

# DRAFT

MS4 General Permit  
Town of Willington 2017 Annual Report  
New MS4 Permittee  
Permit Number GSM             
January 1, 2017 – December 31, 2017

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This report documents the Town of Willington's efforts to comply with the conditions of the MS4 General Permit to the maximum extent practicable (MEP) from January 1, 2017 to December 31, 2017.

## Part I: Summary of Minimum Control Measure Activities

### 1. Public Education and Outreach (Section 6 (a)(1) / page 19)

#### 1.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
1-1 Implement public education and outreach	In progress	Staff meetings to set up public participation and place public information on website.	News Releases & Informational Meetings	Public Works & Planning / Land Use	Jul 1, 2019	July 1, 2018	
1-2 Address education/ outreach for pollutants of concern*	In progress	Staff meetings to set up outreach program for public participation	News Releases & Informational Meetings	Public Works & Planning / Land Use	Jul 1, 2019	July 1, 2018	Continuing to involve varied membership from Town Committees.

**1.2 Describe any Public Education and Outreach activities planned for the next year, if applicable.**

Public outreach and educational efforts will be outlined and explained through information on the website for the coming year.

**1.3 Details of activities implemented to educate the community on stormwater**

Program Element/Activity	Audience (and number of people reached)	Topic(s) covered	Pollutant of Concern addressed (if applicable)	Responsible dept. or partner org.
<b>A program curriculum to highlight stormwater issues and explain to school students will be undertaken this year</b>	Students, parents, teachers	Impact of impervious cover, stormwater infiltration, illicit discharges, water quality, etc.	Phosphorus, nitrogen, hydrocarbons, chemicals, etc.	Board of Selectmen and Public Works
<b>Brochures distributed at IWWA and also available at First Selectman's Office</b>	Developers, home owners	Impact of impervious cover, Septic systems & Fertilizer use	Bacteria, nitrogen and phosphorus	Board of Selectmen and IWWA

## 2. Public Involvement/Participation (Section 6(a)(2) / page 21)

### 2.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
2-1 Comply with public notice requirements for the Stormwater Management Plan	Completed	Continue with posting of additional information and annual report		Public Works & Planning / Land Use	Apr 1, 2018	April 1, 2018	
2-2 Comply with public notice requirements for Annual Reports	In progress	Report in progress. Out for public comment.	Publish notice as required.	Public Works & Planning / Land Use	Feb 15, 2018	Feb 15, 2018	

### 2.2 Describe any Public Involvement/Participation activities planned for the next year, if applicable.

Plan field visits for school children.

Designate watershed inspector.

### 2.3 Public Involvement/Participation reporting metrics

Metrics	Implemented	Date	Posted
Availability of the Stormwater Management Plan announced to public	Yes	2017	Town Website (Public Works)
Availability of Annual Report announced to public	Yes	Feb. 15, 2018	Town Website

### 3. Illicit Discharge Detection and Elimination (Section 6(a)(3) and Appendix B / page 22)

#### 3.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
3-1 Develop written IDDE program	In progress	Town is in process of completing written IDDE program using the CT IDDE program template	Develop written plan of IDDE program	Public Works	Jul 1, 2019	Jul 1, 2019	
3-2 Develop list and maps of all MS4 stormwater outfalls in priority areas	In progress	Solicit information on available mapping firms	Procure services of GIS mapping firm	Public Works	Jul 1, 2020	Jul 1, 2020	
3-3 Implement citizen reporting program	In progress	Coordinate reporting with existing input from Town residents	Posting of reporting forms on website	Public Works & Selectmen's Office	Nov 1, 2018	Nov 1, 2018	
3-4 Establish legal authority to prohibit illicit discharges	In progress	Ordinances are under consideration	Draft ordinance for staff and public input	Public Works & Selectmen's Office	Jul 1, 2018	Jul 1, 2019	
3-5 Develop record keeping system for IDDE tracking	In progress	Record keeping system under consideration by Public Works and Land Use Dept.	Draft document for staff and public input	Public Works & Land Use Dept.	Jul 1, 2018	Jul 1, 2019	
3-6 Address IDDE in areas with pollutants of concern	In progress	Currently being identified	Preliminary list of potential IDDE sources	Public Works & Land Use Dept.	Jul 1, 2018	Jul 1, 2019	

**3.2 Describe any IDDE activities planned for the next year, if applicable.**

Continue searching out potential areas where illicit discharges are or may be occurring.

**3.3 List of citizen reports of suspected illicit discharges received during this reporting period.**

Date of Report	Location / suspected source	Response taken
None received to date.		

**3.4 Provide a record of illicit discharges occurring during the reporting period and SSOs occurring July 2012 through end of reporting period using the following table.**

Location (Lat long/ street crossing /address and receiving water)	Date and duration of occurrence	Discharge to MS4 or surface water	Estimated volume discharged	Known or suspected cause / Responsible party	Corrective measures planned and completed (include dates)	Sampling data (if applicable)
None reported in 2017						

**3.5 Briefly describe the method used to track illicit discharge reports, responses to those reports, and who was responsible for tracking this information.**

Public Works and IWWA are currently keeping track of any reported illicit discharge activity. As noted above, no such reports were received in 2017.

**3.6 Provide a summary of actions taken to address septic failures using the table below.**

Location and nature of structure with failing septic systems	Actions taken to respond to and address the failures	Impacted waterbody or watershed, if known
Currently coordinating with Health Dept. to identify and track annual failures.	Monitor Health Dept. actions taken to correct problems.	To be determined following reported failures.

**3.7 IDDE reporting metrics**

Metrics	
Estimated or actual number of MS4 outfalls	To be determined.
Estimated or actual number of interconnections	Unknown at this time
Outfall mapping complete	0%
Interconnection mapping complete	0%
System-wide mapping complete (detailed MS4 infrastructure)	0%
Outfall assessment and priority ranking	0%
Dry weather screening of all High and Low priority outfalls complete	0%
Catchment investigations complete	0%
Estimated percentage of MS4 catchment area investigated	0%

**3.8 Briefly describe the IDDE training for employees involved in carrying out IDDE tasks including what type of training is provided and how often is it given (minimum once per year).**

Town staff have been participating in annual meetings, seminars and hearings related to these issues, and will continue to do so as such become available.

## 4. Construction Site Runoff Control (Section 6(a)(4) / page 25)

### 4.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
4-1 Implement, upgrade, and enforce land use regulations or other legal authority to meet requirements of MS4 general permit	In progress	Continue with current procedures.	Maintain current standards and review periodically.	Land Use Dept.	Jul 1, 2020		
4-2 Develop/Implement plan for interdepartmental coordination in site plan review and approval	In progress	Continue with current procedures.	Maintain current standards and review periodically.	Land Use Dept.	Jul 1, 2018		
4-3 Review site plans for stormwater quality concerns	In progress	Continue with current procedures.	Maintain current standards and review periodically.	Land Use Dept.	Jul 1, 2018		
4-4 Conduct site inspections	In progress	Continue with current procedures.	Maintain current standards and review periodically.	Land Use Dept.	Jul 1, 2018		
4-5 Implement procedure to allow public comment on site development	In progress	Continue with current procedures.	Maintain current standards and review periodically.	Land Use Dept.	Jul 1, 2018		
4-6 Implement procedure to notify developers about DEEP construction stormwater permit	In progress	Continue with current procedures.	Maintain current standards and review periodically.	Land Use Dept.	Jul 1, 2018		

### 4.2 Describe any Construction Site Runoff Control activities planned for the next year, if applicable.

Integrate stormwater compliance checklist into review process once completed.

## 5. Post-construction Stormwater Management (Section 6(a)(5) / page 27)

### 5.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
5-1 Establish and/or update legal authority and guidelines regarding LID and runoff reduction in site development planning	In progress	Continue with current procedures.	Maintain current standards and review periodically.	Land Use Dept.	Jul 1, 2022		
5-2 Enforce LID/runoff reduction requirements for development and redevelopment projects	In progress	Continue with current procedures.	Maintain current standards and review periodically.	Land Use Dept.	Jul 1, 2022		
5-3 Identify retention and detention ponds in priority areas	In progress	Continue with current procedures for existing facilities and map future development.	Maintain current standards and review periodically.	Land Use Dept.	Jul 1, 2020		
5-4 Implement long-term maintenance plan for stormwater basins and treatment structures	In progress	Continue with current procedures for Town and monitor commercial and industrial sites in future.	Maintain current standards and review periodically.	Public Works and Land Use Dept.	Jul 1, 2020		
5-5 DCIA mapping	In progress	Solicit information on available mapping firms and coordinate with Town-wide stormwater mapping.	Procure services of GIS mapping firm	Public Works and Selectmen's Office	Jul 1, 2020	Jul 1, 2020	
5-6 Address post-construction issues in areas with pollutants of concern	In progress	Continue with current procedures.	Maintain current standards and review periodically.	Public Works and Land Use Dept.	Jul 1, 2020		



**5.2 Describe any Post-Construction Stormwater Management activities planned for the next year, if applicable.**

Public Works currently cleans high priority detention ponds, storm water catch basins and other Town facilities related to runoff and drainage.

**5.3 Post-Construction Stormwater Management reporting metrics**

Metrics	
Baseline (2012) Directly Connected Impervious Area (DCIA)	To be determined
DCIA disconnected (redevelopment plus retrofits)	To be determined
Retrofits completed	To be determined
DCIA disconnected	To be determined
Estimated cost of retrofits	To be determined
Detention or retention ponds identified	To be determined

**5.4 Briefly describe the method to be used to determine baseline DCIA.**

These metrics will be identified and added to Town-wide mapping once complete.

## 6. Pollution Prevention/Good Housekeeping (Section 6(a)(6) / page 31)

### 6.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
6-1 Develop/implement formal employee training program	In progress	Maintain existing program.		Public Works	Jul 1, 2019		
6-2 Implement MS4 property and operations maintenance	In progress	Maintain existing program.		Public Works	Jul 1, 2019		
6-3 Implement coordination with interconnected MS4s	In progress	Under review.		Public Works	Jul 1, 2019		
6-4 Develop/implement program to control other sources of pollutants to the MS4	In progress	Under review.		Public Works	Jul 1, 2019		
6-5 Evaluate additional measures for discharges to impaired waters*	In progress	Under review.		Public Works	Jul 1, 2019		
6-6 Track projects that disconnect DCIA	In progress	Under review.		Public Works	Jul 1, 2019		
6-7 Implement infrastructure repair/rehab program	In progress	Will include future projects for Village Hill and Schofield Roads.	Maintain existing CIP program.	Public Works	Jul 1, 2021		

6-8 Develop/implement plan to identify/prioritize retrofit projects	In progress	Under review.	Maintain existing program.	Public Works	Jul 1, 2021		
6-9 Implement retrofit projects to disconnect 2% of DCIA	In progress	Culvert crossings – 5 replaced in 2017. Rebuilt several catch basins and rebuilt tops. Cleaned discharge outfalls and swales.	Maintain existing program.	Public Works	Jul 1, 2022		
6-10 Develop/implement street sweeping program	In progress	Street sweeping April - May	Maintain existing program.	Public Works	Jul 1, 2018		
6-11 Develop/implement catch basin cleaning program	In progress	Catch basin cleaning June - July	Maintain existing program.	Public Works	Jul 1, 2018		
6-12 Develop/implement snow management practices	In progress		Maintain existing program.	Public Works	Jul 1, 2018		

**6.2 Describe any Pollution Prevention/Good Housekeeping activities planned for the next year, if applicable.**

Will continue programs of street sweeping, catch basin cleaning and repair of deteriorating infrastructure.

### 6.3 Pollution Prevention/ Good Housekeeping reporting metrics

Metrics	
Employee training provided for key staff	2017 – 2018 On-going
Street sweeping	Done Annually
Curb miles swept	120
Volume (or mass) of material collected	600 Tons
Catch basin cleaning	
Total catch basins in priority areas	766
Total catch basins in MS4	
Catch basins inspected	766
Catch basins cleaned	766
Volume (or mass) of material removed from all catch basins	200 Tons
Volume removed from catch basins to impaired waters (if known)	0
Snow management	
Type(s) of deicing material used	1:1 Mix of Sand & Salt
Total amount of each deicing material applied 2016 - 2017	2,153 Tons Sand 1,115 Tons Salt 3,375 Gallons Calcium Chloride
Type(s) of deicing equipment used	
Lane-miles treated	
Snow disposal location	None
Staff training provided on application methods & equipment	On-going
Municipal turf management program actions (for permittee properties in basins with N/P impairments)	
Reduction in application of fertilizers (since start of permit)	
Reduction in turf area (since start of permit)	
Lands with high potential to contribute bacteria (dog parks, parks with open water, & sites with failing septic systems)	
Cost of mitigation actions/retrofits	

#### 6.4 Catch basin cleaning program

**Briefly describe the method used to optimize your catch basin inspection and cleaning schedule.**

Optimize cleaning by reviewing road inventory for most efficient routes, minimizing time and manpower.

#### 6.5 Retrofit program

**Briefly describe the Retrofit Program identification and prioritization process, the projects selected for implementation, the rationale for the selection of those projects and the total DCIA to be disconnected upon completion of each project.**

Prioritization dependent on capital improvement and budget.

**Describe plans for continuing the Retrofit program and how to achieve a goal of 1% DCIA disconnection in future years.**

In progress

**Describe plans for continuing the Retrofit program beyond this permit term with the goal to disconnect 1% DCIA annually over the next 5 years.**

In progress

#### Part IV: Certification

"I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief. I understand that a false statement made in this document or its attachments may be punishable as a criminal offense, in accordance with Section 22a-6 of the Connecticut General Statutes, pursuant to Section 53a-157b of the Connecticut General Statutes, and in accordance with any other applicable statute."

Chief Elected Official or Principal Executive Officer	Document Prepared by
Print name:	Print name:
Signature / Date:	Signature / Date: