approval by NYSDEC. Once final approval, initiate process to construct (bid/contract, contractors if used).	3/9/2024	X	

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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
14	Mapping		Mapping										
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping	Add to T/New Scotland mapping data, potentially location of water districts and sewer districts; update stormwater outfall layer from future outfalls to active outfalls (Kensington); update storm system mapping (Kensington); and update program mapping (PCSMPS - private-Firehouse and Olsens self storage facility). Include on Coalition ArcGIS Online applications.	3/9/2023	X	X	Partially	Field mapping started by London Environmental, incomplete but all deliverables noted in contract.	Add to T/New Scotland mapping data, update stormwater outfall layer from future outfalls to active outfalls (Kensington); update storm system mapping (Kensington); and update program mapping (PCSMPS - private-Firehouse and Olsens self storage facility). New projects to be mapped include Plug Power, LeVle Farm sub-division. Include on Coalition ArcGIS Online applications. May map water districts and sewer districts, to be determined in future.	3/9/2024	X	
				Track and incorporate Hudson River Estuary Program grant funded Natural Resource Inventory data into other Town of New Scotland GIS applications; communicate status of NRI with Coalition GIS Coordinator	3/9/2023	X	X	Partially	Natural Resource Inventory process started	Track and incorporate Hudson River Estuary Program grant funded Natural Resource Inventory data into other Town of New Scotland GIS applications; communicate status of NRI with Coalition GIS Coordinator	3/9/2024	X	
	Part IV. D. 2. a. Phase I: i. Monitoring Locations, ii. Preliminary Sewersheds; iii. Focus Areas; iv. Municipal owned PCSMPs; v. Muni Facilities - Prioritized (pg. 11)		Mapping										
	Part IV. D. 2. b. Phase II: i. MS4 Infrastructure a) Conveyance system; b) Stormwater structures; ii. Privately owned post construction sw mgmt practices, a) Location of PCSMP if unavailable (pg. 12)		Mapping	Coalition GIS Coordinator completes decommissioning of SwIM and creates replacement internet web mappers for interested Coalition members	12/31/2022		X	Yes	GIS Coordinator decommissions SwIM, researches content and design needs of replacement mappers, designs template web mapper, creates and publishes stormwater web mappers, trains MS4s in set up and use of mapper.				

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		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
		Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2023)		Mapping	Individual MS4 communities decide if they want or need a stormwater oriented AGOL webapp to replace SwIM.	12/31/2022	X		Yes	GIS Coordinator creates replacement web mappers (ArcGIS Online WebApp Builder) for 7 members - Albany County DPW, C-Cohoes, C-Wvliet, T-New Scot, V-Grn Is, V-Menands, V-Voor, ArchHub site (all sw mappers).				
	Noteworthy Elements		Mapping							Coalition Board and relevant partners, with assistance of Coalition Director assess capacity of Coalition to provide GIS Services itemized in IMA-MOU (Tier 1,2,3) for the duration of 2023 and 2024. Members informed of assessment at or before June, 2023 or Sept, 2023 Board meeting; alternatives and related timelines presented and discussed. Alternatives may include: hiring dedicated Coalition GIS Specialist; contracting for mapping services; dropping GIS services; other. Some 2023 dues potentially reimbursed if no GIS services possible (Board decision)	12/31/2023	X	X
	Of interest to MS4s; relevant to Coalition operations		Mapping							Coalition Director monitors completion, pays London Environmental, individual MS4s support mapping itemized in contract (end date 10/31/2023). Contract includes storm system; program mapping; and Web App updates for Town of New Scotland, V-Grn Island, and Albany County DPW.	10/31/2023	X, New Scotland, V-Green Island, County DPW	X
			Mapping							Coalition Director inventories tablet use, status of ArcGIS Online licensing, and ability of MS4 users to access web mappers and inspection forms. Provides MS4 users with access information, licensing info, and training as needed. Info is shared with GIS Specialist, other new hires, if available.	12/31/2023	X, New Scotland, V-Green Island, County DPW, Menands, Wvliet, T/Beth, T/Guild, Voor, Altamont	X

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)											
		MS4 Permit GP-0-15-003 Requirements											
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)											
		Noteworthy Elements											
		Of interest to MS4s; relevant to Coalition operations											
		Text (pg. no)											
			Mapping										
			Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Status of GIS Services for whom, at what cost embedded in IMA-MOU (2023 - 2027)		12/31/2023	X	X
			Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	MS4 Permit update tracked; still no permit as of March, 2023. Updated IMA-MOU itemizes 3 Tiers of Add'l Services-GIS, along with costs. Tiers include exist'g and add'l mapping requirements anticipated in new MS4 permit. V/Alt part of IMA-MOU update process.				
			Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	12/31/2023 (Old Director) 12/31/2023 (Old/New Director)	X	X

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			Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X
16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach										
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities-staff, contractors, visitors (pg. 51)	MCM 1 Public Education										
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education										
19		All MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education	Continue to maintain brochure rack with sw literature and include water quality message in promotion of Household Hazardous Waste Collection Day, if held.	3/9/2023	X		Yes	8/20/2022 HHWC held, promotion included a water quality message. NOTE: Village of Voorheesville residents can participate in HHWC , event managed by Town, Village is billed.	Continue to maintain brochure rack with sw literature	3/9/2024	X	
			MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes		Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X

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			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochures are transferred to interested MS4s; 4. Management and payment of website is transferred to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X
			MCM 1 Public Education							Town may update website, will research status and include stormwater information.	3/9/2024	X	
			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X
20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay cheks; and in employee break rooms. (pg. 52)	MCM 1 Public Education										

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		Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amount of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education										
22		Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amount of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)	MCM 1 Public Education										
23	MCM 2 - Public Participation		MCM 2 - Public Involvement/Participation										
24		Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)	MCM 2 Public Inv/Part										

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25		All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).	MCM 2 Public Inv/Part										
26		All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)	MCM 2 Public Inv/Part										
27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part										
			MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 9/10/2023 Shaker Creek Fox Preserve and Mill Rod, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30). Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X
			MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponsor with V/Green Island RiverKeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X

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28		All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part	Share DRAFT MS4 Permit Annual Report (Town of New Scotland pages) with Town Board members for review and comment.	5/1/2022	X		Yes		Share DRAFT MS4 Permit Annual Report (Town of New Scotland pages) with Town Board members for review and comment.	5/1/2023	X	
29		All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting -detailed meeting requirements listed in permit. (pg 33, 34, 54, and 55).	MCM 2 Public Inv/Part	Director posts the Joint DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Check that the MS4 website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X
30		All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part	Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 12 Coalition MS4 member communities.	6/15/2022		X	Yes		Coalition Director emails information about SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 13 Coalition MS4 member communities.	6/15/2023		X
31		All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part	Coalition Director posts FINAL Joint Annual Report on Coalition website	3/9/2023		X	Yes		Coalition Director compiles Annual Report public comments if any; includes in FINAL Joint Annual Report and posts FINAL Joint Annual Report on Coalition website.	6/15/2023		X

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32		All MS4 Types: A copy of the final report and the SWMP Plan are available for public inspection (pg. 34 & pg. 56)	MCM 2 Public Inv/Part							Continue to post on Town website (in the agenda center) information regarding all proposed projects, posting includes Contruction Activity Permit SWPPPs, site plans, applications, deeds, and other documents.	3/9/2024	X	
33		Traditional - Land Use Control MS4: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); public involvement/participation activities (Ex. steam cleanups, # attending, number of calls to hotline, # and extent of storm drain stenciling); effectiveness of program/BMPS/goal assessment. (pg. 35)	MCM 2 Public Inv/Part										
34		Traditional - Land Use Control & Non Traditional MS4s: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); effectiveness of program/BMPS/goal assessment. (pg. 56)	MCM 2 Public Inv/Part										
35	MCM 3 - Illicit Discharge Detection & Elimination		MCM 3 - Illicit Discharge Detection & Elimination										
36		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE										

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		Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)	MCM 3 IDDE										
38		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE										
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE										
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE										
41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and proper disposal of waste (pg. 37 & pg. 58)	MCM 3 IDDE							Continue to educate property owners about IDDE requirements, target audience: septic system owners.	3/9/2024	X	
43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE										

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		Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
45		All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE	See Mapping Goals re: New Outfall Mapping						Review status of completed ORIs and potentially new mapped outfalls due to the completion of Kensington Woods. Conduct inspections as needed.	3/9/2024	X	
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X
48		All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE										
50		All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)	MCM 3 IDDE										
51		All MS4 Types: Develop and maintain a map minimally within covered entities jurisdiction in urbanized area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfalls (pg. 36 & pg. 57) GOALS ENTERED IN MAPPING SECTION.	MCM 3 IDDE										

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52		All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPs, goal assessment (pg. 37 & pg. 58)	MCM 3 IDDE										
53	MCM 4 - Construction Site Runoff Control		MCM 4 - Construction Site Runoff Control										
54		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)	MCM 4 Constr Site Runoff Control										
55		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates mechanisms for construction runoff requirements to the extent allowable under State and local law that meets State's most current technical standards: through available mechanisms; procedures & policies must be developed for implementation & enforcement; a written directive from person authorized to sign NOI stating that updated mechanisms must be used and who (position) is responsible; mechanisms/directive equivalent to requirements of SPDES General Pmt for Construction Activities (pg. 60-61)	MCM 4 Constr Site Runoff Control										
56		Traditional - Land Use Control MS4: Mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 39)	MCM 4 Constr Site Runoff Control										

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		Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
57		Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										
58		All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the municipalities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control										
59		All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control										
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control										
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control										
64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control	Update Construction Activity Permit inventory	3/9/2023	X		Yes		Update Construction Activity Permit inventory. Several developments completed, to be noted in inventory (no longer active).	3/9/2024	X	

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65		Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit. Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statement on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control	Continue to monitor status of PCSMP signage, particularly as active construction sites move towards terminating Construction General Permit coverage.	3/9/2023	X		Yes		Continue to monitor status of PCSMP signage, particularly as active construction sites move towards terminating Construction General Permit coverage.	3/9/2024	X	
66		Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control										
67		All MS4 Types: Ensures that construction site operators have received E/SC training, including the <i>trained contractor</i> s as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control	Continue to promote 4 hr E/SC courses	3/9/2023	X		Yes		Continue to promote 4 hr E/SC courses	3/9/2024	Yes	
			MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No					
68		Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control										

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		Of interest to MS4s; relevant to Coalition operations		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
69		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report: # and type of sanctions employed; status of regulatory mechanism - certify will assure compliance with Construction Permit; # of construction sites authorized for disturbance greater than 1 acre; effectiveness of program/BMPs/goal assessment (pg. 62)	MCM 4 Constr Site Runoff Control										
70		All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control	Document public complaints regarding construction sites (name, date, location, follow-up)	3/9/2023	X		Yes		Document public complaints regarding construction sites (name, date, location, follow-up)	3/9/2024	X	
71	MCM 5 - Post Construction Stormwater Runoff		MCM 5 - Post Construction Stormwater Runoff										
72		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new development and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff										
73		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates enforceable mechanism for post-construction runoff control from new development and redevelopment projects to extent allowable under state or local law that meets State current technical standards through available mechanisms, procedures or policies must be developed for implementation and enforcement; written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcement the mechanisms; and mechanism and directive must assure compliance with SPDES General Permit for Construction Activities (pg. 62)	MCM 5 Post Constr SW Runoff										
74		Traditional - Land Use Control MS4: Regulatory mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 43)	MCM 5 Post Constr SW Runoff										

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75		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
76		All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff	Finalize and adopt sub-division law update to include green Infrastructure concepts (road width reductions, open space protection, conservation sub-division, natural resource protection).	3/9/2023	X		Partially	Comments from Stormwater Office shared with Town planner, incorporated into updates ~2/2023.	Finalize and adopt sub-division law update to include green Infrastructure concepts (open space protection, conservation sub-division, natural resource protection).	3/9/2024	X	
77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff										
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff										
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff										
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are <i>qualified professionals</i> or under the supervision of <i>qualified professionals</i> (pg. 44)	MCM 5 Post Constr SW Runoff										

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81		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff										
82		Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils....to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff										
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff										
84		All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinants); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)	MCM 5 Post Constr SW Runoff	Update PCSMP Inventory, review items tracked, revise as needed	3/9/2023	X		Yes	Anticipating completed projects (4 or 5 Plug Power, 1 or 2 with Kensington Woods, Country Club estates) - included in mapping work.	Update PCSMP Inventory, review items tracked, revise as needed	3/9/2024	X	

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			MCM 5 Post Constr SW Runoff	Review inventory of privately owned PCSMPs, update contact information, review status of operations and maintenance of practices, secure and file inspection reports (Level 1), follow up as needed.	3/9/2023	X		Partially	Practices inspected on site, need to update contact information.	Review inventory of privately owned PCSMPs, update contact information, review status of operations and maintenance of practices, secure and file inspection reports (Level 1), follow up as needed.	3/9/2024	X	
85		All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
86		All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
87		All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)	MCM 5 Post Constr SW Runoff										
88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff										

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89		Trad-No Land Use & Non Trad MS4 pg. 65: Covered entity shall report on: # and type of sanctions; # and type post-construction stormwater management practices; # and type of post construction stormwater management practices inspected; # and type of post construction management practices maintained; status of regulatory mechanism, that regulatory mechanism is equivalent; effectiveness of program, BMPs, measureable goal assessment. (pg. 65)	MCM 5 Post Constr SW Runoff										
90		MCM 6 - Municipal Operations/Good Housekeeping	MCM 6 - Municipal Operations/Good Housekeeping										
91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentially contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations										
92		Street and Bridge Maintenance	MCM 6 Muni Operations										
94		Winter Road Maintenance	MCM 6 Muni Operations										
95		Storm System Maintenance	MCM 6 Muni Operations										
99		Vehicle and Fleet Maintenance	MCM 6 Muni Operations										
100		Park and Open Space Maintenance	MCM 6 Muni Operations										
101		Municipal Building Maintenance	MCM 6 Muni Operations										
102		Solid Waste Management	MCM 6 Muni Operations										
103		New Construction and Land Disturbances	MCM 6 Muni Operations							Monitor Construction Activity Permit SWPPP submission and implementation for Town owned park near Rail Trail	3/9/2024	X	
104		Right Of Way Maintenance	MCM 6 Muni Operations										

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105		Marine Operations	MCM 6 Muni Operations										
106		Hydrological Habitat Modification	MCM 6 Muni Operations										
107		Other (pg. 47 & 66)	MCM 6 Muni Operations										
108		Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)	MCM 6 Muni Operations	Research status of DPW garage Individual SPDES and need for additional municipal facility self audit related to MS4 Permit; conduct self audit if necessary.	3/9/2023	X		Yes	Research completed	Conduct municipal facility self audits (Highway garage, Town Hall - not in urbanized area, but priorities).	3/9/2024	X	
109		Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performance and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)	MCM 6 Muni Operations										
110		All MS4 Types: Determines management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)	MCM 6 Muni Operations										
111		All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations										

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		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
		Of interest to MS4s; relevant to Coalition operations		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
112		All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations										
113		Traditional - Land Use Control MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed (pg. 48)	MCM 6 Muni Operations										
114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations										
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stormwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entity must perform monitoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations										
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormwater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations										
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations										

Row No		MS4 Permit Requirements	Annual Evaluation April, 2022			Town of New Scotland		Annual Evaluation April, 2023				Town of New Scotland	
			Date & SWMP Preparer(s): April 7, 2022 Jeremy Cramer, Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): April 3, 2023 Jeremy Cramer, Nancy Heinzen				Traditional-Land Use Control MS4	
		MS4 Permit GP-0-15-003 Requirements	BMP Category	Town of New Scotland Measurable Goals		SPDES Permit No NYR20A463		Town of New Scotland Progress Meeting		Town of New Scotland Measurable Goals		SPDES Permit No NYR20A463	
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
		Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations										
119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations	Collect catch basin inspection, clean out data for Annual Report	3/9/2023	X		Yes	~ 20 cleaned out, by hand (Town), others by private companies as part of NOT compliance.	Collect catch basin inspection, clean out data for Annual Report	3/9/2024	X	
			MCM 6 Muni Operations	Collect street sweeping and parking lot data for Annual Report	3/9/2023	X		Yes		Collect street sweeping and parking lot data for Annual Report	3/9/2024	X	
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations										
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48-68)	MCM 6 Muni Operations										
122	Enhanced Requirements for impaired Waters w/out Approved TMDL		Enhanced Requirements for impaired Waters without an Approved TMDL										
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Future TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL										

Stormwater Coalition of Albany County

**Village of Voorheesville
New York**

MS4 Permit No. NYR20A210

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

		MS4 Permit Requirments	Annual Evaluation April, 2022				Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville	
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4	
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
1	Administrative - Various		Administrative											
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin											
3	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X		
			Admin							Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X		
			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes						
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes						
			Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X	

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville		
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
4		All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements....see Contracted Entity Certification Statement...(pg. 18)	Admin											
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include:Staffing and staff development programs and organizational charts... (pg.98)	Admin	Review training needs of Voorheesville staff and officials noted on organizational chart, provide training	3/9/2023	X		No		Review training needs of Voorheesville staff and officials noted on organizational chart, provide training	3/9/2024	X		
			Admin											
			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services GIS to GIS Specialist position. Sw Prog Tech position eliminated.					
			Admin	Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.	3/9/2023	X	X	Yes	Staffing needs/priorities clarified in updated IMA/MOU, also incorporated into 2023 Coalition budget. GIS Coor resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X	

		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville	
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4	
				Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210	
				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X
			Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Others decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	By 12/31/2023 By 3/9/2024 (New Director).	X	X
			Admin	Coalition Director and Working Group representatives identify Coalition-wide training needs. Director organizes with Working Group support minimally one Coalition-wide training activity.	3/9/2023	X	X	No	Coalition Director preoccupied with consequence of GIS Coordinator (Specialist) resignation; succession planning; and GIS contract for services. Director provides one-on-one training for MS4 staff new to the permit.	Coalition Director and Working Group representatives identify Coalition training needs (for individual MS4s, cluster of MS4s, and/or Coalition-wide). Director organizes with Working Group support minimally two training events. Possible topics: ORI inspections; Muni Fac Self Audits; Const Permit MS4 inspections; PCSMP inspections; GI Maintenance; Stormwater WebMapper tutorial; Tablets-ArcGIS Online S123 Inspections; Recordkeeping; New MS4 Permit; CWA Basics; Enforcement Techniques; Catch Basin Inspections and Clean Outs	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X
			Admin	Coalition Director identifies training (staff development) opportunities for members & Coalition staff, allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	3/9/2023		X	Yes	Coalition members & staff attended 23 training events; tuition paid by Coalition (NYS NE Regional SW Trainings; 4 Hr E/SC training; Flood Mgr conf)	Coalition Director and members identify training (staff development) opportunities for members & Coalition staff, Director allocates training dollars for interested Coalition members, purchases training seats, as needed and funds are available.	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville		
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
6		Traditional - Non Land Use Control and Non-Traditional MS4s: For each of the elements of the SWMP Plan, the covered entity must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP Plan and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element. (pg. 51)	Admin											
7	Part/ IV. F. 1. Enforcement Response Plan & Enforcement Tracking (pg. 13, 14)		Admin											
8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin											
9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluation of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	Complete Annual Evaluation as part of SWMP Update (April, 2022)	6/1/2022	X		Yes		Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X		
			Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X	
10	Part V. B. 2. Annual Reports (pg. 15)	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Submit Annual Report by June 1, 2022	6/1/2022	X		Yes		Submit final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X		

		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Voorheesville Traditional-Land Use Control MS4		Annual Evaluation April, 2023				Village of Voorheesville		
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen					Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville Measurable Goals 2022-2023		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting 2022-2023 Goals		Village of Voorheesville Measurable Goals 2023-2024		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Responsible Parties		Responsible Parties							
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
			Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X	
11		All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X	
12	Special Conditions		Special Conditions											
13			Special Conditions											
14	Mapping		Mapping											
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping											

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville			
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4			
			DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
						Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	BMP Category	2022-2023				2022-2023 Goals		2023-2024					
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition		
	Part IV. D. 2. a. Phase I: i. Monitoring Locations; ii. Preliminary Sewersheds; iii. Focus Areas; iv. Municipal owned PCSMPs; v. Muni Facilities - Prioritized (pg. 11)		Mapping	Integrate & finalize updated outfall data into GIS format for posting on AGOL WebApp and potentially integration with Survey123 ORI forms	3/9/2023	X	X	No	Coalition GIS Coordinator responsible for completing this work resigned 8/2022	Integrate & finalize updated outfall data into GIS format for posting on AGOL WebApp and potentially integration with Survey123 ORI forms	3/9/2024	X	X		
	Part IV. D. 2. b. Phase II: i. MS4 Infrastructure a) Conveyance system; b) Stormwater structures; ii. Privately owned post construction sw mgmt practices, a) Location of PCSMP if unavailable (pg. 12)		Mapping	Integrate and finalize stormwater program mapping (municipal facility boundaries, PCSMPS) into GIS format for posting on AGOL WebApp and integration with Survey123 municipal facility forms and PCSMP forms	3/9/2023	X	X	No	Coalition GIS Coordinator resigned 8/2022	Integrate and finalize stormwater program mapping (municipal facility boundaries, PCSMPS) into GIS format for posting on AGOL WebApp and integration with Survey123 municipal facility forms and PCSMP forms	3/9/2024	X	X		
			Mapping	Finalize updated storm system mapping in Salem Hills; prepare catch basin GIS data set for catch basin inspections and clean up schedule	3/9/2023	X	X	No	Coalition GIS Coordinator resigned 8/2022	Complete and finalize updated storm system mapping in Salem Hills; prepare catch basin GIS data set for catch basin inspections and clean up schedule	3/9/2024	X	X		
			Mapping	Coalition GIS Coordinator completes decommissioning of SwIM and creates replacement internet web mappers for interested Coalition members	12/31/2022		X	Yes	GIS Coordinator decommissions SwIM, researches content and design needs of replacement mappers, designs template web mapper, creates and publishes stormwater web mappers, trains MS4s in set up and use of mapper.						
			Mapping	Individual MS4 communities decide if they want or need a stormwater oriented AGOL webapp to replace SwIM.	12/31/2022	X		Yes	GIS Coordinator creates replacement web mappers (ArcGIS Onlinc WebApp Builder) for 7 members - Albany County DPW, C-Cohoes, C-Wvliet, T-New Scot, V-Grn Is, V-Menands, V-Voor, ArchHUB site (all sw mappers).						
			Mapping	Complete AGOL WebApp for Voorheesville	3/9/2023	X	X	Yes							

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville	
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4	
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				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Mapping							Coalition Board and relevant partners, with assistance of Coalition Director assess capacity of Coalition to provide GIS Services itemized in IMA-MOU (Tier 1,2,3) for the duration of 2023 and 2024. Members informed of assessment at or before June, 2023 or Sept, 2023 Board meeting; alternatives and related timelines presented and discussed. Alternatives may include: hiring dedicated Coalition GIS Specialist; contracting for mapping services; dropping GIS services; other. Some 2023 dues potentially reimbursed if no GIS services possible (Board decision)	12/31/2023	X	X
			Mapping							Coalition Director monitors completion, pays London Environmental, individual MS4s support mapping itemized in contract (end date 10/31/2023). Contract includes storm system; program mapping; and Web App updates for Town of New Scotland, V-Grn Island, and Albany County DPW.	10/31/2023	X, New Scotland, V-Green Island, County DPW	X
			Mapping							Coalition Director inventories tablet use, status of ArcGIS Online licensing, and ability of MS4 users to access web mappers and inspection forms. Provides MS4 users with access information, licensing info, and training as needed. Info is shared with GIS Specialist, other new hires, if available.	12/31/2023	X, New Scotland, V-Green Island, County DPW, Menands, Wliet, T/Beth, T/Guild, Voor, Altamont	X

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville	
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4	
				Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210	
				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Mapping							If no support for Coalition related GIS services Coalition Director saves all Coalition held GIS datasets (shapefiles, GDB) on a hard drive and removes data from County server and OneDrive. Hard drive may be archived w/ interested GIS practitioners from County, from MS4s. Information about hard drive and data sharing protocol is communicated to Coalition members.	12/31/2023	X	X
			Mapping	Updated IMA-MOU adopted by Board clarifies GIS Services provided by Coalition for Members. Director communicates status of GIS Services to Members.	12/31/2022		X	Yes	Status of GIS Services for whom, at what cost embedded in IMA-MOU (2023 - 2027)				
			Mapping	As IMA-MOU process proceeds, Members track progress of updated MS4 Permit release and related mapping requirements. Individual Members clarify which GIS services, if any may be needed from the Coalition. Possible activities: webapps (viewing platform) created/shared to integrate storm data; inspection forms (ORI, Muni Fac, Const Act, PCSMPs, Catch Basin, High Priority Facilities); GPS infrastructure corrections. Coalition staff adjust GIS activities accordingly.	3/9/2023	X	X	Yes	MS4 Permit update tracked; still no permit as of March, 2023. Updated IMA-MOU itemizes 3 Tiers of Add'l Services-GIS, along with costs. Tiers include exist'g and add'l mapping requirements anticipated in new MS4 permit. V/Alt part of IMA-MOU update process.				
			Mapping	Coalition GIS Coordinator and/or Coalition Director evaluate mapping equipment and software needs for Coalition staff & interested Members; include in budget.	3/9/2023		X	Yes		Coalition Director evaluates mapping equipment and software needs for Coalition staff & interested Members; includes in 2024 Coalition/County budget, Board reps approve.	12/31/2023 (Old Director) 12/31/2023 (Old/New Director)	X	X

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville		
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
			Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X	
16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach											
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities-staff, contractors, visitors (pg. 51)	MCM 1 Public Education											
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education											
19		ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education											

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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
			MCM 1 Public Education	Write newsletter article which is mailed out and posted on Village website. Content: Pollutants of Concern related to residential land use. Behaviors to address pet waste, car washing, fertilizer use. Two articles (Spring and Fall)	3/9/2023	X		Yes		Write newsletter article which is mailed out and posted on Village website. Content: Pollutants of Concern related to residential land use, Climate Change. Behaviors to address pet waste, car washing, fertilizer use. Two articles (Spring and Fall)	3/9/2024	X		
			MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes		Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X	
			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochres are transferred to interested MS4s; 4. Management and payment of website is transferred to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X	
			MCM 1 Public Education	Finalize stormwater content on Voorheesville website as part of overall update, links to/from Coalition website evaluated, consider posting procedures, add other info as needed	3/9/2023	X		No		Finalize stormwater content on Voorheesville website as part of overall update, links to/from Coalition website evaluated, consider posting procedures, add other info as needed.	3/9/2024	X		
			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X	

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville		
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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
			MCM 1 Public Education							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X	
20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay cheks; and in employee break rooms. (pg. 52)	MCM 1 Public Education											
21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amout of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education											
22		Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amout of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)	MCM 1 Public Education											

		MS4 Permit Requirements	Annual Evaluation April, 2022				Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville	
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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville Measurable Goals 2022-2023		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting 2022-2023 Goals		Village of Voorheesville Measurable Goals 2023-2024		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Responsible Parties		Responsible Parties							
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
23	MCM 2 - Public Participation		MCM 2 - Public Involvement/Participation											
24		Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)	MCM 2 Public Inv/Part											
25		All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).	MCM 2 Public Inv/Part											
26		All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)	MCM 2 Public Inv/Part											
27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction siste concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part	Continue with Household Hazardous Waste Collection Day.	3/9/2023	X		Yes	Town of New Scotland organizes an HHWD, Voorheesville residents can participate.	Continue with Household Hazardous Waste Collection Day if implemented.	3/9/2024	X		
			MCM 2 Public Inv/Part											
			MCM 2 Public Inv/Part	Continue with litter clean up along roadways, Village Board and community volunteers, record date, # of participants	3/9/2023	X		Yes		Continue with litter clean up along roadways, Village Board and community volunteers, record date, # of participants if implemented.	3/9/2024	X		

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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
			MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 9/10/2023 Shaker Creek Fox Preserve and Mill Rod, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X	
			MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponsor with V/Green Island RiverKeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X	
28		All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part											

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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Village of Voorheesville Measurable Goals 2022-2023		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting 2022-2023 Goals		Village of Voorheesville Measurable Goals 2023-2024		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)				Responsible Parties						Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
29		All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting -detailed meeting requirements listed in permit. (pg 33, 34, 54, and 55).	MCM 2 Public Inv/Part	Director posts the Joint DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Check that the MS4 website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X	
30		All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part	Coalition Director emails information about the Joint SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 12 Coalition MS4 member communities.	6/15/2022		X	Yes		Coalition Director emails information about the Joint SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 13 Coalition MS4 member communities.	6/15/2023		X	
31		All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part	Coalition Director posts FINAL Joint Annual Report on Coalition website	3/9/2023		X	Yes		Coalition Director compiles Annual Report public comments if any; includes in FINAL Joint Annual Report and posts FINAL Joint Annual Report on Coalition website.	6/15/2023		X	
32		All MS4 Types: A copy of the final report and the SWMP Plan are available for public inspection (pg. 34 & pg. 56)	MCM 2 Public Inv/Part	Village posts FINAL Report on website	3/9/2023	X		Yes		Village posts FINAL Report on website	3/9/2024	X		
33		Traditional - Land Use Control MS4: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); public involvement/participation activities (Ex. steam cleanups, # attending, number of calls to hotline, # and extent of storm drain stenciling); effectiveness of program/BMPS/goal assessment. (pg. 35)	MCM 2 Public Inv/Part											

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Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
34		Traditional - Land Use Control & Non Traditional MS4s: At a minimum, covered entity shall report on: annual report presentation (date, time, attendees) or information about how the annual report was made available for comment; comments received and intended responses (as an attachment); effectiveness of program/BMPS/goal assessment. (pg. 56)	MCM 2 Public Inv/Part											
35	MCM 3 - Illicit Discharge Detection & Elimination		MCM 3 - Illicit Discharge Detection & Elimination											
36		Traditional - Land Use Control and Traditional -Non Land Use Control MS4s: Prohibit through law, ordinance, or other regulatory mechanism illicit discharges into small MS4 (pg. 36)	MCM 3 IDDE											
37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)	MCM 3 IDDE											
38		Traditional - Land Use Control and Traditional -Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representaing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE											
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE	Review all existing IDDE procedures, update as needed.	3/9/2023	X		Yes		Review all existing IDDE procedures, update as needed.	3/9/2024	X		
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE											

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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
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41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and proper disposal of waste (pg. 37 & pg. 58)	MCM 3 IDDE											
42			MCM 3 IDDE	Review public complaint procedures, integrate with website update and complaint portal, establish follow up procedures and record keeping requirements. Communicate to relevant Village staff.	3/9/2023	X		Yes		Review public complaint procedures, integrate with website update and complaint portal, establish follow up procedures and record keeping requirements. Communicate to relevant Village staff.	3/9/2024	X		
43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE											
45		All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE											
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X	
			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X	

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48		All MS4 Types: Program must include procedures for identifying and locating illicit discharges (trackdown) (pg. 37 & pg. 59)	MCM 3 IDDE										
50		All MS4 Types: Program must include procedures for eliminating illicit discharges; procedures for documenting actions; procedures for documenting actions (pg. 37 & pg. 59)	MCM 3 IDDE										
51		All MS4 Types: Develop and maintain a map minimally within covered entities jurisdiction in urbanized area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system.Field verify outfalls (pg. 36 & pg. 57) GOALS ENTERED IN MAPPING SECTION.	MCM 3 IDDE										
52		All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPS, goal assessment (pg. 37 & pg. 58)	MCM 3 IDDE										
53	MCM 4 - Construction Site Runoff Control		MCM 4 - Construction Site Runoff Control										
54		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)	MCM 4 Constr Site Runoff Control										

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville	
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				Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
55		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates mechanisms for construction runoff requirements to the extent allowable under State and local law that meets State's most current technical standards: through available mechanisms; procedures & policies must be developed for implementation & enforcement; a written directive from person authorized to sign NOI stating that updated mechanisms must be used and who (position) is responsible; mechanisms/directive equivalent to requirements of SPDES General Pmt for Construction Activities (pg. 60-61)	MCM 4 Constr Site Runoff Control										
56		Traditional - Land Use Control MS4: Mechnism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 39)	MCM 4 Constr Site Runoff Control										
57		Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										
58		All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the munciplities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control										
59		All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control							Prepare and maintain an inventory list of current construction activity projects, designating if the disturbance is less than or more than one acre and level of site monitoring required.	3/9/2024	X	

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville	
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control										
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control										
63			MCM 4 Constr Site Runoff Control										
64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control							Develop procedures for site inspections with disturbances less than one acre and more than one acre and include level of inspection.	3/9/2024	X	
65		Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit.Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statment on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control										

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville		
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
66		Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control	Village Stormwater Management Officer coordinates all aspects of Construction Activity Permit oversight (reviews SWPPPs for conformance to General Permit requirements, monitor or conduct inspections). Reviews existing procedures, update as needed.	3/9/2023	X		Yes		Village Stormwater Management Officer coordinates all aspects of Construction Activity Permit oversight (reviews SWPPPs for conformance to General Permit requirements, monitor or conduct inspections). Reviews existing procedures, update as needed.	3/9/2024	X		
67		All MS4 Types: Ensures that construction site operators have received E/SC training, including the trained contractor s as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No						
68		Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcment action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control							Prepare and maintain an inventory of SWPPP's reviewed and include information regarding level of SWPPPs requiremnts wheather less than or more than one acre.	3/9/2024	X		
69		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report: # and type of sanctions employed; status of regulatory mechanism - certify will assure compliance with Construction Permit; # of construction sites authorized for disturbance greater than 1 acre; effectiveness of program/BMPs/goal assessment (pg. 62)	MCM 4 Constr Site Runoff Control											
70		All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control											

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville			
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4			
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville Measurable Goals 2022-2023			SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting 2022-2023 Goals		Village of Voorheesville Measurable Goals 2023-2024		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Responsible Parties		Responsible Parties								
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition		
71	MCM 5 - Post Construction Stormwater Runoff		MCM 5 - Post Construction Stormwater Runoff												
72		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new development and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff												
73		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates enforceable mechanism for post-construction runoff control from new development and redevelopment projects to extent allowable under state or local law that meets State current technical standards through avaiable mechanisms, procedures or policies must be developed for implementation and enforcement; written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcment the mechanisms; and mechanism and directive must assure compliance with SPDES General Permit for Construction Activities (pg. 62)	MCM 5 Post Constr SW Runoff												
74		Traditional - Land Use Control MS4: Regulatory mechnism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 43)	MCM 5 Post Constr SW Runoff												
75		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff												

		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville	
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4	
				Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210	
				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
76		All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff	Monitor and enforce adopted local laws (flooding, green infrastructure), as needed	3/9/2023	X		Yes		Monitor and enforce adopted local laws pertaining to post construction stormwater management and flooding	3/9/2024	X	
77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff										
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff										
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff										
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are <i>qualified professionals</i> or under the supervision of <i>qualified professionals</i> (pg. 44)	MCM 5 Post Constr SW Runoff										

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville		
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
81		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff											
82		Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils...to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff											
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff											
84		All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinants); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)	MCM 5 Post Constr SW Runoff											

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville		
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
85		All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff	Update post construction inventory map as needed; perform PCSMP inspections, provide necessary maintenance requirements	3/9/2023	X		Yes		Update post construction inventory map as needed; perform PCSMP inspections, provide necessary maintenance requirements	3/9/2024	X		
86		All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff											
87		All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)	MCM 5 Post Constr SW Runoff											
88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction managment practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff											
89		Trad-No Land Use & Non Trad MS4 pg. 65: Covered entity shall report on: # and type of sanctions; # and type post-construction stormwater management practices; # and type of post construction stormwater management practices inspected; # and type of post construction managment practices maintained; status of regulatory mechanism, that regulatory mechanism is equivaalent; effectiveness of program, BMPs, measureable goal assessment. (pg. 65)	MCM 5 Post Constr SW Runoff											

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville		
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
90	MCM 6 - Municipal Operations/Good Housekeeping		MCM 6 - Municipal Operations/Good Housekeeping											
91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentially contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations											
92		Street and Bridge Maintenance	MCM 6 Muni Operations											
94		Winter Road Maintenance	MCM 6 Muni Operations											
95		Storm System Maintenance	MCM 6 Muni Operations	Complete catch basin inspection procedures and maintenance in conjunction with GIS mapping when provided by Coalition	3/9/2023	X	X	No	Mapping not completed	Complete catch basin inspection procedures and maintenance	3/9/2024	X		
										Include catch basin structure information in GIS data base. Use database to develop catch basin inspection plan.	3/9/2024	X	X	
98			MCM 6 Muni Operations	Perform inspection of post construction practices owned by Village, maintain as needed.	3/9/2023	X		Yes		Perform inspection of post construction practices owned by Village, maintain as needed.	3/9/2024	X		
99		Vehicle and Fleet Maintenance	MCM 6 Muni Operations											
100		Park and Open Space Maintenance	MCM 6 Muni Operations											
101		Municipal Building Maintenance	MCM 6 Muni Operations											
102		Solid Waste Management	MCM 6 Muni Operations											
103		New Construction and Land Disturbances	MCM 6 Muni Operations											
104		Right Of Way Maintenance	MCM 6 Muni Operations											

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville		
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		Village of Voorheesville		SPDES Permit No NYR20A210		Village of Voorheesville		Village of Voorheesville		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
105		Marine Operations	MCM 6 Muni Operations											
106		Hydyological Habitat Modification	MCM 6 Muni Operations											
107		Other (pg. 47 & 66)	MCM 6 Muni Operations											
108		Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)	MCM 6 Muni Operations							Perform self assessment of all municipal facilities yearly, prepare report and review with the Superintendent of Public Works.	3/9/2024	X		
			MCM 6 Muni Operations	Monitor implementation of BMPs (maintenance) at Village facilities	3/9/2023	X		Yes		Monitor implementation of BMPs (maintenance) at Village facilities	3/9/2024			
109		Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performace and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)	MCM 6 Muni Operations											
110		All MS4 Types: Determines management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)	MCM 6 Muni Operations											

		MS4 Permit Requirements	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville	
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4	
				Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210	
				2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
111		All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations										
112		All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations							Prepare program and provide training of employee's for proper operation and maintenance and BMP's	3/9/2024	X	
113		Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations										
114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations										
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit for Industrial stormwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L. The covered entity must perform monitoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations										
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormwater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations										

		MS4 Permit Requirments	Annual Evaluation April, 2022			Village of Voorheesville		Annual Evaluation April, 2023				Village of Voorheesville		
			Date & SWMP Preparer(s): April 12, 2022, Frank Fazio and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 30, 2023, Frank Fazio and Nancy Heinzen				Traditional-Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210		Village of Voorheesville Progress Meeting		Village of Voorheesville Measurable Goals		SPDES Permit No NYR20A210	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023		Responsible Parties		2022-2023 Goals		2023-2024		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations											
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations											
119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations	Track street sweeping data (parking lots and streets) for Annual Report	3/9/2023	X		Yes		Track street sweeping data (parking lots and streets) for Annual Report	3/9/2024	X		
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations											
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48-68)	MCM 6 Muni Operations											
122	Enhanced Requirements for impaired Waters w/out Approved TMDL		Enhanced Requirements for impaired Waters without an Approved TMDL											
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Fturue TMDLS. If a small MS4 discharges a stormwater pollutant of concern (POC) to an impaired water listed in Appendix 2, the covered entity must ensure no net increarse in its discharge of the listed POC to that water (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL											

Stormwater Coalition of Albany County

**City of Watervliet
New York**

MS4 Permit No. NYR20A087

**Annual Evaluation
(April, 2023)**

**Storm Water Management Program
(BMPs and Measurable Goals)
2023 to 2024**

		MS4 Permit Requirments	Annual Evaluation April, 2022			City of Watervliet		Annual Evaluation April, 2023				City of Watervliet	
			Date & SWMP Preparer(s): April 8, 2022 Dave Dressel and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 31, 2023, Dave Dressel, Mike Fagnoli, and Nancy Heinzen				Traditional- Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Watervliet		SPDES Permit No NYR20A087		City of Watervliet		City of Watervliet		SPDES Permit No NYR20A087	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties	Progress Meeting	Measurable Goals		Responsible Parties			
2022-2023				2022-2023 Goals				2023-2024					
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
1	Administrative - Various		Administrative										
2	Part IV. B. 1. Stormwater Program Coordinator (p. 10)	All MS4 Types: From Annual MCC Form: Name/Contact: Stormwater Program Coordinator (MCC Form Contact Info)	Admin										
3	Part IV. A. Alternative Implementation Options (pg. 9)	All MS4 Types: MS4 Permit SWMP Plan definition. "The SWMP Plan should include a detailed written explanation of all management practices, activities and other techniques....Documents to include: ...Intermunicipal agreements and other legal authorities... (pg. 98)	Admin	Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan	3/9/2023	X		Yes		Maintain representation on the Coalition Board of Directors; decide budget (staffing, operation expenses), pay dues, attend Working Group meetings; implement Coalition work plan.	3/9/2024	X	
			Admin							Participate in Board decisions related to staff vacancies, member needs and interests, and Coalition capacity to deliver MS4 related services and SWMP goals. Implement changes as needed.	12/31/2023	X	
			Admin	Select alternate BOD Rep	3/9/2023	X		Yes		Select alternate BOD Rep as needed	3/9/2024	X	
			Admin	Locate and file shared services agreement for highway related operations	3/9/2023	X		No		Locate and file shared services agreement for highway related operations	3/9/2024	X	
			Admin	Manage Coalition operations as itemized in 2019 amended IMA/MOU end date 12/31/2022; revise operations as needed depending on content of updated IMA-MOU.	3/9/2023		X	Yes		Manage Coalition operations as described in IMA/MOU end date 12/31/2027	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X

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	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
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			Admin	Coalition Director coordinates and participates in the IMA-MOU update process; communicates with interested parties; manages all steps of process until document is fully executed by interested participants.	12/31/2022		X	Yes					
			Admin	Member communities participate in development of updated IMA-MOU; secures approval of governing board or other relevant signatory to execute agreement.	12/31/2022	X		Yes					
4		All MS4 Types: Part IV. Reliance Upon Third Parties. Applies when covered entity relies on third party entities to develop or implement any portion of the SWMP. The covered entity must, through a signed statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements....see Contracted Entity Certification Statement...(pg. 18)	Admin										
5	Part IV. A. 2. Staffing Plan/Organizational Chart (pg. 9)	All MS4 Types: From SWMP Plan definition. Documents to include:Staffing and staff development programs and organizational charts... (pg.98)	Admin							Update City organizational chart	3/9/2024	X	
			Admin	Coalition Director and Board representatives evaluate w/T/NewScot, C/Wvliet, C/Cohoes, and V/Menands the Coalition Stormwater Program Technician position (need, funding, and administration). IMA-MOU incorporates conclusions.	12/31/2022	X	X	Yes	IMA-MOU update matches Basic Services to Coalition Director & Additional Services - GIS to GIS Specialist position. Sw Prog Tech position eliminated.				

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			Admin	Depending on content of updated IMA-MOU, Director and Coalition Board representatives establish staffing needs and priorities. Director as guided by Board and IMA-MOU implements staffing related tasks.	3/9/2023	X	X	Yes	Staffing needs/priorities clarified in updated IIMA/MOU, also incorporated into 2023 Coalition budget. GIS Coor resigned (8/2022). Coalition Director retirement plans. Vacancies to address.	Board & County DPW, Civil Service & HR Dept with assistance of current Coalition Director recruit and hire new Coalition Director. Current Coalition Director trains new Director	12/31/2023	X	X
			Admin							If new Coalition Director not hired, Coalition Board decides alternative methods for providing Coalition administrative services, Status of Coalition office space & content is included in decision.	12/31/2023	X	X
			Admin							Board, with assistance of Coalition Director and GIS Coordinators (County, Other) review MS4 Permit mapping requirements, mapping tasks named in IMA-MOU and Tier services purchased by MS4s. Board/Others decide if GIS Specialist should be hired, alternatives pursued, or Additional Services-GIS dropped as a Coalition service. If all decide to hire a GIS Specialist, hiring tasks initiated by interested parties.	By 12/31/2023 By 3/9/2024 (New Director).	X	X

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		MS4 Permit Requirments	Annual Evaluation April, 2022			City of Watervliet		Annual Evaluation April, 2023				City of Watervliet	
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8		All MS4 Types: see MCM 3, MCM 4, and MCM 5 for enforcement procedures requirements.	Admin										
9	Part V. C. SWMP Evaluation (pg. 16)	All MS4 Types: A. Assessment: Covered entities must conduct an annual evaluaton of its program compliance, the appropriateness of BMPs, progress towards goals... (pg. 19)	Admin	Complete Annual Evaluation as part of SWMP Update (April, 2022)	6/1/2022	X		Yes		Complete Annual Evaluation - SWMP Update (April, 2023)	6/1/2023	X	
			Admin	Coalition Director prepares SWMP Annual Evaluation (April 2022) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2022) is posted on Coalition website.	6/1/2022		X	Yes		Coalition Director prepares SWMP Annual Evaluation (April 2023) template; meets with individual MS4s to assess progress meeting goals; records new goals. Director compiles individual MS4 SWMP Annual Evaluations into Joint SWMP Annual Evaluation document. The Joint Annual Evaluation (April, 2023) is posted on Coalition website.	6/1/2023		X
10	Part V. B. 2. Annual Reports (pg. 15)	All MS4 Types: C. Annual Reporting: Central Office must receive annual report, electronic or hard copy, no later than June 1 of reporting year (pg.19)	Admin	Submit Annual Report by June 1, 2022	6/1/2022	X		Yes		Submit final Annual Report to NYSDEC by June 1, 2023	6/1/2023	X	
			Admin	Coalition Director prepares Draft Coalition-specific pages for individual MS4 Annual Reports; adds draft Coalition pages to individual draft MS4 reports; assembles draft MS4 Annual Reports into a draft Joint Annual Report for public comment. Once public comment periods, finalize all annual report pages and submit to NYSDEC by June 1, 2022.	6/1/2022		X	Yes		Coalition Director prepares and adds Draft Coalition-specific pages to draft individual MS4 Annual Reports. Draft Joint Annual Report posted on Coalition website for comment. Comments compiled as needed and Final Joint Annual Report submitted to NYSDEC by June 1, 2023.	6/1/2023		X

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Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
11		All MS4 Types: B. Recordkeeping: must keep records included in SWMP plan...comments from the Department (pg.19)	Admin							If no new Coalition Director or administrative alternatives in place, old Coalition Director reviews and implements record retention requirements named in MS4 Permit and NYSDEC grant contracts. As needed the plan and related distribution of records is approved by the Board.	12/31/2023 (Old Director)	X	X
12	Special Conditions		Special Conditions										
13			Special Conditions										
14	Mapping		Mapping										
15	Part IV. D. 1. Comprehensive System Map (pg. 11)	All MS4 Types: Mapping requirements are found in MCM 3 IDDE. They are stated here and in MCM 3. Requirements: Develop and maintain a map, at a minimum within covered entities jurisdiction in urbanized area and additionally designated area showing: location of all outfalls, names and local of all surface waters of State, by 2010 preliminary boundaries of storm sewersheds, even if extend outside urbanized area, when grant funds available, storm sewer system. Field verify outfall locations (pg. 36 & pg. 57)	Mapping										
	Part IV. D. 2. a. Phase I: i. Monitoring Locations, ii. Preliminary Sewersheds; iii. Focus Areas; iv. Municipal owned PCSMPs; v. Muni Facilities - Prioritized (pg. 11)		Mapping										

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Row No	Of interest to MS4s; relevant to Coalition operations	MS4 Permit GP-0-15-003 Requirements Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)	BMP Category	2022-2023		2022-2023		2022-2023 Goals		2023-2024		2023-2024	
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
		Text (pg. no)	Mapping							If no new Coalition Director and Coalition office needs to be cleaned out before Coalition Director leaves, Coalition Director arranges for the distribution of Coalition desktop computers, laptops, copiers, GPS units, and computer software. Assets may be distributed to members, or to County depending on status of equipment.	12/31/2023 (Old Director)		X
16	MCM 1 - Public Education and Outreach		MCM 1 - Public Education and Outreach										
17		Traditional - Non Land Use Control and Non-Traditional MS4s should consider their public to be the employee/user population, visitors, or contractor/developers. Examples: 1. Educational institutions- faculty, other staff, students, visitors; and 2. Other Gov't Entities-staff, contractors, visitors (pg. 51)	MCM 1 Public Education										
18		All MS4 Types: Covered entities must identify Pollutants of Concern, waterbodies of concern, geographic areas of concern, target audiences (pg. 30 & pg. 51)	MCM 1 Public Education										
19		ALL MS4 Types: Covered entities develop and implement an ongoing public education and outreach designed to describe impacts of stormwater discharges on water bodies; POCs and their sources; steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and steps that contributors of non-stormwater dischargers can take to reduce pollutants (pg. 30 , 31 & pg. 52).	MCM 1 Public Education	Continue to distribute stormwater literature to Keep Vliet Neat Day, Electronic Waste Collection Day, or other venues.	3/9/2023	X		Yes		Continue to distribute stormwater literature to Keep Vliet Neat Day, Electronic Waste Collection Day, or other venues.	3/9/2024	X	

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				2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			MCM 1 Public Education	Continue to maintain stormwater brochure, replenish as needed.	3/9/2023	X		Yes		Relocate brochure rack, continue to maintain replenish as needed.	3/9/2024	X	
			MCM 1 Public Education	Distribute informational flyer regarding what to NOT flush, references water quality	3/9/2023	X		Yes		Distribute informational flyer regarding what to NOT flush, references water quality	3/9/2024	X	
			MCM 1 Public Education	Individual MS4s support and Coalition Director updates Coalition website	3/9/2023		X	Yes		Coalition Director manages and updates Coalition website. Checks member page links to/from MS4 Stormwater 'Page' monitors presence & content of educational info, reports results to members, implements changes as needed	12/31/2023 (Old Director). 3/9/2024 (New Director)		X
			MCM 1 Public Education							Coalition Director trains new Director in content management of Coalition website. If no Director, Board /Working Group decide future of website: 1. Terminate contract with vendor; 2. Individual MS4 takes over entire website; 3. Content of website text and educational brochres are transferred to interested MS4s; 4. Management and payment of website is transferred to another institution; 5. Other	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)	X	X
			MCM 1 Public Education	For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	3/9/2023		X	Yes		For interested Coalition members, Director prints/distributes existing stormwater publications (for brochure racks, clean up events, etc.)	12/31/2023 (Old Director, may include New Director). 3/9/2024 (New Director)		X

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				Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
				2022-2023				2022-2023 Goals		2023-2024			
				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
			MCM 1 Public Education							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition educational material (brochures, Project Wet kits, storyboards, etc.) to individual MS4s.	12/31/2023 (Old Director)		X
20		Traditional - Non Land Use Control and Non-Traditional MS4s: Educational materials may be made available at locations including, but not limited to: at service areas, lobbies, or other locations where information is made available; at staff training; on covered entity's website; with pay cheks; and in employee break rooms. (pg. 52)	MCM 1 Public Education										
21		Traditional - Land Use Control MS4: at minimum covered entity shall report on these items: 1. list education and outreach activities performed for the general public and target audiences and provide any results (# people attended, amout of materials distributed, etc. 2. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 3. effectiveness of program/BMPs/goal assessment; 4. maintain records of training activities. (pg. 31)	MCM 1 Public Education										

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22		<p>Traditional - Non Land Use Control and Non-Traditional MS4s: a minimum covered entity shall report on these items: 1. list education/outreach activities performed and provide any results (# people attended, amount of materials distributed, etc. 2. education of public about hazards associated with illegal discharges and improper disposal of waste; 3. entity performing education and outreach may report on IDDE educational activities planned or completed for the public, construction site stormwater control training, employee pollution prevention/good housekeeping training planned or completed; 4. effectiveness of program/BMPs/goal assessment; 5. maintain records of training activities. (pg. 52 & pg. 53)</p>	MCM 1 Public Education										
23	MCM 2 - Public Involvement/Participation		MCM 2 - Public Involvement/Participation										
24		<p>Traditional - Land Use Control MS4: Develop and implement a program identifies key individuals and groups public and private who are interested in or affected by the SWMP. Program identifies types of input covered entity will seek from key individual and groups (pg. 32 & pg. 33)</p>	MCM 2 Public Inv/Part										
25		<p>All MS4 Types: Each covered entity shall ensure that local public officials and members of the public are informed about the program, activities, and progress made (pg. 21).</p>	MCM 2 Public Inv/Part										
26		<p>All MS4 Types: Provide an opportunity for public to participate in development, implementation, review, and revision of SWMP (pg. 33 and pg. 54)</p>	MCM 2 Public Inv/Part										

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27		Traditional - Land Use Control MS4: Program describes activities covered entity will take to program access to those who want it and to gather the needed input. Activities included but limited to: water quality hotline (report spills, dumping, construction site concerns, etc.); stewardship activities like stream clean ups, storm drain marking and volunteer water quality monitoring. (pg. 33)	MCM 2 Public Inv/Part	Support and track # of volunteers who participate in Keep Vliet Neat Day or similar event	3/9/2023	X		Yes		Support and track # of volunteers who participate in Keep Vliet Neat Day or similar event	3/9/2024		
			MCM 2 Public Inv/Part										
			MCM 2 Public Inv/Part	Support a City wide tree planting event scheduled for 2022/2023-multiple volunteers, pitch water quality benefits	3/9/2023	X		Yes		Support a City wide tree planting event scheduled for 2023/2024-multiple volunteers, pitch water quality benefits	3/9/2024	X	
			MCM 2 Public Inv/Part	Director queries Coalition members regarding Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30), organizes one or more if interest	3/9/2023		X	Yes	Two WAVE events, 9/10/2023 Shaker Creek Fox Preserve and Mill Rod, Town of Colonie	Old Coalition Director organizes one or two Coalition-wide WAVE volunteer stream monitoring events (July 1 to Sept 30). Individual MS4s promote WAVE, help find sites, participate at site if necessary. Old Director trains new Director in WAVE protocol. If no Director or Coalition administration support, WAVE volunteer monitoring equipment and related records (results, flyers) are distributed to interested MS4s.	12/31/2023 (Old Director, may include New Director).	X	X
			MCM 2 Public Inv/Part	Director queries Coalition members about Coalition sponsorship or coordination of one public participation event (not WAVE). If interest, provide Coalition staff support and coordinate Coalition-wide support.	3/9/2023		X	Yes	Co-Sponsor with V/Green Island RiverKeeper clean up (5/7/2022)	Old Coalition Director queries Coalition members about non-WAVE public participation events in their communities (clean ups, tree plantings, rain barrel / catch basin art) which could be sponsored Coalition-wide. If New Coalition Director on staff, time permitting, Coalition supports, organizes one non-WAVE event.	12/31/2023 (Old Director) or 3/9/2024 (New Director)	X	X

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28		All MS4 Types: Identify a local point of contact for public concerns regarding stormwater management and compliance with this SPDES permit Name or title of this contact and phone number must be published in public outreach and participation materials and kept up to date on the MCC form (pg. 33 & pg. 54)	MCM 2 Public Inv/Part										
29		All MS4 Types: Prior to submitting the annual report by June 1, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done: at a meeting if Traditional MS4 and on the internet. If internet, provide the public the opportunity to provide comments on the internet or otherwise, and if Traditional MS4 provide the public the opportunity for 2 or more persons to request a public meeting -detailed meeting requirements listed in permit. (pg 33, 34, 54, and 55).	MCM 2 Public Inv/Part	Director posts the Joint DRAFT/FINAL Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Check that the MS4 website links to the Coalition website Annual Report and SWMP Update postings.	6/15/2022	X	X	Yes		Director posts the DRAFT Joint Annual Report on the Coalition website for public comment and posts the location of the updated Joint SWMP Annual Evaluation. Links from MS4 webpages to the Coalition website posting of the Joint DRAFT/FINAL Annual Report and SWMP are checked and updated.	6/15/2023	X	X
30		All MS4 Types: Re: Annual Report - Department recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entities SWMP (pg. 34 & pg. 55)	MCM 2 Public Inv/Part	Coalition Director emails information about the Joint SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 12 Coalition MS4 member communities.	6/15/2022		X	Yes		Coalition Director emails information about the Joint SWMP Annual Evaluation and posting of DRAFT/FINAL MS4 Permit Joint Annual Report on Coalition website. Email list includes elected officials and staff from 13 Coalition MS4 member communities.	6/15/2023		X
31		All MS4 Types: Annual report includes a summary of any comments received and (intended) responses on the individual covered entities information or the shared annual report submission. Changes made to the SWMP in response to comments should be described in the annual report. (pg. 34 & pg. 56)	MCM 2 Public Inv/Part	Coalition Director posts FINAL Joint Annual Report on Coalition website	3/9/2023		X	Yes		Coalition Director complies Annual Report public comments if any; includes in FINAL Joint Annual Report and posts FINAL Joint Annual Report on Coalition website.	6/15/2023		X

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		MS4 Permit Requirments	Annual Evaluation April, 2022			City of Watervliet		Annual Evaluation April, 2023				City of Watervliet		
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		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Watervliet		SPDES Permit No NYR20A087		City of Watervliet		City of Watervliet		SPDES Permit No NYR20A087	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
37		Non-Traditional MS4: Prohibit illicit discharges to MS4 and implement enforce against illicit discharges through available mechanisms; procedures or policies must be developed for implementation and enforcement mechanisms; a written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcing of the mechanisms; mechanisms and directive must be equivalent to State Model IDDE Local Law (pg. 59)		MCM 3 IDDE										
38		Traditional - Land Use Control and Traditional - Non Land Use Control MS4s: Mechanism must be equivalent to States model IDDE Local Law; the mechanism must be certified by the attorney representaing the small MS4 as being equivalent (pg. 36)	MCM 3 IDDE											
39		All MS4 Types: Describe procedures for enforcing against illicit dischargers (pg. 36 & pg. 59)	MCM 3 IDDE											
40		All MS4 Types: Implement appropriate enforcement procedures and actions (pg.36 & pg. 59).	MCM 3 IDDE											
41		All MS4 Types: Program must inform public employees, business, and the general public of the hazards associated with illegal discharges and prompoer disposal os waster (pg. 37 & pg. 58)	MCM 3 IDDE											
42			MCM 3 IDDE											

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43		All MS4 Types: Program must include procedures for identifying priority areas of concern (geographic, audience, or otherwise) for IDDE program. (pg 37 & pg. 58)	MCM 3 IDDE										
44			MCM 3 IDDE										
45		All MS4 Types: Conduct an outfall reconnaissance inventory as described EPA publication entitled: IDDE: A Guidance Manual for Program Development and Technical Assessment addressing every outfall within urbanized area at least once every five years, with reasonable progress each year. (pg. 36 & pg. 57)	MCM 3 IDDE										
			MCM 3 IDDE	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	3/9/2023		X	Yes	Industrial discharge and bacteria sampling available, but not used. Supplies purchased for kits.	Coalition provides industrial discharge and bacteria sampling for interested Coalition members via a private lab. ORI Kit management at Coalition office (175 Green St)	12/31/2023 (Old Director) or 3/9/2024 (New Director)		X
			MCM 3 IDDE							If no new Coalition Director, old Coalition Director arranges for the distribution of Coalition Outfall Reconnaissance Investigation kits to interested MS4s. Distribution is communicated to members.	12/31/2023 (Old Director)		X
47			MCM 3 IDDE							Review status of ORIs completed to date, complete ORIs as needed, receive training in inspection protocol.	3//9/2024	X	

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52		All MS4 Types: Covered entities shall report: # & % of outfalls mapped; # of outfall detected and eliminated; % of outfalls for which an outfall reconnaissance inventory has been made; status of system mapping; activities in and results of informing public employees, businesses, and general public of hazards associated with illegal discharges and improper disposal of waste; regulatory mechanism status-certified as equivalent; effectiveness of program, BMPS, goal assessment (pg. 37 & pg. 58)	MCM 3 IDDE										
53	MCM 4 - Construction Site Runoff Control		MCM 4 - Construction Site Runoff Control										
54		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regualtory mechanism to require SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the States current technical standards (pg. 39)	MCM 4 Constr Site Runoff Control										
55		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates mechanisms for construction runoff requirements to the extent allowable under State and local law that meets State's most current technical standards; through available mechanisms; procedures & policies must be developed for implementation & enforcement; a written directive from person authorized to sign NOI stating that updated mechanisms must be used and who (position) is responsible; mechanisms/directive equivalent to requirements of SPDES General Pmt for Construction Activities (pg. 60-61)	MCM 4 Constr Site Runoff Control										
56		Traditional - Land Use Control MS4: Mechnism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 39)	MCM 4 Constr Site Runoff Control										

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57		Traditional - Land Use Control MS4: Contains requirements for constructions site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction site...pursuant to requirements of construction permit (pg. 39)	MCM 4 Constr Site Runoff Control										
58		All MS4 Types: Educates construction site owner/operators, design engineers, municipal staff and other individuals to whom regs apply about the munciplities (MS4s) construction stormwater requirements, when requirements apply, to whom, procedures for submission of SWPPPs, procedures for construction site inspections, and other procedures associated with the control of construction stormwater. (pg. 40 & pg. 61)	MCM 4 Constr Site Runoff Control										
59		All MS4 Types: Program establishes and maintains an inventory of active construction sites, including location of site, owner/operator information (pg. 41 & pg. 61)	MCM 4 Constr Site Runoff Control	Continue to update construction site inventory, as needed.	3/9/2023	X		Yes	No SWPPPs	Continue to update construction site inventory, as needed.	3/9/2024	X	
60			MCM 4 Constr Site Runoff Control										
61		Traditional - Land Use Control MS4: Describes procedures for SWPPP Review (pg. 39)	MCM 4 Constr Site Runoff Control										
62		Traditional - Land Use Control MS4: Program ensures that the individual performing reviews are adequately trained and understand State and local sediment and erosion control requirements (all SWPPPs must be reviewed for sites 1 acre or greater; must utilize MS4 SWPPP Acceptance Form) (pg. 39-40)	MCM 4 Constr Site Runoff Control										

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		Noteworthy Elements				Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
		Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		2022-2023				2022-2023 Goals		2023-2024			
	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
64		All MS4 Types: Describes procedures for site inspections and enforcement of erosion and control measures, including steps to identify priority sites. All sites must be inspected where the disturbance is greater than 1 acre. (pg. 40 & pg. 60).	MCM 4 Constr Site Runoff Control										
65		Traditional - Land Use Control MS4: Covered entities must determine that it is acceptable for the owner/operator of a construction project to submit the Notice of Termination (NOT) to the Department by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certificate(s) required by the Construction Permit. Principal executive officer, ranking elected official, or duly authorized rep shall document their determination by signing MS4 Acceptance statment on NOT. (pg. 40)	MCM 4 Constr Site Runoff Control										
66		Traditional - Land Use Control MS4: Program must ensure that individuals performing the inspections are adequately trained and understand state and local sediment and erosion requirements (pg. 40)	MCM 4 Constr Site Runoff Control										
67		All MS4 Types: Ensures that construction site operators have received E/SC training, including the <i>trained contractor</i> s as defined in Construction Activity Permit, before they do work within a covered entities jurisdiction and maintain records of that training. Training may be provided by Soil and Water Conservation District...(pg. 41 & 61)	MCM 4 Constr Site Runoff Control	Coalition Director consults with ACSWCD about future of 4 hr E/SC training given videoconference E/SC offerings by SWCD state-wide. If relevant and possible, one training co-sponsored with ACSWCD (not a videoconference).	3/9/2023		X	No					

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
68		Traditional - Land Use Control MS4: Covered entities shall report: # of SWPPPs reviewed; # and type of enforcement action; % of active construction sites inspected once; % of active construction sites inspected more than once; # of construction sites authorized for disturbance of one or more acres; effectiveness of program/BMPs/goal assessment. (pg. 41)	MCM 4 Constr Site Runoff Control										
69		Traditional - Non-Land Use Control & Non-Traditional MS4: Covered entity shall report: # and type of sanctions employed; status of regulatory mechanism - certify will assure compliance with Construction Permit; # of construction sites authorized for disturbance greater than 1 acre; effectiveness of program/BMPs/goal assessment (pg. 62)	MCM 4 Constr Site Runoff Control										
70		All MS4 Types: Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff (pg. 40 & pg. 61).	MCM 4 Constr Site Runoff Control										
71	MCM 5 - Post Construction Stormwater Runoff		MCM 5 - Post Construction Stormwater Runoff										
72		Traditional - Land Use Control MS4: Program includes a law, ordinance or other regulatory mechanism to require post construction run off controls from new development and re-development projects to the extent allowable under State law that meets the State most current technical standards. (pg. 43)	MCM 5 Post Constr SW Runoff										

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				Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
73		Traditional - Non-Land Use Control & Non-Traditional MS4: Program incorporates enforceable mechanism for post-construction runoff control from new development and redevelopment projects to extent allowable under state or local law that meets State current technical standards through available mechanisms, procedures or policies must be developed for implementation and enforcement; written directive from person authorized to sign NOI stating mechanisms must be used and who (position) is responsible for ensuring compliance with and enforcement the mechanisms; and mechanism and directive must assure compliance with SPDES General Permit for Construction Activities (pg. 62)	MCM 5 Post Constr SW Runoff										
74		Traditional - Land Use Control MS4: Regulatory mechanism must be equivalent to one of the versions of NYSDEC Sample Local Laws for Stormwater Mgmt and Erosion and Sediment Control (pg 43)	MCM 5 Post Constr SW Runoff										
75		All MS4 Types: Includes a combination of structural and non-structural management practices according to standards defined in the most current version of the NYS Stormwater Management Design manual (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										
76		All MS4 Types: in development of watershed plans, municipal comprehensive plans (only Trad MS4s), open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of Low Impact Development, Better Site Design, and other Green Infrastructure Practices to the MEP (Maximum Extent Practicable) (pg. 43 & pg. 64)	MCM 5 Post Constr SW Runoff										

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77		Traditional - Land Use Control MS4: Covered entities are required to review according to Green Infrastructure practices defined in the Design Manual at a site level and encouraged to review, and revise where appropriate local codes and law that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings. (pg. 43)	MCM 5 Post Constr SW Runoff											
78		Traditional - Land Use Control MS4: Describe procedures for SWPPP Review and review of individual SWPPPs to ensure consistency with NYS SW Design Manual. (pg. 44)	MCM 5 Post Constr SW Runoff											
79		Traditional - Land Use Control MS4: Program ensures that individual performing the SWPPP review are adequately trained and understand the State and local post construction site requirements (pg.44)	MCM 5 Post Constr SW Runoff											
80		Traditional - Land Use Control MS4: Program ensures that individual performing the review of SWPPPs that include post construction stormwater management practices are qualified professionals or under the supervision of qualified professionals (pg. 44)	MCM 5 Post Constr SW Runoff											
81		Traditional - Land Use Control MS4: Program ensures that after review of SWPPPs the covered entity must utilize the "MS4 SWPPP Acceptance Form" created by the Department as required in Construction Activity Permit when notifying construction site owner/operators that their plans have been accepted by the covered entity. (pg. 44)	MCM 5 Post Constr SW Runoff											

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82		Traditional - Land Use Control MS4: Program utilizes available training from sources such as Soil ad Water Conservation Districts, Planning Councils...to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.(pg.44)	MCM 5 Post Constr SW Runoff											
83		Traditional - Land Use Control MS4: (newly regulated): Covered entity shall report on procedures for SWPPP review; procedures for inspection and maintenance of post construction management practices; and procedures for enforcement and penalization of violators (pg. 46)	MCM 5 Post Constr SW Runoff											
84		All MS4 Types: Maintain an inventory of post construction stormwater practices within the covered entities jurisdiction. At a minimum include practices discharging to small MS4 that have been installed since March 10, 2003, all practices owned by the MS4, and those practices found to cause or contribute to water quality standard violations. Inventory shall include at minimum: location of practice (street address or coordinants); type of practices; maintenance needed per NYS Stormwater Management Design Manual, SWPPP or other provided documentation, and dates and type of maintenance performed (pg. 44,45, and 64)	MCM 5 Post Constr SW Runoff											
85		All MS4 Types: Program ensures adequate long-term operation and maintenance of mgmt practices identified in inventory, by trained staff, including inspections (assessment if Non Trad) to ensure that practices are performing properly. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff	Coordinate with owner of Price Chopper to inspect and provide documentation of maintenance.	3/9/2023	X	X	No		Coordinate with owner of Price Chopper to inspect and provide documentation of maintenance.	3/9/2024	X		

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86		All MS4 Types: The inspection (assessment if Non Trad) shall include inspection items identified in the maintenance requirements (NYSDEC SW Design Manual, SWPPP or other maintenance information) for the practice. Covered entities are not required to collect stormwater samples and perform specific chemical analysis. (pg 45 & pg 64)	MCM 5 Post Constr SW Runoff										
87		All MS4 Types: Develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators (pg. 45 & pg 65)	MCM 5 Post Constr SW Runoff										
88		Traditional - Land Use Control MS4: Covered entity shall report on: # of SWPPPs reviewed; # and type of enforcement actions; # and type post-construction stormwater management practices inventoried; # and type of post construction stormwater management practices inspected; # and type of post construction managment practices maintained; regulatory mechanism status-certification; effectiveness of program, BMPs, goal assessment. (pg. 46)	MCM 5 Post Constr SW Runoff										
89		Trad-No Land Use & Non Trad MS4 pg. 65: Covered entity shall report on: # and type of sanctions; # and type post-construction stormwater management practices; # and type of post construction stormwater management practices inspected; # and type of post construction managment practices maintained; status of regulatory mechanism, that regulatory mechanism is equivaalent; effectiveness of program, BMPs, measureable goal assessment. (pg. 65)	MCM 5 Post Constr SW Runoff										
90	MCM 6 - Municipal Operations/Good Housekeeping		MCM 6 - Municipal Operations/Good Housekeeping										

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91		All MS4 Types: Develop and implement pollution prevention/good housekeeping program for municipal operations and facilities that contribute or potentialaly contribute POCs to the small MS4 system. Operations and facilities may include, but not limited to: (pg. 46 & pg 66)	MCM 6 Muni Operations										
92		Street and Bridge Maintenance	MCM 6 Muni Operations										
94		Winter Road Maintenance	MCM 6 Muni Operations										
95		Storm System Maintenance	MCM 6 Muni Operations										
96			MCM 6 Muni Operations										
97			MCM 6 Muni Operations	Update catch basin clean out plan	3/9/2023	X		Partial	Staff changes and shared service lagreements need to be considered	Review and update catch basin clean out plan, coordinate with Albany County and others, as needed, prioritize.	3/9/2024	X	
			MCM 6 Muni Operations	Clean catch basins prioritized for this reporting period	3/9/2023	X		Partial		Clean catch basins prioritized for this reporting period	3/9/2024	X	
98			MCM 6 Muni Operations	Inspect and maintain City owned PCSMPs	3/9/2023	X		Yes?		Inspect and maintain City owned PCSMPs	3/9/2024	X	
99		Vehicle and Fleet Maintenance	MCM 6 Muni Operations										

		MS4 Permit Requirments	Annual Evaluation April, 2022		City of Watervliet		Annual Evaluation April, 2023				City of Watervliet		
			Date & SWMP Preparer(s): April 8, 2022 Dave Dressel and Nancy Heinzen		Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 31, 2023, Dave Dressel, Mike Fargnoli, and Nancy Heinzen				Traditional- Land Use Control MS4		
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Watervliet		SPDES Permit No NYR20A087		City of Watervliet		City of Watervliet		SPDES Permit No NYR20A087	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
			BMP Category	2022-2023				2022-2023 Goals		2023-2024			
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)		Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
100		Park and Open Space Maintenance	MCM 6 Muni Operations										
101		Municipal Building Maintenance	MCM 6 Muni Operations										
102		Solid Waste Management	MCM 6 Muni Operations										
103		New Construction and Land Disturbances	MCM 6 Muni Operations										
104		Right Of Way Maintenance	MCM 6 Muni Operations										
105		Marine Operations	MCM 6 Muni Operations										
106		Hydyological Habitat Modification	MCM 6 Muni Operations										
107		Other (pg. 47 & 66)	MCM 6 Muni Operations										
108		Traditional - Land Use Control MS4: At minimum frequency once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to: determine the sources of pollution potentially generated by covered entities operations and facilities and Identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 47)	MCM 6 Muni Operations	Review facility audit recommendations, develop plan,and implement (Hudson Shores Park)	3/9/2023	X		Yes		Review facility audit recommendations, develop plan,and implement (Hudson Shores Park)	3/9/2024	X	
			MCM 6 Muni Operations							Review status and record keeping of all municipal facility audits to date; follow up on recommendations.	3/9/2024	X	

		MS4 Permit Requirments	Annual Evaluation April, 2022			City of Watervliet		Annual Evaluation April, 2023				City of Watervliet		
			Date & SWMP Preparer(s): April 8, 2022 Dave Dressel and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 31, 2023, Dave Dressel, Mike Fargnoli, and Nancy Heinzen				Traditional- Land Use Control MS4		
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Watervliet		SPDES Permit No NYR20A087		City of Watervliet		City of Watervliet		SPDES Permit No NYR20A087	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
109		Traditional - Non-Land Use Control & Non-Traditional MS4: Includes the performace and documentation of a self assessment of all municipal operations to: determine the sources of pollution potentially generated by covered entities operations and facilities and Identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program (pg. 66)	MCM 6 Muni Operations											
110		All MS4 Types: Determines management practices, policies, procedures, etc that will be developed and implemented to reduce or prevent discharge of (potential) pollutants. Refer to management practices identified in the "NYS Pollution Prevention and Good Housekeeping Assistance Document" and other guidance materials available from EPA, State, or other organizations. (pg. 47 & 66)	MCM 6 Muni Operations											
111		All MS4 Types: Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and covered entities capabilities (pg. 47 & 67)	MCM 6 Muni Operations											
112		All MS4 Types: Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training (pg. 48 & pg. 67)	MCM 6 Muni Operations	Monitor training needs of new relevant employees and set up DVD and other training (Rain Check, IDDE-A Grate Concern, Other)	3/9/2023	X		No		Monitor training needs of new relevant employees and set up DVD and other training (Rain Check, IDDE-A Grate Concern, Other)	3/9/2024	X		
113		Trad MS4 (pg. 48): Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed	MCM 6 Muni Operations											

		MS4 Permit Requirments	Annual Evaluation April, 2022			City of Watervliet		Annual Evaluation April, 2023				City of Watervliet	
			Date & SWMP Preparer(s): April 8, 2022 Dave Dressel and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 31, 2023, Dave Dressel, Mike Fargnoli, and Nancy Heinzen				Traditional- Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Watervliet		SPDES Permit No NYR20A087		City of Watervliet		City of Watervliet		SPDES Permit No NYR20A087	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
114		Traditional - Non-Land Use Control & Non-Traditional MS4: Requires that third party entities performing contracted services including but not limited to street sweeping, snow removal, lawn/grounds care, etc. to make the necessary certification in Part IV. G. (pg. 67)	MCM 6 Muni Operations										
115		All MS4 Types: Requires municipal operations and facilities that would otherwise be sujet to the NYS Multi-sector General Permit for Industrial stomwater discharges (MSGP, GP-012-001) to prepare and implement provisions in SWMP that comply with Parts III. A. C. D. J. K. and L The covered entiy must perform montoring and recordkeeping. Discharge monitoring reports must be attached to the MS4 annual report. (pg. 48 & pg. 67)	MCM 6 Muni Operations										
116		All MS4 Types: Consider and incorporate cost effective runoff reduction techniques and green infrastructure in routine upgrade of stormater conveyance systems and municipal properties to the MEP (Maximum Extent Practicable) (pg. 46 & pg. 67)	MCM 6 Muni Operations										
117		All MS4 Types: Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides as well as potential impacts to surface water. (pg. 48 & pg. 68)	MCM 6 Muni Operations										
118		All MS4 Types: Covered entities are required to report on all municipal operations & facilities that their program is addressing, at a minimum: indicate the municipal operations and facilities that pollution prevention program assessed; and describe if not done so already, the management practices, policies, and procedures that have been developed, modified and/or implemented;	MCM 6 Muni Operations										

		MS4 Permit Requirments	Annual Evaluation April, 2022			City of Watervliet		Annual Evaluation April, 2023				City of Watervliet	
			Date & SWMP Preparer(s): April 8, 2022 Dave Dressel and Nancy Heinzen			Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 31, 2023, Dave Dressel, Mike Fagnoli, and Nancy Heinzen				Traditional- Land Use Control MS4	
	DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements	BMP Category	City of Watervliet		SPDES Permit No NYR20A087		City of Watervliet		City of Watervliet		SPDES Permit No NYR20A087	
	Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition
119		and at a minimum report: acres of parking lot swept; miles of street swept; number of catch basins inspected and where necessary cleaned; post construction control stormwater practices inspected and where necessary cleaned; pounds of phosphorus applied in chemical fertilizer; pounds of nitrogen applied in chemical fertilizer; and acres of pesticides/herbicides applied;	MCM 6 Muni Operations	Record street sweeping data as required by current MS4 Permit.	3/9/2023	X		Yes		Record street sweeping data as required by current MS4 Permit.	3/9/2024	X	
120		and report staff training events and number of staff trained;	MCM 6 Muni Operations										
121		and report on effectiveness of program, BMPs, measurable goal assessment (pg. 48-68)	MCM 6 Muni Operations										

		MS4 Permit Requirements	Annual Evaluation April, 2022		City of Watervliet		Annual Evaluation April, 2023				City of Watervliet			
			Date & SWMP Preparer(s): April 8, 2022 Dave Dressel and Nancy Heinzen		Traditional-Land Use Control MS4		Date & SWMP Preparer(s): March 31, 2023, Dave Dressel, Mike Fargnoli, and Nancy Heinzen				Traditional- Land Use Control MS4			
		DRAFT MS4 Permit GP-0-22-002 (Public Comments due 3/22/2022)	MS4 Permit GP-0-15-003 Requirements		City of Watervliet		SPDES Permit No NYR20A087		City of Watervliet		City of Watervliet		SPDES Permit No NYR20A087	
		Noteworthy Elements	Effective: May 1, 2015. Expiration: April 30, 2017 (still in effect)		Measurable Goals		Responsible Parties		Progress Meeting		Measurable Goals		Responsible Parties	
Row No	Of interest to MS4s; relevant to Coalition operations	Text (pg. no)	BMP Category	Goal	Due Date	MS4	Coalition	Goal Met?	Comments	Goal	Due Date	MS4	Coalition	
122	Enhanced Requirements for impaired Waters w/out Approved TMDL		Enhanced Requirements for impaired Waters without an Approved TMDL											
123		All MS4 Types: Part III. SPECIAL CONDITIONS B.1.. Impaired Waters Without Watershed Improvement Strategies or Fturue TMDLS. If a small 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 (pg. 12). Albany County - Ann Lee(Shakers), Pond, Stump Pond POC: Phosphorus (pg 102, Appendix 2)	Enhanced Requirements for impaired Waters without an Approved TMDL											



NEW YORK STATE
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
SPDES GENERAL PERMIT
FOR STORMWATER DISCHARGES

From

MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)

Permit No. GP-0-15-003

Issued Pursuant to Article 17, Titles 7, 8 and Article 70
of the Environmental Conservation Law

Effective Date: May 1, 2015

Expiration Date: April 30, 2017

Modification Dates

July 15, 2015 - Correction of Table IX.C and Appendix 2 to reflect GP-0-10-002 October
2011 Modification

January 13, 2016 - Additional reporting for covered entities in the watersheds listed in
Part IX

Stu Fox
Deputy Chief Permit Administrator


Authorized Signature

1 / 12 / 16
Date

Address: NYS DEC
Division of Environmental Permits
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Albany, N.Y. 12233-17

**NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION
SPDES GENERAL PERMIT FOR DISCHARGES FROM
SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)**

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(Part III.B.3.)

Within three years of having modified its SWMP to ensure that reduction of the POC specified in the TMDL is achieved, covered entities in future TMDL areas must assess their progress and evaluate their SWMP to determine the MS4's effectiveness in reducing their discharges of TMDL POC(s) to TMDL water bodies. This assessment shall be conducted for the portions of the *small MS4 storm sewershed* that are within the TMDL watershed. The assessment shall be done using *Department* supported modeling of pollutant loading from the *storm sewershed*.

Part IV. Stormwater Management Program (SWMP) Requirements

A. SWMP Background

Covered entities must develop (for newly authorized MS4s, implement), and enforce a SWMP designed to reduce the discharge of pollutants from small MS4s to the maximum extent practicable ("MEP") in order to protect water quality and to satisfy the appropriate water quality requirements of the ECL and the CWA. The objective of the permit is for MS4s to assure achievement of the applicable water quality standards. Covered entities under GP-0-10-002 must have prepared a SWMP plan documenting modifications to their SWMP. See Part X.B. (Definitions) for more information about the SWMP and SWMP plan.

The SWMP and SWMP plan may be created by an individual covered entity, by a shared effort through a group or coalition of individual covered entities, or by a third party entity. The SWMP plan shall be made readily available to covered entity's staff, to the public and to *Department* and EPA staff.

B. Cooperation Between Covered Entities Encouraged

The *Department* encourages covered entities to cooperate when developing and implementing their SWMP². However, each covered entity is responsible for obtaining its own permit coverage and for filing its own NOI. Irrespective of any agreements between covered entities, each individual covered entity remains legally responsible for satisfying all GP-0-15-003 requirements and for its own discharges. If one covered entity is relying on another covered entity to satisfy one or more of its permit obligations, that fact must be noted on the covered entity's MOC form. The other entity must, in fact,

² For example, villages are encouraged to cooperate with towns, towns with counties, and adjacent counties with each other. In addition, municipal governments are encouraged to coordinate and cooperate with non-traditional MS4s such as DOT, school and fire districts, Federal and State facilities located within and adjacent to their jurisdictions. Sewer boards, water boards, or other non-traditional entities are encouraged to partner with the municipality (municipalities) that they serve.

(Part IV.B.)

implement the MCM(s) and must agree to implement the MCM(s) on the first covered entity's behalf. This agreement between the two or more parties must be documented in writing and signed by both (all) parties. Part IV.G. below may apply if such an agreement is not already in place. The agreement must be included in the SWMP plan, and be retained by the covered entity for the duration of this SPDES general permit, including any administrative extensions of the permit term.

Covered entities that are working together to develop (for newly authorized MS4s) or implement their SWMPs are encouraged to complete shared annual reports. Covered entities may also hold a group meeting to present their annual reports to the public and to receive comments on their annual reports. These options are discussed in more detail in Part V.C.2.

3. Annual Report Content

The annual report shall summarize the activities performed throughout the reporting period (March 10 to March 9) and must include at a minimum:

- a. The status of compliance with permit conditions, including Watershed Improvement Strategy conditions;
- b. An assessment/evaluation of:
 - i. the appropriateness of the identified *BMPs*;
 - ii. progress towards achieving the statutory goal of reducing the *discharge of pollutants* to the *MEP*; and
 - iii. the identified *measurable goals* for each of the *MCMs*.
- c. Results of information collected and analyzed, monitoring data, and an assessment of the *small MS4's SWMP* progress toward the statutory goal of reducing the *discharge of pollutants* to the *MEP* during the reporting period. This could include results from required *SWMP* reporting, estimates of pollutant loading (from parameters such as identified illicit discharges, physically interconnected *small MS4s* that may contribute substantially to pollutant

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loadings from the *small MS4*) and pollutant load reductions (such as illicit discharges removed). This assessment may be submitted as an attachment;

- d. When required to be completed, results of assessments of effectiveness in meeting no net increase requirements or TMDL loadings as required by III. B.1 and 2. These results must be submitted in evaluation forms and as an attachment;
- e. A summary of the stormwater activities planned to be undertaken during the next reporting cycle (including an implementation schedule);
- f. Any change in identified *BMPs* or *measurable goals* and justification for those changes;
- g. Notice that a *small MS4* is relying on another entity to satisfy some or all of its permit obligations (if applicable);
- h. A summary of the public comments received on this annual report at the public presentation required in Part VII.A.2. or VIII.A.2. And, as appropriate, how the *small MS4* will respond to comments and modify the program in response to the comments;
- i. A statement that the final report and, beginning in 2009, the SWMP plan are available for public review and the location where they are available; and
- j. The information specified under the reporting requirements for each *MCM* (Part VII or VIII).

Part X. ACRONYMS AND DEFINITIONS

A. Acronym List

BMP - Best Management Practice
CFR - Code of Federal Regulations
CWA - Clean Water Act
ECL - Environmental Conservation Law
MCC - Municipal Compliance Certification
MCM - Minimum Control Measure
MEP - Maximum Extent Practicable
MS4 - Municipal Separate Storm Sewer System
NPDES - National Pollutant Discharge Elimination System
POC - Pollutant of Concern
SPDES - State Pollutant Discharge Elimination System
SWMP - Stormwater Management Program
SWMP Plan - Stormwater Management Program Plan
SWPPP - Stormwater Pollution Prevention Plan
TMDL - Total Maximum Daily Load
UA - Urbanized Area

B. Definitions

Activities - See best management practice

Additionally Designated Areas - EPA required the Department to develop a set of criteria for designating additional MS4 areas as subject to these regulations. The following criteria have been adopted to designate additional MS4s in New York State:

Criteria 1: MS4s discharging to waters for which and EPA-approved TMDL required reduction of a pollutant associated with stormwater beyond what can be achieved with existing programs (and the area is not already covered under automatic designation as UA).

Criteria 2: MS4s contiguous to automatically designated urbanized areas (town lines) that discharge to sensitive waters classified as AA Special (fresh surface waters), AA (fresh surface waters) with filtration avoidance determination or SA (saline surface waters).

Criterion 3: Automatically designated MS4 areas are extended to Town, Village or City boundaries, but only for Town, Village or City implementation of Minimum Control Measures (4) Construction Site Stormwater Runoff Control and (5) Post Construction Stormwater Management in Development and Redevelopment. This additional designation may be waived, by written request to the Department, where the automatically designated area is a small portion of the total area of the Town, Village or City (less than 15 %) and where there is

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Stormwater Management Program - the program implemented by the covered entity. Covered entities are required at a minimum to develop, implement and enforce a SWMP designed to address POCs and reduce the discharge of pollutants from the small MS4 to the MEP, to protect water quality, and to satisfy the appropriate water quality requirements of the ECL and Clean Water Act. The SWMP must address the MCM described in Part VIII.

The *SWMP* needs to include *measurable goals* for each of the *BMPs*. The measurable goals will help the covered entities assess the status and progress of their program. The SWMP should:

1. describe the BMP / measureable goal;
2. identify time lines / schedules and milestones for development and implementation;
3. include quantifiable goals to assess progress over time; and
4. describe how the covered entity will address POCs.

Guidance on developing SWMPs is available from the Department on its website. Examples of successful SWMPs and suggested measurable goals are also provided in EPA's Menu of BMPs available from its website. Note that this information is for guidance purposes only. An MS4 may choose to develop or implement equivalent methods equivalent to those made available by the Department and EPA to demonstrate compliance with the MCMs.

When creating the *SWMP*, the *covered entities* should assess activities already being performed that could help meet, or be modified to meet, permit requirements and be included in the *SWMP*. *Covered entities* can create their *SWMP* individually, with a group of other individual *covered entities* or a coalition of *covered entities*, or through the work of a third party entity.

Stormwater Management Program Plan- used by the covered entity to document developed, planned and implemented SWMP elements. The *SWMP plan* must describe how pollutants in stormwater runoff will be controlled. For previously unauthorized *small MS4s* seeking coverage, information included in the NOI should be obtained from the *SWMP plan*.

Stormwater Management Program Plan- used by the covered entity to document developed, planned and implemented SWMP elements. The *SWMP plan* must describe how pollutants in stormwater runoff will be controlled. For previously unauthorized *small MS4s* seeking coverage, information included in the NOI should be obtained from the *SWMP plan*.

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The *SWMP plan* is a separate document from the NOI and should not be submitted with the NOI or any annual reports unless requested.

The *SWMP plan* should include a detailed written explanation of all management practices, activities and other techniques the covered entity has developed, planned and implemented for their SWMP to address POCs and reduce pollutant discharges from their small MS4 to the MEP. The *SWMP plan* shall be revised to incorporate any new or modified BMPs or measurable goals.

Covered entities can create their *SWMP plan* individually, with a group of other individual *covered entities* or a coalition of *covered entities*, or through the work of a third party entity.

Documents to include are: applicable local laws, inter-municipal agreements and other legal authorities; staffing and staff development programs and organization charts; program budget; policy, procedures, and materials for each minimum measure; outfall and small MS4 system maps; stormwater management practice selection and measurable goals; operation and maintenance schedules; documentation of public outreach efforts and public comments; submitted construction site SWPPPs and review letters and construction site inspection reports.

The *SWMP plan* shall be made readily available to the covered entity's staff and to the public and regulators, such as *Department* and EPA staff. Portions of the *SWMP plan*, primarily policies and procedures, must be available to the management and staff of a *covered entity* that will be called upon to use them. For example, the technical standards and associated technical assistance documents and manuals for stormwater controls should be available to code enforcement officers, review engineers and planning boards. The local laws should be readily available to the town board and planning board. An integrated pest management program would have to be available to the parks department and the stormwater outfall and available sewer system mapping and catch basin cleaning schedule would have to be available to the department of public works.