

DRAFT

Town of Ossining
Westchester County, New York

SPDES Number NYR20A370

SPDES General Permit for
Storm Water Discharges

from

Small Municipal Separate Stormwater Sewer Systems (MS4s)

Stormwater Management Program
Annual Report 2003-2004

**Town of Ossining
Stormwater 2003-2004 Annual Report**

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Executive Summary

The Town of Ossining did an excellent job of gathering educational material on storm water and disseminating the information to the public via a Town newsletter, website, and at a Village Fair. We compiled the information we gathered into two easy-to-read household guides. Also, many Town residents participated in a roadside clean-up day and a stream monitoring program. In Year 2, the Town hopes to expand its storm water education and participation program to school age children.

To better detect and eliminate illicit discharges, the Town must create a map of its water and sewer infrastructure. The first step to this project is to digitize the Town's tax maps to use as a mapping base. This step is well underway and will be completed in Year 2.

The Town has also begun gathering illicit discharge, construction, and post construction regulations from the state and other municipalities and to revise the Town Code in Year 2.

The Town faces the most challenging obstacle in the area of good housekeeping for municipal operations. To meet the storm water requirements, the Town needs to improve its highway garage and salt storage. However, the Town is challenged by the enormous cost associated with this project and the lack of available land suitable for highway operations. Agreements with other municipalities to share a salt storage facility were discussed but never finalized. We hope in Year 2 to reach an agreement with the Village of Ossining to share its salt storage shed. The Town will not be able to consider improving the current site of its highway garage until Year 3.

Section 1

Public Education and Outreach on Storm Water Impacts

Narrative Overview

The Town began its public education and outreach program by gathering educational material from various state and federal agencies and other sources. We then compiled the information into easy to read guides for distribution to Town residents via the Town newsletter, website, new homeowner letter, and Village Fair.

Implementation and Best Management Practices

As required, the Town planned and conducted an ongoing public education and outreach program. We first gathered educational material from the United States Environmental Protection Agency and the New York State Department of Environmental Conservation. A seminar on storm water management, sponsored by the Westchester County Department of Planning, was also attended to gather more information.

Next, we examined the collected material and wrote our own “Homeowner’s Guide to Healthy Household Habits”. In addition to listing measures homeowner’s can take to reduce storm water pollution, the guide defines storm water pollution and its effects on the environment. This helpful guide was published in the Town’s Spring/Summer 2003 newsletter which was distributed to 15,000 Town households. We also include this information in a letter sent to new homeowners welcoming them to the community.

The Town also prepared another guide that is posted on the Town’s website entitled, “Only Rain Down the Drain: A Homeowner’s Guide to Keeping our Water bodies and Drinking Water Pollutant-Free.” This guide tells homeowners the dos and don’ts of household toxics, cleaners, detergents, home maintenance products, and car care.

In addition, the Town has continued its practice of advertising Westchester County’s 2003 and 2004 Household Chemical Clean-Up Days on its website and in its annual refuse/recycle collection schedule.

The one area the Town needs to improve upon is forming a partnership with the school system. We found it difficult to develop/plan a curriculum that would be of interest to school age children. In addition, as municipal employees we do not have the skill/resources to devise a lesson plan; nor do the schools have the time to devote to this area on top of other curriculum mandates.

Activities Planned for the Upcoming Year

The Town will continue to provide “healthy household habits” in its seasonal newsletter. We will develop a flyer and brochure to distribute in the schools. We will engage our Environmental Advisory Committee to develop a public education program. We will assess the number and quality of pet waste and no-littering signs posted throughout the Town to determine if better signage is needed.

Section 2

Public Involvement/Participation

Narrative Overview

The Town designed and implemented two programs requiring public involvement/participation in storm water/clean water awareness - Stash the Trash and Stream Walk. To successfully implement these programs, the Town teamed up with residents, community groups, and the Westchester County Department of Planning.

Copies of the Town's Year 1 annual report have been made available at Town Hall and on the website. The report was presented to the public at a hearing and comments were received.

Implementation of Best Management Practices

Stash the Trash is an annual event held every April to clean up the litter along the Town's roadsides, parks, and other public spaces. The town-wide clean up clears debris from our catch basins, roadways, and streams. In 2003, 120 volunteers collected 7 tons of trash. The event was organized by Boy Scout Troop #49.

The Indian Brook Reservoir Watershed Stream Walk program was an event sponsored by the Town of Ossining Environmental Advisory Committee and the Westchester County Department of Planning. Twenty volunteers collected water samples and data from the Indian Brook Watershed to study the condition of the reservoir and the water bodies that feed into it. Westchester County will analyze the data collected and include the results as part of its Hudson River Estuary Program. The reservoir provides half of the drinking water used by Ossining's 35,000 residents.

As required, the Town held a public meeting on its Storm Water Management Program Annual Report on May 11, 2004. The public was informed of the progress the Town has made with its storm water program and the specific goals we achieved. The comments received were . . .

Activities Planned for the Upcoming Year

The Town plans to organize a catch basin stenciling program. We will work with the Boy Scouts and the Town's Environmental Advisory Committee to coordinate and publicize the activities.

Section 3

Illicit Discharge Detection and Elimination

Narrative Overview

Digitizing the Town's tax maps is well underway and soon to be completed. This is the first step of the Town's overall goal to develop sewer and water system maps.

The Town began researching Illicit Discharge regulations for the Town Code. We have obtained sample ordinances to use in drafting new legislation.

Information about the hazards of illicit discharges has been disseminated to residents in the Town's newsletter and a special guide as been created and posted on the Town's website.

Implementation of Best Management Practices

The Town hired a mapping company to digitize its tax maps. These baseline maps should be completed by the end of 2004 and will be the foundation for future sanitary sewer and storm drainage maps.

The next step is to obtain aerial photographs to capture the Town's infrastructure. New York State commissioned a flyover of Westchester County in spring 2004. It is anticipated that this flyover will capture catch basins, manholes, and fire hydrants. The Town will try to obtain the aerial photographs when they are made available at the end of 2004 or beginning of 2005. The Town will then be able to prepare maps of its sanitary sewer and storm drainage systems. The problem we have encountered with this step is being able to afford the expense of aerial photography. We are hoping the state will make the photographs from its flyover available by the beginning of next year. If not, the Town will try to fund the expense of conducting its own flyover.

The Town has researched ordinances adopted by other municipalities prohibiting illicit discharges. We will review them and draft our own for adoption.

The Town had one property that had sewage discharging into a catch basin. The homeowners were notified immediately and a deadline to correct the problem was enforced. The Town has a standard letter that will continue to be sent by the Town's Building Inspector when such problems are discovered.

In its spring 2003 newsletter and on its website, the Town published information for homeowners about illicit discharges. We created a guide called "Only Rain Down the Drain." The guide discusses proper use and disposal of household toxics, household cleaners, detergents, home maintenance and car care products to prevent these substances from polluting our water bodies and drinking water.

Activities Planned for the Upcoming Year

In the upcoming year the Town will try to obtain aerial photographs of its infrastructure from New York State. If the Town is unsuccessful, we will hire a firm to perform a flyover of the Town. Once aerial photographs have been obtained, the Town will hire a company to map its water, storm sewer, and sanitary sewer systems.

We plan to adopt an illicit discharge regulation to be incorporated in the Town Code and enforced by the Town Building Inspector.

The Town will continue to publish educational material about illicit discharges to distribute to Town residents.

The Town will gather education and training material to teach Town employees about the hazards of illegal discharges.

The Town will also start to identify sewer drainage areas that should be dye tested for illegal discharges.

Section 4

Construction Site Storm Water Runoff Control

Narrative Overview

The Town requires a very thorough review process of all site plans before granting approval. The Town plans to improve this process by adopting the NYSDEC technical standards for erosion and sediment control as part of its review.

Implementation of Best Management Practices

The Town's Planning Board holds public hearings on all site plans seeking approval. Site plans are thoroughly reviewed by the Planning Board members, planning consultant, and Town engineer. Site inspection and enforcement is performed by the Town's building inspector. The Town is currently reviewing the NYSDEC technical standards for erosion and sediment control to include as part of our required construction standards.

Activities Planned for the Upcoming Year

Revise Town code and standards to include storm water erosion control. Require site operators to develop a storm water pollution prevention plan. Develop education and training material for site operators

Section 5

Post Construction Stormwater Management

Narrative Overview

The Town examines structural and non-structural best management practices (BMP) as part of the Planning Board review process. The Town has gathered New York State standards to incorporate BMP's into our zoning, site plan, and subdivision laws.

Implementation of Best Management Practices

Plans to develop vacant land are subject to planning board review. As part of the review process, the Planning Board examines structural and non-structural best management practices.

The Town has gathered New York State recommended technical standards to review and implement.

Activities Planned for the Upcoming Year

Review New York State standards and model ordinances to amend the Town's current zoning, site plan and subdivision laws. Develop fines and sanctions to be enforced by the Building Inspector.

Section 6

Pollution Prevention/Good Housekeeping for Municipal Operations

Narrative Overview

The Town of Ossining made great improvements on developing a maintenance and cleaning schedule for our 462 catch basins and 13 sewer pumping stations. Regular cleaning prevents sewerage and other debris from overflowing into our roadways and contaminating our wetlands and water bodies.

The Town's biggest challenge is trying to improve our highway department facilities. The garage is very old and needs to be improved. The site, shared with the Police Department, has no room for a salt storage shed. Over the past 5 years the Town has searched for a vacant parcel of land in the Town that would be appropriate for a DPW facility, but has been unsuccessful.

Implementation of Best Management Practices

The Town has developed a listing of the location of all 462 catch basins. We decided to hire a contractor to clean all 462 catch basins with a vactor in Year 2.

The Town has examined its Highway department operations and determined that current facilities need to be improved. Due to lack of space, we are unable to make necessary improvements on our current Highway Department property until the Police Department moves to their new building in December 2004. We had discussions to share a new salt shed being built by the Village of Ossining, but have been unable to finalize an agreement.

The Town did not conduct pollution prevention training for Town employees but has begun working on this goal for Year two.

Activities Planned for the Upcoming Year

In Year 2, the Town will conduct employee training on pollution prevention. We will continue discussions with the Village of Ossining to share their salt storage facility for the 04-05 winter season. We will have a contractor clean all 462 catch basins and then develop a regular maintenance schedule to follow in the future. The same contractor will also check the Town's 13 sewer pump stations every three months to clean the stations as needed.