

Stormwater Management Plan – 2006 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 goals and the status of each BMP as of December 31, 2006.

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 and update materials with relevant new educational materials as appropriate.

Current Status

In 2006, the Town overhauled its official website and standardized the webpages of all departments. The Engineering Division and Public Works Department webpages are currently updated and include pertinent stormwater management educational information for Town residents. There will be a link to the page from the Town’s homepage.

BMP #2 *Distribute education materials to the public through brochures, direct mailings and handouts at meetings.*

Measurable Goals

- 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.
- Reproduce EPA brochures for target audiences.
- Develop presentation to be used at “Government Academy”.

Stormwater Management Plan – 2006 Annual Report
Town of Manchester

Current Status

- An informational fact sheet will be developed and mailed with the Water and Sewer bills in the spring of 2007.
- EPA brochures have been made available at the public counter for Engineering Maps and Records and at Engineering Division sponsored events such as “Bike to Work” day.
- The Public Works Department gave informational presentations at the Town’s two “Government Academy” sessions in the spring and fall.

BMP #3 *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 #4 *Make the annual report available to the public and invite public comments..*

Measurable Goals

Post annual report on website and make available for viewing at the Engineering office.

Current Status

The annual report is currently posted on the Engineering Division’s website and is available for viewing at the Engineering Maps and Records public counter.

BMP #5 *Implement a stormwater telephone hotline directed to the Town’s Customer Service and Information Center.*

Measurable Goals

- Implement a stormwater telephone hotline and email system which is directed to the Town’s Customer Service and Information Center.
- Evaluate the effectiveness of the hotline/email systems.

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.

Stormwater Management Plan – 2006 Annual Report
Town of Manchester

BMP #6 *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 2006.

MCM #3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

BMP #7 *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

Modify stormwater ordinances.

Current Status

Not yet implemented.

BMP #8 *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 #9 *Conduct dry weather inspections along local waterways to identify potential illicit discharges.*

Measurable Goals

- Inspect Hop Brook between State Route 83 and Porter Street.

Current Status

The Town has not inspected this portion of Hop Brook yet. Instead, the Town provided mapping of all the outfalls along the Hockanum River to the North

Stormwater Management Plan – 2006 Annual Report
Town of Manchester

Central Conservation District who conducted inspections of all of the outlets in November 2006. Also, the Town, through its on-call CCTV inspection contractor, cleaned and video inspected approximately 5,000 linear feet of existing storm drainage pipes at various locations throughout Town.

MCM #4 CONSTRUCTION SITE RUNOFF CONTROL

BMP #10 *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 continues to review all site development plans to verify that Best Management Practices are utilized and that all measures are in accordance with Town standards and the 2002 edition of Connecticut's *Guidelines for Soil Erosion & Sediment Control*.

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

BMP #11 *Modify land use regulations as required to comply with General Permit.*

Measurable Goal

Update Town's Development Handbook to include a summary of the Construction General Permit requirements.

Current Status

The Town's Development Handbook now includes references to the General Permit requirements.

MCM #5 POST CONSTRUCTION RUNOFF CONTROL

BMP #12 *Establish long term maintenance plan for storm drainage system.*

Measurable Goal

Develop priority listing of structures requiring maintenance.

Current Status

Stormwater Management Plan – 2006 Annual Report
Town of Manchester

Using the existing storm drainage system data from the GIS system, the Town developed a database of all storm drainage system features along with the respective date the structure was installed. This was initially developed for GASB-34 reporting. This database will be a tool in prioritizing long term capital improvement projects on storm drainage systems.

MCM #6 POLLUTION PREVENTION/GOOD HOUSEKEEPING

BMP #13 *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 during the fall of 2005 and implemented at various time throughout 2006.

BMP #14 *Implement and Employ a Townwide Street Sweeping Plan.*

Measurable Goal

Develop a written Street Sweeping Plan.

Current Status

A written Street Sweeping Plan was developed. The Town has switched from sand and salt treatment method to a straight treated salt treatment method which significantly reduced the amount of sand on the roadways. This, in turn, allowed the Town to complete its annual sweeping in significantly less time.

BMP #15 *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

A written catch basin cleaning program was developed. The Town has eliminated the use of sand in its snow removal and ice control operations. This has significantly reduced the amount of sand removed from catch basins. This has allowed the Town to increase the frequency in which catch basins are cleaned.

Stormwater Management Plan – 2006 Annual Report
Town of Manchester

BMP #16 *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. The Town has issued a Request for Proposals for a consultant to model the Dry Brook Culvert watershed, which would be completed in 2007.

STORMWATER MONITORING

Phoenix Environmental Laboratories, Inc. completed stormwater monitoring at the six designated sites on December 1, 2006. Results are submitted under separate cover.

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.

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