

MS4 General Permit
Town of Madison 2017 Annual Report
Existing MS4 Permittee
Permit Number GSM 000051
January 1, 2017 – December 31, 2017

This report documents the Town of Madison’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	<ul style="list-style-type: none"> • Updated Town website to include stormwater management background information, general permit descriptions and informational resources • The informational resources include links to: EPA NPDES Stormwater Program, CTDEEP Stormwater Management Program, CTDEEP Watershed Management Program, Center for Watershed Protection and the Local Government Environmental Assistance Network • Held “Green Up Clean Up Day” on April 22, 2017 to raise environmental awareness 	Educate the public & raise environmental awareness	Public Works Rob Russo	Jul 1, 2018	January 1, 2018	

1-2 Address education/ outreach for pollutants of concern	In Progress	<ul style="list-style-type: none"> • Uploaded CTDEEP water quality/stormwater summary factsheet on Town website • In the process of including additional resources for pollutants of concern 	Raise awareness for pollutants of concern	Public Works Rob Russo	Jul 1, 2018	Anticipated for July 1, 2018	
1-3 Integrate storm water management, pollution prevention & water quality into school curriculum	In Progress	<ul style="list-style-type: none"> • Coordinated with Board of Education officials to discuss the implementation of stormwater, pollution prevention & water quality education into the science curriculum including guest lectures from the Town's MS4 administrator 	Educate students on common stormwater, pollution prevention & water quality topics	Public Works Rob Russo	-	Plan to implement program during 2017-2018 school year	Reason for addition: Extend public education program to schools

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

Green Up Clean Up Day 2018

Provide information on water quality and pollutants at the Town Hall and on the Town website

Perform an educational lecture to Madison Public Schools 7th Graders on stormwater runoff, pollution, water quality & illicit discharges

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.
<i>Madison Public Schools - 7th Grade Educational Lecture (Planned)</i>	Teachers & Students (Approx. 250)	Stormwater Runoff, Pollution, Water Quality & Illicit Discharges	N/A	Public Works

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	Complete	<ul style="list-style-type: none"> The Stormwater Management Plan was made available on the Town of Madison's Public Works website 	Provide public notice and access to the Town's Stormwater Management Plan	Public Works Rob Russo	Apr 3, 2017	April 3, 2017	
2-2 Comply with public notice requirements for Annual Reports	Complete	<ul style="list-style-type: none"> The 2016 & 2017 Annual Reports have been made available to the public on the Town of Madison's Public Works website 	Provide public notice and access to the Town's Annual Reports	Public Works Rob Russo	Feb 15, 2018	February 15, 2018	

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

N/A

2.3 Public Involvement/Participation reporting metrics

Metrics	Implemented	Date	Posted
Availability of the Stormwater Management Plan announced to public	Yes	April 3, 2017	Town of Madison's Public Works Website
Availability of Annual Report announced to public	Yes	February 15, 2018	Town of Madison's Public Works Website

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

3.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
3-1 Develop written IDDE program	In Progress	<ul style="list-style-type: none"> The Town is in process of completing a written IDDE program using the CT IDDE program template 	Develop written plan of IDDE program	Public Works Rob Russo	Jul 1, 2018	Anticipated for July 1, 2018	
3-2 Develop list and maps of all MS4 stormwater outfalls in priority areas	In Progress	<ul style="list-style-type: none"> The Town retained a consultant to map the stormwater outfalls during the last reporting period A continuation of this mapping has been authorized this reporting period to fill the gaps in outfall data 	Map all Townwide Stormwater Outfalls	Public Works Rob Russo	Jul 1, 2019	Anticipated for July 1, 2019	
3-3 Implement citizen reporting program	Complete	<ul style="list-style-type: none"> The Town of Madison's Public Works website encourages citizens to report illicit discharges through a "Report a Concern" function 	Promote citizen reporting of illicit discharges into the Town's storm drainage systems	Public Works Rob Russo	Jul 1, 2017	July 1, 2017	
3-4 Establish legal authority to prohibit illicit discharges	In Progress	<ul style="list-style-type: none"> The Town has had internal discussions regarding the establishment of a legal authority to prohibit illicit discharges 	Create a legal authority consisting of an individual or individuals who will investigate, monitor & prohibit reported illicit discharges	Public Works Rob Russo	Jul 1, 2018	Anticipated for July 1, 2018	
3-5 Develop record keeping system for IDDE tracking	Complete	<ul style="list-style-type: none"> The Town of Madison's Public Works Department has implemented Cartegraph Operational & Asset Management software to record stormwater related issues and track illicit discharges 	Create & maintain a current and reliable system for recording stormwater issues and tracking illicit discharges	Public Works Beth Anne Twohill	Jul 1, 2017	July 1, 2017	

3-6 Address IDDE in areas with pollutants of concern	Not Started	<ul style="list-style-type: none"> No activities to declare during current reporting period 					
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3.2 Describe any IDDE activities planned for the next year, if applicable.

- The written IDDE program will be posted to the Department of Public Works webpage and a link listed in next year’s Annual Report; will update the written IDDE program as needed throughout the permit term.
- A legal authority will be formalized to administer IDDE program, investigate and track illicit discharges.
- Townwide MS4 GIS stormwater data will continue to be collected and mapped.
- Citizen illicit discharge concerns will be recorded and tracked by the Department of Public Works in the Cartegraph software.

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

Date of Report	Location / suspected source	Response taken
N/A		

3.4 Provide a record of illicit discharges occurring during the reporting period and SSOs occurring July 2017 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)
N/A						

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

N/A

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
N/A		

3.7 IDDE reporting metrics

Metrics	
Estimated or actual number of MS4 outfalls	310 estimated
Estimated or actual number of interconnections	In Progress
Outfall mapping complete	80%
Interconnection mapping complete	In Progress
System-wide mapping complete (detailed MS4 infrastructure)	80%
Outfall assessment and priority ranking	In Progress
Dry weather screening of all High and Low priority outfalls complete	Planned for 18/19 Fiscal Year
Catchment investigations complete	Planned for 18/19 Fiscal Year
Estimated percentage of MS4 catchment area investigated	Planned for 18/19 Fiscal Year

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).

N/A

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	<ul style="list-style-type: none"> The Town of Madison's Public Works and Land Use Departments have begun internal discussions to revise land use and stormwater regulations in accordance with MS4 general permit requirements 	Update the Town of Madison's land use and stormwater regulations to meet the requirements of MS4 general permit	Land Use Dave Anderson Public Works Rob Russo	Jul 1, 2019	Anticipated for July 1, 2019	
4-2 Develop/Implement plan for interdepartmental coordination in site plan review and approval	Complete	<ul style="list-style-type: none"> The Town of Madison's Public Works, Land Use, Building & Health Departments coordinate and review site plans for approval Monthly meetings to further coordination efforts are currently being planned 	Maximize interdepartmental coordination on site plan reviews through communication	Public Works Rob Russo	Jul 1, 2017	July 1, 2017	
4-3 Review site plans for stormwater quality concerns	Complete	<ul style="list-style-type: none"> Private & Municipal site plan reviews identify activities that disturb land surface and detect potential causes of pollution to stormwater runoff 	Identify stormwater quality concerns during site plan review process	Land Use Dave Anderson Public Works Rob Russo	Jul 1, 2017	July 1, 2017	
4-4 Conduct site inspections	Complete	<ul style="list-style-type: none"> Site Developments are inspected by the building official, zoning enforcement officer & inland wetlands officer during construction 	Identify stormwater drainage issues with the site development	Building Department Vinny Garafalo	Jul 1, 2017	July 1, 2017	
4-5 Implement procedure to allow public comment on site development	Complete	<ul style="list-style-type: none"> The public has the ability to comment on site development's at Town Meetings The Town of Madison's website includes a reporting function to receive public comments 	Allow public comment on site developments through public meetings and the Town of Madison's website	Public Works Rob Russo	Jul 1, 2017	July 1, 2017	

4-6 Implement procedure to notify developers about DEEP construction stormwater permit	Complete	<ul style="list-style-type: none"> Developers are notified of the DEEP construction stormwater permit under Section 18 of the Town of Madison's Site Plan Review Application 	Notify developers of the DEEP construction stormwater permit	Land Use Dave Anderson	Jul 1, 2017	July 1, 2017	
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4.2 Describe any Construction Site Runoff Control activities planned for the next year, if applicable.

Review, update & implement the Town of Madison's land use and stormwater regulations to meet the requirements of the MS4 general permit

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	Not Started	<ul style="list-style-type: none"> No activities to declare during current reporting period 			Jul 1, 2021		
5-2 Enforce LID/runoff reduction requirements for development and redevelopment projects	Not Started	<ul style="list-style-type: none"> No activities to declare during current reporting period 			Jul 1, 2019		
5-3 Identify retention and detention ponds in priority areas	Not Started	<ul style="list-style-type: none"> No activities to declare during current reporting period 			Jul 1, 2019		
5-4 Implement long-term maintenance plan for stormwater basins and treatment structures	Not Started	<ul style="list-style-type: none"> No activities to declare during current reporting period 			Jul 1, 2019		
5-5 DCIA mapping	In Progress	<ul style="list-style-type: none"> The Town of Madison is in the process of analyzing DCIA from the mapping provided by UCONN Clear 	Identify DCIA's within the MS4 general permit priority area	Public Works Rob Russo	Jul 1, 2020	Anticipated for July 1, 2020	
5-6 Address post-construction issues in areas with pollutants of concern	Not Started	<ul style="list-style-type: none"> No activities to declare during current reporting period 			Not specified		

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

N/A

5.3 Post-Construction Stormwater Management reporting metrics

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

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

N/A

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

6.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed or projected completion date	Additional details
6-1 Develop/implement formal employee training program	Complete	<ul style="list-style-type: none"> Stormwater Pollution Prevention Yearly Training for the Town's Department of Public Works was conducted by Ted Stevens, PE LEP of Stevens Engineering & Environmental Services, LLC Training included the importance of stormwater management, pollution prevention and good housekeeping practices 	Educate & train Town personnel on stormwater management and pollution prevention	Public Works Rob Russo	Jul 1, 2017	January 19, 2018	Stormwater Pollution Prevention Training was scheduled in the 2017 year but was postponed several times due to snow storm events
6-2 Implement MS4 property and operations maintenance	In Progress	<ul style="list-style-type: none"> Under the general permit associated with industrial activity, the Town's Bulky Waste & Garage properties are currently being maintained. In accordance with the permit, stormwater samples are being obtained, analyzed and submitted to CTDEEP by Stevens Engineering and Environmental Services, LLC. Additional Town impervious areas such as the school properties were swept during low traffic volumes. Catch Basin cleanings for these properties are planned in the future. 	Maintain all Town owned properties in accordance with the MS4 General Permit	Public Works Rob Russo	Jul 1, 2018	Anticipated for July 1, 2018	

6-3 Implement coordination with interconnected MS4s	In Progress	<ul style="list-style-type: none"> The Town of Madison is in the process of contacting neighboring Town's (Guilford, Clinton) to coordinate interconnected MS4's 	Coordinate interconnected MS4's	Public Works Rob Russo	Not specified	Anticipated for July 1, 2018	
6-4 Develop/implement program to control other sources of pollutants to the MS4	Not Started	<ul style="list-style-type: none"> No activities to declare during current reporting period 			Not specified		
6-5 Evaluate additional measures for discharges to impaired waters*	Not Started	<ul style="list-style-type: none"> No activities to declare during current reporting period 			Not specified		
6-6 Track projects that disconnect DCIA	In Progress	<ul style="list-style-type: none"> The Town of Madison is currently in the process of creating a system to track projects that disconnect DCIA. The Town is exploring the viability of utilizing Cartegraph software for this purpose. 	Track & monitor projects that disconnect DCIA	Public Works Rob Russo	Jul 1, 2017	Anticipated for July 1, 2018	
6-7 Implement infrastructure repair/rehab program	Not Started	<ul style="list-style-type: none"> No activities to declare during current reporting period 			Jul 1, 2021		
6-8 Develop/implement plan to identify/prioritize retrofit projects	Not Started	<ul style="list-style-type: none"> No activities to declare during current reporting period 			Jul 1, 2020		
6-9 Implement retrofit projects to disconnect 2% of DCIA	Not Started	<ul style="list-style-type: none"> No activities to declare during current reporting period 			Jul 1, 2022		

6-10 Develop/implement street sweeping program	Complete	<ul style="list-style-type: none"> The Town of Madison's annual street sweeping program was completed this reporting period by the Department of Public Works, supplemented by the contractor Tri State Industrial Maintenance, LLC. Approximately 125 miles of Town roads were swept as part of the annual program. Town impervious parking areas such as the school properties were also included in the program. 	Continue annual street sweeping program to mitigate sediment & debris on Town roads and properties	Public Works John Iennaco	Jul 1, 2017	July 1, 2017	
6-11 Develop/implement catch basin cleaning program	Complete	<ul style="list-style-type: none"> The Town of Madison's annual catch basin cleaning program was completed this reporting period by Wethersfield Sweeping Service. 27 catch basins were cleaned in coordination with roadway reclamation projects. 	Continue catch basin cleaning program to remove sediment & debris from basins and improve stormwater quality	Public Works John Iennaco	Jul 1, 2020	July 1, 2017	270 catch basins were cleaned during the previous reporting period
6-12 Develop/implement snow management practices	In Progress	<ul style="list-style-type: none"> Road salt was utilized to treat Town roads during storm events as opposed to a sand mixture; preventing sediment accumulation in catch basins To mitigate wetland impacts, adjacent snow banks/piles were transported to Town properties 	Develop/Implement additional snow management practices to mitigate the effect on water quality	Public Works John Iennaco	Jul 1, 2018	Anticipated for July 1, 2018	

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

Additional Stormwater Pollution Prevention Training for Department of Public Works Personnel

Additional maintenance on Town owned MS4 properties

MS4 interconnection coordination with neighboring Towns

Create system to begin tracking projects that disconnect DCIA

Continue Street Sweeping and Catch Basin Cleaning Programs

Develop & Implement additional snow management practices

6.3 Pollution Prevention/ Good Housekeeping reporting metrics

Metrics	
Employee training provided for key staff	Yes 1-19-2018
Street sweeping	
Curb miles swept	250 miles
Volume (or mass) of material collected	N/A
Catch basin cleaning	
Total catch basins in priority areas	2,027
Total catch basins in MS4	2,516
Catch basins inspected	Planned for FY 18-19
Catch basins cleaned	27
Volume (or mass) of material removed from all catch basins	N/A
Volume removed from catch basins to impaired waters (if known)	N/A
Snow management	
Type(s) of deicing material used	Road Salt
Total amount of each deicing material applied	1,850 tons
Type(s) of deicing equipment used	6 wheel dump trucks w/ salt spreading equipment
Lane-miles treated	250 miles
Snow disposal location	Exchange Field
Staff training provided on application methods & equipment	Yes for New Hires
Municipal turf management program actions (for permittee properties in basins with N/P impairments)	
Reduction in application of fertilizers (since start of permit)	N/A
Reduction in turf area (since start of permit)	N/A
Lands with high potential to contribute bacteria (dog parks, parks with open water, & sites with failing septic systems)	
Cost of mitigation actions/retrofits	N/A

6.4 Catch basin cleaning program

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

The Town of Madison Department of Public Works personnel performed visual inspections of catch basins throughout Town to determine which areas were most in need of cleaning. The area selected for catch basin cleaning was bounded to the west by Route 79, to the north by Green Hill Road, to the east by the Killingworth Town line and to the south by U.S. Route 1.

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

- ❖ Not required as part of 2017 Annual Report

Part III: Additional IDDE Program Data

- ❖ Not required as part of 2017 Annual Report

Part IV: Certification

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

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