

INTRODUCTION

This Annual Report has been prepared for the Town of Ellington in compliance with the Connecticut Department of Energy & Environmental Protection (CT DEEP) General Permit for the Discharge of Storm water from Small Municipal Separate Storm Sewer Systems (MS4) (MS4 General Permit), effective July 1, 2017. This report documents the efforts of the Town of Ellington to comply with the conditions of the MS4 General Permit to the maximum extent practicable (MEP) for the period of January 1, 2017 to December 31, 2017.

Following a review of the MS4 General Permit, it appears that the registration and SWMP incorrectly stated that the Annual Report will be posted to the Town website annually by January 31. This date should be February 15.

The 2017 Annual Report for the Town of Ellington is presented on the following pages. Parts II and III are not included as they are not required until next year.

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 responsible	Due	Completion date	Additional details
1-1 Implement public education and outreach	Ongoing	Newsletter updates sent out and posted on Town website to inform residents about impacts of polluted stormwater runoff entering waterways	Ongoing education of Town residents on impacts of polluted stormwater runoff entering waterways	Public Works & Selectman's Office	July 1, 2018	Anticipate completing by the deadline	
1-2 Address education/outreach for pollutants of concern	Ongoing	Newsletter updates sent out and posted on Town website to inform residents of the impacts of pollutants of concern entering waterways through stormwater runoff	Ongoing education of Town residents on the impacts of pollutants of concern entering waterways through stormwater runoff	Public Works & Selectman's Office	July 1, 2018	Anticipate completing by the deadline	

1.2 DESCRIBE ANY PUBLIC EDUCATION AND OUTREACH ACTIVITIES PLANNED FOR THE NEXT YEAR, IF APPLICABLE.

Newsletter updates to be sent out via local Town quarterly newsletter and posted on Town website to educate residents on the impacts of polluted stormwater runoff entering waterways in Town. The Town will utilize the UConn NEMO program of stormwater educational material as a resource, and provide a link to this web-based library on the Town's website. The Town will also provide materials in printed format in public locations within the town hall.

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.
Newsletter publications	Town-wide	Inform residents about the impacts of polluted stormwater runoff, including pollutants of concern, entering waterways	Oils and fertilizers	Public Works
Town website	Town-wide	Inform residents about the impacts of polluted stormwater runoff, including pollutants of concern, entering waterways		Public Works, Planning Office, Selectman's Office

2. PUBLIC INVOLVEMENT/PARTICIPATION (Section 6(a)(2) / page 21)

2.1 BMP SUMMARY

BMP	Status	Activities in current reporting period	Measurable goal	Department responsible	Due	Completion date	Additional details
2-1 Comply with public notice requirements for the Stormwater Management Plan	Completed	Stormwater Management Plan posted on Town website	Stormwater Management Plan posted on Town website	Public Works & Selectman's Office	April 3, 2017	April 15, 2017	
2-1 Comply with public notice requirements for Annual Reports			Annual Report to be posted on Town website	Public Works & Selectman's Office	Feb. 15, 2018		

2.2 DESCRIBE ANY PUBLIC INVOLVEMENT/PARTICIPATION ACTIVITIES PLANNED FOR THE NEXT YEAR, IF APPLICABLE.

The Town will provide a draft copy of the Annual Report on its website and make it available in the First Selectman's office for review and public comment for a minimum of 45 days prior to the submission of the report to the DEEP. A notice will include a contact name, phone number, physical address and email address to whom the public can send comments.

2.3 PUBLIC INVOLVEMENT/PARTICIPATION REPORTING METRICS

Metrics	Implemented	Date	Posted
Availability of the Stormwater Management Plan announced to public	Yes	April 15, 2017	Town website
Availability of Annual Report announced to public	Yes	April 2, 2018	Town website

3. ILLICIT DISCHARGE DETECTION AND ELIMINATION (Section 6(a)(3) and Appendix B / page 22)

3.1 BMP SUMMARY

BMP	Status	Activities in current reporting period	Measurable goal	Department responsible	Due	Completion date	Additional details
3-1 Develop written IDDE program	Ongoing	Public Works is in the process of developing a written IDDE program using the CT IDDE program template	Develop a written IDDE program	Public Works	July 1, 2018	Anticipate completing by the deadline	
3-2 Develop list and maps of all MS4 storm water outfalls in priority areas	Completed	Locations of outfalls directly discharging into impaired waterways listed and marked by GPS and added to map	Locations of outfalls directly discharging into impaired waterways listed and marked by GPS and added to map	Public Works	July 1, 2019	March 2018	
3-3 Implement citizen reporting program	Completed	Public Works responds to citizen reports as received	Public Works will continue to respond to citizen reports	Public Works	July 1, 2017	July 1, 2017	
3-4 Establish legal authority to prohibit illicit discharges	Ongoing	Planning Department working to draft Town ordinance	Draft Town ordinance	Planning	July 1, 2018	Anticipate completing by the deadline	Ordinance must be approved by Town Ordinance Committee and then at Town Meeting
3-5 Develop record keeping system for IDDE tracking	Completed	Public Works tracks citizen calls regarding stormwater management issues or suspected illicit discharges	Public Works will continue to track citizen calls	Public Works	July 1, 2017	July 1, 2017	
3-6 Address IDDE in areas with pollutants of concern	Completed	Public Works investigates, logs and tracks citizen calls regarding suspected illicit discharges with pollutants of concern	Citizen calls and complaints will continue to be investigated, logged and tracked	Public Works	Not specified	Ongoing	
3-7 Household hazardous waste collection	Completed	Drop-off center established and member of Mid-NEROC	Continue to provide drop-off center and remain a member of Mid-NEROC	Public Works	Annually	July 2012	Residents can drop off household hazardous waste within the Mid-NEROC schedule. Electronics drop off is available at Public Works

3.2 DESCRIBE ANY IDDE ACTIVITIES PLANNED FOR THE NEXT YEAR, IF APPLICABLE.

Develop a written IDDE program. Establish a Town ordinance to prohibit illicit discharges. Continue to inspect any citizen reports of stormwater management issues or suspected illicit discharges. Continue to inform residents of the Mid-NEROC (Mid-Northeast Recycling Operating Committee) schedule as well as the hours of the Public Works drop-off center including information on what can and cannot be recycled.

3.3 LIST OF CITIZEN REPORTS OF SUSPECTED ILLICIT DISCHARGES RECEIVED DURING THIS REPORTING PERIOD.

Date of Report	Location / suspected source	Response taken
NONE		

3.4 PROVIDE A RECORD OF ILLICIT DISCHARGES OCCURRING DURING THE REPORTING PERIOD AND SSOs OCCURRING JULY 2012 THROUGH END OF REPORTING PERIOD USING THE FOLLOWING TABLE.

Location (Lat long/ street crossing /address and receiving water)	Date and duration of occurrence	Discharge to MS4 or surface water	Estimated volume discharged	Known or suspected cause / Responsible party	Corrective measures planned and completed (include dates)	Sampling data (if applicable)

3.5 BRIEFLY DESCRIBE THE METHOD USED TO TRACK ILLICIT DISCHARGE REPORTS, RESPONSES TO THOSE REPORTS AND WHO WAS RESPONSIBLE FOR TRACKING THIS INFORMATION.

If a report or complaint is received, Public Works staff will investigate, log, and track any suspected illicit discharge and file the report by address.

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

3.7 IDDE REPORTING METRICS

Metrics	
Estimated or actual number of MS4 outfalls	9
Estimated or actual number of interconnections	13
Outfall mapping complete	100%
Interconnection mapping complete	100%
System-wide mapping complete (detailed MS4 infrastructure)	100%
Outfall assessment and priority ranking	95%
Dry weather screening of all High and Low priority outfalls complete	9
Catchment investigations complete	9
Estimated percentage of MS4 catchment area investigated	

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).

Annual IDDE Training with key Pubic Works staff assigned to work with the IDDE program prior to inspecting outfalls. Staff is trained on visually detecting and testing possible illicit discharges.

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 responsible	Due	Completion date	Additional details
4-1 Implement, upgrade and enforce land use regulations or other legal authority to meet requirements of MS4 General Permit	Ongoing	Enforce current Soil Erosion and Sediment Control section within Ellington Zoning Regulations	Continue to enforce current Soil Erosion and Sediment Control section within Ellington Zoning Regulations. Establish and enforce LID and runoff reduction regulations and/or ordinance.	Planning	July 1, 2019	Anticipate completing by the deadline	Current Soil Erosion and Sediment Control regulations reference <i>2002 Guidelines for Soils Erosion and Sedimentation Control</i> , as amended.
4-2 Develop/implement plan for interdepartmental coordination in site plan review and approval	Completed	All pertinent Town departments reviewed site plans submitted for subdivision, commercial and industrial development, and all Wetland Agency applications	Departments are emailed site plans for subdivision, commercial and industrial development, and all Wetland Agency applications	Planning	July 1, 2017	July 1, 2017	
4-3 Review site plans for stormwater quality concerns	Completed	Planning Department reviews all site plans submitted to comply with Soil Erosion and Sediment Control section within Ellington Zoning Regulations	Developers receive approval for site plan that complies with Soil Erosion and Sediment Control section within Ellington Zoning Regulations	Planning	July 1, 2017	July 1, 2017	Current Soil Erosion and Sediment Control regulations reference <i>2002 Guidelines for Soils Erosion and Sedimentation Control</i> , as amended.
4-4 Conduct site inspections	Completed	Planning Department conducts inspections to determine compliance to Soil Erosion and Sediment Control section within Ellington Zoning Regulations	Site inspections completed regularly throughout site development process	Planning	July 1, 2017	July 1, 2017	
4-5 Implement procedure to allow public comment on site development	Completed	Public Hearings and public meetings required for site development plan approval by land use commissions	Task Ongoing	Planning	July 1, 2017	July 1, 2017	

4-6 Implement procedure to notify developers about DEEP Construction Stormwater General Permit	Completed	Notice included in all approval letters for all development proposals	Notice will continue to be included in all approval letters for all development proposals	Planning	July 1, 2017	March 2018	
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4.2 DESCRIBE ANY CONSTRUCTION SITE RUNOFF CONTROL ACTIVITIES PLANNED FOR THE NEXT YEAR, IF APPLICABLE.

Continue to require developers to comply with Soil Erosion and Sediment Control section within Ellington Zoning Regulations. Inspect control measures regularly to make sure they are functioning correctly and comply with regulation and approval. Establish and enforce LID and runoff reduction regulations and/or ordinance.

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 responsible	Due	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		Establish and enforce LID and runoff reduction regulations and/or ordinance.	Planning	July 1, 2021	Anticipate completing by the deadline	
5-2 Enforce LID/runoff reduction requirements for development and redevelopment projects.	Ongoing	Enforce Ellington Subdivision Regulations which require runoff reduction	Continue to enforce Ellington Subdivision Regulations which require runoff reduction. Establish and enforce LID and runoff reduction regulations and/or ordinance.	Planning	July 1, 2019	Anticipate completing by the deadline	
5-3 Identify retention and detention ponds in priority areas.	Completed	Identified all detention ponds in priority areas	All detention ponds in priority areas are identified	Public Works	July 1, 2019	July 1, 2017	
5-4 Implement long-term maintenance plan for storm water basins and treatment structures.	Completed	Plan developed to inspect and clean catch basins. Plan developed to clean and mow detention basins annually	Catch basins inspected and cleaned as needed. Detention basins cleaned and mowed.	Public Works	July 1, 2019	July 1, 2017	
5-5 DCIA mapping.	Not Started		Calculate the DICA that contributes to stormwater runoff to each of its MS4 outfalls	Planning	July 1, 2020	Anticipate completing by the deadline	
5-6 Address post-construction issues in areas with pollutants of concern.	Ongoing		Prioritize any problems found during inspections from long-term maintenance plan within DCIA retrofit program	Public Works & Planning	Not specified	Ongoing	

5.2 DESCRIBE ANY POST-CONSTRUCTION STORMWATER MANAGEMENT ACTIVITIES PLANNED FOR THE NEXT YEAR, IF APPLICABLE.

Catch basins to be inspected and cleaned as needed. Detention basins cleaned and mowed annually. Continue to enforce Ellington Subdivision Regulations which require runoff reduction. Establish and enforce LID and runoff reduction regulations and/or ordinance.

5.3 POST-CONSTRUCTION STORMWATER MANAGEMENT REPORTING METRICS

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

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 responsible	Due	Completion date	Additional details
6-1 Develop/implement formal employee training program.	Completed	Annual MS4, IDDE, SWMP and SPCCP training	Continue annual MS4, IDDE, SWMP and SPCCP training	Public Works	July 1, 2017	July 1, 2017	
6-2 Implement MS4 property and operations maintenance.	Completed	Property and operations maintenance plan has been implemented	Implement Property and operations maintenance plan	Public Works	July 1, 2017	July 1, 2017	
6-3 Implement coordination with interconnected MS4s.	Not Started			Public Works	Not specified		
6-4 Develop/implement program to control other sources of pollutants to the MS4.	Completed	All pertinent Town department reviewed site plans submitted for subdivision, commercial and industrial development, and all Wetland Agency applications	Departments are emailed site plans for subdivision, commercial and industrial development, and all Wetland Agency applications	Public Works & Planning	Not specified	July 1, 2017	
6-5 Evaluate additional measures for discharges to impaired waters.	Completed	Turf management per soil sample results	Continue to manage turf per soil sample results	Public Works	Not specified	July 1, 2017	
6-6 Track projects that disconnect DCIA.	Not Started			Public Works	July 1, 2017		
6-7 Implement infrastructure repair/rehab program.	Completed	Program developed to repair/rehab infrastructure through five year road overlay program	Infrastructure repaired annually through five year road overlay program	Public Works	July 1, 2021	July 1, 2017	
6-8 Develop/implement plan to identify/prioritize retrofit projects.	Not Started			Public Works	July 1, 2020	Anticipate completing by the deadline	

BMP	Status	Activities in current reporting period	Measurable goal	Department responsible	Due	Completion date	Additional details
6-9 Implement retrofit projects to disconnect 2% of DCIA.	Not Started			Public Works	July 1, 2022	Anticipate completing by the deadline	
6-10 Develop/implement street sweeping program.	Completed	Program developed to sweep all roadways and parking areas annually	All roadways and parking areas swept annually	Public Works	July 1, 2017	July 1, 2017	
6-11 Develop/implement catch basin cleaning program.	Completed	Program developed to inspect and repair catch basins as needed in conjunction with five year road overlay program	Catch basins inspected and repaired in conjunction with five year road overlay program	Public Works	July 1, 2020	July 1, 2017	
6-12 Develop/implement snow management practices.	Completed	Program developed for snow management	Snow removed and transported to approved location	Public Works	July 1, 2018	July 1, 2017	

6.2 DESCRIBE ANY POLLUTION PREVENTION/GOOD HOUSEKEEPING ACTIVITIES PLANNED FOR THE NEXT YEAR, IF APPLICABLE.

Annual review of SPCC plan and adjust and improve as needed. Continue infrastructure repair/rehab program, street sweeping program, catch basin cleaning program, and snow management program.

6.3 POLLUTION PREVENTION/ GOOD HOUSEKEEPING REPORTING METRICS

Metrics	
Employee training provided for key staff	Yes / Annually (February)
Street sweeping	
Curb miles swept	220 miles
Volume (or mass) of material collected	varies
Catch basin cleaning	
Total catch basins in priority areas	#
Total catch basins in MS4	#
Catch basins inspected	#
Catch basins cleaned	#
Volume (or mass) of material removed from all catch basins	lbs or tons
Volume removed from catch basins to impaired waters (if known)	lbs or tons
Snow management	
Type(s) of deicing material used	Treated salt
Total amount of each deicing material applied	1500 tons
Type(s) of deicing equipment used	plows
Lane-miles treated	2200 miles
Snow disposal location	0
Staff training provided on application methods & equipment	Yes / Annually (November)
Municipal turf management program actions (for permittee properties in basins with N/P impairments)	
Reduction in application of fertilizers (since start of permit)	lbs or %
Reduction in turf area (since start of permit)	acres
Lands with high potential to contribute bacteria (dog parks, parks with open water, & sites with failing septic systems)	
Cost of mitigation actions/retrofits	\$

6.4 CATCH BASIN CLEANING PROGRAM

Briefly describe the method used to optimize your catch basin inspection and cleaning schedule. [Complete this section for the 2017 Annual Report only]
Basins cleaned in conjunction with five year road overlay program, other basins inspected annually.

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 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