

2017 Annual Report – MS4 General Permit

Town of Woodbridge
Woodbridge, CT

February 2018



Prepared by:



146 Hartford Road
Manchester, CT 06040

MS4 General Permit
Town of Woodbridge 2017 Annual Report
Existing MS4 Permittee
Permit Number GSM 000043
January 1, 2017 – December 31, 2017

This report documents the Town of Woodbridge’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	Complete	Town “Stormwater Pollution Information” webpage was updated with a variety of educational materials and links: <ul style="list-style-type: none"> • “After the Storm—A Citizen’s Guide to Understanding Stormwater” • “Protecting Water Quality from Urban Run-off” • “Healthy Homes: Avoiding Chemicals in Your Yard and Garden” • West River Watershed Coalition website • Regional Water Authority 	Update and maintain Town websites to include educational materials identified in Table 3 and/or available on the CLEAR and CT NEMO MS4 Guide website or listed in the	Stormwater Committee, Public Works	Jul 1, 2018	December 31, 2017	The “Stormwater Pollution Information” webpage received 142 page views in 2017, with 92 unique visitors.

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
		website • State of Connecticut Department of Environmental Protection • Stormwater Coalition • U.S Environmental Protection Agency • Copies of MS4 Annual report and SWMP	Connecticut Nonpoint Source Management Program Plan				
	Ongoing	Materials continue to be distributed through Town website.	Distribute educational materials			Ongoing	
1-2 Address education/outreach for pollutants of concern*	Complete	Materials were posted to the Town website that specifically address bacteria issues: • “After the Storm—A Citizen’s Guide to Understanding Stormwater”	Select educational materials appropriate for impaired waters and stormwater pollutants of concern (see Tables 2 and 3 of SWMP).	Stormwater Committee, Public Works	Jul 1, 2018	December 31, 2017	

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

- Continue to make educational materials available through the Town website.
- Explore opportunities to coordinate outreach with other ongoing events in Town
- Reach out to Beecher Road school about doing an educational presentation for the school.

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.
“After the Storm—A Citizen’s Guide to Understanding Stormwater” posted to Town Stormwater Pollution Information website	Community residents	What is stormwater runoff, why is runoff a problem, effects of	Bacteria	Public Works

		pollution, lawn care/fertilizers, septic systems, pet waste, auto care, residential landscaping, agriculture		
"Protecting Water Quality from Urban Run-off" posted to Town Stormwater Pollution Information website	Community residents	Urban runoff, impervious cover, LID		Public Works
West River Watershed Coalition outreach walks	Community residents	Watershed health		West River Watershed Coalition and Woodbridge Conservation Commission

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 and Annual Reports	Complete	The draft Stormwater Management Plan was made available to the public: <ul style="list-style-type: none"> An electronic copy was posted on the Town's website. 	Make draft Stormwater Management Plan available electronically on the Town website and paper copies available in Town Public Works office by April 1, 2017. Publish notice of availability on website or local newspaper.	Public Works	Apr 3, 2017	March 30, 2017	
	Complete	The final Stormwater Management Plan was made available to the public:	Make final Stormwater Management Plan available		Jul 1, 2018	April, 2017	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
		<ul style="list-style-type: none"> An electronic copy was posted on the Town's website. 	electronically on the Town website and paper copies available in Public Works office.				
	Complete	Draft annual report posted to Town website indicating that draft report will be available for public review in February.	Make draft Annual Report available electronically on the Town website(s) and paper copies available in Public Works office. Publish notice of availability on website or local newspaper.		Feb 15, 2018	February, 2018	
	Not started		Make final Annual Report available electronically on the Town website.		Apr 1, 2018	Anticipate completion by the deadline of April 1, 2018.	

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

- Submit 2017 Annual Report to DEEP by April 1, 2018.
- Continue to involve the public in annual reporting process
 - Post notice of 2018 annual report by January 31, 2019
 - Make draft 2018 report available on the Town website
- Hold community clean-up and facilitate community members' participation in Rid Litter Day.
- Work towards certification under the Sustainable CT program.
- Sustainability Ad-Hoc Committee formed in 2017; will hold meetings in 2018.
- Host a Hazardous Waste Collection event in September.

2.3 Public Involvement/Participation reporting metrics

Metrics	Implemented	Date	Posted
Availability of the Stormwater Management Plan announced to public	Yes	March 30, 2017	<ul style="list-style-type: none"> • http://www.woodbridge.org/DocumentCenter/View/1213 • Also available in DPW offices
Availability of Annual Report announced to public	yes	February 20, 2018	http://www.woodbridge.org/DocumentCenter/View/1652

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	Not started		Prepare IDDE Plan for the Town.	Public Works	Jul 1, 2018	Anticipate completing by the deadline of July 1, 2018.	Anticipate contracting with a consultant for assistance with this effort.
3-2 Conduct SSO inventory	In progress		Review Town records to identify any known locations where SSOs have discharged to the MS4 within the previous 5 years.	Public Works	Oct 29, 2017	Anticipate completion in early 2018.	Town staff does not believe there were any SSOs that discharged to the MS4 in past five years. A more detailed records check is being completed.

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
3-3 Develop list and map of all MS4 stormwater outfalls in municipality	Complete	Outfalls mapping is complete.	Update GIS MS4 mapping to include all stormwater outfalls in the municipality.	Public Works	Jul 1, 2019	December 31, 2017	
	Not started		Develop a list (database or spreadsheet) including required elements listed on page 24 of 50 of the General Permit for all stormwater outfalls in municipality.			Anticipate completion by the deadline of July 1, 2019.	
	Not started		Update GIS storm system mapping in priority areas to include required elements listed on pages 3 & 4 in Appendix B of the General Permit including catchment delineations.			Jul 1, 2020	Anticipate completion by the deadline of July 1, 2020.
3-4 Develop citizen reporting program	Complete	Citizen reporting continued through existing Citizen Request Tracker on Town website.	Establish a citizen reporting 'hotline' and advertise it on the Town	Public Works	Jul 1, 2017	July 1, 2017	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
			website and in municipal offices.				
3-5 Establish legal authority to prohibit illicit discharges	In progress	Consulted CT NEMO's sample ordinance.	Review Town's existing ordinance related to illicit discharges and revise, as necessary.	Public Works, Legal Counsel, Board of Selectmen	Jul 1, 2018	Anticipate completion by the deadline of July 1, 2018.	
3-6 Develop record keeping system for IDDE tracking	In progress	In process of setting up a tracking system with private sewer and septic operators.	Develop IDDE tracking recordkeeping system.	Public Works, Inland Wetlands Department	Jul 1, 2017	Anticipate completion early in 2018.	
3-7 Address IDDE in areas with pollutants of concern	Not started		Identify areas with high potential for septic system failure.	Public Works, Inland Wetlands Department	Not specified	Anticipate completion by the end of the permit period.	
3-8 Assess and prepare a priority ranking of catchments	Not started		Classify each catchment within priority areas into an excluded, problem, high priority, or low priority catchment.	Public Works, Inland Wetlands Department	Jul 1, 2019 (initial)	Anticipate completion by the deadline of July 1, 2019.	
	Not started		Rank catchments within each category (except excluded catchments) based on			Anticipate completion by the deadline of July 1, 2019.	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
			screening factors found on page 6 & 7 in Appendix B of the General Permit.				
3-9 Conduct outfall and interconnection screening and sampling	Not started		Conduct dry weather screening and sampling (where flowing) of every MS4 outfall and interconnection (except for excluded and Problem Catchments).	Public Works, Inland Wetlands Department	Jul 1, 2019	Anticipate completion by the deadline of July 1, 2019.	
3-10 Conduct catchment investigations and remove illicit discharges	Not started		Evaluate catchments for System Vulnerability Factors and begin catchment investigations.	Public Works, Inland Wetlands Department	Jul 1, 2018	Anticipate completion by the deadline of July 1, 2018.	
	Not started		Where System Vulnerability Factors are present, conduct manhole inspections. Isolate and verify sources. Remove identified illicit discharges and conduct		Jul 1, 2020	Anticipate completion by the deadline of July 1, 2020.	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
			confirmatory outfall screening.				

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

- Establish written IDDE program.
- Establish legal authority to prohibit illicit discharges.
- Evaluate catchments for System Vulnerability Factors. Begin dry weather outfall screening and catchment investigations.
- Complete development of recordkeeping system for IDDE tracking.
- Complete SSO inventory.

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

Date of Report	Location / suspected source	Response taken
None reported		

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						

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

Illicit discharge reports are submitted through the Town's Citizen Request Tracker. Additional information reported directly to private sewer operator will be collected at the end of each calendar year. Public Works is responsible for compiling this information.

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
28 Tumblebrook Road	Response initiated on 7/12/2017. Repair overseen by Quinnipiack Valley Health District and completed on 8/28/2017.	Unknown
916 Baldwin Road	Response initiated on 7/12/2017. Repair overseen by Quinnipiack Valley Health District and still in progress.	
80 Center Road	Response initiated on 8/21/2017. Repair overseen by Quinnipiack Valley Health District and completed on 10/31/2017.	
5 Rollin Road	Response initiated on 11/17/2017. Repair overseen by Quinnipiack Valley Health District and completed on 12/1/2017.	
16 Tallwood Road	Response initiated on 11/7/2017. Repair overseen by Quinnipiack Valley Health District and completed on 2/9/2018.	
45 White Oak Lane	Response initiated on 3/2/2017. Repair overseen by Quinnipiack Valley Health District and completed on 3/7/2017.	
115 Maplevale Drive	Response initiated on 4/6/2017. Repair overseen by Quinnipiack Valley Health District and still in progress.	
9 Redwood Lane	Response initiated on 4/19/2017. Repair overseen by Quinnipiack Valley Health District and completed on 5/10/2017.	
345 Amity Road	Response initiated on 4/21/2017. Repair overseen by Quinnipiack Valley Health District and still in progress.	
60 Tumblebrook Road	Response initiated on 4/27/2017. Repair overseen by Quinnipiack Valley Health District and still in progress.	
1 Spoke Drive	Response initiated on 5/2/2017. Repair overseen by Quinnipiack Valley Health District and completed on 6/21/2017.	
21 Cedar Road	Response initiated 5/23/2017. Repair overseen by Quinnipiack Valley Health District and completed on 6/15/2017.	
1186 Johnson Road	Response initiated 6/1/2017. Repair overseen by Quinnipiack Valley Health District and completed 7/27/2017.	
124 North Racebrook Road	Response initiated on 6/16/2017. Repair overseen by Quinnipiack Valley Health District and still in progress.	

34 Hemlock Hollow Road	Response initiated on 6/22/2017. Repair overseen by Quinnipiack Valley Health District and still in progress.	
188 Newton Road	Response initiated on 6/23/2017. Repair overseen by Quinnipiack Valley Health District and completed on 7/10/2017.	
33 Old Quarry	Response initiated on 10/19/2017. Repair overseen by Quinnipiack Valley Health District and completed on 11/21/2017.	

3.7 IDDE reporting metrics

Metrics	
Estimated or actual number of MS4 outfalls	227
Estimated or actual number of interconnections	Unknown
Outfall mapping complete	100%
Interconnection mapping complete	0%
System-wide mapping complete (detailed MS4 infrastructure)	50%
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).

A full-day training is provided for employees annually; training typically includes topics related to spills, deicing materials, etc. IDDE information will be incorporated into this training day in the future. An employee reference manual is also being developed to provide all employees with a guide that includes relevant information on these topics and can be referred to at any time.

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	Land use regulations are currently under review.	Review and update, as necessary, existing land use regulations and implementation policies for compliance with the MS4 General Permit construction site stormwater runoff control requirements.	Town Plan and Zoning, Legal Counsel, Board of Selectmen	Jul 1, 2019	Anticipate completion in advance of the deadline of July 1, 2019.	
4-2 Develop/Implement plan for interdepartmental coordination in site plan review and approval	Ongoing	The Building Department, Inland Wetlands, and Planning and Zoning all coordinate as necessary.	Implement interdepartmental coordination procedures as described in Section 5.2 of this Plan.	Building Department, Inland Wetlands, Town Plan and Zoning	Jul 1, 2017	Ongoing	
4-3 Review site plans for stormwater quality concerns	Ongoing	<ul style="list-style-type: none"> Building Inspector/Zoning Officer takes the lead on reviews, with other departments providing a double check on plans. Applicants pay a fee that pays for review of site plans. Bonds are collected as necessary. 	Complete site plan reviews for all projects subject to the land use regulations listed in BMP 4-1.	Building Department, Inland Wetlands, Town Plan and Zoning	Jul 1, 2017	Ongoing	
4-4 Conduct site inspections	Ongoing	Zoning Enforcement Officer and/or	Conduct inspections and enforcement to	Building Department,	Jul 1, 2017	Ongoing	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
		Engineer conduct inspections as necessary.	assess and ensure the adequacy of the installation, maintenance, operation, and repair of construction and post-construction control measures.	Inland Wetlands, Zoning Enforcement Officer			
4-5 Implement procedure to allow public comment on site development	Complete	Comments are received through the Town's Citizen Request Tracker.	Post notices of Town's 'hotline' for stormwater related comments on the municipal stormwater website.	Public Works, Building Department, Inland Wetlands, Zoning Enforcement Officer	Jul 1, 2017	July 1, 2017	
4-6 Implement procedure to notify developers about DEEP construction stormwater permit	Complete	Language is included on the building permit form that informs developers/contractors of their potential obligation to register under the DEEP construction general permit.	Inform developers/contractors of their potential obligation to register under the DEEP construction general permit and to provide a copy of the Storm Water Pollution Control Plan to the Town upon request.	Building Department, Inland Wetlands	Jul 1, 2017	July 1, 2017	

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

- Complete update of relevant land use regulations, including review to consider including provisions for controlling construction wastes such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary wastes at the construction site that may cause adverse impacts to water quality.
- Continue inspections and enforcement of current regulations.
- Continue to document the number (per permit year) of construction plan submittals, construction startups, and construction inspections and report these numbers in the 2018 Annual Report.

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	Land use regulations are currently under review. Updates are incorporating review input from CT CLEAR that was part of a pilot program for the West River watershed.	Review and update, as necessary, existing land use regulations and implementation policies (including Technical Standards) for compliance with the General Permit post-construction stormwater management requirements.	Town Plan and Zoning, Inland Wetlands, Legal Counsel, Board of Selectmen	Jul 1, 2021	Anticipate completion in advance of the deadline of July 1, 2021.	
5-2 Enforce LID/runoff reduction requirements for development and redevelopment projects	In progress	Land use regulations are currently under review. Updates are incorporating review input from CT CLEAR that was part of a pilot program for the West River watershed.	Review and update, as necessary, current regulations to identify, reduce, or eliminate existing regulatory barriers to implementation of LID and runoff reduction practices.	Town Plan and Zoning, Inland Wetlands, Legal Counsel, Building Department, Board of Selectmen	Jul 1, 2021	Anticipate completion in advance of the deadline of July 1, 2021.	
	Ongoing	All plans are reviewed to ensure post-construction stormwater compliance.	Complete plan reviews and ensure compliance for all projects subject to the legal authority and/or guidelines listed in BMP 5-1.	Building Department, Town Plan and Zoning, Inland Wetlands	Jul 1, 2019	Ongoing	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
5-3 Implement long-term maintenance plan for stormwater basins and treatment structures	Not started		Develop a long-term maintenance plan for retention/detention basins and stormwater treatment structures as needed.	Public Works	Jul 1, 2019	Anticipate completion by the deadline of July 1, 2019.	
	Not started		Implement any future developed maintenance plan including annual inspection of retention / detention basins and stormwater treatment structures and removal of accumulated sediment and pollutants.			Anticipate completion by the deadline of July 1, 2019.	
5-4 Estimate DCIA	Not started		Calculate the Directly Connected Impervious Area (DCIA) of outfall catchment areas using guidance provided by DEEP and UConn CLEAR.	Town Plan and Zoning	Jul 1, 2020	Anticipate completion by the deadline of July 1, 2020.	Anticipate contracting with a consultant to assist with this effort.
	Not started		Revise DCIA estimate as development, redevelopment, or retrofit projects effectively add or remove DCIA.			Jul 1, 2021	Anticipate completion by the deadline of July 1, 2021.

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
5-5 Address post-construction issues in areas with pollutants of concern	Not started		Address erosion and sediment problems noted during inspections conducted under BMP 5-3 through the retrofit program developed under BMP 6-7.	Building Department, Inland Wetlands, Public Works	Not specified	Anticipate completion by the end of the permit period.	
5-6 Identify retention and detention ponds in priority areas	Not started				Jul 1, 2019	Anticipate completion by the deadline of July 1, 2019.	

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

- Complete review and update of relevant land use regulations.
- Continue reviewing project plans to ensure post-construction stormwater compliance.

5.3 Post-Construction Stormwater Management reporting metrics

Metrics	
Baseline (2012) Directly Connected Impervious Area (DCIA)	Unknown
DCIA disconnected (redevelopment plus retrofits)	0 acres this year / 0 acres total
Retrofits completed	0
DCIA disconnected	0 % this year / 0 % total since 2012
Estimated cost of retrofits	\$0
Detention or retention ponds identified	0 this year / 0 total

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

DCIA will be estimated from high-resolution impervious cover and land use/cover data available from UConn NEMO and empirical equations (Sutherland Equations) relating DCIA and Total Impervious Area (TIA). The DCIA estimates will be developed at the CTDEEP Local Basin scale.

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 Implement employee training program	Ongoing	Worked on developing employee reference manual to provide all employees with a guide that includes relevant training and can be referred to at any time as a supplement to standard annual training.	Implement training program for Town employees, building on the Town's current program (see topics listed in Section 7.2).	Public Works	Jul 1, 2017	Ongoing	
6-2 Implement MS4 property and operations maintenance	Complete	Turf management is all organic.	Implement turf/fertilizer management BMPs for parks and open space.	Public Works, Parks and Recreation	Jul 1, 2018	Ongoing	
	Ongoing	Parks continue to be posted with informational signs.	Implement pet waste education program and install signage, baggies, and disposal receptacles in Town-owned recreational areas where dog	Public Works, Parks and Recreation, Stormwater Committee		Ongoing	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
			walking is allowed.				
	Not started		Implement waterfowl management BMPs in targeted areas, as needed.	Public Works, Parks and Recreation, Stormwater Committee		Anticipate completion by the deadline of July 1, 2018.	
	Not started		Evaluate municipal buildings and facilities for spill prevention and pollution prevention practices and implement additional BMPs as necessary.	Public Works		Anticipate completion by the deadline of July 1, 2018.	
	Not started		Evaluate and modify, as necessary, municipal vehicle and equipment parking, fueling, and maintenance practices.	Public Works		Anticipate completion by the deadline of July 1, 2018.	
	Ongoing	<ul style="list-style-type: none"> Enforced proper disposal procedures with landscapers/contractors who were blowing leaves into streams, catch basins, etc. Accepted approximately 80 yards of leaves dropped off by 	Continue to implement procedures to minimize or prevent the deposition of leaves in catch basins, streets, parking lots, driveways, sidewalks or	Public Works, Parks and Recreation		Ongoing	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
		residents.	other paved surfaces.				
6-3 Coordinate with interconnected MS4s	Not started		Coordinate with neighboring municipalities, institutions, and DOT regarding stormwater management program activities associated with adjacent MS4s.	Public Works	Not specified	Anticipate completion by the end of the permit period.	
6-4 Control contribution of pollutants to the MS4 from facilities not authorized under a CTDEEP stormwater permit	Not started		Control through IDDE program, water quality monitoring, the Town's Stormwater Management Ordinance, and targeted education and outreach to commercial, industrial, municipal, institutional facilities owners/operators (see BMP 1-1).	Public Works, Inland Wetlands Department	Not specified	Anticipate completion by the end of the permit period.	
6-5 Evaluate additional measures for discharges to impaired waters*	Not started		Implement the measures and procedures described in Section 7.2 including those measures to address	Public Works	Not specified	Anticipate completion by the end of the permit period.	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
			stormwater pollutants of concern.				
6-6 Implement ongoing infrastructure repair/rehab program	Ongoing	MS4 infrastructure is repaired as needed in a timely manner.	Repair, rehabilitate, or retrofit MS4 infrastructure (e.g., conveyances, structures, outfalls) as needed in a timely manner.	Public Works	Jul 1, 2018	Ongoing	
6-7 Develop and implement retrofit plan	Not started		Develop retrofit plan and list of priority sites	Public Works	Jul 1, 2020	Anticipate completion by the deadline of July 1, 2020.	
	Not started		Disconnect 1% per year of Woodbridge's DCIA from the MS4		Jul 1, 2021	Anticipate completion by the deadline of July 1, 2021.	
6-8 Track projects that disconnect DCIA	Ongoing		Annually track total acreage of DCIA that is disconnected as a result of redevelopment or retrofits (see BMPs 5-4 and 6-7).	Building Department, Inland Wetlands	Jul 1, 2017	Ongoing	
6-9 Implement pavement sweeping program	Ongoing		Continue to inspect and sweep all municipally-owned or – operated streets and parking lots	Public Works	Jul 1, 2017	Ongoing	Sweeper was out of commission in 2017. Typically, 78 miles of roadways swept annually.

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
			annually in spring following the cessation of winter maintenance activities (i.e., sanding, deicing)				
	Ongoing		Evaluate runoff reduction measures such as permeable pavement or other measures to promote sheet flow of stormwater for all new and redeveloped municipal parking lots.			Ongoing	No new or redeveloped municipal parking lots during the reporting period.
6-10 Develop/implement catch basin cleaning program	Not started		Inspect and clean catch basins as necessary Inspection Schedule: a. 100% within Priority Areas – By Year 3 b. 100% of MS4 – By Year 5	Public Works	Jul 1, 2020	Anticipate completion by the deadline of July 1, 2020.	
	Ongoing	All catch basins cleaned in 2017. More detailed optimization information is being developed.	Develop a plan for optimizing catch basin cleaning (i.e., reduced frequency in certain areas) based on inspection		Apr 1, 2018	Ongoing	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
			findings, such that no catch basin is more than 50% full.				
6-12 Develop/implement snow management practices	Ongoing	No sand was used for deicing/snow management to help minimize material in catch basins.	Implement practices for deicing material management and snow and ice control	Public Works	Jul 1, 2018	Ongoing	

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

- Continue to develop employee training materials, including additions to the employee “best practices” manual to address municipal good housekeeping and pollution prevention topics required by the MS4 General Permit.
- Conduct employee training in 2018.
- Continue to use organic turf management practices.
- Implement waterfowl management BMPs as needed.
- Evaluate municipal buildings and facilities for spill prevention and pollution prevention practices.

6.3 Pollution Prevention/ Good Housekeeping reporting metrics

Metrics	
Employee training provided for key staff	no
Street sweeping	
Curb miles swept	0 miles
Volume (or mass) of material collected	0 lbs
Catch basin cleaning	
Total catch basins in priority areas	Unknown
Total catch basins in MS4	1,634
Catch basins inspected	1,634
Catch basins cleaned	1,634
Volume (or mass) of material removed from all catch basins	200 yards

Volume removed from catch basins to impaired waters (if known)	Unknown
Snow management	
Type(s) of deicing material used	Salt, Ice B'Gone
Total amount of each deicing material applied	300 tons salt 500 tons Ice B'Gone
Type(s) of deicing equipment used	Sander truck with computerized, ground speed controlled discharge
Lane-miles treated	160 miles
Snow disposal location	In place
Staff training provided on application methods & equipment	yes
Municipal turf management program actions (for permittee properties in basins with N/P impairments)	
Reduction in application of fertilizers (since start of permit)	0 %
Reduction in turf area (since start of permit)	0 acres
Lands with high potential to contribute bacteria (dog parks, parks with open water, & sites with failing septic systems)	
Cost of mitigation actions/retrofits	\$0

6.4 Catch basin cleaning program

Briefly describe the method used to optimize your catch basin inspection and cleaning schedule. [\[Complete this section for the 2017 Annual Report only\]](#)

Currently every catch basin is cleaned every year, with extra emphasis on low points/basins near bottom of hills that are known to fill up faster. An inspection sheet will be used with each basin to annotate condition of the basin during cleaning. This information will be used to further optimize the basin inspection and cleaning schedule over time.

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. [\[Provide information if available in 2017 report. Section to be completed for the 2019 Annual Report.\]](#)

n/a

Describe plans for continuing the Retrofit program and how to achieve a goal of 1% DCIA disconnection in future years. [\[Provide information if available in 2017 report. Section to be completed for the 2019 Annual Report.\]](#)

n/a

Describe plans for continuing the Retrofit program beyond this permit term with the goal to disconnect 1% DCIA annually over the next 5 years. [\[Provide information if available in 2017 report. Section to be completed for the 2019 Annual Report.\]](#)

n/a

Part II: Impaired waters investigation and monitoring [[This section required beginning with 2018 Annual Report](#)]

1. Impaired waters investigation and monitoring program

1.1 Indicate which stormwater pollutant(s) of concern occur(s) in your municipality or institution. This data is available on the MS4 map viewer: <http://s.uconn.edu/ctms4map>.

Nitrogen/ Phosphorus Bacteria Mercury Other Pollutant of Concern

1.2 Describe program status.

Discuss 1) the status of monitoring work completed, 2) a summary of the results and any notable findings, and 3) any changes to the Stormwater Management Plan based on monitoring results.

2. Screening data for outfalls to impaired waterbodies (Section 6(i)(1) / page 41)

2.1 Screening data collected under 2017 permit

Complete the table below for any outfalls screened during the reporting period. Each Annual Report will add on to the previous year's screening data showing a cumulative list of outfall screening data.

Outfall ID	Sample date	Parameter (Nitrogen, Phosphorus, Bacteria, or Other pollutant of concern)	Results	Name of Laboratory (if used)	Follow-up required?

2.2 Credit for screening data collected under 2004 permit

If any outfalls to impaired waters were sampled under the 2004 MS4 permit, that data can count towards the monitoring requirements under the modified 2017 MS4 permit. Complete the table below to record sampling data for any outfalls to impaired waters under the 2004 MS4 permit.

Outfall	Sample date	Parameter (Nitrogen, Phosphorus, Bacteria, or Other pollutant of concern)	Results	Name of Laboratory (if used)	Follow-up required?

3. Follow-up investigations (Section 6(i)(1)(D) / page 43)

Provide the following information for outfalls exceeding the pollutant threshold.

Outfall	Status of drainage area investigation	Control measure implementation to address impairment

4. Prioritized outfall monitoring (Section 6(i)(1)(D) / page 43)

Once outfall screening has been completed for at least 50% of outfalls to impaired waters, identify 6 of the highest contributors of any pollutants of concern. Begin monitoring these outfalls on an annual basis by July 1, 2020.

Outfall	Sample Date	Parameter(s)	Results	Name of Laboratory (if used)

Part III: Additional IDDE Program Data [[This section required beginning with 2018 Annual Report](#)]

1. Assessment and Priority Ranking of Catchments data (Appendix B (A)(7)(c) / page 5)

Provide a list of all catchments with ranking results (DEEP basins may be used instead of manual catchment delineations).

1. Catchment ID (DEEP Basin ID)	2. Category	3. Rank

2. Outfall and Interconnection Screening and Sampling data (Appendix B (A)(7)(d) / page 7)

2.1 Dry weather screening and sampling data from outfalls and interconnections

Provide sample data for outfalls where flow is observed. Only include Pollutant of concern data for outfalls that discharge into stormwater impaired waterbodies.

Outfall / Interconnection ID	Screening / sample date	Ammonia	Chlorine	Conductivity	Salinity	E. coli or enterococcus	Surfactants	Water Temp	Pollutant of concern	If required, follow-up actions taken

2.2 Wet weather sample and inspection data

Provide sample data for outfalls and key junction manholes of any catchment area with at least one System Vulnerability Factor.

Outfall / Interconnection ID	Sample date	Ammonia	Chlorine	Conductivity	Salinity	E. coli or Enterococcus	Surfactants	Water Temp	Pollutant of concern

3. Catchment Investigation data (Appendix B (A)(7)(e) / page 9)

3.1 System Vulnerability Factor Summary

For those catchments being investigated for illicit discharges (i.e. categorized as high priority, low priority, or problem) document the presence or absence of System Vulnerability Factors (SVF). If present, report which SVF's were identified. An example is provided below.

Outfall ID	Receiving Water	System Vulnerability Factors

Where SVFs are:

1. History of SSOs, including, but not limited to, those resulting from wet weather, high water table, or fat/oil/grease blockages.
2. Sewer pump/lift stations, siphons, or known sanitary sewer restrictions where power/equipment failures or blockages could readily result in SSOs.
3. Inadequate sanitary sewer level of service (LOS) resulting in regular surcharging, customer back-ups, or frequent customer complaints.
4. Common or twin-invert manholes serving storm and sanitary sewer alignments.
5. Common trench construction serving both storm and sanitary sewer alignments.
6. Crossings of storm and sanitary sewer alignments.
7. Sanitary sewer alignments known or suspected to have been constructed with an underdrain system;

8. Sanitary sewer infrastructure defects such as leaking service laterals, cracked, broken, or offset sanitary infrastructure, directly piped connections between storm drain and sanitary sewer infrastructure, or other vulnerability factors identified through Inflow/Infiltration Analyses, Sanitary Sewer Evaluation Surveys, or other infrastructure investigations.
9. Areas formerly served by combined sewer systems.
10. Any sanitary sewer and storm drain infrastructure greater than 40 years old in medium and densely developed areas.
11. Widespread code-required septic system upgrades required at property transfers (indicative of inadequate soils, water table separation, or other physical constraints of the area rather than poor owner maintenance).
12. History of multiple local health department or sanitarian actions addressing widespread septic system failures (indicative of inadequate soils, water table separation, or other physical constraints of the area rather than poor owner maintenance).

3.2 Key junction manhole dry weather screening and sampling data

Key Junction Manhole ID	Screening / Sample date	Visual/ olfactory evidence of illicit discharge	Ammonia	Chlorine	Surfactants

3.3 Wet weather investigation outfall sampling data

Outfall ID	Sample date	Ammonia	Chlorine	Surfactants

3.4 Data for each illicit discharge source confirmed through the catchment investigation procedure

Discharge location	Source location	Discharge description	Method of discovery	Date of discovery	Date of elimination	Mitigation or enforcement action	Estimated volume of flow removed



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: Beth Heller, First Selectman	Print name: Erik Mas, Vice President, Fuss & O'Neill
Signature / Date: <i>Beth Heller</i>	Signature / Date: <i>3/1/2018</i>

March 19, 2018