

Stormwater Management Plan – 2005 Annual Report
Town of Manchester

INTRODUCTION

In accordance with Section 6(i) of the *General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems*, the Town of Manchester hereby submits its annual report identifying the Town’s progress towards achieving the implementation dates and measurable goals for each of the six Minimum Control Measures.

The Town of Manchester submitted the “Part B Registration” in September 2004. It included a Stormwater Management Plan prepared by HRP Associates, Inc. of Plainville. The Stormwater Management Plan identified appropriate Best Management Practices (BMP’s) associated with each of the six Minimum Control Measures. Specific measurable goals for each of the first five years of the permit period were identified. This report documents each of the BMP’s, the measurable goal for the first year, and the status of each BMP as of December 31, 2005.

BEST MANAGEMENT PRACTICES UPDATE

MCM #1 PUBLIC EDUCATION AND OUTREACH

BMP #1 *Develop webpage to be hosted on Town’s website that contains useful links, calendar of events, brochures, etc.*

Measurable Goal

Create informational webpage by July 2005.

Current Status

The informational webpage has been created. It is anticipated that the new webpage will be online in January 2006.

BMP #2 *Make mapping of Town’s drainage system available to the public on Town’s website.*

Measurable Goal

By July 2005, mapping of the Town’s drainage systems will be placed on the Town’s intranet for use by Town staff. Mapping will be made available for public viewing on Manchester’s website by January 2006.

Current Status

Mapping of Town’s drainage system was placed on Town’s intranet in August 2004. A parcel viewer was created on the Town of Manchester’s Public Works Department’s website in late 2004. It currently shows planimetric, parcel information and the storm drainage system.

Stormwater Management Plan – 2005 Annual Report
Town of Manchester

BMP #3 *Circulate education materials (brochures, fact sheets, etc.) targeting the residents of Manchester.*

Measurable Goals

- Make electronic and hard-copy brochures in Spanish available at the Puerto de Fe and its computer lab.
- Investigate the possibility of including stormwater message in Town issued envelopes (e.g. water and sewer bills)
- Present information in “Manchester Matters”, a subscription email notification of Town events.

Current Status

- Brochures will be made available at the Puerto de Fe by April 2006.
- The Town’s Water and Sewer Department acknowledged that the Public Works Department could include an informational sheet in their Water and Sewer bills. This is expected to be done for the 2nd Quarter 2006 billing cycle.
- Emails are sent out periodically on Manchester Matters reminding residents to keep catch basins clear of debris and not to dump substances into them.

BMP #4 *Develop educational program for elementary school aged children.*

Measurable Goals

Conduct meeting with Planning Department and School system representatives to develop presentations starting fall 2005.

Current Status

Not yet implemented.

MCM #2 PUBLIC PARTICIPATION/INVOLVEMENT

BMP #5 *Provide a 30-day public comment period for the Town’s Stormwater Management Plan and the Part “B” Permit Registration.*

Measurable Goals

Make the annual report available to the public.

Current Status

The annual report is available to the public at the Maps and Records Unit public counter at the Engineering Division.

Stormwater Management Plan – 2005 Annual Report
Town of Manchester

BMP #6 *Implement a stormwater telephone hotline directed to the Town's Customer Service and Information Center.*

Measurable Goals

- Implement a stormwater telephone hotline directed to Customer Service

Current Status

It was determined that a separate telephone hotline is not feasible at this time. The Town will promote the use of its website and email system as well as publishing the main line for the Public Works Department and Customer Service Department as means for the public to communicate any stormwater quality issues.

BMP #7 *Conduct river/pond clean up days.*

Measurable Goals

Conduct one clean up day on the Hockanum River.

Current Status

A Hockanum River cleanup day organized by the Hockanum River Linear Park Committee was held in April 2005.

MCM #3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

BMP #8 *Revise Town's Sewer Use Ordinance to give Manchester a regulatory mechanism to prohibit certain discharges to the Town-owned storm drainage system and surface waters within the Town.*

Measurable Goals

Review model ordinances and identify necessary changes (Years 1-2)

Current Status

HRP Consultants Inc. provided sample ordinances to the Town. These ordinances will be used as a guide for proposed changes to the Town's ordinance. It is anticipated that the Public Works Department and the Town Attorney will begin meeting on this subject in 2006.

Stormwater Management Plan – 2005 Annual Report
Town of Manchester

BMP #9 *The Town will continue to update, verify and amend the storm system component of the Town's GIS mapping as necessary.*

Measurable Goals

Update GIS mapping with new storm drainage systems and verify with as-built plans where available.

Current Status

Storm drainage systems from both private development and public works projects are regularly updated in the Town's GIS system from as-built data submitted for private development projects or from field survey work performed for various projects.

BMP #10 *Conduct dry weather inspections along local waterways to identify potential illicit discharges.*

Measurable Goals

- Prioritize dry weather inspection areas
- Prioritize area to utilize TV inspection systems
- Develop inspection checklist

Current Status

It is anticipated that a checklist will be developed and dry weather inspection areas prioritized in 2006. The Town has completed approximately 5,000 linear feet of TV inspections of storm drainage systems at various locations.

MCM #4 CONSTRUCTION SITE RUNOFF CONTROL

BMP #11 *Regulate and enforce program to require developers and contractors to utilize Best Management Practices during construction.*

Measurable Goal

- Continue to review Erosion and Sedimentation Control plans already required on sites disturbing 0.5 acres or more.
- Continue to inspect/enforce erosion and sedimentation control measures on construction sites.

Current Status

The Town Engineering and Planning staff continues to review all site development plans to verify that Best Management Practices are utilized and that all measures area in accordance with Town standards and the 2002 edition of Connecticut's *Guidelines for Soil Erosion & Sediment Control*.

Stormwater Management Plan – 2005 Annual Report
Town of Manchester

The Town's construction inspectors and Zoning Enforcement Officer continue to inspect all construction sites for proper maintenance of E&S controls.

BMP #12 *Modify land use regulations as required to comply with General Permit.*

Measurable Goal

Review current ordinances/regulations for appropriate revisions options.

Current Status

Engineering Division staff reviewed the Public Improvement Standards and made minor updates as appropriate.

MCM #5 POST CONSTRUCTION RUNOFF CONTROL

BMP #13 *Continue to review and update the Town's Public Improvement Standards to comply with the General Permit.*

Measurable Goal

Update Public Improvement Standards as appropriate.

Current Status

In late 2004, the Town amended the "Stormwater Quality" section of the Public Improvement Standards to reflect the 2004 DEP Stormwater Quality Manual. Minor modifications were made in 2005.

MCM #6 POLLUTION PREVENTION/GOOD HOUSEKEEPING

BMP #14 *Train municipal field service employees to use Best Management Practices.*

Measurable Goal

Expand existing annual stormwater training (under Phase 1 Stormwater Permit) to stormwater pollution associated with new construction, land disturbances and stormwater system maintenance.

Current Status

An expanded training program was developed for field services personnel. It is intended that the expanded training session will be held in the spring of 2006.

BMP #15 *Implement and Employ a Townwide Street Sweeping Plan.*

Measurable Goal

Develop a written Street Sweeping Plan.

Stormwater Management Plan – 2005 Annual Report
Town of Manchester

Current Status

The sweeping of all Town streets (212 miles) began on March 28, 2005 and was completed on May 26, 2005. Main Street and Buckland Street are swept once a week. Street sweeping in the downtown area continues during the summer.

The Town of Manchester intends to significantly reduce the use of sand in its snow removal and ice control operations beginning this winter. The goal is to eliminate the use of sand for most storms and along the majority of plow routes. It is expected that the volume of street sweepings will be greatly reduced.

BMP #16 *Implement and employ a Townwide Catch Basin Cleaning Program.*

Measurable Goal

Develop a written Catch Basin Cleaning Program complete with tracking and logs.

Current Status

The Town of Manchester intends to eliminate the use of sand in its snow removal and ice control operations beginning this winter. It is expected that the volume of catch basin cleaning will be greatly reduced. Cleaning of catch basins occurs following the Town's snow plow routes.

BMP #17 *Conduct study to identify stormwater system failures and improvement requirements and to schedule long term capital improvements.*

Measurable Goal

Hire outside consultant to model existing storm sewer system.

Current Status

The Town Engineering Division is currently modeling the Bigelow Brook watershed as a pilot area using Bentley's SewerGEMS software. If successful, this software will be used to model the entire stormwater network.

STORMWATER MONITORING

In February 2005, the Town contracted with HRP Associates Inc. to perform the required sampling and monitoring at the six locations identified in the Part B Registration. HRP completed the sampling and monitoring on November 30, 2005. Results were forwarded to DEP in December 2005.

Stormwater Management Plan – 2005 Annual Report
Town of Manchester

CONCLUSION

For the most part, the Town of Manchester is on schedule in progressing towards implementation of the BMP's identified in the Stormwater Management Plan. The Town intends to designate the resources needed to continue its progress throughout the upcoming year. For any questions regarding this report, please call me at 647-3158.

Submitted by: _____
Jeff LaMalva, P.E.
Assistant Town Engineer

Date: _____

Approved by: _____
Mark F. Carlino, P.E.
Director of Public Works/Town Engineer

Date: _____