

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

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

Section A. Small MS4 Owner/Operator Information		Annual Report for the year ending: March 9, 2005	
SPDES No.: NYR20A233		MS4 Name: Village of Mamaroneck	
Contact Name: Leonard M. Verrastro		Contact Title: Village Manager	Phone No.: (914) 777-7703
Mailing Address:	Street or P.O. Box: Village Hall at the Regatta 123 Mamaroneck Avenue	City: Mamaroneck	
	County: Westchester	State: NY	Zip Code: 10543

Is any of this information new or changed since your last certification? (Please circle one answer) ☒ Yes ☐ No

Section B. Watershed and MS4 Partnership Information (Please circle one answer for each question)

1. a) Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit? Yes ☐ No ☒
- b) If you answered yes to 1a), have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the permit? Yes ☐ No ☒ N/A
2. a) Have any new MS4 partnerships developed, where another municipality will be responsible for carrying out a portion of your municipality's SWMP? If yes, please specify the municipality and the activity. Yes ☐ No ☒
- b) Municipality: Village of Scarsdale (Lead Applicant)
- c) Activity: Creation of Stormwater Utility District (SUD)
- d) Has a legally binding intermunicipal agreement been executed? If yes, please include a copy of the agreement as an appendix to the Stormwater Management Program Annual Report (SWMPAR). Yes ☒ No ☐ N/A

Section C. Evaluation of Compliance

1. For each of the six minimum measures listed below, indicate if your program has made steady progress toward full implementation *and* has achieved all measurable goals scheduled to be completed this reporting period. (Please circle one answer for each question)

	Steady Progress		Goals Achieved	
	Yes	No	Yes	No
a) Public education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Public participation/involvement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Illicit discharge detection and elimination	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Construction site stormwater runoff control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Post-construction stormwater management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Pollution prevention/good housekeeping for municipal operation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

2. Does your SWMP cover all areas, automatically and additionally designated, pursuant to 40 CFR 122.32(a), under your jurisdiction? Yes ☒ No ☐

3. Have adequate resources been allocated to fully implement your SWMP no later than January 8, 2008? Yes ☐ No ☒



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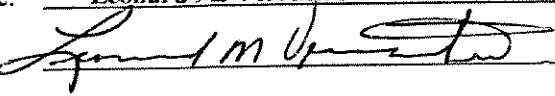
SPDES No.: NYR20A233	MS4 Name: Village of Mamaroneck
Section D. Explanation of Compliance Evaluation If you answered No to question 1b in Section B or to any question in Section C, indicate the question in the small box in the upper left hand corner, and provide a brief explanation, including action being taken to address the problem, in the space provided. With respect to any of the six minimum measures, your attached Stormwater Management Program Annual Report (SWMPAR) must include a detailed explanation of why implementation or compliance is not being achieved and what actions have been taken to ensure compliance with each minimum measure. Indicate where this explanation can be found in the SWMPAR. If necessary, attach extra sheets following the same format.	
Question # Section C- 1. a)	Explanation With significant progress being achieved to date as evidenced by the " Full Implementation " of most of our goals detailed in the SWMPAR, towards fully achieving our goals, the Village of Mamaroneck continues to make steady progress and endeavors to fully achieve remaining and additional goals within the five-year time frame on the Public Education portion of the six minimum measures.
Question # Section C- 1. b)	Explanation To date, measurable goals have been achieved as evidenced by the " Full Implementation " of many of our goals enumerated by the Village of Mamaroneck on the Public Involvement and Participation portion as detailed in the SWMPAR. The Village views public involvement and public participation as an integral part of the stormwater management program and intends to maintain the momentum carried through to the second reporting period.
Question # Section C- 1. c)	Explanation Illicit Discharge Detection and Elimination is aggressively being pursued by the Village of Mamaroneck as described in detail in the accompanying SWMPAR. As previously reported, the Village enacted new point of sale legislation prohibiting illicit discharges. This new legislation is being enforced rigorously and enabled the Village to " Fully Implement " this goal. The Village is continually training employees on GIS for better mapping and maintenance techniques and has adopted a CMOM program. To date the Village has completed the third of four large contracts to slip-line sanitary sewers in an effort to reduce overflows into storm drains. The fourth contract will be funded with \$110,000 grant from Congresswoman Nita Lowey.
Question # Section C- 1. d)	Explanation The Village's Planning Board, Zoning Board and Coastal Zone Management at a minimum review site plans and wetland permits under the direction of the Building Department which may be subject to public hearings as required. The Village continues to review ordinances on surface water, erosion/sediment control and will continue reviewing site plans and hold public hearings as necessary on all construction projects, large and small. To date, information continues to be distributed on the education and training of construction site operators via an educational display and permit attachments.
Question # Section C- 1. e)	Explanation To date, the Village has performed assessments and evaluations of stormwater and respective needs for control of same to the maximum extent practicable. It continues to be the Village's intent to assess stormwater conditions, regulate post-construction run-off and develop management practice inspection and maintenance programs to stay vigilant towards " Full Implementation " of these goals.
Question # Section C- 1. f)	Explanation Several Pollution Prevention/Good Housekeeping measures have been " Fully Implemented " as detailed in the SWMPAR. Although several of the goals identified have been initiated to date, the Village of Mamaroneck continues to make steady progress and endeavors to fully achieve our goals within the five-year time frame on the Pollution Prevention/Good Housekeeping portion of the six minimum measures.



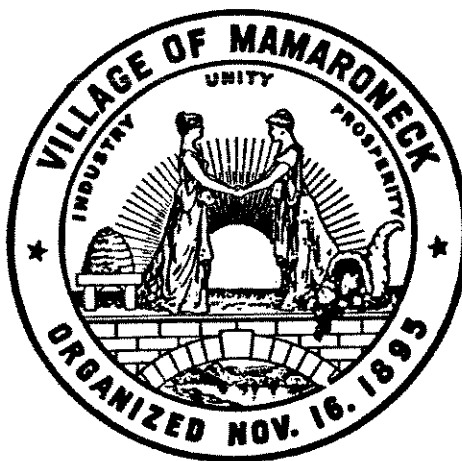
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**SPDES General Permit for Stormwater Discharges from
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Municipal Compliance Certification, Page 3**

SPDES No.: NYR20A233	MS4 Name: Village of Mamaroneck
Section E. Certification <i>"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."</i>	
Print Name: <u>Leonard M. Verrastro</u>	Title: <u>Village Manager</u>
Signature: 	Date: <u>May 26, 2005</u>
The MCC form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.1.2. of the permit. Send two completed hard copies (an original and a photocopy) of this form, the following SWMPAR Minimum Measures and the other reporting requirements to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water – 4th Floor, Albany, NY 12233-3505).	

**VILLAGE OF MAMARONECK
STORM WATER MANAGEMENT PROGRAM
ANNUAL REPORT
MARCH 2004– MARCH 2005**



MS4 Name:	Village of Mamaroneck
MS4 County:	Westchester
NYSDEC Region:	3
MS4 SPDES No:	NYR20A233
Prepared by:	Robert A. Yamuder, Assistant Village Manager
Revised:	May 26, 2005

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Appendix A –

LISWIC Intermunicipal Agreement and Resolutions of Support for the Creation of a Stormwater Utility District.

Stormwater Management Program Annual Report
Six Minimum Measures Section
 March 10, 2004 – March 9, 2005

Municipality Name: Village of Mamaroneck

SPDES Number: NYR20A233

MINIMUM MEASURE 1: Public Education and Outreach on Stormwater Impacts

A. Narrative Overview: To date, the public education program informs individuals and households about the steps they can take to reduce storm water pollution, such as ensuring proper septic system maintenance, ensuring the proper use and disposal of landscape and garden chemicals including fertilizers and pesticides, protecting and restoring riparian vegetation, and properly disposing of used motor oil and household hazardous wastes. Some of the strategies being employed by this plan include distribution of brochures, sponsoring speaking engagements before community groups, implementing education programs targeted at school age children, creation of a Village Storm Water Website and conducting community-based projects such as storm drain stenciling.

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.	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	<p>The Village has accomplished the following:</p> <ul style="list-style-type: none"> Completed video entitled "How you can help clean-up L. I. Sound correcting improper Sewer Hook-ups" which airs regularly on local cable channels. <p>FULLY IMPLEMENTED</p> <ul style="list-style-type: none"> Began to compile information to be used on a stormwater webpage. Stormwater 	<ul style="list-style-type: none"> Continue to participate in local events. Continue development of content for a webpage.

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.	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	<p>website linked to LISWIC. FULLY IMPLEMENTED</p> <ul style="list-style-type: none"> Selected brochures to reproduce and distribute. FULLY IMPLEMENTED Village newsletter included information for residents on reducing stormwater pollution. FULLY IMPLEMENTED Storm drain markers "No Dumping." Additional stormwater information was added to the library. FULLY IMPLEMENTED Village hosting Historic Harbor Festival with environmental components/booths. FULLY IMPLEMENTED Posters and environmental brochures displayed including information on non-point source pollution. FULLY IMPLEMENTED Collected and reviewed posters. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Continue material distribution. Continue material distribution. Catch basin grates being labeled with permanent "No Dumping" markers. Continue to maintain and upgrade library. The Village will be hosting the annual Historic Harbor Festival on 6/12/05 including environmental tent again. Continue maintaining educational display. Posters to be displayed at festivals and new educational display case in the Village.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.
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		
TECHNIQUES			
		<ul style="list-style-type: none"> Stormwater hot-line being researched. Training educators being researched. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Continue researching Hot-Line implementation. Continue researching the training of educators.
Village Staff Presentations to Public	X	<ul style="list-style-type: none"> Village Staff regularly gives presentations to local schools and public gathering places (i.e. Mamaroneck High School Apple Program Students) - FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Village jointly funded professional water quality testing kit for student volunteers.

MINIMUM MEASURE 2: Public Involvement/Participation

A. Narrative Overview: To date, the Public has been included in developing, implementing, and reviewing storm water management program, and the public participation process will reach out and engage all economic and ethnic groups. The Village formed a Water Quality Committee which participates in this process. In addition to their current input to the Mayor and the Board of Trustees concerning water quality issues and the development of this SWMP, the Committee: organizes and arranges citizen volunteers to assist in educating other individuals about the program; assist in program coordination with other pre-existing programs; and takes the lead role in organizing community volunteer efforts. A stormwater contact person has been "Fully Implemented" and public comments on the NOI and Annual Report were solicited at public meetings.

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.	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		<ul style="list-style-type: none"> Members of the public were noticed as required that the NOI was prepared and available for public review and comment. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Members of the public will continue to be noticed as required that the Stormwater Management Plan and annual reports have been prepared and are available for public review and comment.
Public presentation and comments received on SWMP and annual report (required)	X		<ul style="list-style-type: none"> A public presentation and hearing was held on NOI as required. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> A public presentation and hearing was held on the SWMP and Annual Report. Comments were received and were incorporated in this report.
Public involvement/participation program (required)	X		<ul style="list-style-type: none"> The Mayor's Water Quality Committee and the Committee for the Environment engage public input at monthly meetings. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Continue monthly meetings.

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.	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.	
	YES NO			
TECHNIQUES				
Storm Drain Marking	X	<ul style="list-style-type: none"> Continue to elicit volunteers to help mark all Village catch basins with permanent "No Dumping" drain markers. 	<ul style="list-style-type: none"> Continue activity. 	
Community Bulletin Board	X	<ul style="list-style-type: none"> Installed new Community Bulletin Board in high pedestrian traffic location to provide public with updated Stormwater information. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Maintain and update Community Bulletin Board. 	

MINIMUM MEASURE 3: Illicit Discharge Detection and Elimination

A. Narrative Overview: The Village plan to detect and address illicit discharges includes the following four components:

- 1) Procedures for locating priority areas likely to have illicit discharges;
- 2) Procedures for tracing the source of an illicit discharge;
- 3) Procedures for removing the source of the discharge; and
- 4) Procedures for program evaluation and assessment.

To date, the Village adopted new local law point of sale legislation prohibiting illicit discharges which enabled the Village to "Fully Implement" this goal through vigorous enforcement of same.

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.	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	<ul style="list-style-type: none"> The Village is compiling data 	<ul style="list-style-type: none"> The Village is initiating a GIS program to include mapping of outfalls. 	
Illicit discharges prohibited (required)	X	<ul style="list-style-type: none"> Illicit discharges prohibited by local ordinance. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Continue to enforce new local ordinance. 	
Public, employees, businesses informed of hazards from illicit discharges (required)	X	<ul style="list-style-type: none"> Brochure on illegal hook ups distributed to residents & businesses. Employee hazardous materials training conducted. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Continue to distribute brochures to residents and businesses. Continue employee education program. 	
Illicit discharges identified (required)	X	<ul style="list-style-type: none"> Removal of I/I connections completed as required by Westchester County. DOH tests water quality to identify hotspots. 	<ul style="list-style-type: none"> Future illicit discharges (Hot-spots) discovered, will be handled to the fullest extent of the law. 	
System mapping	X	<ul style="list-style-type: none"> System mapping in place. 	<ul style="list-style-type: none"> Update system maps as needed. 	

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.	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.	
	YES NO			
ACTIVITIES				
Area-wide use of septic systems	X	<ul style="list-style-type: none"> Village identifying areas where septic systems are in use. 	<ul style="list-style-type: none"> Village to map and address areas identified and research remedies. 	
Dye test boats in harbor	X	<ul style="list-style-type: none"> Village using existing ordinances to dye test boats in harbor. 	<ul style="list-style-type: none"> Continue activity. 	
Slip-lining Sewers	X	<ul style="list-style-type: none"> Village fully implemented three (3) slip-lining contracts totaling approximately 12,000 LF of sanitary sewer in an effort to reduce overflows into storm drains. 	<ul style="list-style-type: none"> Village to contract out additional slip-lining contracts next year with \$110,000 Grant from Congresswoman Nita Lowey's Office 	
CMOM		<ul style="list-style-type: none"> Village finalized draft of CMOM audit report. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Village implementing recommendations in CMOM report. 	
Siphon Sewer Replacement	X	<ul style="list-style-type: none"> Design completed for construction of new gravity sanitary sewer to replace dilapidated sanitary siphon sewer that traverses the Sheldrake River at two locations. Potential sanitary sewer leaks into the river will be avoided. 	<ul style="list-style-type: none"> Complete construction of new gravity sanitary sewer. 	

MINIMUM MEASURE 4: Construction Site Stormwater Runoff Control

A. Narrative Overview:

The Village will develop and implement an Ordinance to provide for control of pollutant runoff on construction sites with a land disturbance greater than one (1) acre. The ordinance will incorporate Construction Site Erosion and Sediment Control BMP's and will be accompanied by the development of a BMP Manual for use in the Village. The implementation of this measure will include three key aspects:

- 1) Adoption of a Local Ordinance meeting the requirements of the Phase II Final Rule
- 2) Inclusion of the requirements of the ordinance in the Site Plan Review Process
- 3) Enforcement of the Ordinance through Building Department Inspections and the issuance of fines/penalties for violation

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.	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		<ul style="list-style-type: none"> Village continues to update/research Surface Water, Erosion and Sediment Control ordinance. 	<ul style="list-style-type: none"> Draft amendments to the Surface Water, Erosion and Sediment Control Laws deemed necessary.
Provide opportunity for public comment on construction plans (required)	X		<ul style="list-style-type: none"> Planning Board, Zoning Board, CZM and Building Department review & public hearings required for site plan review and wetlands permits. 	<ul style="list-style-type: none"> Continue this activity
Require construction site plan review (required)	X		<ul style="list-style-type: none"> Site Plan review required. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Continue this activity and enforce accordingly.

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.	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.	
	YES	NO		
REQUIREMENTS				
Require overall construction site waste management (required)	X		<ul style="list-style-type: none"> Regulated by Section 186 Article 2 of the Village Code. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Continue this activity and enforce accordingly.
Site inspections and enforcement (required)	X		<ul style="list-style-type: none"> Erosion control inspections required on all construction sites. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Continue this activity and enforce accordingly.
Education and training of construction site operators (required)	X		<ul style="list-style-type: none"> Brochures, posters and fact sheets collected and reviewed. Announcements for contractor training programs distributed to contractors. CZM reviews applications. 	<ul style="list-style-type: none"> Create an educational display in the building department on the uses of BMP's. Fact sheet to be created and attached to building permit applications. Continue this activity.
Wetlands Law	X		<ul style="list-style-type: none"> Wetland restoration completed on banks of Sheldrake River in Columbus Park to mitigate erosion. 	<ul style="list-style-type: none"> Maintain native specie plantings on stream banks.

MINIMUM MEASURE 5: Post-Construction Stormwater Management

A. Narrative Overview:

If water quality impacts are considered from the beginning stages of a project, new development and potentially redevelopment provide more opportunities for water quality protection. EPA recommends that the BMP's chosen: be appropriate for the local community; minimize water quality impacts, and attempt to maintain pre-development runoff conditions. The process will include both Structural and Non-Structural BMP's to ensure that development projects include the best long-term storm water runoff measures possible.

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.	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		<ul style="list-style-type: none"> For new development/redevelopment projects subject to Village review/comment, the Village has performed assessments/evaluations of stormwater conditions and any needed controls. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Continue this activity and enforce accordingly.
Regulate post-construction runoff from development through an ordinance or other regulatory mechanism (required)	X		<ul style="list-style-type: none"> Use of NYS Stormwater Management Design Manual as a guidance tool. Planning board provides guidance to applicants relative to compliance with the specific requirements of Phase II. FULLY IMPLEMENTED 	<ul style="list-style-type: none"> Continue these activities and enforce accordingly.

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		
REQUIREMENTS			
Develop management practice inspection and maintenance program (required)	X	<ul style="list-style-type: none"> Performance bonds and inspections required for the installation of stormwater management structures. Amendment researched to require filing of stormwater management facility inspection and maintenance reports. 	<ul style="list-style-type: none"> Draft amendment to ordinance to be prepared.

MINIMUM MEASURE 6: Pollution Prevention/Good Housekeeping

A. Narrative Overview: This program will include maintenance activities, maintenance schedules, and long-term inspection procedures for structural and non-structural storm water controls to reduce floatables and other pollutants discharged from the storm sewers; controls for reducing or eliminating the discharge of pollutants from streets, roads, highways, municipal parking lots, maintenance and storage yards, fleet or maintenance shops with outdoor storage areas, salt/sand storage locations and snow disposal areas, and waste transfer stations; and procedures for properly disposing of waste removed from the storm sewers.

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.	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.
	YES	NO	
REQUIREMENTS			
Prevent discharge of pollutants from municipal operations (required)	X	<p>Being accomplished by the Village through ongoing practices, including:</p> <ul style="list-style-type: none"> • 100% of the Village waste oil at its facilities is picked up for recycling. • Road sweeping is regularly performed on 46 miles of Village roads. • 3,000 Village catch basins are cleaned on a regular cycle or as-needed. • DPW personnel provided litter pickup/cleaning after 100% of major events. <p>FULLY IMPLEMENTED</p>	<ul style="list-style-type: none"> • Continue this activity. • Continue this activity. • Continue this activity. • Continue this activity.
Follow DEC NPS Management Practices Catalog, or equivalent (required)	X	<ul style="list-style-type: none"> • Use of Westchester County BMP Manual for Stormwater Management. 	<ul style="list-style-type: none"> • Continue use of this manual.

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.	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.	
	YES	NO		
REQUIREMENTS				
Conduct employee pollution prevention training (required)	X		<ul style="list-style-type: none"> Employees trained in hazardous spill response, attended workshops and seminars on pollution prevention. 	<ul style="list-style-type: none"> Continue this activity.
Cigarette butt receptacles added throughout Village	X		<ul style="list-style-type: none"> 20 Cigarette butt receptacles installed to remove floatables entering catch basins. 	<ul style="list-style-type: none"> Maintain as necessary.
Installation of floatable debris boom	X		<ul style="list-style-type: none"> Floatable debris boom installed. 	<ul style="list-style-type: none"> Continue to maintain debris boom.
Upgrade drainage on capital infrastructure projects.	X		<ul style="list-style-type: none"> Fenimore Road Improvement Project, Mamaroneck Avenue Streetscape Phase I, II and III and Washingtonville Street Improvements include drainage improvements. 	<ul style="list-style-type: none"> Improve drainage facilities on capital infrastructure projects where possible.
Build new salt shed	X		<ul style="list-style-type: none"> The Village successfully designed and constructed a new DPW, fully enclosed, large capacity salt shed to replace outdated, open-stall salt shed in an effort to keep salt deposits from entering nearby waterways. 	<ul style="list-style-type: none"> Continue to maintain new salt shed

VII. Monitoring and Modeling Results

Not applicable.

VIII. Summary of Funding and Use of Grant Money

The Village received \$110,000 grant from Congresswoman Nita Lowey's office to continue the slip-lining of sanitary sewers in the Village. The Grant was a "Number 1" priority on the Village's "Request of Federal Funding for Local Projects" with the Congresswoman's office which enabled the Village to progress Minimum Measure #4-Illicit Discharge Detection and Elimination.

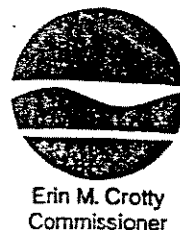
This reporting period, the Village received \$50,000 to assist in the upgrading of the Local Waterfront Revitalization Plan (LWRP) and to assist in the installation of two (2) sedimentation control tanks in local rivers at two (2) Village outfalls.

The Village of Mamaroneck maintains regular contact with local, state and federal elected officials pursuant to obtaining grants/funds for water quality improvement projects.

APPENDIX "A"

**LISWIC Intermunicipal Agreement and Resolutions of Support
For the Creation of a Stormwater Utility District.**

New York State Department of Environmental Conservation
Division of Water
Bureau of Program Resources & Flood Protection, 4th Floor
625 Broadway, Albany, New York 12233-3507
Phone: (518) 402-8151 • FAX: (518) 402-9029
Website: www.dec.state.ny.us



August 30, 2004

Honorable Beverly D. Sved
Mayor
Village of Scarsdale
Village Hall
1001 Post Road
Scarsdale, New York 10583

RECEIVED
VILLAGE OF SCARSDALE
MANAGER'S OFFICE
01 SEP - 7 AM 10:55

RE: 2003WQI6018
Municipal Separate Storm Sewer Systems (MS4s)
Phase II Stormwater Permit Implementation

Dear Mayor Sved:

This letter and accompanying package provide you with important information regarding the steps in the contract process for your water quality improvement project receiving funding from the Environmental Protection Fund (EPF). To execute a contract, we will need:

1. Confirmation that you are still willing to go forward with the project as noted in the one-page project summary included with this letter as Attachment A.
2. A current municipal resolution with original signature and raised seal. See the instructions below for "Municipal Resolutions."
3. Documentation that you have satisfied the requirements of SEQR for this project. See the instructions below for "State Environmental Quality Review (SEQR)."
5. A project work plan. See the instructions below for "Project Work Plan."
6. Documentation that you have complied with Minority and Women-Owned Business Enterprises (M/WBE)/Equal Opportunity (EEO) requirements. See the information below and in Attachment F.
7. Signed Lead Applicant Self-Certification form verifying the commitment of all participating MS4s. See the instructions below for the Lead Applicant Self-Certification form.

The New York State Department of Environmental Conservation (Department) staff from our regional office will contact you to discuss your project and the schedule for executing the contract. In those discussions, you should review the project description and the dollar amount awarded to this project in the project summary (Attachment A). You should also review the status of your municipal resolution, SEQR requirements and any permits that need to be obtained.

Project Description and Amount Awarded

The project description and dollar amount awarded to your project may be different from the project description and funding that you requested. If so, you should discuss the differences with the regional staff member who contacts you before you prepare the project work plan. The Environmental Protection Fund (EPF) share awarded for your project may be less than the amount you requested for either of the following reasons:

- Some projects included activities that are not eligible for EPF funds; only the activities that are eligible have been selected for funding.
- In some instances, review teams determined that only a portion (a specific phase or geographic segment) of the project should be funded at this time.

Municipal Resolutions

You must submit a municipal resolution which must have an original signature and a raised seal.

Submit the municipal resolution to:

Joanne Swint
Resource Management Unit
Division of Water
New York State Department of Environmental Conservation
625 Broadway, 4th Floor
Albany, NY 12233-3507
Tel: (518) 402-8222
Fax: (518) 402-8230

A sample municipal resolution is enclosed as Attachment B. You are strongly encouraged to follow this sample because it has been written to facilitate the state's contract process.

State Environmental Quality Review (SEQR)

A New York State contract for a Water Quality Improvement Project cannot be executed until you, as sponsoring agency, have complied with the State Environmental Quality Review Act (6NYCRR, Part 617).

To ensure that all agencies that have discretionary approval or that are funding the project have completed their environmental reviews, you are encouraged to conduct a "coordinated review" of the project, with the municipality acting as lead agency (see 6NYCRR, 617.6). As administrator of the EPF share of the project costs, the Department is an "involved agency" and needs to be included in any coordinated environmental review.

You will need to submit documentation that you have satisfied the requirements of SEQR for the project. If you determine that the project is classified as Type II, submit a letter stating this determination to the Regional Permit Administrator listed on the enclosed list of *DEC Regional Bond Act Contacts*, Attachment C. (If you are unsure of which DEC region you are located in, check the bottom right of the project summary, Attachment A.) If you determine that the project will not have a significant adverse impact on the environment (negative declaration), submit the negative declaration document to the Regional Permit Administrator. If an environmental impact statement was prepared for the project, submit a copy of the SEQR findings statement.

If you have questions regarding the environmental review, contact the Regional Permit Administrator for your area. Also, you can access the Division of Environmental Permits website at: <http://www.dec.state.ny.us/website/dcs/seqr/index.html> for additional SEQR information.

Project Work Plan

The project work plan form and instructions, Attachment D, are enclosed. Please refer to the *Proposed Time Line for Water Quality Improvement Project Contracts*, Attachment E, for information on where to submit your completed work plan and other requested materials and the time frame in which we need to receive these documents.

Minority and Women-Owned Business Enterprises (M/WBE)/Equal Employment Opportunity (EEO)

Pursuant to Article 15-A of the Executive Law, and any applicable regulations promulgated thereunder, applicants for state assistance programs must implement a comprehensive Minority and Women-Owned Business Enterprises-Equal Employment Opportunity (M/WBE-EEO) program when the requested assistance amount equals or exceeds \$25,000 for equipment, services and supplies; or if the requested assistance amount equals or exceeds \$100,000 for the acquisition, construction, major repair or renovation of real property.

Additionally, applicants will ensure to the fullest extent possible that the Affirmative Action (AA) and EEO requirements of Title VI of the Civil Rights Act of 1964 and any applicable federal rules and regulations are applied to federal funds for prime contracts or subcontracts for construction, equipment, supplies and services. Note: There are no monetary thresholds for the implementation of an M/WBE-EEO program when the state assistance program is partially or wholly federally funded.

Applicants must prepare and submit an M/WBE-EEO Work Plan in the format included in Attachment F, at the time the project work plan is prepared.

Lead Applicant Self-Certification Form

You must submit a signed Lead Applicant Self-Certification form verifying the commitment of all participating MS4s. This certification is unique for the Municipal Separate Storm Sewer System Water Quality Improvement Projects. The Lead Applicant Self-Certification form is enclosed as Attachment H.

Submit the Lead Applicant Self-Certification form to:

Joanne Swint
Resource Management Unit
Division of Water
New York State Department of Environmental Conservation
625 Broadway, 4th Floor
Albany, NY 12233-3507
Tel: (518) 402-8222
Fax: (518) 402-8230

Next Steps

The *Proposed Time Line for Water Quality Improvement Project Contracts*, Attachment E, outlines the steps involved in getting a contract executed. For your information we have included a sample contract in this package as Attachment G.

A member of the Department's regional office will contact you soon regarding the next steps in the contract process. If you have questions, please contact the appropriate Department representative from the enclosed list of regional contacts.

Sincerely,



Lois A. New
Chief
Resource Management
and Partnership Section
Bureau of Program Resources
and Flood Protection

Enclosures

c: Alfred A. Gatta, Village Manager

ATTACHMENT A

Water Quality Improvement Projects

Municipal Separate Storm Sewer Systems (MS4s) Phase II Stormwater Permit Implementation

Lead Project Name: Creation of a Regional Stormwater District for the Lower Long Island Sound Drain

Lead Grant Recipient: Scarsdale

Cooperating MS4s: 12 Traditional

Project Description and Reason for Selection*: The Village of Scarsdale will create a comprehensive public education plan and a comprehensive public involvement plan across participating MS4s relative to land use and human activities that protect water quality.

- MCM1:** - Create comprehensive public education plan across participating MS4s relative to land use and human activities that protect water quality
- MCM2:** - Create comprehensive public involvement plan across participating MS4s relative to land use and human activities that protect water quality
- MCM4:** - Utilize BMPs to advance source control plan
- MCM5:** - Utilize BMPs to advance source control plan
- MCM6:** - Create an operations and maintenance plan to include street sweeping, catch basin cleaning and storm drain repair and replacement
- Create a Model Capital Improvement Plan that will guide the acquisition, construction, replacement and renovation of facilities and equipment regionwide
- Other:** - Develop a Stormwater Management/Utility District
- Develop a long-range basin and watershed plan to coordinate and implement activities associated with water quality issues

Total Project Cost: \$218,000
Eligible (Revised) Project Cost: \$218,000
State Share: \$100,000

Project No. 2003WQI6018

County: Westchester

DEC Region: 3

*These activities have been approved by the Department of Environmental Conservation. Any alternative activity identified by the grant recipient must be equivalent to these approved activities in effectively improving water quality, be eligible for EPF funding, be within the scope of the project and be approved by the Department of Environmental Conservation.

ATTACHMENT A

Water Quality Improvement Projects

Municipal Separate Storm Sewer Systems (MS4s) Phase II Stormwater Permit Implementation

Lead Project Name: Creation of a Regional Stormwater District for the Lower Long Island Sound Drain

Lead Grant Recipient: Scarsdale

Cooperating MS4s: 12 Traditional

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- MCM5:** - Utilize BMPs to advance source control plan
- MCM6:** - Create an operations and maintenance plan to include street sweeping, catch basin cleaning and storm drain repair and replacement
- Create a Model Capital Improvement Plan that will guide the acquisition, construction, replacement and renovation of facilities and equipment regionwide
- Other:** - Develop a Stormwater Management/Utility District
- Develop a long-range basin and watershed plan to coordinate and implement activities associated with water quality issues

Total Project Cost:	\$218,000
Eligible (Revised) Project Cost:	\$218,000
State Share:	\$100,000

Project No. 2003WQ16018

County: Westchester

DEC Region: 3

*These activities have been approved by the Department of Environmental Conservation. Any alternative activity identified by the grant recipient must be equivalent to these approved activities in effectively improving water quality, be eligible for EPF funding, be within the scope of the project and be approved by the Department of Environmental Conservation.

**Resolution re: 1996 Clean Water / Clean Air Bond Act – Title
3 Section 56-0303 Water Quality Improvement
Projects and Environmental Protection Fund
Article 17-14 Environmental Conservation
Law; Performance Partnership Grants Public
Law 104-134 Nonagricultural Nonpoint Source
Projects Municipal Resolution**

Whereas, the Village of Scarsdale herein called the "Municipality", after thorough consideration of the various aspects of the problem and study of available data, has hereby determined that certain work, as described in its application and attachments, herein called the "Project", is desirable, is in the public interest, and is required in order to implement the Project; and

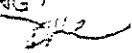
Whereas, Article 56 of the Environmental Conservation Law authorizes State assistance to municipalities for water quality improvement projects by means of a contract and the Municipality deems it to be in the public interest and benefit under this law to enter into a contract therewith; now therefore be it

Resolved, by the Village Board of Trustees,

1. That the Village Manager, Alfred A. Gatta, or such person's successor in office, is the representative authorized to act in behalf of the Municipality's governing body in all matters related to State assistance under the ECL Article 56, Title 3. The representative is also authorized to make application, execute the State Assistance Contract, submit Project documentation, and otherwise act for the Municipality's governing body in all matters related to the Project and to State assistance;
2. That the Municipality agrees that it will fund its portion of the cost of the Project and that funds will be available to initiate the Project's field work within twelve (12) months of written approval of its application by the Department of Environmental Conservation;

3. That one (1) certified copy of this Resolution be prepared and sent to the Albany office of the New York State Department of Environmental Conservation
4. That this Resolution take effect immediately.

Submitted by: Village Manager
Date: September 23, 2004
For: September 28, 2004

CERTIFICATION
THE ABOVE RESOLUTION WAS
ADOPTED BY THE BOARD OF
TRUSTEES OF THE VILLAGE OF
SCARSDALE ON 9/28/04
DONNA M. CONKLING
VILLAGE CLERK 

CERTIFICATE OF RECORDING OFFICER

That the attached Resolution is a true and correct copy of the Resolution, as regularly adopted at a legally convened meeting of the Board of Trustees
(Name of Governing Body of Applicant)
duly held on the 28th day of September, ____; and further that such Resolution has been fully recorded in the Board of Trustees Minutes-2004 in my office.
(Title of Record Book)

In witness thereof, I have hereunto set my hand this 6th day of October, 2004.

Jana M. Ambler
Signature of Recording Officer

If the Applicant has an Official Seal, Impress here.

Village Clerk
Title of Recording Officer

Village of Scarsdale



Planning Department
Scarsdale, New York 10583
914-722-1131
Fax: 914-722-1103
www.scarsdale.com

Alfred A. Gatta, Village Manager
Elizabeth Marrinan, Planner

Beverley D. Sved, Mayor
David E. Buchen
Noreen Fisher
Mary Beth Gose
James O'Connor
Carolyn Stevens
Peter Strauss

New York State Department of Environmental Conservation
Resource Management Unit
Division of Water
Attn: Joanne Swint
625 Broadway, 4th floor
Albany, NY 12233-3507

Re: 2003WQI6018 – Municipal Separate Storm Sewer Systems (MS4s) Phase II Stormwater Permit Implementation

Dear Ms. Swint:

The project referenced above intends to do the following:

"retain an experienced environmental and/or engineering firm to conduct the investigation and analyses necessary to answer various questions in regard to management, jurisdiction, and financing a regional stormwater management district"

As such, it is a Type II action pursuant to 6 NYCRR Part 617.5(c)(21) and thus no further environmental review is necessary:

"...conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action..."

Thank you, and if you have any questions, please contact my office at (914) 722-1131.

Sincerely,


Elizabeth Marrinan, AICP
Village Planner

Appendix C of State Assistance Contract
Water Quality Improvement Projects for SFY 2003/2004
Environmental Protection Fund
Project Work Plan Form
MS4 Phase II Stormwater Permit Implementation Projects

I COVER SHEET:

RECIPIENT INFORMATION

1. LEAD MUNICIPALITY:

☐ City ☐ Town ☒ Village ☐ Other (specify)
of: Scarsdale

3. PROJECT MANAGER & MAILING ADDRESS:

name: Daniel J. Somoff
(no. & street) 1001 Post Road
(city) Scarsdale (state) NY (zip) 10583
PHONE: (914) 722-1110 FAX: (914) 722-1119

2. MUNICIPAL CONTACT & MAILING ADDRESS:

name: Alfred A. Gattly
title: Village Manager
(no. & street) 1001 Post Road
(city) Scarsdale (state) NY (zip) 10583
PHONE: (914) 722-1110 FAX: (914) 722-1119

4. FISCAL/ADMINISTRATIVE WORK CONTACT

(if different from above)
name: Mary Lou McClure
(no. & street) 1001 Post Road
(city) Scarsdale (state) NY (zip) 10583
PHONE: (914) 722-1170 FAX: (914) 722-1117

GENERAL PROJECT INFORMATION

1. PROJECT NAME Creation of a Regional Stormwater Management District
Dike at Six Long Island Sound Basin 4. FEDERAL (IRS) IDENTIFICATION #: 13-6007327

2. APPLICATION TRACKING #
2003WQI 6614

5. SEQR STATUS Type I ☒ Unlisted ☐ Type II ☐

If Type I or Unlisted:

Has a Negative Declaration has been accepted Yes ☐ No ☐

OR has the final EIS been accepted Yes ☐ No ☐

3. HAS A CURRENT MUNICIPAL RESOLUTION
BEEN SUBMITTED? Yes ☒ No ☐

6. EXISTING CLEAN WATER STATE REVOLVING LOAN FUND PROJECT #

Do you have a pending or approved application for the Clean Water State Revolving Fund? Yes ☐ No ☒

(Status of Application) APPLICATION SUBMITTED Yes ☐ No ☐

Cities of New Rochelle, Mount Vernon, Rye

7. URBANIZED AREA(S)

Town of Mamaroneck

County of: Westchester

Village of Pelham, Mamaroneck,

County of: Westchester

Rye Brook, Scarsdale, Port Chester

PROJECT TIMING AND COSTS

Any invoices to be paid must be for services that fall between the start date and completion date of the project. When identifying the proposed start date, make sure it is before work has begun and any costs have been incurred. When identifying the expected completion date, leave yourself enough time to ensure that the project will be completed, final report prepared, and all bills paid within that time period. Give yourself extra time to be sure that all bills will fall within the project schedule to avoid the need for a contract amendment before reimbursement of costs can occur.

1. START DATE:

December 1, 2004

2. COMPLETION DATE:

October 31, 2006

3. STATE ASSISTANCE

\$ 100,000

4. LOCAL MATCH

\$ 118,000

5. TOTAL COSTS (ADD 3 & 4)

\$ 218,000

- I. BUDGET :** Fill in the Budget Worksheet. Provide a breakdown for all cost estimates as instructed on pages ii & iii of Attachment D.

BUDGET WORKSHEET

Expenditure Category	State Assistance	* Local Match	♦Total Costs (entire project covered by this contract)
1. Personal Services (Please provide a breakdown as instructed on pages ii & iii of Attachment D).	\$ _____	\$ 69,000	\$ 69,000
2. Non Personal Services (Please provide a breakdown as instructed on pages ii & iii of Attachment D). <ul style="list-style-type: none"> I. Travel ii. Equipment iii. Supplies & Materials iv. Contracts <ul style="list-style-type: none"> a. training b. printing c. consulting d. miscellaneous contracts v. Land Acquisition (for local match only) vi. Other _____ (Please specify) 	\$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ 100,000 \$ _____ \$ _____	\$ _____ \$ _____ \$ 4,000 \$ _____ \$ _____ \$ _____ \$ _____ \$ 45,000 \$ _____ \$ _____	\$ _____ \$ _____ \$ 4,000 \$ _____ \$ _____ \$ _____ \$ _____ \$ 145,000 \$ _____ \$ _____
Total			
3. Total Costs (enter state share, local match and total costs and check to make sure the amounts correspond to those amounts listed on the cover sheet) <u>Describe source of local match:</u> If sources of match are different for each participating municipality, use the summary of Local Match Source Worksheet describing the sources by participating municipality. (If the local match is provided by another entity, the original source of their funds must be identified. These funds may not be claimed on another grant as eligible match).	\$ 100,000	\$ 118,000	\$ 218,000
		Source of Local Match will be General Fund Revenues	

* The Bond Act, Environmental Protection Fund and the Performance Partnership Grant prohibits using other state or federal grant dollars received for the project as the local match of the project. Indicate where local match will come from to document that it is not from state or federal sources.

♦ The recipient MAY shift UP TO 10% of total costs between expenditure categories. If cumulative changes exceed 10% of the total cost, you must first obtain DEC approval. In NO event shall changes to the budget cause the aggregate costs to exceed the "not to exceed" amount of the authorized State Assistance as set forth in Section 3a of this Contract.

III. PROJECT SUMMARY: Describe the project including the information specified in the instructions. All segments and/or phases of the project should be included here. Attach additional pages as necessary.

The participating Long Island Sound Watershed Inter-municipal Council (LISWIC) communities have completed a considerable amount of work relative to the establishment of a regional stormwater management district with a single purpose to better manage surface water runoff and better plan, monitor, maintain, and construct facilities that will enhance the overall management and control of stormwater with a dedicated funding source. A stormwater management district will address all six of the minimum control measures outlined under the Phase II EPA Rule: 1) Education and Outreach; 2) Public Involvement and Participation; 3) Illicit Discharge Detection and Elimination; 4) Construction Site Runoff Control; 5) Post Construction Site Runoff Control; 6) Good Housekeeping.

The nine participating communities in this program are the Cities of Mount Vernon, New Rochelle, and Rye, the Town of Mamaroneck, and the Villages of Mamaroneck, Pelham, Port Chester, Rye Brook and Scarsdale. The nine municipalities are situated in the Long Island Sound Watershed, Hydrologic Unit Code (HUC) 01100007.

The purpose of the program is to undertake further analysis and investigation relative to the operations and management of the stormwater district and create a model of a regional district that will be able to develop and implement five (5) detailed plans: (1) a long-range basin and watershed plan for the development, coordination, and implementation of basin and watershed activities; (2) an operations and maintenance plan that will include inspection and enforcement of land development and redevelopment of parcels of one acre or more and undertake activities such as street sweeping, catch-basin cleaning, storm-sewer repair and replacement; (3) a model Capital Improvement Plan that will guide the acquisition, construction, replacement and renovation of facilities and equipment needed to address the region-wide infrastructure in the 14 community drainage basin; (4) a source control plan to reduce herbicides, pesticides, strengthen onsite sewage system connections and advance the use of Best Management Practices (BMPs); and (5) a public education and citizen involvement plan relative to land use and human activities that impact water quality. The participating LISWIC communities will develop a Request for Proposals Process to retain an experienced environmental and/or engineering firm to conduct the investigation and analyses necessary to answer various questions in regard to management, jurisdiction, and financing a regional stormwater management district to achieve the programs and activities detailed in the above five (5) cited plans.

IV. OBJECTIVES/TASKS/DELIVERABLES AND REPORTS: Describe the specific objectives of the project and identify the tasks that will be performed to meet those objectives. Follow the example chart in the instructions. All minimum measures and/or phases of the project should be included here. Attach additional pages as necessary.

OBJECTIVE, TASKS AND DELIVERABLES CHART			
Objective	Task(s)/Management Practices	Deliverable	Responsible Party
1. Minimum Measure 1 – Public Education & Outreach	1) Preparation of report detailing a public education and citizen involvement plan relative to land use and human activities that impact water quality to be administered by a regional Stormwater Management District.	Report prepared by qualified engineering/environmental consulting firm	Long Island Sound Watershed Intermunicipal Council
2. Minimum Measure 2 – Public Involvement and Participation	1) Preparation of report detailing a public education and citizen involvement plan relative to land use and human activities that impact water quality to be administered by a regional Stormwater Management District.	Report prepared by qualified engineering/environmental consulting firm	Long Island Sound Watershed Intermunicipal Council
3. Minimum Measure 3 – Illicit Discharge Detection & Elimination	1) Preparation of an operations and maintenance plan that will include inspection and enforcement of illicit discharges. 2) Preparation of a model Capital Improvement Plan to eliminate illicit discharges.	Report prepared by qualified engineering/environmental consulting firm	Long Island Sound Watershed Intermunicipal Council

IV. OBJECTIVES/TASKS/DELIVERABLES AND REPORTS: Describe the specific objectives of the project and identify the tasks that will be performed to meet those objectives. Follow the example chart in the instructions. All minimum measures and/or phases of the project should be included here. Attach additional pages as necessary.

4. Minimum Measure 4 – Construction Site Runoff Control	<p>1) Preparation of a source control plan to strengthen onsite sewage system connections and advance the use of Best Management Practices</p> <p>2) Preparation of a long-range basin and watershed plan for the development, coordination, and implementation of basin and watershed activities.</p>	Report prepared by qualified engineering/environmental consulting firm	Long Island Sound Watershed Intermunicipal Council
5. Minimum Measure 5 – Post-Construction Site Runoff Control	<p>1) Preparation of a source control plan to strengthen onsite sewage system connections and advance the use of Best Management Practices</p> <p>2) Preparation of a long-range basin and watershed plan for the development, coordination, and implementation of basin and watershed activities.</p>	Report prepared by qualified engineering/environmental consulting firm	Long Island Sound Watershed Intermunicipal Council
6. Minimum Measure 1 – Good Housekeeping	1) Preparation of report detailing a good housekeeping programs relative to land use and human activities that impact water quality.	Report prepared by qualified engineering/environmental consulting firm	Long Island Sound Watershed Intermunicipal Council
Quarterly Reports	Complete and Submit Quarterly Report	Quarterly Report	District Project Manager, Alfred A. Gatta
Finale Reports	Complete Final Report	Final Report	District Project Manager, Alfred A. Gatta

V. KEY PERSONNEL: Identify the key personnel for the project. Attach additional pages if necessary. Please DO NOT attach resumes.

City of Mount Vernon

Ernest Davis, Mayor
Leslie Alpert, Special Assistant to Mayor
Curtis Woods, Superintendent of Public Works

City of New Rochelle

Charles H. Strome, City Manager
Jim Maxwell, Commissioner of Public Works

City of Rye

Steve Otis, Mayor
O. Paul Shew, City Manager
George Motorella, City Engineer

Town of Mamaroneck

Steven V. Altieri, Town Administrator
Phylis Wittner, Councilwoman

Village of Mamaroneck

Leonard Verrastro, Village Manager
Robert Yamuder, Asst. Village Manager

Village of Port Chester

Richard Falanka, Village Manager

Village of Pelham

Richard Slingerland, Village Administrator

Village of Rye Brook

= Christopher Bradbury, Village Administrator

Village of Scarsdale

Alfred A. Gatta, Village Manager
Benedict Salanitro, Supt. of Public Works
Daniel J. Sarnoff, Asst. to Village Manager
Mary Lou McClure, Village Treasurer

VI. **PROJECT SCHEDULE:** Develop a time line for the project that includes: 1) the project start date; 2) the estimated start date and completion date for each task; and 3) the project completion date. Make sure that you leave time after the project is completed for final evaluation or closeout procedures. Track time in monthly increments as shown in the instructions. All segments and/or phases of the project should be included here. Attach additional pages if necessary.

CONTRACT WITH NYSDEC

November 2004

- Submission of Work Plan to NYSDEC

January 2005

- Return of executed contract to NYSDEC

April 2005

- Fully Executed Contract with NYSDEC

REQUESTS FOR PROPOSALS PROCESS

December 2004

- Establishment of RFP Development Committee

June 2005

- Issue RFP

September 2005

- Review of RFP responses

October/November 2005

- Selection of qualified Engineering Consultation Firm & Execution of Professional Services Agreement

DATA COLLECTION AND ANALYSIS

January 2006

- Consultant conducts preliminary interviews with municipalities

January – March 2006

- Analysis to include data collection in 9-14 municipalities consisting of the following: operating budgets; capital needs, capital plans, land use regulations; GIS capability, etc.

February – April 2006

- Data analysis to occur concurrent with data collection

May – September 2006

- Interviews with elected officials and professional staff of municipalities
- Presentation of the various components for the model inter-municipal storm water management district including 1) needs & benefits; 2) administration/governance/structure/elements; 3) model operation budget for

proposed district; 4) model capital budget for proposed district; 5) model storm water regulations for communities in district; 6) source control plan for district; 7) model financial and fee structure

- LISWIC determination of the 5 component and model plans for the district

PRODUCTION OF CONSULTANT REPORT AND DECISION MAKING PROCESS

October 2006

- Production of report detailing all aspects of a model regional storm water management district
- Report sent to the elected bodies of all LISWIC member municipalities and other participating municipalities
- Discussion by LISWIC members and decision made as to creating a regional storm water management district
- Submission of final report and decision of LISWIC members to NYSDEC

Village of Scarsdale



Village Hall
Scarsdale, New York 10583

914-722-1100

Fax: 914-722-1119

Beverley Sord, Mayor
David Buchen
Noreen Fisher
Mary Beth Gose
Jim O'Connor
Carolyn Stevens
Peter Strauss

Alfred A. Gatta, Village Manager

November 24, 2004

New York State
Department of Environmental Conservation
Office of Minority/Woman's Business Program
Attn: Kenneth H. Wilson
625 Broadway, 10th floor
Albany, NY 12233-5028

Dear Mr. Wilson:

The Village of Scarsdale commits to carry out the intent of the M/WBE-EEO program as the result of the expenditure of public funds. The Village acknowledged ~~our~~ ^{the} intent to develop a comprehensive M/WBE-EEO program that assures the meaningful participation of minority and woman's business enterprises in contracting as well as assure the meaningful participation of minorities and women in the workforce associated with the proposed project.

The Village of Scarsdale has designated, Michael S. DeLong, Human Resources Director as the individual responsible for administering a comprehensive M/WBE-EO program. Mr. DeLong will also serve as the Affirmative Action representative.

The purpose of the program is to undertake further analysis and investigation relative to the operations and management of the stormwater district and create a model of a regional district that will be able to develop and implement five (5) detailed plans: (1) a long-range basin and watershed plan for the development, coordination, and implementation of basin and watershed activities; (2) an operations and maintenance plan that will include inspection and enforcement of land development and redevelopment of parcels of one acre or more and undertake activities such as street sweeping, catch-basin cleaning, storm-sewer repair and replacement; (3) a model Capital Improvement Plan that will guide the acquisition, construction, replacement and renovation of facilities and equipment needed to address the region-wide infrastructure in the 14 community drainage basin; (4) a source control plan to reduce herbicides, pesticides, strengthen onsite sewage system connections and advance the use of Best Management Practices (BMPs); and (5) a public education and citizen involvement plan relative to land use and human activities that impact water quality. The participating LISWIC communities will develop a Request for Proposals Process to retain an experienced environmental and/or engineering firm to conduct the investigation and analyses necessary to answer various questions in regard to management, jurisdiction, and financing a regional stormwater management district to achieve the programs and activities detailed in the above five (5) cited plans.

Sincerely,

Alfred A. Gatta,
Village Manager

ATTACHMENT F

Minority and Women-Owned Business Enterprises (M/WBE)/Equal Opportunity (EEO)

Pursuant to Article 15-A of the Executive Law, and any applicable regulations promulgated thereunder, applications for State assistance programs must implement a comprehensive Minority and Women-Owned Business Enterprises-Equal Employment Opportunity (M/WBE-EEO) program.

Additionally, applicants will ensure to the fullest extent possible that the Affirmative Action (A.A.) and EEO requirements of Title VI of the Civil Rights Act of 1964 and any applicable Federal Rules and regulations are applied to Federal funds for prime contracts or subcontracts for Construction, Equipment, Supplies and Services. Note: There are no monetary thresholds for the implementation of an M/WBE-EEO program when the State assistance program is partially or wholly Federally funded.

The following M/WBE-EEO "Fair Share" goals have been established.

DEC Regions 1 and 2 (New York City and Long Island)

MBE	21.5 percent
WBE	13.7 percent
EEO (Minority)	10.0 percent
EEO (Female)	10.0 percent

DEC Regions 3 - 9

MBE	6 percent
WBE	6 percent
EEO (Minority)	10.0 percent
EEO (Female)	10.0 percent

The applicant must prepare and submit an M/WBE-EEO Work Plan in the format attached hereto, at the time the project work plan is prepared. The M/WBE-EEO Work Plan consists of the following:

- Policy Statement

This is a statement that commits the applicant/recipient of Federal/State assistance contracts to carry out the intent of the M/WBE-EEO Program as a result of the expenditure of public funds. This statement should acknowledge the intent of the Federal/State assistance contact applicant/recipient to develop a comprehensive M/WBE-EEO program that assures the meaningful participation of minority and women's Business Enterprises in contracting. It should also assure the meaningful participation of minorities and women in the workforce associated

with the project. The program applicant/recipient is required to develop this brief policy statement.

- Affirmative Action Representative

The local government is responsible for administering a comprehensive M/WBE-EEO program and must designate someone to serve as the Affirmative Action (A.A.) representative. The governing body should make the designation through resolution or other official means.

- Project Description

The program applicant is to identify the nature of work involved in the project funded by the assistance contract. A brief description of the component parts of the project to be funded will satisfy this element of the Work Plan. It is important that the Engineering/Construction components be included in the project description on the enclosed form.

- Contact Person

Kenneth H. Wilson
Minority Business Specialist I
NYS Department of Environmental Conservation
Office of Minority/Women's Business Program
625 Broadway, 10th Floor
Albany, New York 12233-5028
Phone: (518) 402-9311
Fax: (518) 402-9023

ATTACHMENT H

Lead Applicant Self-Certification

Lead Applicant Village of Scarsdale hereby certifies that an Intermunicipal Agreement or a signed commitment exists between the Lead Applicant and each Participating Municipal Separate Storm Sewer System's (MS4) (Listed Below)* stating the Participating MS4's commitment and willingness to deliver each output attributed to them in the contract workplan.

*(NOTE: The Authorized Representative of the Lead Municipality must initial for each participating MS4 to confirm their cooperation)

Participating MS4 Communities:

City of Mount Vernon *[initials]*
City of New Rochelle *[initials]*
City of Rye *[initials]*
Town of Mamaroneck *[initials]*
Village of Mamaroneck *[initials]*
Village of Pelham *[initials]*
Village of Rye Brook *[initials]*
Village of Port Chester *[initials]*
Village of Scarsdale *[initials]*

Alfred An Gatta
Authorized Representative of Lead Applicant

[Signature]
Signature

11/24/24
Date