



**Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02  
STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE**

**Regulated MS4:** Village of Ardsley **SPDES Permit Number:** NYR20A 3 1 6

Annual Report Table for year ending: March 9, X 2006 (Year 3)      2007 (Year 4)      2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

**Minimum Control Measure 1. Public Education and Outreach**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.1.a, b:</b> Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> <li>• <i>Explain the program, including activities and materials used</i></li> <li>• <i>Identify the personnel or outside organization conducting the activity.</i></li> <li>• <i>Indicate activities planned for next year.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Presentations at televised Village Board Meetings by SWM Coordinator (general updates and specific topics as outlined in right hand column)</p>	<p>4/4/2005 Bx Riv Coalition MOA and West. County GIS MOA, 9/6/2005 IDDE Law Discussion, 9/19/2005 SM Riv Coalition MOA, 10/5/2005 IDDE Work Session (w/Planning Bd), 12/19/2005 IDDE Law and Receptacle Required Law Publ Hearings, plan to continue appearances on quarterly basis</p>
<p>GIS Training programs attended by Village personnel conducted by Municipal Administrators Assoc. of Metro NY and Ana Hiraldo IT West. County</p>	<p>9/14/2005 D. Henneberry, Asst VM, “2005 West County GIS Base Map Update”, 8/2/2005 L. Kuhn, D. Henneberry, T. Macedo, Admin. Assis., G. Calvi, VM, L. Tomasso, Buil. Insp. GIS, 8/17/2005 L. Kuhn, L. Tomasso, D. Henneberry GIS; planned training as available on web at <a href="http://www.epa.gov/npdes/training">www.epa.gov/npdes/training</a>, planned , fall 2006 West. County Regional SW Outreach and Education Pogram</p>
<p>Meetings and communication with community groups to form Stakeholders Group (Scouts, Recreation Commission, Garden Club, Mapping Volunteers)</p>	<p>Spring 2005 and ongoing Scouts – 24 email contacts, 2/10/2006 Mtg to provide literature for elementary school “Clean Up Your Backyard” project, Monthly mtgs with Rec. Comm.-plan to co-sponsor Rain Garden 4/2006, Park Planting 5/2006, 1/10/2006 “Water Efficient Landscaping” presentation to Garden Club (20 attendees), 10/31/2005 Mtg with Religious on Water representative to discuss water conservation, 8/2005 to 3/2006 S. Porcino, PhD Ecologist and L. Breindel, Environmental Studies college student</p>

	worked with L. Kuhn on Outfall Mapping and concomitant education efforts door-to-door (see Appendix Item 1 “Mapping Letter”), plan to resume fall/winter 2006-7
Business outreach aided by re-establishment of Ardsley Chamber of Commerce	1/24/2006 First mtg of Chamber of Commerce (8 attendees) SWM presentation, 2/14/2006 2 <sup>nd</sup> Chamber of Comm mtg (16 attendees), fall/winter 2006-7 plan additional SW presentations and discuss sponsorship of SW activities, 9/21/2005 Field mtg with Bucci Auto Body SMRiver Rd to discuss flooding and trash at SMRiver site, fall/winter 2006-7 plan to resume “hot spot” business visits to distribute SW literature
Maintain partnerships with other govt. and non-profit agencies to augment educational efforts – Bx Riv Coalition, Saw Mill Riv Coalition, Sleepy Hollow Grant Consortium, Plan partnership with Westchester County Planning on MM1 and MM2 grant SW Coordinator L. Kuhn presents updates of activities at televised VB mtgs	Bx Riv Coalition – 6/20/2005 MOA (see SWMPAR 2004) Scope of Work, 10/25/2005 CWP presentation, 12/5/2005 MOA final, plan CWP updates 5/3/2006 and fall 2006 SMR Coalition – 3/9/2005 joint letter to Congresswoman Lowey supporting Army Corps of Engineers Saw Mill Watershed Restoration, 5-6/2005 River “RAT” volunteer training (see SWMPAR 2004), 5/9/2005 NYSDEC Phase II presentation, 8/10/2005 mtg with NYSDOT, West. County Parks and Park Hill Land Conservancy on Environmental Maintenance of SMR, 8/24/2005 Pace Univ Env. Law and Hudson Riv Estuary IMA workshop, 9/19/2005 MOA (see Appendix Item 2 “SMR MOA and Resolution”), 1/26/2006 West. County Planning discuss invasives and SMR flooding, plan to continue SMR volunteer program and begin storm drain marker program 4/2006 Sleepy Hollow NYSDEC Grant Consortium – 5/3/2005 IMA Grants 2003WQI6033 and 2003WQI6236 final, 10/1/2005 Work plans final, 1/17/2006 Ardsley VB Resolution to apply for SMSIGP SW Catch Basin Location and Identification grant, plan to send Village officials to education programs and augment outfall identification as per work plans upon notice from Sleepy Hollow, lead agency, plan to begin catch basin location program upon notice from Sleepy Hollow (or before if outfall location is completed by Ardsley volunteers before grant help becomes available) Westchester County Planning – plan draft IMA 5/2006, signed 6/2006, begin work 9/2006, 32 municipalities, 7 drainage basins, plan school programs, possible contractor training
Use Ardsley website <a href="http://www.ardsleyvillage.com">www.ardsleyvillage.com</a> for routine information like	Ardsley Village website Highway link has West. County Hazardous

<p>Hazardous Waste disposal and recycling, use groups.yahoo.com/group.Ardsley-Village for less expensive communication (103 members including Village Manager, VB, Planning and Zoning Board)</p>	<p>Waste drop-off schedule, information about water service (United Water) and recycling pick-up schedule and rules 3/2005-6, information about events such as Clean up Bicentennial Park were posted on Yahoo groups 3/2005-6, SW Annual Report 2004 (314 downloads 6/2005 to 3/9/2006) posted 6/2005-6 on SW link page (794 page views 3/10/2005 to 3/9/2006) and “Hotline” SW page (290 page views for 3/10/2005 to 3/9/2006) for reporting SW information, plan for Village to take control of website to reduce cost of posting and increase use</p>
<p>Distribute printed materials obtained from EPA, NYSDEC and West. County at all SW events and activities, provide supplies at Library, Village Hall and Community Center, Ardsley Newsletter articles about SW</p>	<p>Literature distributed at “Clean Up Your Backyard”2/2006, Ardsley Garden Club mtg 1/2006, Chamber of Commerce mtgs 1-2/2006, Bicentennial Clean up Day 4/2005, Stenciling activities 6/2005 &amp; 8-10/2005, Outfall Mapping 9/2005 – 3/2006, ROW mtg 10/2005 and Buil. Insp. office 3/2005-6,(see Appendix Item 3 “Literature Distribution Log”), “The Ardsley Villager” Newsletter articles 9/2005 and 12/2005 mailed to entire Village (see Appendix Items 4a and b), plan to continue distribution of literature and writing Newsletter articles</p>
<p>Use Ardsley Cable Access Channel 75 scroll to post pictures and information on SW page, as well as special SW programming</p>	<p>Aired 15 minute SW overview Powerpoint 3/2005-2/2006 twice daily, Now airing (since 2/2006) “After the Rain” 30 minute video (edited to Ardsley regulations) twice weekly, continuous scroll includes SW page which announces airing schedule, as well as describing Phase II, plan to air 5 minute “commercial” with humorous posters and voiceover twice daily beginning in 7/2006 or as soon as TV studio is upgraded to digital</p>
<p>Use Library as repository for all SW documents and source for SW literature</p>	<p>SWMPAR 2004 at Library 5/2005-5/2006, IDDE Draft Law and Summary since 12/2005, ESC Law since 3/2005, Literature distributed (see Appendix Item 3)</p>
<p>Encourage minimal use of lawn and garden products and water conservation at all meetings, demonstrate rain garden installation</p>	<p>DPW sub-contractor does not apply herbicide or pesticide 3/2005-6, Garden Club mtg water eff techniques and rain garden 1/2006, Cable TV video includes section on lawn and garden 2/2006, plan rain garden installation 4/2006, planting event at Ashford Park 5/2006</p>
<p>Continue to promote responsible pet ownership through announcements at VB mtgs, Cable TV programs, respond to Hotline complaints</p>	<p>Cable TV video has tips on dealing with pet waste 2/2006, continue Police patrol and enforcement, plan to look into posting “Curb Your Dog” signs at elementary school and Ashford Park</p>
<p>Promote proper trash management through new enforcement measures, recycling tips on Cable TV Video, post Hazardous Waste and Recycling pick-up schedules on website and Cable TV scroll</p>	<p>Enforcement of Village Code 122-4B amendment 3/2005-6 leaves must be separated from garbage and placed in paper bags, DPW ticketing and lack of pick-up for violators, “Receptacle Required”</p>

	Ardsley Local Law #7 12/2005 requires enclosure for outdoor garbage bins to better contain trash, plan to continue enforcement
<p><b>Additional Techniques (responses to NYSDEC Year 2 Ann. Report Rev. received 5/8/2006):</b> Effectiveness of MM1 Education and Outreach is being seen as the evolution of a stakeholders group who include Scouts, Scout leaders, club members and local business owners (newly formed Chamber of Commerce). This core group is showing both understanding of Phase II objectives as well as willingness to participate in activities and expand the knowledge base to others.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**Minimum Control Measure 2. Public Involvement/Participation**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.2.c.iii.:</b> Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> <li>• Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</li> <li>• Indicate activities planned for next year.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Provide public notice for SW hearing and access to documents and information</p>	<p>Notice for IDDE Law Hearing announced at 12/5/2005 VB mtg two weeks prior to hearing and notice in The Enterprise newspaper, IDDE Draft Law and summary at Library and Village Hall, SWPAR 2004 posted on Village website 6/2005-6, plan to notice SWPAR 2005 Hearing at 5/1/2006 VB mtg for hearing on 5/15/2006, SWPAR 2005 available for review at Library, Village Hall and Ardsley website</p>
<p>Provide opportunities for public involvement in drafting of SW laws and SW activities, take attendance and record results</p>	<p>SMR Coalition sponsors River RATS (Restoration Action Team) 4/2005 and ongoing, restore SMR bank habitat, plan Rain Garden at Ashford Park 4/29/2006, planting at Village Gazebo 5/20/2006, Public Work Session on IDDE Law 10/2005, all VB mtgs open to public and televised – live call-in for comments 3/2005-6</p>
<p>Identify contact persons for SW matters</p>	<p>Village webpage has SW link and “Hotline” report to Village Manager, Asst. VM and SW Asst, reports may also be made to Ardsley Police, DPW and Buil. Insp, plan to continue publicizing these contacts</p>
<p>Continue storm drain stenciling program and start application of storm drain markers as feasible, take attendance and record results</p>	<p>Michael Pawlak, Eagle Scout project 6/4-18/2005, along with 14 Scouts and 3 adults, stencils 86 drains in northwest Ardsley and Joan Marshall and Catherine Lowenthal, Civic project 8/30-10/16/2005, along with 4 students and 2 adults stencil 55 drains in eastern Ardsley (see Appendix Item 5 “Storm Drain Stenciling Map”), plan to apply SW markers sponsored by SMR Coalition with Americorps 5/5/2006 and continue fall 2006</p>
<p>Sponsor Village clean-up and encourage other groups to undertake clean-up projects, take attendance and record results</p>	<p>“Clean Up Bicentennial Park” 4/30/2005 (held despite rain, see Appendix Item 6 “Clean Up Bicentennial Park”), ad on Yahoo groups and flyers in middle and elementary schools, 20 participants including Mayor Abate and Community Service student, 10 passerbys spoken to, 10 bags of litter pickup by DPW, “Sunshine Donut” sponsor, Village provided bags and gloves, plan Cub Scout Community Clean-up 3/19/2006, Great River Sweep 4/22-30/2006</p>
<p><b>Permit Reference IV.C.2.a, f:</b> Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. Describe procedures below and state the methods used to publicize the AR public presentation.</p>	

Notice for Public Hearing SWPAR 2005 announced at televised Village Board meeting 5/1/2006, Public Hearing notice posted in The Rivertowns Enterprise newspaper, Village Board agenda posted on Yahoo groups and Village website

**Permit Reference IV.C.2.e:** Public presentation of; **f:** summary of comments received on; and **g:** intended response to comments on the SWMPAR.

**Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:**

<p><b>Comments on Annual Report Meeting</b>  ___ No public comments received on Annual Report.  ___ Comments received. <b>Attach summary of comments and intended responses.</b></p>	<p><b>Date of Annual Report Meeting:</b>  5/15/2006</p>	<p><b>Approximate Date of Meeting Next Year:</b>  5/21/2007</p>
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<p><b>Additional Techniques(responses to NYSDEC Year 2 Ann. Report Rev. received 5/8/2006):</b> Effectiveness of MM2 measures can clearly be seen in the Stenciling activity; 141 drains were stenciled as a result of MM2 volunteer activities. Several Village clean-up events planned for Year 4 have been organized by the groups themselves, as a direct result of MM1 education efforts. Phase II awareness is leading to positive independent action on the part of the community.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
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**Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:**

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.3.a:</b> Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p> <ul style="list-style-type: none"> <li>• <i>Explain the activities and procedures used to meet this requirement this year <u>and planned for next year</u>.</i></li> <li>• <i><u>Revise as procedures are updated.</u></i></li> <li>• <i>Identify personnel or outside organization conducting the activities</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i></li> </ul>
<p>Enforcement program for responding to illicit discharges and dumping monitored by Ardsley Police and DPW</p>	<p>2 incidents reported to Ardsley Police 5/2005 and 12/2005 and 1 incident to DPW 4/2005 and 12/2005 (see Appendix Item 7 “Spills and Illegal Dumping”), plan to continue this monitoring system, Building Inspector will monitor connections at new businesses in Village (laundromat, supermarket, temporary firehouse), plan to increase surveillance at DPW facility to remedy illegal trash depositing activities</p>
<p>Assess need for dye testing and investigation of wastewater connections to storm drain system by Building Inspector</p>	<p>Dye testing planned on a contingency basis by Building Inspector (see Explanation #1 below)</p>
<p>Other ordinances and sampling methods for illicit discharges</p>	<p>Alternate side of the street parking rejected 4/2005 (see Explanation #2 below), “Receptacle Required” Local Law #7 12/2005 helps promote containment of commercial trash, plan to begin outfall testing spring 2007 possibly using testing kits borrowed from West. County Planning (begin at Jordan Lane terminus and Bramble Brook terminus)</p>
<p><b>Permit Reference IV.C.3.b:</b> Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year <u>and planned for next year</u>, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> <li>• field verification of outfall locations;</li> <li>• mapping all inter-municipal subsurface conveyances;</li> <li>• delineating storm sewershed; and</li> <li>• developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <b><i>State if maps are in GIS.</i></b></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: percent of outfalls mapped</i></li> </ul>
<p>Install GIS mapping in Village Hall computer as per MOA with Westchester County and receive training on use of system</p>	<p>Needs assessment by Ana Hiraldo, IT West. County 3/29/2005, MOA with West. County 4/4/2005, obtain metadata from Town of Greenburgh 4/18/2005, install GIS at Village Hall 8/17/2005, Ardsley GIS viewer online at</p>

	<p><a href="http://giswww.westchestergov.com/website/ardsley">http://giswww.westchestergov.com/website/ardsley</a>, discussed needs assessment study with Sam Wear, IT West. County 12/21/2005, plan to correct defects in address identification and find out about procedure to update map with outfall data winter 2007, pursue Countywide Tax Map opportunity 4-12/2006</p>
<p>Begin volunteer outfall mapping with guidance from NYSDEC documents (dated 2/22/2005)</p>	<p>Outfall Locator NYSDEC Grant #2003WQI16033 still at Work Plan stage and no funds yet provided as of 3/2006, volunteer outfall mapping 9/14/2005 – 3/2006 field work L. Kuhn 2h/wk, S. Porcino 1h/wk, L. Breindel 1h/wk – complete 60% of outfalls (photograph, GPS, physical water assessment, see Appendix Items 8a – 8h “Outfall Maps” and 8i – 8r “Outfall Photos”), Advisory mtg (Sleepy Hollow Consortium M. Ritchie and J. Maxwell) 11/1/2005, plan to complete mapping, fill in data and try to convert to NYCRR nomenclature and format fall/winter 2006 – spring 2007</p>
<p>Inventory all catch basins and storm drains to chart complete storm system</p>	<p>Apply for SMSIGP grant with Sleepy Hollow Consortium 1/17/2006 (see Item 9 “Resolution for SW Catch Basin Location”), plan to map catch basins beginning spring 2007 following completion of outfall mapping</p>



**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism**

<b>Permit Reference IV.C.3.c:</b> Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. <b>See the instructions for information about completing this section.</b>	
Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?	<input type="checkbox"/> No (go to ADDENDUM 1) <input checked="" type="checkbox"/> Yes (complete questions below)
<b>Assessment of Regulatory Mechanism (Local Code)</b>	
1) When was this assessment completed or planned to be completed?	Date completed: <u>1/7/2004 (SWMPAR 2003 Village Code Review)</u> <u>1/3/2005 (West. County Planning Review of Village Code)</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <u>  </u> 4; <u>  </u> 5.
2) Is there an existing ordinance, local law or other regulatory mechanism?	<input type="checkbox"/> No (go to question 5) <input checked="" type="checkbox"/> Yes (IDDE Ardsley Local Law #8 2005)
3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input checked="" type="checkbox"/> Yes
4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input checked="" type="checkbox"/> Yes
<b>Development of Regulatory Mechanism (Local Codes)</b>	
5) When was this work completed or planned to be completed?	Date completed: <u>12/19/2005</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <u>  </u> 4; <u>  </u> 5.
6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> MS4 will write language equivalent to NYS IDDE Model Law
7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?	<input type="checkbox"/> No <input type="checkbox"/> Yes, list the <b>local code(s)</b> that will be changed:
8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input checked="" type="checkbox"/> Language equivalent to NYS IDDE Model Law (see Appendix Item 10 "IDDE Law") <u>NYS IDDE Model Law amended as follows:</u> -remove "sump pumps" from Section 6.1.1 so that they are not

	automatically exempted -remove Section 7 since there are only 6 septic systems in the Village and they will all be converted to the sanitary sewer system shortly
<b>9) What was the date or is the planned date of local law adoption?</b>	Date: 12/19/2005
<b>10) Provide a web address if adopted local law can be found on a web site.</b>	Web Address: (not yet on website, after 6/1/2005 <a href="http://www.ardsleyvillage.com">www.ardsleyvillage.com</a> )

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.3.e:</b> Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.</p> <ul style="list-style-type: none"> <li>• <i>Explain activities and materials used to meet this requirement this year <u>and</u> planned for next year</i></li> <li>• <i>Identify personnel or outside organization conducting activities</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Village Manager reviews all Village policies, including proper waste management, at all televised Village Board meetings, Village-wide mailings on specific urgent issue</p>	<p>4/29/2005 Village-wide mailing from Village Manager regarding proper disposal of trace radioactive medical waste, article in The Enterprise, plan to continue high profile announcements when necessary</p>
<p>Hazmat training for DPW and Fire Dept personnel every year</p>	<p>10 NYS certified (West. County FTC and Office of Emergency Management) Hazmat Technicians in Ardsley Fire Dept, 2 in DPW, Asst DPW Superintendent is Certified in Hazmat Awareness training, 3 Fire Dept members are Certified in Hazmat Operations and also serve on the West. County Hazmat Response Team (V. Coulehan, Ardsley Fire Dept, is 2<sup>nd</sup> in command of the Westchester Team); 8/4/2005 WMD Seminar, 11/12/2005 FETN “Survival: Tools of the Trade”Seminar, 1/6/2006 Elmsford Fire Dept Firefighting Strategies and Tactics (including Hazmat), 3/6/2006 NIMS Dept of Homeland Security</p>
<p>Encourage proper disposal of chemicals and enforcement of illegal dumping violations</p>	<p>Household Chemical Cleanup Days posted on website and Cable TV, Ardsley Police investigate all illegal dumping complaints, plan to continue this policy, plan to air SW “commercial” on Cable TV which includes segments on oil leaks and lawn chemicals</p>
<p><b>Additional Techniques(responses to NYSDEC Year 2 Ann. Report Rev. received 5/8/2006):</b> IDDE Local Law #8(2005) adopted 12/19/2005. Two minor illicit discharge events were reported in SWMPAR 2004 (please see SWMPAR 2004 “Item 10: Violations and Incidents”). Effectiveness of MM3 measures is in the process of being evaluated. Upon completion of the outfall survey, testing program and return to mapped sites will provide assessment of BMP effectiveness.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**#1: Ardsley resources are extremely limited and there is only one Building Inspector on staff to conduct dye testing and cross connection investigations, along with a full schedule of other inspection business. There are only 6 septic systems in Ardsley and they will shortly be connected to the sanitary sewer system, and the Building Inspector has closely monitored these systems and has found no fouling of the storm sewer system. During outfall mapping activities to date, which included preliminary physical assessment of waterways in Ardsley, no suspected sewage discharges were encountered in the storm system. DPW has no recent historical accounts of cross connections of sanitary sewer lines to the storm system. Conversely, there have been no overflows of the sanitary sewer system following storms. Dye testing is planned on a contingency basis.**

**#2: Residents on the street where alternate side of the street parking was to be instituted objected to the plan. It was deemed a hardship to them since most did not have driveways or garages and thus was not enacted.**

**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism**

**Permit Reference IV.C.4.b.i, 5.a.i:** Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. Report on assessment process used (*Stormwater Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?	<input type="checkbox"/> No (go to ADDENDUM 2) <input checked="" type="checkbox"/> Yes (complete questions below)
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**Preliminary Assessment of Regulatory Mechanism (Local Code)**

1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: <u>1/7/2004 (SWMPAR 2003 Village Code Review)</u> <u>1/3/2005 (West. County Planning Review of Village Code)</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 5. <input type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion &amp; Sediment Control</i> (Sample Local Law).
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2. If preliminary assessment was completed, indicate the results.	<input type="checkbox"/> If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent <input checked="" type="checkbox"/> If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent <input type="checkbox"/> If most of the Sample Local Law provisions appear in local code; minor revisions needed
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**Assessment and Development of Regulatory Mechanism (Local Code)** (continued on next page)

3. When was the Gap Analysis or equivalent process completed or when will it be completed?	Date completed: <u>11/6/2005</u> (see Appendix Item 11 "Land Use Controls and Regulatory Resources") <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 5.
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4. How was the local code adopted or how will it be adopted*?  <i>*If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.</i>	a. <input checked="" type="checkbox"/> The entire Sample Local Law adopted as amendments to existing code or as stand alone law. If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law. <ul style="list-style-type: none"> <li>• If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the <i>Gap Analysis</i> or equivalent process) to ensure the intent of the law has not been changed.</li> </ul> b. <input type="checkbox"/> Parts of NYS Sample Local Law adopted as amendments to existing code. c. <input type="checkbox"/> Language developed by municipality was demonstrated to be equivalent.
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**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism**

**Permit Reference IV.C.4.b.i, 5.a.i (continued)**

**Assessment and Development of Regulatory Mechanism (Local Code) (continued)**

**5. Answer the following questions about the Gap Analysis or equivalent processes.**

Clauses are defined as: All the Sample Local Law sections or subsections in the Gap Analysis Worksheets 1-4 that have a box in the “Equivalence” column, meaning that there is an associated “Equivalence” sheet (with the exception of Article 6, Section 4 which does not have an Equivalence sheet).

Total number of clauses in each worksheet: Sample Local Law Article 1 (Gap Analysis Worksheet 1) - 8 clauses; Sample Local Law Article 2 (Gap Analysis Worksheet 2) - 51 clauses; Sample Local Law Article 3, 4, 5 (Gap Analysis Worksheet 3) - 3 clauses; Sample Local Law Article 6 (Gap Analysis Worksheet 4) - 9 clauses.

MS4s that adopt the entire Sample Local Law as amendments to existing code or as stand alone law need to indicate the number of clauses being adopted that are exactly the same as the Sample Local Law, or equivalent, in the right-hand column below.

Sample Local Law Articles	NUMBER OF REQUIRED CLAUSES IN LOCAL LAW		
	Existing clauses <b>exactly the same</b> as the Sample Local Law language	Existing clauses <b>equivalent</b> to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be <b>adopted</b> , listed as <b>legislative agenda</b> items.
1	X		
2		<p><b>Addition to Article 2. Section 1.</b>  <b>“Land Development Activity</b> – construction activity including clearing, grading, excavating, soil disturbance or placement of fill that results (a) the construction of any new building, or (b) any new construction on previously developed lots on which a building has been or will be demolished, or (d) any land disturbance of equal to or greater than one acre, or (e) any activities disturbing less than one acre of total land area that is part of a larger common plan of development or sale, even though multiple separate and distinct land development activities may take place at different times on different schedules”                      (This definition includes the entire Sample Local Law language and adds language that makes the provision more stringent.)</p>	
3, 4, 5	X		
6	X		

TOTAL			
<p><b>6.</b> Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?</p>	<p><input checked="" type="checkbox"/> No (Adoption of ESC Sample Local Law did not conflict with existing Village Code.)  <input type="checkbox"/> Yes, list the <b>local codes</b> that will be changed:</p>		
<p><b>7.</b> What was the date or is planned date of local code adoption?</p>	<p>Date: <u>Ardsley Local Law # 4 (2005) adopted 4/15/2005</u> (entire text included with SWMPAR 2004)</p>		
<p><b>8.</b> Provide a web address if the adopted local law can be found on a web site.</p>	<p>Web Address: <a href="http://www.ardsleyvillage.com">www.ardsleyvillage.com</a> (can be found as portion of SWPAR 2004)</p>		

**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.4.b. v:</b> Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements.</p> <ul style="list-style-type: none"> <li>Describe the procedures below. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</li> </ul>
<p>Site plans are presented to the Planning Board and then must be approved by the Village Board. Public is welcome to comment at any point in this process. Building Inspector reviews all plans and monitors construction in the field. An escrow account from the developer pays for independent review of the ongoing plan by an Engineer hired by the Village. SWPPP's are required for all applicable projects as per ESC Local Law #7. Review of the SWPPP is also done by this Engineer.</p>	<p>Projects subject to ESC Local Law # 7 since 4/2005.  3 projects (all &lt; 1 acre):  9 Concord Rd tear-down Permit #5203  15 Dellwood Ln new construction Permit #5240  14 Flintlock new construction Permit #5154  Ardsley is largely built-out and few projects &gt; 1 acre are anticipated for 2006.</p>
<p><b>Permit Reference IV.C.4.b. vi:</b> Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> <li>Explain the procedures below. <u>Revise as procedures are updated.</u></li> <li>Identify the responsible personnel or outside organizations.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Applications for building permits are available at the Village website. All plans are available for review at Village Hall upon request. All plans are reviewed at public meetings of the Planning and Village Boards, and Zoning Board when required.</p>	<p>No comment on 9 Concord Rd, slight public objections to 15 Dellwood Ln and significant public objection to 14 Flintlock. No actions taken in response to public objections because complaints were not violations of Village Code or SWPPP. Plan to monitor Planning Board and Village Board public comments 2006</p>



**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.4.b. iii, vii:</b> Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.</p> <ul style="list-style-type: none"> <li>• Describe each procedure below. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.</li> </ul>
<p>Establish developer escrow account for payment of Engineer hired by Village to inspect construction sites, summonses issued by Building Inspector for any violations</p>	<p>Sites inspected weekly by Building Inspector and several times weekly by Engineer hired by the Village, no fines or stop work orders issued for stormwater management violations 2005, plan to continue these procedures 2006.</p>
<p><b>Permit Reference IV.C.4.b. viii:</b> Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet <b>within the MS4s jurisdiction.</b></p> <ul style="list-style-type: none"> <li>• Explain the activities and materials used to meet this requirement.</li> <li>• Identify the personnel or outside organization conducting this activity.</li> <li>• Indicate activities planned for next year.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Construction site waste management</p>	<p>Continue compliance with Village Code 122 (garbage) and 132-6C (debris removal) and continue monitoring stabilization of soil at sites</p>
<p>New York State Standards and Specifications for Erosion and Sediment Control  New York State Stormwater Design Manual</p>	<p>Hard copies available at Building Inspector office in Village Hall</p>
<p><b>Additional Techniques(responses to NYSDEC Year 2 Ann. Report Rev. received 5/8/2006):</b> ESC Local Law #4 (2005) adopted 4/15/2005 (entire text included with SWMPAR 2004).  SWPPP included with Building Permit for all applicable projects as per ESC Local Law #4 (2005).</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<b>Permit Reference IV.C.5.a, c.</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li>A combination of structural and/or non-structural management practices.</li> <li><i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Building Inspector and Engineer hired by Village under developer escrow account regularly inspect construction sites during and after construction, Highway Dept (DPW) routinely monitors SW problems	No SW violations issued at construction sites 2005, plan to continue policy 2006
<ul style="list-style-type: none"> <li>Procedures for site plan and SWPPP review to ensure SWMPs meet state standards.</li> <li><i>Describe procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li><i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i></li> </ul>
SWPPP's prepared as per Ardsley ESC Law, reviewed by Engineer hired by Village with developer escrow funds	SWPPP's comply with state standards as per ESC Law adopted 4/2005, plan to continue 2006

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<b>Permit Reference IV.C.5.a, c. (continued):</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li>• Procedures for inspection and maintenance of post-construction management practices.</li> <li>• <i>Explain procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals are number of: inspections maintenance activities performed.</i></li> </ul>
<p>SW Management practices are monitored by Building Inspector, Ardsley DPW and Ardsley Police, resident reporting of SW difficulties aids inspection procedure</p>	<p>11 SW practice failures reported by residents to Building Inspector, website “Hotline”, call-in to Village Board 2005 (see Appendix Item 12 “SW Runoff Issues”), resolved by Building Inspector and DPW, large SW practices Woodlands retention basin installed 2005 functioning well and dredging of Village Green retention basin 2005 successful, NYSDOT provides additional inspection and maintenance of Village Green retention basin facility, plan to continue monitoring and resolving 2006</p>
<p>Assess conditions in MS4 and identify management practices to reduce pollutant discharge</p>	<p>Began outfall mapping and physical stream assessment 9/2005, continue mapping and assessment 2006, begin testing spring 2007</p>
<ul style="list-style-type: none"> <li>• Procedures for enforcement and penalization of violators.</li> <li>• <i>Explain procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals: number enforcement activities performed.</i></li> </ul>
<p>Building Inspector issues summonses for SW violations as per ESC Law Village Code</p>	<p>1 right-of-way violation issued 2005, plan to continue policy 2006</p>

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.5.a, c.</b> (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators.</li> <li>• <i>Describe resources below. Update annually.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Funding for engineering inspections via developer escrow accounts, enforcement by Building Inspector (salaried Village employee)</p>	<p>3 construction projects 2005 funded Engineer through escrow, other inspections done by salaried Building Inspector and DPW, NYSDOT shares inspection of large SMR SW practices in Village directly along SMR Pkwy, plan to establish contingency with NYSTA for inspection and maintenance of SMR Thruway overpass</p>
<p><b>Additional Techniques(responses to NYSDEC Year 2 Ann. Report Rev. received 5/8/2006):</b> ESC Local Law #4 (2005) adopted 4/15/2005 (entire text included with SWMPAR 2004.          Inspection activities performed by Building Inspector, Ardsley DPW, Ardsley Police, NYSDOT and resident reporting. Maintenance performed by DPW, NYSDOT and private owners as applicable.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**Minimum Control Measure 6. Pollution Prevention/Good Housekeeping for Municipal Operations**

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

<ul style="list-style-type: none"> <li>• This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program.</li> <li>• A separate table follows that is for MS4s to report on management practices performed in identified municipal operations.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<b>Permit Reference IV.C.6.a:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li>• <i>List pollutants that will be addressed by the municipal pollution prevention program.</i></li> </ul>	
Sediment Floatables	
<ul style="list-style-type: none"> <li>• <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Street Cleaning, Catch Basin Maintenance, Control of backyard and lawn waste to address sediment Village-wide, Pickup trash and improve garbage containment targeted for downtown business district to address floatables, recycling in residential areas to keep floatables out of regular garbage	Street sweeping every Wednesday, four separate routes each done once per month, Catch basin head cleaning Ashford Ave, Heatherdell Rd and entire Village on alternating schedule, Catch basin internal clean-out on regular basis, Bulk roadside pick-up of litter and small brush entire Village and bulk leaf pick-up on selected routes on routine basis, (see Appendix Item 13 “DPW Log of Operations” for details of all activities)Recycle Pick up every Wednesday (alternate Paper or Commingled Glass/metal/plastic), Lawn and leaf waste must be bagged for pick-up (unbagged deposit in street prohibited), Residential trash pick up twice weekly for entire Village (Mon/Thurs or Tues/Friday), Parks trash collection also Saturdays
<b>Permit Reference IV.C.6.a:</b> Include a municipal pollution prevention training component for staff (where all staff are trained). <ul style="list-style-type: none"> <li>• <i>Explain activities and materials used to meet this requirement.</i></li> <li>• <i>Identify training needs and design training components</i></li> <li>• <i>Determine the adequacy and appropriate frequency of staff training.</i></li> <li>• <i>Identify personnel or outside organization conducting activities.</i></li> </ul>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Training received by members of DPW and Fire Dept annually from NYS and West. County agencies	10 NYS certified (West. County FTC and Office of Emergency Management) Hazmat Technicians in Ardsley Fire Dept, 2 in DPW, Asst DPW Superintendent is Certified in Hazmat Awareness

	training, 3 Fire Dept members are Certified in Hazmat Operations and also serve on the West. County Hazmat Response Team (V. Coulehan, Ardsley Fire Dept, is 2 <sup>nd</sup> in command of the Westchester Team), 5/5/2005 Winter Snow Fighting Seminar (included new equipment, new method to limit salt use, use of penetrating salt solution to pretreat road surface)
Spill response plan in place, hazmat trained personnel available	2 spills reported to Ardsley Police, containment successful 2005 (see Item 7), Garbage truck minor radioactive contamination from medical waste handled by City Carting of Westchester, Environmental Security Unit of West. County Police and Westchester County Dept. of Health (truck decontaminated), procedures and training ongoing
<b>Additional Techniques</b>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Prevent discharge of pollutants from municipal operations	Road salt storage under tarp under overpass, storage area separated from local water body by wall and highway embankment, plan to select storage facility 2007 (2005 funds redirected to building new firehouse, see Explanation below)
Follow DEC NPS management practices catalog or equivalent	2/2006 transferred handwritten records to computer file to create DPW Log of Operations (see Item 13), plan to model DPW BMP Manual after NYSDEC model when available
<b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b> <b>Construction of salt storage facility was delayed another year due to lack of funding 2005-6. New tarps have been purchased to cover the salt in the interim.</b>	

**Minimum Control Measure 6. Municipal Operations:**  X  Street and Bridge Maintenance;  X  Winter Road Maintenance;  X  Stormwater System Maintenance;  X  Vehicle and Fleet Maintenance;  X  Park and Open Space Maintenance;   Municipal Building Maintenance;  X  Solid Waste Management;   Other: \_\_\_\_\_

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from <b>the municipal operation(s) indicated above</b> to the MEP.</p> <ul style="list-style-type: none"> <li>• Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Briefly describe or reference any existing policies and procedures</li> <li>• Briefly describe or reference any policies and procedures being developed</li> </ul>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p>Street sweeping, catch basin cleaning, vehicle maintenance and waste pick up on regular schedule, road salt application, asphalt patching of roads, cutting lawns and tree pruning as needed</p>	<p>Street sweeping every Wednesday, four separate routes each done once per month, Catch basin head cleaning Ashford Ave, Heatherdell Rd and entire Village on alternating schedule, Catch basin internal clean-out on regular basis, Vehicle maintenance (see Item 13 for scheduled maintenance log), Bulk roadside pick-up of litter and small brush entire Village and bulk leaf pick-up on selected routes on routine basis, Recycle Pick up every Wednesday (alternate Paper or Commingled Glass/metal/plastic), Lawn and leaf waste must be bagged for pick-up (unbagged deposit in street prohibited), Residential trash pick up twice weekly for entire Village (Mon/Thurs or Tues/Friday), Parks trash collection also Saturdays, Road salt application total 510 tons (2005), Asphalt patch 1380 tons (2005)</p>
<ul style="list-style-type: none"> <li>• Briefly describe or reference any existing best management practices</li> <li>• Briefly describe or reference any planned best management practices</li> </ul>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p>Catch basin cleaning, vehicle maintenance, asphalt application, , landscape maintenance, garbage collection, road salt application</p>	<p>Catch basins cleaned regularly to prevent overflows, all municipal vehicles regularly maintained to prevent fluid leaks, asphalt ordered and used immediately and not stored in Village, landscape maintenance under outside contract does not use pesticide or herbicide, garbage and recycled materials are picked up and brought immediately to remote site dump facility and not stored in Village,</p>

	road salt application only as needed, plan to improve road salt storage facility
<ul style="list-style-type: none"> <li><i>Identify and describe the equipment and staff that are in place</i></li> </ul>	<b>DO NOT ENTER INFORMATION IN THIS CELL</b>
3 garbage packers, 3 pick up trucks, 1 payloader, 3 dump trucks, street sweeper plus operator (outside contract), vacuum truck plus operator (outside contract), sanitation technicians (2 skilled laborers, 2 laborers), 3 heavy mechanics, 2 mechanics, asst foreman, foreman	n/a



**Minimum Control Measure 6. Municipal Operations:**  X  Street and Bridge Maintenance;  X  Winter Road Maintenance;  X  Stormwater System Maintenance;  X  Vehicle and Fleet Maintenance;  X  Park and Open Space Maintenance;   Municipal Building Maintenance;  X  Solid Waste Management;   Other: \_\_\_\_\_

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c</b> (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i></li> <li>• <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Outfall mapping photos of local water bodies, public and DPW assessment of condition of local water bodies and streets</p>	<p>Beautification Committee monitoring of trash conditions in downtown area with public comments at VB 2005, Initial assessment of streams 9/2005 to 3/2006 by outfall mapping team revealed areas of moderate floatable collection at SMR, interior neighborhoods had less debris, plan to reassess stream conditions when water testing begins spring 2007, additional assessment techniques to be followed when NYSDEC BMP Manual is available</p>
<p>Salt storage facility at DPW requires upgrading</p>	<p>Road salt storage under tarp under overpass, storage area separated from local water body by wall and highway embankment, plan to select storage facility 2007 (2005 funds redirected to building new firehouse)</p>
<p><b>Permit Reference IV.C.6.a:</b> If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> <li>• <i>explain the activities and materials;</i></li> <li>• <i>identify the personnel or outside organization conducting the activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Training received by members of DPW and Fire Dept annually from NYS and West. County agencies</p>	<p>10 NYS certified (West. County FTC and Office of Emergency Management) Hazmat Technicians in Ardsley Fire Dept, 2 in DPW, Asst DPW Superintendent is Certified in Hazmat Awareness training, 3 Fire Dept members are Certified in Hazmat Operations and also serve on the West. County Hazmat Response Team (V. Coulehan, Ardsley Fire Dept, is 2<sup>nd</sup> in command of the Westchester Team), 5/5/2005 Winter Snow Fighting Seminar (included new equipment, new method to limit salt use, use of penetrating salt</p>

	<p>solution to pretreat road surface), plan to augment activities with training provided under Sleepy Hollow Consortium and/or West. County grants when available, supplement with in-house video training program if necessary</p>
<p><b>Additional Techniques responses to NYSDEC Year 2 Ann. Report Rev. received 5/8/2006):</b> DPW Log of Operations prepared for SWMPAR 2005 and regular procedure schedules outlined in text of SWMPAR 2005. We will very much appreciate the forthcoming NYSDEC Model BMP Manual to use as a guide in preparing an Ardsley version.  Westchester County Hazardous Household Waste information has been posted on the Village website, cable TV scroll and hard copy is available at Village Hall. Additional material will be sought from Westchester County as per reviewers directive.  Additional training programs will be added as outlined through use of grants. Ardsley video training program will be implemented if program implementation by grant consortiums is too slow.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

<b>Did you include any of the following documents as appendices? Put a mark each appended document.</b>
<input type="checkbox"/> Summary of public comments received on the annual report at the public presentation ( <b>Required</b> )
<input checked="" type="checkbox"/> Intended response to comments on the annual report ( <b>Required</b> )
<input checked="" type="checkbox"/> Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.
<input type="checkbox"/> Other _____