



# Town of Glastonbury

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February 8, 2012

Ms. Nisha Patel  
Bureau of Water Management  
State of Connecticut  
Department of Environmental Protection  
79 Elm Street  
Hartford, Connecticut 06106-5127

Re: MS4 General Permit – 2011 Annual Report  
Application #200401149

Dear Ms. Patel:

Enclosed please find our 2011 Annual Report that describes work over the past year toward compliance with the Town's MS4 General Permit. Plan review fees and stormwater sampling results for the 2011 calendar year were transmitted previously.

Based on the enclosed report, a summary of work to be completed in 2012 is as follows:

- Conduct annual training, annual street sweeping, and catch basin cleaning.
- Complete update of 200-scale storm drain maps for Town facilities.
- Continue work on Town regulations and policy documents to formally implement post-construction water quality best management practices.
- Prepare a checklist for E&S inspections.
- Conduct yearly stormwater sampling.

If you have any questions or require additional information, please contact me at (860) 652-7736.

Sincerely,

Daniel A. Pennington, P.E.  
Town Engineer/Manager of  
Physical Services

DAP/ce

Enclosure

## #1 - Public Education and Outreach

BMP ID	BMP Description	Scheduled / Revised Date	Status / Progress
1-1	Use print media to educate public	Spring-2006 (recurring) Final event Fall 2007	<u>Completed during previous reporting period.</u>
1-2	Research and provide educational links from Town web site	Fall-2006 Fall 2007	<u>Completed during previous reporting period.</u>
1-3	Lawn maintenance brochure	Spring-2007 Recurring	Ongoing – Continue distributing pollution prevention brochures with permits.
1-4	Partner w/ Board of Ed. to educate children	Spring-2007 Spring 2009	<u>Completed during previous reporting period.</u>

## #2 – Public Involvement

BMP ID	Description	Scheduled / Revised Date	Status / Progress
2-1	Develop public involvement program	Spring 2005 (recurring)	See Item 2-3
2-2	Comply with state and local public notice and FOI	Recurring	A copy of this annual report will be posted again this year on the Town web site for public information.
2-3	Public Hearing	Spring 2006	<u>Completed during previous reporting period.</u>
2-4	Adjust plan from public comments	Summer 2006	<u>Completed during previous reporting period.</u>
2-5	Clean stream belts by volunteers	Recurring	Ongoing –Volunteers from the High School Interact Club, GHS Environmental Club, and Boy Scout Troop 540 participated in river bank clean up efforts as part of the “Source to Sea Clean Up” coordinated by the CT River watershed Council. This year’s event was held across various weekends in October 2011.
2-6	Install storm drain markers	Spring & Fall 2006 Fall 2007	<u>Completed during previous reporting period.</u>

### #3 – Illicit Discharge Detection and Elimination

BMP ID	Description	Scheduled / Revised Date	Status / Progress
3-1	Map outfalls 15" and greater in urbanized area, inspect priority discharges.	2005-2009 2011	<u>Completed</u> – Inspection program completed in previous reporting period. Outfall water quality characterization data was completed this year using GIS analysis and has been added to the outfall GIS database.
3-2	Map outfalls 15" and greater town wide.	2006 2009 2012	<u>Ongoing</u> – Work this year will be continuing efforts on mapping drainage systems at various Town facilities in the Town GIS system.
3-3	Map outfalls 12" and greater in urbanized area.	2007 2009 2011	See Item 3-2
3-4	Develop program to detect and eliminate illicit discharges	Fall 2004 to Winter 2008	<u>Completed during previous reporting period.</u>
3-5	Develop illicit discharge ordinance	2008 2009 2010	<u>Completed during previous reporting period.</u>

### #4 – Construction Runoff

BMP ID	Description	Scheduled / Revised Date	Status / Progress
4-1	Review land use regulations for consistency with MS4 permit and E&S guide, issue report to identify deficiencies.	2004 / 2005 2006	<u>Completed during previous reporting period.</u>
4-2	Enact regulation revisions and ordinances	2006 2007	<u>Completed during previous reporting period.</u>
4-3	Prepare library of Town preferred BMP's	2007	<u>Completed during previous reporting period.</u>
4-4	Prepare design review checklist and field inspection checklist.	2008 2012	Checklist for review of E&S plans was adopted under previous reporting period. A field inspection checklist for E&S measures remains under development in consultation with planning department staff who handle these inspections.



### #5 – Post Construction Water Quality

BMP ID	Description	Scheduled / Revised Date	Status / Progress
5-1	Review land use regulations for consistency with MS4 permit and current water quality standards, issue report to identify deficiencies.	2004-2005 2006	<u>Completed during previous reporting period.</u>
5-2	Enact regulation revisions and ordinances	2005-2012	<u>Ongoing</u> – Revisions to the Building Zone Regulations and Subdivision and Resubdivision Regulations to formalize implementation of BMP's are now being formulated and are expected to go before the various Town boards in the first half of 2012.
5-3	Study and issue a report detailing feasibility of incorporating BMPs into public and private projects.	2005-2010	See Section 5-2.
5-4	Provide recommendations for ensuring long term maintenance of BMPs.	2005-2012	Provisions for long term maintenance of BMP's will be included in revisions to regulations and policy manuals listed above. This is currently included as a condition of site plan approval.

### #6 – Good Housekeeping

BMP ID	Description	Scheduled / Revised Date	Status / Progress
6-1	Develop training program for municipal employees, train annually.	Recurring	<u>Ongoing</u> –The annual training program was conducted on July 11, 2011.
6-2	Sweep streets at least once per year as soon as possible after snowmelt.	Recurring	<u>Ongoing</u> - All streets and parking lots of Town facilities were swept in the Spring of 2011.
6-3	Evaluate urbanized area for possible sweeping more than once per year	2008	<u>Completed during previous reporting period.</u>
6-4	Clean storm structures as required by program described under Item 6-5.	Recurring	<u>Ongoing</u> – 273 catch basins were cleaned in 2011 by Town staff.
6-5	Develop a program to evaluate and categorize catch basins and other structures for maintenance, including a field evaluation form and database for storm structures.	2006 - 2008	<u>Completed during previous reporting period.</u>

**#7 – Monitoring**

<b>BMP ID</b>	<b>Description</b>	<b>Scheduled / Revised Date</b>	<b>Status / Progress</b>
7-1	Sample 6 priority outfalls once per year	Recurring	Sampling at 6 locations was completed on 10/27/2011 (data previously submitted).