

Stormwater Management Plan – 2008 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, 2008.

**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

Post electronic versions of relevant new educational materials; update website as appropriate

Current Status

The Engineering Division and Public Works Department webpages are regularly updated and include pertinent stormwater management educational information for Town residents.

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

Measurable Goals

- Distribute brochures at neighborhood meetings.
- Make presentation at “Government Academy” sessions.

Current Status

- 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.

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- The Public Works Department gave informational presentations at the Town’s two “Government Academy” sessions in the spring and fall.
- Emails on Manchester Matters sent out periodically reminding residents to keep catch basins clear of debris and not to dump substances into them.

BMP #3 *Develop educational program for elementary school aged children.*

Measurable Goals

Conduct presentations at two elementary schools

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

- Evaluate the effectiveness of the hotline/email systems.

Current Status

The Town continues to use its webpage, email system and Customer Service Request System for handling questions and concerns related to storm drainage issues.

BMP #6 *Conduct river/pond clean up days.*

Measurable Goals

Conduct one clean-up day on Union Pond.

Current Status

A Union Pond cleanup day organized by the Hockanum River Linear Park Committee was held in April 2008. In addition, a cleanup day was also conducted on a section of Bigelow Brook.

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**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.
- In addition, Town inspectors visually inspected all stormwater system outfalls 24” diameter and greater and logged the information into a database using the GIS feature ID as the unique identifier.

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

Measurable Goals

- Inspect Bigelow Brook between Hockanum River and Broad Street.

Current Status

In lieu of inspecting the designated section of Bigelow Brook, Town inspectors inspected all stormwater system outfalls 24” or greater townwide. The condition of the outfall structure, amount of sedimentation and other appurtenant data were collected and logged into a database. This database is used to prioritize maintenance and future capital improvements.

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**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 Engineering and Planning staff 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.

The Town also created a new Environmental Planner/Inland Wetlands Agent staff position. Responsibilities of the new position include enforcement of erosion and sedimentation control measures on construction sites.

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

Measurable Goal

Inspect construction sites once per month.

Current Status

Construction sites continue to get inspected on at least a weekly basis by construction inspectors. The Town's Inland Wetlands Agent also makes periodic inspections of construction sites to assure compliance with approved erosion and sedimentation control plans.

**MCM #5 POST CONSTRUCTION RUNOFF CONTROL**

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

Measurable Goal

Continue inspections and prioritize cleaning and maintenance needs.

Current Status

The Town partnered with the North Central Conservation District (NCCD) on a project to inspect stormwater outfalls along the Hockanum River, document

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conditions and prioritize maintenance and capital improvement repairs. Those outfalls requiring minor maintenance were completed in 2008. Others identified as high priority for capital repairs will be completed as funding is identified.

**MCM #6 POLLUTION PREVENTION/GOOD HOUSEKEEPING**

BMP #13 *Train municipal field service employees to use Best Management Practices.*

Measurable Goal

Continue /improve annual training sessions.

Current Status

Refresher training courses are held annually for all Field Services Division employees.

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

Measurable Goal

- Sweep the streets as soon as possible in Urbanized Area
- Identify/prioritize streets that may require more than one sweeping

Current Status

The Public Works Department completed two full sweepings of the entire town.

BMP #15 *Implement and employ a Townwide Catch Basin Cleaning Program.*

Measurable Goal

- Prioritize catch basin cleaning based upon known problem/sediment loading areas
- Identify need for & feasibility or more frequent cleaning

Current Status

The Town continued its annual catch basin cleaning program. Previously identified priority areas such as sag points were completed first.

BMP #16 *Conduct study to identify stormwater system failures and improvement requirements and to schedule long term capital improvements.*

Measurable Goal

- Carry out capital improvement repairs
- Identify improvements in annual report

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Current Status

- Several old drop inlet style catch basins have been replaced with new catch basins with sumps as part of the Town’s annual sidewalk replacement program.
- The Town completed a “Miscellaneous Drainage” project which completed approximately \$100,000 in storm sewer improvements at four different locations.

**STORMWATER MONITORING**

Pure Earth Environmental collected stormwater samples on 9/26/08. Results were submitted to DEP on 12/1/08.

**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: \_\_\_\_\_