



Village of **CLINTON • New York**
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North Park Row, P.O. Box 242, Clinton, NY 13323 • (315) 853-5231

**SPDES General Permit for
Stormwater Discharges from Small Municipal Separate Storm Sewers (MS4s)
Permit No. GP-02-02**

**STORMWATER MANAGEMENT PROGRAM
ANNUAL REPORT**

March 10, 2003 – March 9, 2004

PROGRAM IDENTIFICATION:

SPDES Number: NYR20A129

MS4 Name: Village of Clinton

Contact Name: Robert G. Goering

Contact Title: Mayor

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Municipal Compliance Certification - Attached

EXECUTIVE SUMMARY:

In this first year of activity in developing a Stormwater Management Program, the Village of Clinton has completed selected activities relating to the following “Minimum Measures” 1. Public Education and Outreach, 2. Public Involvement and Participation, 3. Illicit Discharge Detection and Elimination, 4. Construction Site Stormwater Runoff Control 5. Post Construction Stormwater Management and 6. Pollution Prevention and Good Housekeeping. These activities are further detailed in Sections I through VI of this Annual Report.

There were no significant changes to the overall Stormwater Management Program as specified in the NOI.

The Village of Clinton has entered into cooperative arrangements and Letters of Agreement with the Herkimer-Oneida Counties Comprehensive Planning Program (HOCCPP) and the Oneida County Soil and Water Conservation District (OC SWCD) to implement many of the activities in the Stormwater Management Program. Appendix A is the OC SWCD summary of activities in support of the Village of Clinton.

Stormwater Management Program Annual report
Six Minimum Measures Section
 March 10, 2003 – March 9, 2004

MINIMUM MEASURE 1: Public Education and Outreach in Stormwater Impacts

A. Narrative Overview:

A review of the Priority Waterbodies List indicates that there are no bodies of water directly affected by our storm sewer system, however, the need for Public Education on the Stormwater Management Program exists in order to upgrade public awareness and sensitivity to Stormwater issues. Our efforts are being coordinated with the Herkimer-Oneida Counties Comprehensive Planning Program (HOCCPP), Oneida County Soil and Water Conservation District (OC SWCD), and the Town of Kirkland through the Herkimer and Oneida Counties Intermunicipal Stormwater Management Working Group. Periodic meetings have helped to stimulate ideas and standardize our approach to public education. Monetary resources have been provided as well as a commitment to in kind services as part of a grant application.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?		Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals .
	YES	NO	
TECHNIQUES			
Plan and conduct an ongoing public education and outreach program (required)	X		See MM-1 Measurable Goals
			See NOI

MM-1 Management Practices		MM-1 Measurable Goals	
1. Identify pollutants of concern as identified in the TMDL and identify sources of runoff for the Village of Clinton.	X		Review the Priority Waterbodies List for water quality conditions applicable to the Village of Clinton. <i>Completed March 2003. No TMDL in the Village of Clinton.</i>
2. Educate the general public and specific organizations in and around the Village of Clinton on the need for Storm Water Management with specific reference to identified pollutants of concern.	X		Schedule educational sessions for local service clubs, the Chamber of Commerce and civic organizations. <i>Waiting on results of grant application. If awarded, The Oneida County Soil and Water Conservation District Office will assist in the public education goal. \$1,000 provided to Oneida County Soil and Water Conservation District Office along with a commitment of an additional \$4,000 in like kind services. Handed out copies of "What is Stormwater and Why Should We Care" summary to members of the village board and the general public in attendance at the Feb 2, 2004 village board meeting.</i>
3. Make maximum use of the resources available through the local NY State DEC Office and the Oneida County Soil and Water Conservation District Office as speakers for public education sessions.	X		Participated in periodic meetings of <i>The Herkimer and Oneida Counties Intermunicipal Stormwater Management Working Group.</i>
4. Establish and maintain a library of Stormwater educational materials.	X		Library established and maintained in the Mayor's office. In addition, a copy of the NOI Management Plan has been posted on the Village of Clinton Webpage including references and links to existing EPA and DEC guidance and direction for the Management of Storm Water runoff and Sewer Systems. <i>Completed April 2003.</i>

MINIMUM MEASURE 2: Public Involvement/Participation

A. Narrative Overview:

The thrust of the our public involvement efforts have revolved around the initial introduction of the Stormwater Management Plan at the April 2003 Village of Clinton Annual Meeting and presentation of the first Stormwater Annual Report at the April 2004 annual meeting. Public comments were sought at each of these meetings. In addition, the village Webpage has been modified to include a Stormwater Management Department with copies of the NOI, the permit, the 2004 annual report and pertinent links for additional information.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?		Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals .
	YES	NO	
TECHNIQUES			
Public notice and access to documents and information (required)	X		See Below
Public presentation and comments received on SWMP and annual report (required)	X		See Below
Public involvement/ participation program(required)	X		See Below
Contact person identified (required)	X		See Below

MM-2 Management Practices		MM-2 Measurable Goals	
1. Include Storm Water management as a topic at each annual village organizational meeting. Solicit public input and consider for inclusion in the annual report to DEC.	X		Present the Clinton SWMP at the Annual organizational meeting (April) soliciting public input and comment. <i>Completed at April 2003 Annual Meeting of the Village of Clinton Board of Trustees. No public comments. After 30 day period of public availability, no comments received. Village board at 3 May 2004 authorized the Mayor to submit final this annual report.</i>
2. Review and update Storm Water Section on the Webpage as needed.	X		Add Storm Water section to the Village of Clinton Website Completed. <i>Village of Clinton Website now has a Storm Water Department listed, The NOI and permit are available on line and various links are identified for further reference.</i>
3. Designate (resolution by village board of trustees) contact person for the Village of Clinton SWMP.	X		Designate contact person by village board resolution. <i>Completed at the April 2003 annual meeting. Mayor designated as the point of contact.</i>
4. Participate in advisory committee meetings on Storm Water Management	X		<i>Participated in two meetings (Aug 2003 and Nov 2003) chaired by the Oneida County Planning Dept and the Soil Water & Conservation District (SWCD). Local DEC office representatives also in attendance.</i>

MINIMUM MEASURE 3: Illicit Discharge Detection and Elimination

A. Narrative Overview:

Initial training of Department of Public Works (DPW) personnel has been completed with the mayor making the presentation. We are in the process of mapping the Stormwater system. Numbering and labeling (No dumping) of all catch basins has been completed and the records are being transferred to current maps. Specific problem areas are being color-coded. Existing village ordinances are under review for adequacy in addressing Stormwater concerns.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?		Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals .
	YES	NO	
ACTIVITIES			
Outfall mapping (required)	X Partial		Still a goal. Seeking GIS assistance.
Illicit discharges prohibited (required)	X		See NOI
Public, employees, businesses informed of hazards from illicit discharges (required)	X		See NOI
Illicit discharges identified (required)	X		See NOI

MM-3 Management Practices		MM-3 Measurable Goals		
1. Catalogue and map sources, courses and discharge locations of Stormwater runoff.	Partial		<i>Mapping not accomplished due to unavailability of GIS assets. Updated maps of existing storm drains. Storm Drains mapped and numbered for scheduling and tracking of periodic maintenance.</i>	Still a goal. Seeking GIS assistance.
2. Review existing ordinances and need for additional ordinances or procedures.	X		<i>Review underway. No additional ordinance requirements identified to date.</i>	
3. Train DPW employees on illicit discharge detection and elimination.	X		<i>Completed initial training of DPW employees. Discussed Identification and documentation of additional sources of Stormwater runoff. Specific DPW employee responsible for Stormwater catch basin maintenance. Periodic Reports of activity on file.</i>	

MINIMUM MEASURE 4: Construction Site Stormwater Runoff Control

A. Narrative Overview:

Activity in this area centers on the efforts of the Village Planning Board (PB). The PB is reviewing the zoning law for the need to insert specific Stormwater management and Construction requirements. At this time the Planning Board is including Stormwater Management concerns in site plan reviews for all construction affecting more than one acre of land. Assistance has been sought and been provided by the Oneida County Soil and Water Conservation District in the review of construction plans.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?		Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals .
	YES	NO	
REQUIREMENTS			
Require erosion and sedimentation controls through an ordinance or other regulatory mechanism (required)		X	Not clear that an ordinance is required.
Provide opportunity for public comment on construction plans (required)	X		Planning Board site plan reviews are held in open session at regularly scheduled and publicized public meetings.
Require construction site plan review (required)	X		Zoning Law requires that the Planning Board make a site plan review and Stormwater mitigation is included.
			Under review by Planning Board as to need to amend the Zoning Law.
			See NOI
			See NOI

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?		If YES, describe what measurable goals that were achieved and other accomplishments. If NO, and the item was checked off on your NOI, describe why the task was not accomplished and, if still a measurable goal, list in column C.
	YES	NO	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals .
Require overall construction site waste management (required)	X		Included in Planning Board site plan review.
Site inspection and enforcement (required)	X		Performed by Building Codes Inspector and Zoning Enforcement Officer with assistance and advice from the local county Soil & Water Conservation District.
Education and training of construction site operators (required)	X		General training sessions held and conducted by the Oneida County Planning Department in conjunction with the county SWCD. Intercounty sessions held. (Oneida and Herkimer County).

MM-4 Management Practices		MM-4 Measurable Goals	
1. Review requirements in the General Permit for Construction.	X		Review current village zoning law for compliance with MS4 Storm Water Permit Requirements. <i>Completed. No changes required. Planning Board routinely refers construction permit applications to Oneida County Soil and Water Department for review and recommendations.</i>
2. Study the NYS Standards and Specifications for Erosion and Sediment Control.		X	<i>To be reviewed by the Planning board.</i>
3. Review the NYS Storm Water Management Design Manual.		X	<i>To be reviewed by the Planning board.</i>
4. Develop and implement a program to reduce pollutants from storm water runoff to the MS4 from construction activities.	X		<i>Familiarized village planning board, zoning board of appeals and enforcement officers with SWMP requirements. Planning Board and enforcement officers made aware of Storm Water considerations during site plan reviews and permit application review and approvals.</i>
5. Manage MS4 requirements by inclusion in the village zoning law	X		<i>Under review by the Planning Board as to the necessity to amend the existing zoning law to specifically address Stormwater management concerns.</i>

MINIMUM MEASURE 5: Post-Construction Stormwater Management

A. Narrative Overview:

The PB is reviewing the existing zoning law to ensure that adequate coverage exists for post-construction stormwater management.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?		Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals .
	YES	NO	
REQUIREMENTS			
Assess existing conditions throughout the MS4 and identify appropriate management practices to reduce pollutant discharge to the maximum extent practicable (required)	X		Accomplished as a normal part of the Stormwater Management Plan review and update.
Regulate post-construction runoff from development through an ordinance or other regulatory mechanism (required)	X		See Below
			See NOI

MINIMUM MEASURE 6: Pollution Prevention/Good Housekeeping

A. Narrative Overview:

BMPs have been reviewed for applicability to our stormwater situation. These practices were included in the annual training of DPW personnel. The Village of Clinton conducts an annual “Clean-up Clinton” day each spring sponsored by the Clinton Chamber of commerce and supported by various civic organizations including, the Kiwanis Club, the Lions Club, the local school district, Boy Scouts, Girls Scouts and service organizations from Hamilton College. This is an annual cleanup event that focuses on removing the debris from the winter and sprucing up the village for the summer. The village DPW also spends several weeks each spring cleaning up the salt and sand from the roadside and the areas between the curbs and the sidewalks. Close to 60 tons of winter road treatment is removed and recycled. In addition, each Friday (weather permitting) the village DPW sweeps the streets using the street sweeper. The village residents and employees take great pride in the appearance of the community and as a result the objectives of the Stormwater Management Program are synergistically accomplished.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?		If YES, describe what measurable goals that were achieved and other accomplishments. If NO, and the item was checked off on your NOI, describe why the task was not accomplished and, if still a measurable goal, list in column C.
	YES	NO	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals .
REQUIREMENTS			
Prevent discharge of pollutants from municipal operations (required)	X		See Below
Follow DEC NPS management Practices catalog, or equivalent (required)	X		See NOI

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?		If YES, describe what measurable goals that were achieved and other accomplishments. If NO, and the item was checked off on your NOI, describe why the task was not accomplished and, if still a measurable goal, list in column C.
	YES	NO	
Conduct employee pollution prevention training (required)	X		See Below
			See NOI

MM-6 Management Practices		MM-6 Measurable Goals	
1. Establish schedule for DPW “spring cleanup” of salt and sand residue from winter street treatment.	X		Accomplish “spring cleanup” of salt and sand from winter street maintenance. <i>Completed in the spring of 2003. Salt and sand removed from side of roads using mechanical brooms. Street Sweeper and front end loaders then used to load and carry the residue back to storage area for recycling. Approximately 60 tons of material removed and recycled for next winter.</i>
2. Review street sweeping schedule to maximize control of runoff pollutants.	X		Establish a weekly schedule for street sweeping. <i>Street sweeping routinely scheduled for each Friday and accomplished weather permitting.</i>
3. Include pollutant prevention in recurring training of DPW employees.	X		Included.

4. Schedule annual spring clean-up by civic organizations.	X		"Cleanup Clinton" Day sponsored by the Clinton Chamber of Commerce is scheduled each spring. Event is directly supported by DPW with tools, equipment and trucks. Participating organizations include local service clubs, high school and grammar school organizations, Boy Scouts, Girl Scouts, Brownies and Hamilton College service clubs and athletic team members.
5. Continue weekly (Wednesday) pickup of household trash in addition to weekly garbage collection.	X		Village of Clinton routinely picks up all household trash at a cost of approximately \$36,000 in tipping fees.
6. Continue periodic organic waste pickup by the DPW.	X		Village of Clinton picks up leaves in the fall, Christmas Trees, and other branches and brush as required. Our Waste Water Treatment Plant is in the process of converting to a composting process that will use the excess wood chips.

Appendix A

The Soil and Water Conservation District has committed to providing services to MS4s in the Utica Urbanized Area. We have provided assistance to the MS4s with the completion of the 6 minimum measures of their individual Stormwater management plans. The following is a summary of the services provided to the Village of Clinton since May of 2003.

Public Outreach and Education Activities & Public Participation

- Prepared Power Point Presentations about the MS4 and construction programs to present to municipal boards.
- Organized and held a contractor's training session on March 26, 2004 which included presentations on the MS4 and Construction Activities permits.
- Attended and presented at Intermunicipal Stormwater meetings in May, July, August, September, and November of 2003 and January of 2004.
- Prepared and submitted a grant application to the DEC on behalf of the MS4s
 - The Village of Clinton submitted a letter of commitment to the SWCD for participation in the grant. The MS4's contribution includes a payment of **\$1,000** and an in-kind contribution of **\$4100**.
- Worked with DEC, HOCCPP, and the Herkimer County SWCD to organize and present at training sessions for the GP 0201 requirements in February.
 - Training sessions attended by Highway Department personnel from the MS4
- Assisted with the review of the NOI to assist with the completion of a final report.

Illicit Discharge Detection and Elimination

SWCD met with HOCCPP to devise a plan to map MS4 systems and identify sources of illicit discharge.

The Village of Clinton has requested base maps from the HOCCPP and will be working with the SWCD to map the locations of catch basins and outfall locations.

Construction Site Runoff Control

SWCD staff attended a series of CPESC training sessions in order to provide technical assistance to MS4s. In addition the SWCD has reviewed 2 Stormwater Management plans in support of the village planning board's site plan review of two different construction sites.

Good Housekeeping

- Worked with DEC, HOCCPP, and the Herkimer County SWCD to organize and present at training sessions for the GP 0201 requirements in February and assisted in the planning for a March training.
 - Training sessions were attended by Highway staff.