

Incorporated **VILLAGE OF ROSLYN**

1200 OLD NORTHERN BOULEVARD • ROSLYN • NASSAU COUNTY • NEW YORK 11576
TEL: (516) 621-1961 • FAX (516) 621-2171
Web Site: www.HistoricRoslyn.org

MAYOR
John Durkin

DEPUTY MAYOR
Nolan Myerson

TRUSTEES
Marshall E. Bernstein
Craig Westergard
Marta Genovese

MS4 Permit Coordinator
NYSDEC Region 1
SUNY Stony Brook Campus
Buildings 40
Stony Brook, N.Y. 11790-2356

May 19, 2004

Re: Incorporated Village of Roslyn
Storm Water Management Plan Annual Report
Municipal Compliance Certification Form

Dear Sir or Madam:

In accordance with NYSDEC'S Phase II storm water requirements, and SPDES General permit No. GP-02-02, attached is our Storm Water Management Plan Annual Report (SWMPAR), which includes a copy of the Municipal Compliance Certification (MCC) Form (see Appendix A of the SWMPAR).

As requested by NYSDEC, the signed "original" of the MCC form has been submitted to the NYSDEC Central Office in Albany.

If there are any questions, please do not hesitate to contact me.

Very truly yours,

Richard Barbieri
Superintendent of Buildings,
Superintendent of Public Works

RJB:af
Enclosures

C: Mayor Durkin
Board of Trustee
Village Attorney
Anthony Conetta (D&B)



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MS4 Permit Coordinator
New York State Department
of Environmental Conservation
Division of Water, 4th Floor
625 Broadway
Albany, N.Y. 12233-3505

Re: Incorporated Village of Roslyn
Storm Water Management Plan Annual Report
Municipal Compliance Certification Form

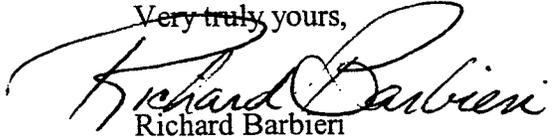
Dear Sir or Madam:

In accordance with NYSDEC'S Phase II storm water requirements, SPDES General Permit No. GP-02-02, and guidance provided by your office, attached is the signed "original" of the Municipal Compliance Certification (MCC) Form.

Based on NYSDEC directions, the Phase II Storm Water Management Plan Annual Report (SWMPAR), which includes a copy of the MCC, has been submitted to the local NYSDEC regional office.

If there are any questions, please do not hesitate to contact me.

Very truly yours,


Richard Barbieri
Superintendent of Buildings,
Superintendent of Public Works

RJB:af
Enclosures

C: Mayor Durkin
Board of Trustees
Village Attorney
Anthony Conetta (D&B)

PHASE II STORM WATER MANAGEMENT PROGRAM

ANNUAL REPORT

for the period

March 10, 2003 – March 9, 2004

PREPARED FOR

VILLAGE OF ROSLYN

ROSLYN, NEW YORK

MAY 2004

PREPARED BY

DVIRKA AND BARTILUCCI CONSULTING ENGINEERS

WOODBURY, NEW YORK

VILLAGE OF ROSLYN
STORM WATER MANAGEMENT PROGRAM
ANNUAL REPORT
for the period
March 10, 2003 – March 9, 2004

TABLE OF CONTENTS

<u>Section</u>	<u>Title</u>	<u>Page</u>
S.0	EXECUTIVE SUMMARY	S-1
1.0	SIX MINIMUM MEASURES	1-1
	Minimum Measure 1: Public Education and Outreach	
	Minimum Measure 2: Public Involvement/Participation	
	Minimum Measure 3: Illicit Discharge Detection and Elimination	
	Minimum Measure 4: Construction Site Storm Water Runoff Control	
	Minimum Measure 5: Post-construction Storm Water Management	
	Minimum Measure 6: Pollution Prevention/Good Housekeeping	
2.0	ANNUAL PUBLIC MEETING	2-1

List of Appendices

	Copy of Municipal Compliance Certification Form.....	A
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S.0 EXECUTIVE SUMMARY

On February 27, 2003, the Village submitted to the New York State Department of Environmental Conservation (NYSDEC) a Notice of Intent (NOI) for coverage under the State Pollution Discharge and Elimination System (SPDES) General Permit (GP-02-02) for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s). This action was required as part of the New York State's overall Phase II Storm Water Management Program. The NOI outlined the elements of the Village's storm water management program and the "measurable goals" associated with implementation of the program's best management practices (BMPs). On March 19, 2003, NYSDEC acknowledged receipt of the Village's NOI and assigned an MS4 SPDES permit number to the Village (NYR20A071).

As required, the Village's NOI/plan includes the following six minimum storm water management control measures:

- Public education and outreach
- Public participation and involvement
- Illicit discharge detection and elimination
- Construction site storm water runoff control
- Post-construction storm water management
- Pollution prevention/good housekeeping for municipal operation

One of the major requirements of the State's SPDES General Permit for MS4s is to prepare a storm water management plan annual report (SWMPAR) to demonstrate compliance with the permit and to report on progress made in the overall implementation of the plan.

Over the last year, the Village undertook the following activities to meet its obligations and document its progress in the implementation of the storm water management plan:

- Audits of the implementation status of the six minimum program elements

- Training workshops related to storm water management plan elements
- Prepared and released for public review a draft SWMPAR
- Held a public meeting on the draft SWMPAR and other storm water management issues
- Prepared a final SWMPAR including a summary of comments and responses on the draft
- Prepared and filed the required Municipal Compliance Certification (MCC) Form

The final versions of the MCC Form, and the required format and directions for preparing the SWMPAR were developed by NYSDEC and distributed to MS4s throughout the state in late February 2004. A copy of the completed MCC is provided in Appendix A.

The 2003-2004 SWMPAR herein was prepared in accordance with NYSDEC's February 2004 format, guidance and direction. As required by the General Permit and based on the progress made in this first year of implementation, the overall storm water management program is on schedule and is expected to be fully implemented and operational by the year 2008.

1.0 SIX MINIMUM MEASURES SECTION

Storm Water Management Plan Annual Report – Six Minimum Measures (March 10, 2003 to March 9, 2004)

Municipality Name Incorporated Village of Roslyn SPDES Number NYR20A071

MINIMUM MEASURE 1: Public Education and Outreach in Stormwater Impacts

A. Narrative Overview: As part of the implementation of the Village’s Storm Water Management Plan (SWMP) filed in March 2003, and in accordance with Section IV.C.1 of the SPDES General Permit for Storm Water Discharges, the Village initiated an ongoing public education and outreach program. The program is aimed at educating and informing the public of the impacts of storm water discharges on waterbodies, the pollutants of concern and their sources, the steps the public can take to reduce such discharges and pollution. Measurable goals for the SWMPs Year-1 best management practices (BMPs) for the public education and outreach program included setting up a storm water repository and preparation of articles for Village distribution.

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?		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>A storm water information repository has been established at Village Hall.</p> <p>Storm water articles and storm water pamphlets have been mailed to all Village residents.</p> <p>Update repository as necessary.</p> <p>Prepare additional storm water articles as well as a storm water web page.</p>

Municipality Name: **Incorporated Village of Roslyn**
 SPDES Number: **NYR20A071**

MINIMUM MEASURE 2: Public Involvement/Participation

A. Narrative Overview: In accordance with Section IV.C.2 of the SPDES General Permit for Storm Water Discharges, the Village designed and conducted a public involvement/participation program. The key element of the program was to prepare an annual report and municipal compliance certification, both of which were subject to public review. Other measurable goals for the public involvement/participation program included initiating the development of a stakeholders list and an Earth Day event.

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.
TECHNIQUES	YES	NO	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.
Public notice and access to documents and information (required)	X		A first draft SWMPAR has been prepared for public review and comment.
Public presentation and comments received on SWMP and annual report (required)	X		The Village held an annual meeting on May 18, 2004, to receive comments on draft SWMPAR.
Public involvement/participation program(required)	X		The Village in conjunction with the Hempstead Harbor Protection Committee has had environmental/storm water displays/exhibits at two street fairs held in May '03 and October '03. The Village also has a resident's/stakeholder's list.
Contact person identified (required)	X		Richard Barbieri, Supt. Public Works, has been identified in NOI as the storm water contact person.

Municipality Name: **Incorporated Village of Roslyn**
 SPDES Number: **NYR20A071**

MINIMUM MEASURE 3: Illicit Discharge Detection and Elimination

A. Narrative Overview: In accordance with Section IV.C.3 of the SPDES General Permit for Storm Water Discharges, the Village initiated a program to detect and eliminate illicit discharges into the MS4. The program includes ongoing development of a map showing locations of outfalls and waters that receive discharges from those outfalls. Enforcement procedures have been discussed and appropriate measures for implementing them are being developed.

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?		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		Continue planning for outfall mapping
Illicit discharges prohibited (required)	X		Enforce prohibition of illicit discharges. Adopt drainage ordinance as appropriate.
Public, employees, businesses informed of hazards from illicit discharges (required)	X		Continue public information program on illicit discharges
Illicit discharges identified (required)	X		Continue manhole screening and septic pumpout program.

Municipality Name: **Incorporated Village of Roslyn**
 SPDES Number: **NYR20A071**

MINIMUM MEASURE 4: Construction Site Stormwater Runoff Control

A. Narrative Overview: In accordance with Section IV.C.4 of the SPDES General Permit for Storm Water Discharges, the Village is developing a program to reduce pollutants from storm water runoff from construction activities that disturb one or more acres of land. At a minimum, the protection will be equivalent to the requirements of the General Permit for Construction Activities (GP-02-01). Year 1 BMPs also included development of a mechanism for responding to complaints and reviewing local requirements.

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		Initiated the evaluation of existing ordinances and other local requirements related to erosion & sedimentation controls.	Continue to evaluate model ordinances. Adopt/revise ordinances as appropriate.
Provide opportunity for public comment on construction plans (required)	X		Village policy provide for consideration of information submitted by the public and responses to complaints (none have been received).	Continue this activity.
Require construction site plan review (required)	X		Construction site plan review is required by the Village and includes consideration of storm water.	Continue this activity.
Require overall construction site waste management (required)	X		Construction site waste management, as needed, is required by Village and includes consideration of storm water.	Continue this activity.

Municipality Name: **Incorporated Village of Roslyn**

SPDES Number: **NYR20A071**

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				
Site inspection and enforcement (required)	X		Site inspection and enforcement, as needed, is performed by the Village and includes consideration of storm water.	Continue this activity.
Education and training of construction site operators (required)	X		Conducted as part of employee ongoing proper operation and maintenance training.	Continue this activity.

Municipality Name: **Incorporated Village of Roslyn**
SPDES Number: **NYR20A071**

MINIMUM MEASURE 5: Post-Construction Stormwater Management

A. Narrative Overview: In accordance with Section IV.C.5 of the SPDES General Permit for Storm Water Discharges, the Village is implementing a program that includes a combination of structural and/or non-structural management practices appropriate for the community that will reduce the discharge of pollutants to the maximum extent possible. The Village has initiated assessments of conditions and is evaluating ordinances. Discussions have begun on regulatory mechanisms to address post-construction runoff from new development and re-development projects.

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?		Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.
REQUIREMENTS	YES	NO	
Assess existing conditions throughout the MS4 and identify appropriate management practices to reduce pollutant discharge to the maximum extent practicable (required)	X		Evaluate alternative model ordinance provisions.
Regulate post-construction runoff from development through an ordinance or other regulatory mechanism (required)	X		Evaluate model ordinance and pass ordinance as appropriate.

Municipality Name: **Incorporated Village of Roslyn**

SPDES Number: **NYR20A071**

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?		Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.
REQUIREMENTS	YES	NO	
Develop management practice inspection and maintenance program (required)	X		Finalize BMP for facilities document.

Municipality Name: **Incorporated Village of Roslyn**
SPDES Number: **NYR20A071**

MINIMUM MEASURE 6: Pollution Prevention/Good Housekeeping

A. Narrative Overview: In accordance with Section IV.C.6 of the SPDES General Permit for Storm Water Discharges, the Village is implementing an operations and maintenance (O&M) program that will reduce and prevent the discharge of pollutants to the maximum extent from municipal activities including, but not limited to, park and open space maintenance, fleet and building maintenance, storm water systems maintenance, roadway maintenance. The O&M program under development includes a training component. Other Year 1 BMPs included street sweeping, development of a BMP for facilities document, inspections and cleaning out of catch basins and continuation of the Village’s solid waste management and recycling programs.

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?		Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.
REQUIREMENTS	YES	NO	
	<p>If YES, describe what measurable goals that were achieved and other accomplishments.</p> <p>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.</p>		
Prevent discharge of pollutants from municipal operations (required)	X		Continue pollution prevention activities.
Follow DEC NPS management Practices catalog, or equivalent (required)	X		Finalize BMP document.
Conduct employee pollution prevention training (required)	X		Continue periodic employee spill and pollution prevention training.

Municipality Name: **Incorporated Village of Roslyn**
 SPDES Number: **NYR20A071**

2.0 ANNUAL PUBLIC MEETING

The Village scheduled and held its annual public meeting on the Phase II Storm Water Management Program on Tuesday, May 18, 2004 at 8:00 p.m. at the Village Hall. The meeting was announced as a legal notice in the Roslyn News and was conducted as part of the Village's regularly scheduled Board meeting.

The meeting was attended by the Mayor, Deputy Mayor, Village Board, Village Clerk, Superintendent of Public Works, the Village's engineering consultant, and approximately 15 residents. The Village's engineering consultant gave a presentation on the Storm Water Management Program that included an overview (introduction and background) of the program, as well as a summary of the Villages draft annual report for the reporting year, particularly with respect to required, six minimum storm water control measures. Following the presentation, the people in attendance and Board members were given the opportunity ask questions or make comments on the overall program and the draft annual report. Comments and responses are provided below:

Comment:

Are Phase II storm water regulations federal or state regulations?

Response:

The Phase II storm water regulations were issued by the United States Environmental Protection Agency (USEPA) and are derived from the federal Clean Water Act of 1987. In most states, federal environmental programs are implemented through individual state permit programs. In New York State, the federal Phase II regulations are implemented through the State Pollutant Discharge Elimination System (SPDES) permit program that is administered by the New York State Department of Environmental Conservation.

Comment:

What is an "illicit discharge?"

Response:

Generally, illicit discharges are discharges that typically originate from non-storm water sources and flow into a storm water conveyance system. Examples of sources of illicit

discharges include sanitary wastewater, effluent from septic tanks, commercial car wash wastewaters, improper waste oil disposal, radiator flushing disposal, laundry wastewater, spills from accident or leaks, and improper disposal of auto and household chemicals.

Comment:

How does Roslyn's storm water management program compare to those of other nearby communities?

Response:

All storm water management programs for municipal separate storm sewer systems (MS4s) must be in compliance with the New York State SPDES General Permit (GP-02-02) and at a minimum, contain the six control measures listed in the Permit, and described in the Village's initial storm water management planning documents and in this Annual Report. As such, the Phase II plans/programs in nearby communities, many of which have comparable physical characteristics and land-use, are generally similar in overall scope and implementation.

APPENDIX A

COPY OF MUNICIPAL COMPLIANCE CERTIFICATION FORM



**SPDES General Permit for Stormwater Discharges from
Small Municipal Separate Storm Sewers (MS4s), Permit No. GP- 02-02
Municipal Compliance Certification, Page 2**

SPDES No.: NYR20A071	MS4 Name: INCORPORATED VILLAGE OF ROSLYN
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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 #	Explanation
Question #	Explanation

Question #	Explanation

Section E. Certification

"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."

Print Name: Richard Barbieri Title: Supt. of Buildings & Public Works
 Signature: *Richard Barbieri* Date: 5/19/04