

MS4 General Permit
 Town of Suffield 2017 Annual Report
 Existing MS4 Permittee
 Permit Number GSM000015
 January 1, 2018 – December 31, 2018

This report documents the Town of Suffield's efforts to comply with the conditions of the MS4 General Permit to the maximum extent practicable (MEP) from January 1, 2018 to December 31, 2018.

Part I: Summary of Minimum Control Measure Activities

1. PUBLIC EDUCATION AND OUTREACH (Section 6 (a)(1) / page 19)

1.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department/ Person Responsible	Due	Date completed / projected	Additional details
1-1 Implement public education program	Complete	A Stormwater Management Program website has been established.	Distribute material online and social media	Department of Public Works	Jul 1, 2018	Jun 1, 2018 On-going	
1-2 Address education/outreach for pollutants of concern*	Complete	A Trash & Recycling website has been established that provides information on trash and recycling collection, leaf pick-up and HHW collection days. Links were added to the Stormwater Management webpage that address pollutants of concern.	Develop and Distribute Information on Bacteria Pollution and Other Pollutants of Concern	Department of Public Works	Jul 1, 2018	Jun 1, 2018 On-going	

BMP	Status	Activities in current reporting period	Measurable goal	Department/ Person Responsible	Due	Date completed / projected	Additional details
1-3 Newspaper Article & Publication	In Progress	Began drafting educational materials to be printed in the local papers and on social media.	Publish educational material in local papers and on social media	Department of Public Works	Not Specified	Jun 1, 2019	
1-4 Household Hazardous Waste Days	Complete	A link is on the Public Works Dept. website to inform the public of the annual HHW collection days.	Continue qualifying local program	Department of Public Works	Not Specified	Jul 1, 2017 On-going	

1.2 Describe any Public Education and Outreach activities planned for the next year, if applicable.

- Additional educational materials on the sources and impacts to stormwater discharges were added to the Town's Stormwater Management Program website and were made available in hard copies at Town offices.
- Additional educational materials were added to the Town's Stormwater Management Program website for providing information on the pollutants of concern.
- The Town will publish a newspaper article in the local paper providing the public with information on the impacts to stormwater discharges.
- The Town will continue to promote and offer HHW collection days for the public.

1.3 Details of activities implemented to educate the community on stormwater

Program Element/Activity	Audience (and number of people reached)	Topic(s) covered	Pollutant of Concern addressed (if applicable)	Responsible dept. or partner org
Stormwater Quality Fact Sheets were created for educating businesses in Town of their impacts to the stormwater.	Town Businesses	Material Storage, Spills, Cleaners/Solvents, Trash, Landscaping, FHPs, Maintenance, Housekeeping, Sediment Control	All	Department of Public Works
Stormwater Management Program website was created	General Public	Implementation of the MS4 General Permit	All	Department of Public Works

Program Element/Activity	Audience (and number of people reached)	Topic(s) covered	Pollutant of Concern addressed (if applicable)	Responsible dept. or partner org
Link "Trash & Recycling" website was created	General Public	Provides information on trash and recycling collection, leaf pick-up and HHW collection days.	All	Department of Public Works
Link for information on Household Hazardous Waste was added to the Trash & Recycling webpage	General Public	HHW Disposal	All	Department of Public Works

2. PUBLIC INVOLVEMENT/PARTICIPATION (Section 6(a)(2) / page 21)

2.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department/ Person Responsible	Due	Date completed / projected	Additional details
2-1 Comply with public notice requirements for the Stormwater Management Plan and Annual Reports	Complete	Notice of the draft SMP was posted in the Journal Inquirer. The draft SMP was made available on the Town Engineer's webpage and at select Town offices. Notice of the draft Annual Report was posted in the Journal Inquirer. The draft Annual MS4 Report was uploaded to the Stormwater Management Program website and printed copies were available at select Town offices and were available for public review and comment for at least 30 days.	Make drafts available in print at town facilities 30 days in advance	Department of Public Works	SMP - Apr 3, 2017 Annual - Feb 15, 2019	SMP - Apr 6, 2017 Annual - Feb 18, 2019 On-going	

BMP	Status	Activities in current reporting period	Measurable goal	Department/ Person Responsible	Due	Date completed / projected	Additional details
2-2 Develop Stormwater Committee to oversee public involvement and participation program	Complete	The Town has established a committee of individuals in each department that meet periodically.	Enact panel of staff and volunteers for SMP review	Department of Public Works	Not Specified	Mar 1, 2018	

2.2 Describe any Public Involvement/Participation activities planned for the next year, if applicable.

- Continue to comply with the public notice and review requirements for Annual Reports.
- Continue to hold regular Stormwater Committee meetings to review SMP implementation progress.

2.3 Public Involvement/Participation reporting metrics

Metrics	Implemented	Date	Posted
Availability of the Stormwater Management Plan announced to public	Yes	Apr 6, 2017	http://suffieldct.gov/town/offices/engineer/stormmgmt Town Hall, Library
Availability of Annual Report announced to public	Yes	Feb 18, 2019	http://suffieldct.gov/town/offices/engineer/stormmgmt Town Hall, 66 Ff Tyler Place

3. ILLICIT DISCHARGE DETECTION AND ELIMINATION (Section 6(a)(3) and Appendix B / page 22)

3.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department/ Person Responsible	Due	Date completed / projected	Additional details
3-1 Develop written IDDE program	In Progress	Draft IDDE program provided to the Town and is currently under review.	Refer to BMP 3-1 of the SMP	Department of Public Works	Jul 1, 2018	Jul 1, 2019	
3-2 Develop list and maps of all MS4 stormwater outfalls in urbanized and priority areas	In Progress	Many of the Town's outfalls have been mapped. The Town is working on completing outfall mapping in priority areas.	Finalize mapping in priority areas	Department of Public Works	Jul 1, 2019	Jul 1, 2019	
3-3 Develop citizen reporting program	In Progress	The Town is in the process of adding a website link for illicit discharge information and for citizen reporting. Currently, citizens can file reports via phone calls or email. The Town added a weblink for requesting replacement trash carts.	Develop reporting program	Department of Public Works	Jul 1, 2017	Apr 1, 2019	
3-4 Establish legal authority to prohibit illicit discharges	In Progress	The draft Ordinance was developed and is being reviewed by various parties in the Town.	Town policies will be reviewed and updated	Planning and Zoning	Jul 1, 2018	Dec 31, 2019	Town is in the process of identifying the responsible party.
3-5 Develop record keeping system for IDDE tracking	In Progress	Working on compiling a tracking system and data base for IDDE. The Town will start by using excel spreadsheets for tracking.	Keep a record of illicit discharge abatement	Department of Public Works	Jul 1, 2017	Jul 1, 2019	

BMP	Status	Activities in current reporting period	Measurable goal	Department/ Person Responsible	Due	Date completed / projected	Additional details
3-6 Address IDDE in areas with pollutants of concern	In Progress	Working on structures that are not connected to the sanitary sewer system and are located near the MS4.	Identify areas of concern	Department of Public Works	Jun 2020	Jun 2020	

3.2 Describe any IDDE activities planned for the next year, if applicable.

- Finalize written IDDE Program
- Post IDDE Program to the Stormwater Management Program webpage and include link in next year's Annual Report
- Finalize Illicit Discharge Reporting link on the Stormwater Management Program webpage
- Continue updating the MS4 outfall and system mapping
- Finalize legal authority to prohibit illicit discharges
- Maintain master IDDE tracking spreadsheet and ensure all employees involved in IDDE program understand the logging process
- Investigate illicit discharges in areas with pollutants of concern

3.3 List of citizen reports of suspected illicit discharges received during this reporting period.

Date of Report	Location / suspected source	Response taken
No reports in 2018		

3.4 Provide a record of illicit discharges occurring during the reporting period and SSOs occurring July 2012 through end of reporting period using the following table.

Location	Date and duration of occurrence	Discharge to MS4 or surface water	Estimated volume discharged	Known or suspected cause / Responsible party	Corrective measures planned and completed	Sampling data (if applicable)
Suffield Meadow Dr	3/22/2012 30 mins	No	2500 gal	Blockage	Jet rod on regular basis	None
Suffield WPCF	5/7/2012 2 hours	Yes	Approx. 80000 gal	UV shut off	Electrician fixed problem	None
Suffield Village	8/26/2012 1.5 hours	Storm drain	500 gal	Blockage in line	Told owner to jet rod regularly	None
10 Cross Street	8/26/2012 1.25 hours	No	500 gal	Blockage in line	Jet rod on regular basis	None
Suffield Village	10/23/2012 1.5 hours	Storm drain	300 gal	Blockage in line	Told owner to jet rod regularly	None
Suffield Meadow Dr	4/22/2013 12 hours	No	2000 gal	Broken force main	Fixed force main	None
Suffield WPCF	6/8/2013 15 mins	Yes	10000 gal	Heavy rain	Shut flow off to clarifier, shut off aerators and sped up ras	None
Suffield WPCF	8/13/2015 2 hours	Yes	Approx. 80000 gal	Turbid effluent	Turned on second uv bank	None
Ffyer Place	6/3/2015 1 hour	No	50 gal	Blockage in line	Jet rod on regular basis	None
20 Cross Street	4/2/2016 20 mins	Yes	500 gal	Blockage in line	Replaced faulty pipe	None
Shad Row	12/25/2016 30 mins	No	50 gal	Blockage roots	Jet rod on regular basis	None
4 Kenny Roberts Memorial Dr	12/29/2016 30 mins	No	Approx. 1000 gal	Blockage in lateral	Told owner not to throw rubber gloves and rags in lateral	None
4 Kenny Roberts Memorial Dr	2/21/2017 3 hours	No	50 gal	Blockage in lateral	Told owner to have lined cleaned and not to throw gloves in lateral	None
Bridge St pump station	6/7/2017 1.5 hours	Yes	Approx. 5000 gal	Too much i/i	PVC lateral cap was off letting water in. Pipe has been fixed	None

Location	Date and duration of occurrence	Discharge to MS4 or surface water	Estimated volume discharged	Known or suspected cause / Responsible party	Corrective measures planned and completed	Sampling data (if applicable)
1680 Mapleton Ave	9/17/2017 1 hour	No	100 gal	Valve on force main	Valve was fixed by company who put in low pressure system	None
Thrall by rt 159	12/6/2017 24 hours	No	Approx. 500 gal	Faulty controls	Faulty controls on private pump	None
454 Hickory St	11/9/2017 31 hours	No	Approx. 500 gal	Force main broken	Hole was pumped out of sewage. Contractor fixed force main.	None
1456 North St	3/18/2018 2 mins	No	50 gal	Lateral blocked	Lateral was blocked/homeowner to get line cleaned	None
Suffield WPCF	5/17/2018 24 hours	Yes	Unknown	UV failure	UV system will be checked for service	None
500 N Main St	12/12/2018 24 hours	No	<300 gal	Lateral Hit	Lateral hit by contractor was attached to new gravity line	None

3.5 Briefly describe the method used to track illicit discharge reports, responses to those reports, and who was responsible for tracking this information.

- Currently, phone calls are received by the Department of Public Works from citizen's reporting possible illicit discharges.
 - The Town will be implementing a database program for tracking illicit discharges using an excel table. DPW is responsible for tracking the information.

3.6 Provide a summary of actions taken to address septic failures using the table below.

Location and nature of structure with failing septic systems	Actions taken to respond to and address the failures	Impacted waterbody or watershed, if known
6 Cherry Brook Lane	Septic System Repair- Approved May 31, 2018	Philo Brook
12 Cherry Brook Lane	Septic Tank Replaced- Approved Jun 7, 2018	Philo Brook
29 Crane Hill	Septic System Repair- Approved Aug 3, 2018	Muddy Brook

Location and nature of structure with failing septic systems	Actions taken to respond to and address the failures	Impacted waterbody or watershed, if known
225 Halladay Avenue	Septic System Repair- Approved Jun 13, 2018	Unknown
330 Halladay Drive	Septic System Repair- Approved Dec 7, 2018	Middle Pond
340 Halladay Drive	Septic System Repair- Approved Aug 17, 2018	Middle Pond
300 Hill Street	Septic System Repair- Approved Nov 27, 2018	Muddy Brook
1305 Hill Street	Septic System Repair- Approved Apr 23, 2018	Unknown
1510 Hill Street	Septic Tank Replaced- Approved Aug 21, 2018	Unknown
410 Lakeview Drive	Septic System Repair- Approved Aug 3, 2018	South Pond
28 North Grand Street	Septic System Repair- Approved Jun 1, 2018	Unknown
285 North Grand Street	Septic System Repair- Approved Mar 27, 2018	Rattlesnake Brook
400 North Grand Street	Septic System Repair- Approved Feb 2, 2018	Unknown
489 North Grand Street	Superseded Septic Repair- Pending	Unknown
489 North Grand Street	Septic System Repair- Approved May 14, 2018	Unknown
959 North Grand Street	Septic Tank Replaced- Approved Feb 16, 2018	Unknown
559 North Stone Street	Septic Tank Replaced- Approved Sep 12, 2018	Unknown
605 North Stone Street	Septic System Repair- Approved May 14, 2018	Unknown
605 North Stone Street	Superseded Septic System- Pending	Unknown
645 North Stone Street	Septic System Repair- Approved Jul 25, 2018	Unknown
1000 Russell Avenue	Septic System Repair- Approved Jun 15, 2018	Unknown
138 South Grand Street	Septic System Repair- Approved Oct 17, 2018	Unknown
534 South Grand Street	Septic Tank Replaced- Approved Oct 4, 2018	Unknown

Location and nature of structure with failing septic systems	Actions taken to respond to and address the failures	Impacted waterbody or watershed, if known
2019 Spruce Street	B100 and Tank Replaced- Approved Aug 3, 2018	Unknown
1306 Suffield Street	Septic Tank Replaced- Approved Oct 11, 2018	Unknown
620 Taintor Street	Septic Tank Replaced- Approved Feb 14, 2018	Stony Brook
456 Warnertown Road	Septic Tank Replaced- Approved Nov 9, 2018	Unknown
473 Warnertown Road	Septic System Repair- Approved Mar 5, 2018	Unknown

3.7 IDDE reporting metrics

Metrics	
Estimated or actual number of MS4 outfalls	219
Estimated or actual number of interconnections	~20
Outfall mapping complete	75%
Interconnection mapping complete	0%
System-wide mapping complete (detailed MS4 infrastructure)	10%
Outfall assessment and priority ranking	0%
Dry weather screening of all High and Low priority outfalls complete	0
Catchment investigations complete	0
Estimated percentage of MS4 catchment area investigated	0%

3.8 Briefly describe the IDDE training for employees involved in carrying out IDDE tasks including what type of training is provided and how often is it given (minimum once per year).

- An MS4 and IDDE training program is being developed and implemented for presentation to all Town personnel in 2019 that may come in contact with stormwater or that may review applications and plans that impact stormwater quality. This training will be conducted on an annual basis, or as needed when new employees are added.

4. CONSTRUCTION SITE RUNOFF CONTROL (Section 6(a)(4) / page 25)

4.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed/ projected	Additional details
4-1 Implement, upgrade, and enforce land use regulations or other legal authority to meet requirements of MS4 general permit	In Progress	Reviewing current Town Ordinances.	Review and update regulations	Planning & Zoning	Jul 1, 2019	Jul 1, 2019	Will update ordinances to improve compliance with MS4 general permit
4-2 Develop/ Implement plan for interdepartmental coordination in site plan review and approval	Complete	Applications are received by WPCA or North Central Health District. Depending on the proposed project, the following will review the development plans: Planning and Zoning, Inland Wetlands, Engineering. Pre-application meetings are conducted with Town staff for larger projects.	Coordinate functions of departments involved	Department of Public Works	Jul 1, 2017	Jul 1, 2017 On-going	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed/ projected	Additional details
4-3 Review site plans for stormwater quality concerns	Complete	The Town conducted the necessary site plan reviews during the reporting period.	Review all design plans for regulation consistency	Planning & Zoning	Jul 1, 2017	On-going	
4-4 Conduct site inspections	Complete	The Town conducted the necessary site inspections during the reporting period.	Continue inspection and checklist program	Planning & Zoning	Jul 1, 2017	On-going	
4-5 Implement procedure to allow public comment on site development	Complete	The Town follows all State public notice and hearing requirements. The Town follows up on all comments and complaints received.	Adhere to public comment and hearing requirements	Department of Public Works	Jul 1, 2017	Jul 1, 2017 On-going	
4-6 Implement procedure to notify developers about DEEP construction stormwater permit	In Progress	Town ordinance requires developers comply with State requirements for stormwater. The Town has updated application forms to provide notification including a check box in the conditions of approval.	Update applications to include determining if other authorization is required	Planning & Zoning	Jul 1, 2017	Jul 1, 2018	Will review current procedures and improve for compliance with MS4 general permit

4.2 Describe any Construction Site Runoff Control activities planned for the next year, if applicable.

- Begin the process of getting approval for updating the Town ordinances to include being able to enforce land use regulations.
- Continue to follow all State public notice and hearing requirements and follow up on all comments and complaints received.

5. POST-CONSTRUCTION STORMWATER MANAGEMENT (Section 6(a)(5) / page 27)

5.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed/ projected	Additional details
5-1 Establish and/or update legal authority and guidelines regarding LID and runoff reduction in site development planning	To be Started	None	Review/Update regulations	Planning & Zoning	Jul 1, 2021	Jul 1, 2021	
5-2 Enforce LID/runoff reduction requirements for development and redevelopment projects	To be Started	None	Review/Update regulations	Planning & Zoning	Jul 1, 2019	Jul 1, 2019	
5-3 Identify retention and detention ponds in priority areas	In Progress	The Town began identifying retention/detention basins under their control. Most ponds have been mapped.	Inventory City Facilities	Public Works/ Engineering	Jul 1, 2019	Jul 1, 2019	
5-4 Implement long-term maintenance plan for stormwater basins & treatment structures	In Progress	The Town maintains sedimentation structures on an as needed basis. Many of the basins in Town are the responsibility of the subdivision Home Owner's Association.	Develop maintenance plan	Planning & Zoning	Jul 1, 2019	Jul 1, 2019	Will review current procedures and improve for compliance with MS4 general permit

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed/ projected	Additional details
5-5 DCIA Mapping	In Progress	Outfall and piping identification underway	Calculate DCIA	Planning & Zoning	Jul 1, 2020	Jul 1, 2020	
5-6 Address post-construction issues in areas with pollutants of concern	To be Started	None	Prioritize area for retrofit	Planning & Zoning	Not specified	On-going	

5.2 Describe any Post-Construction Stormwater Management activities planned for the next year, if applicable.

- Review current regulations including site planning requirements, zoning regulations, street design regulations and infrastructure specifications to identify/ reduce/ eliminate existing regulatory barriers to implementation of LID and runoff reduction practices.
- Identify and map all Town retention and detention ponds in priority areas.
- Inspect ponds/structures annually. Remove sediment in excess of 50% design capacity.
- Create and start implementing a long-term maintenance plan for ponds and structures.

5.3 Post-Construction Stormwater Management reporting metrics

	Metrics	
Baseline (2012) Directly Connected Impervious Area (DCIA)	UNK – Not Started	acres
DCIA disconnected (redevelopment plus retrofits)	UNK – Not Started	acres this year / acres total
Retrofits completed	Not Started	#
DCIA disconnected	UNK – Not Started	% this year / % total since 2012
Estimated cost of retrofits	UNK – Not Started	\$
Detention or retention ponds identified	33	# total

5.4 Briefly describe the method to be used to determine baseline DCIA

- Available mapping will be used to estimate approximate DCIA.

6. Pollution Prevention/Good Housekeeping (Section 6(a)(6) / page 31)

6.1 BMP Summary

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed/ projected	Additional details
6-1 Develop/ implement formal employee training program	In Progress	A training program was developed and annual training is scheduled to be conducted by Jul 1, 2019.	Implement training relevant to the department	DPW, Recreation and Parks, Planning & Zoning	Jul 1, 2017	Jul 1, 2018 On-going	
6-2 Implement MS4 property and operations maintenance	In Progress	Salt piles are stored under cover and on impervious surfaces. Town industrial stormwater discharges are monitored. Vehicle maintenance is performed undercover. Annual fall leaf collection program is conducted and disposal is provided at the landfill.	Evaluate and optimize maintenance procedures	Department of Public Works	Jul 1, 2018	Jul 1, 2018 On-going	The Town is reviewing current practices and looking for areas for optimization.
6-3 Implement coordination with interconnected MS4s	In Progress	The Town only knows of connections with the State.	Coordinate interconnects	Department of Public Works	Not specified	On-going	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed/ projected	Additional details
6-4 Develop/ implement program to control other sources of pollutants to the MS4	To be Started	None	Identify Sources	Department of Public Works	Not specified		The Town is planning on sending out notices to industrial facilities not registered under the DEEP's Industrial Stormwater General Permit
6-5 Evaluate additional measures for discharges to impaired waters*	To be Started	None	Designate measures for impaired waters	Department of Public Works	Not specified		
6-6 Track projects that disconnect DCIA	To be Started	None	Document existing DCIA that is disconnected	Highway Department, Department of Public Works	Jul 1, 2017	Jul 1, 2018 On-going	
6-7 Develop/ implement infrastructure repair/rehab program	In Progress	All road projects include new catch basin tops and new basins are installed as necessary.	Prioritize/implement repairs	Department of Public Works	Jul 1, 2021	Jul 1, 2021 On-going	
6-8 Develop/ implement plan to identify/prioritize retrofit projects	To be Started	None	Develop retrofit project plan	Department of Public Works	Jul 1, 2020	Jul 1, 2020	

BMP	Status	Activities in current reporting period	Measurable goal	Department / Person Responsible	Due	Date completed/ projected	Additional details
6-9 Implement retrofit projects to disconnect 2% of DCIA	To be Started	None	Implement retrofit projects	Engineering	Jul 1, 2022	Jul 1, 2022	
6-10 Develop/ implement street sweeping program	In Progress	All Town streets are swept annually, concentrating on high priority areas.	Sweep streets once annually	Department of Public Works	Jul 1, 2017	Jul 1, 2017 On-going	The Town is reviewing current practices and looking for areas for optimization.
6-11 Develop/ implement catch basin cleaning program	In Progress	All catch basins were inspected and cleaned out in 2018.	Maintain current program	Department of Public Works	Jul 1, 2020	Jul 1, 2020 On-going	The Town is reviewing current practices and looking for areas for optimization.
6-12 Develop/ implement snow management practices	In Progress	Streets & municipal lots were plowed and treated, as necessary. No sand was used during treatment.	Continue snow management	Department of Public Works	Jul 1, 2018	Jul 1, 2018 On-going	The Town is reviewing current practices and looking for areas for optimization.

6.2 Describe any Pollution Prevention/Good Housekeeping activities planned for the next year, if applicable.

- Conduct annual MS4 training programs.
- Review current MS4 property and operations maintenance practices and look for areas for optimization.
- Develop tracking procedure and data base and track projects that disconnect DCIA.
- Review current street sweeping practices and look for areas for optimization.
- Review current snow management practices and look for areas for optimization.
- Identify areas where pet waste receptacles may be installed.
- Review current leaf management practices and look for areas for optimization.

6.3 Pollution Prevention/ Good Housekeeping reporting metrics

Metrics	
Employee training provided for key staff	In progress
Street sweeping	
Curb miles swept	~160 miles
Volume (or mass) of material collected	~1,000 tons
Catch basin cleaning	
Total catch basins in priority areas	TBD
Total catch basins in MS4	~3,000
Catch basins inspected	~3,000
Catch basins cleaned	~3,000
Volume (or mass) of material removed from all catch basins	~1,500 tons
Volume removed from catch basins to impaired waters (if known)	UNK
Snow management	
Type(s) of deicing material used	Salt
Total amount of each de-icing material applied	~2,500 tons
Type(s) of deicing equipment used	Trucks
Lane-miles treated	~160 miles
Snow disposal location	N/A
Staff training provided on application methods & equipment	Yes – as necessary

Municipal turf management program actions (for permittee properties in basins with N/P impairments)	
Reduction in application of fertilizers (since start of permit)	N/A
Reduction in turf area (since start of permit)	N/A
Lands with high potential to contribute bacteria (dog parks, parks with open water, & sites with failing septic systems)	
Cost of mitigation actions/retrofits	N/A

6.4 Catch basin cleaning program

Briefly describe the method used to optimize your catch basin inspection and cleaning schedule. [Complete this section for the 2017 Annual Report only]

Catch basins will all be inspected, cleaned out, and the sumps will be measured. A second round of inspections and cleaning will be conducted and the amount of material removed will be recorded. A list will be generated and the catch basins with the most material present will be put on a more frequent cleaning schedule to ensure that the 50% design capacity for the sump is not exceeded.

6.5 Retrofit program

Briefly describe the Retrofit Program identification and prioritization process, the projects selected for implementation, the rationale for the selection of those projects and the total DCIA to be disconnected upon completion of each project. [Provide information if available in 2017 report. Section to be completed for the 2019 Annual Report.]

Not applicable at this time

Describe plans for continuing the Retrofit program and how to achieve a goal of 1% DCIA disconnection in future years. [Provide information if available in 2017 report. Section to be completed for the 2019 Annual Report.]

Not applicable at this time

Describe plans for continuing the Retrofit program beyond this permit term with the goal to disconnect 1% DCIA annually over the next 5 years. [Provide information if available in 2017 report. Section to be completed for the 2019 Annual Report.]

Not applicable at this time

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Part II: Impaired waters investigation and monitoring [This section required beginning with 2018 Annual Report]

1. Impaired waters investigation and monitoring program

1.1 Indicate which stormwater pollutant(s) of concern occur(s) in your municipality or institution. This data is available on the MS4 map viewer: <http://s.uconn.edu/ctms4map>.

Nitrogen/ Phosphorus Bacteria Mercury Other Pollutant of Concern

1.2 Describe program status.

Discuss 1) the status of monitoring work completed, 2) a summary of the results and any notable findings, and 3) any changes to the Stormwater Management Plan based on monitoring results.

- 1) As of December 28th, 2018, eight (8) of the fourteen (14) known outfalls that directly discharge to impaired waterways in the Town of Suffield have been screened and sampled during wet weather events.
- 2) Based on the results of the sample analyses, the following four (4) outfalls will require a follow-up investigation during a wet weather event and are potential sources of illicit discharges to impaired waterbody: BOST4, RIVE7, RIVE5, and PATR1. The discharge from BOST9 had a significantly higher turbidity than the water upstream while RIVE7, RIVE5, and PATR1 were all discharging water with higher bacteria content than the established TMDL.
- 3) After 2020, the six outfalls that contribute the most of a pollutant to an impaired waterbody will be screened annually during wet weather events.

2. Screening data for outfalls to impaired waterbodies (Section 6(i)(1) / page 41)

2.1 Screening data collected under 2017 permit

Complete the table below for any outfalls screened during the reporting period. Each Annual Report will add on to the previous year’s screening data showing a cumulative list of outfall screening data.

Outfall ID	Sample date	Parameter (Nitrogen, Phosphorus, Bacteria, or Other pollutant of concern)	Results	Name of Laboratory (if used)	Follow-up required?
BOST9	12/28/18	Turbidity	6.44 NTU 2.47 NTU Upstream	N/A	No
BOST4	12/28/18	Turbidity	15.4 NTU 3.54 NTU Upstream	N/A	Yes
MARB1	12/28/18	Turbidity	3.2 NTU 4.14 NTU Upstream	N/A	No

Outfall ID	Sample date	Parameter (Nitrogen, Phosphorus, Bacteria, or Other pollutant of concern)	Results	Name of Laboratory (if used)	Follow-up required?
BOST2	12/28/18	Turbidity	5.97 NTU 2.93 NTU Upstream	N/A	No
RIVE7	12/28/18	Bacteria	E. coli <10 col/100mL T coliform 3,870 col/100mL	Phoenix	Yes
RIVE6	12/28/18	Bacteria	E. coli <10 col/100mL T coliform 107 col/100mL	Phoenix	No
RIVE5	12/28/18	Bacteria	E. coli 52 col/100mL T coliform >24,000 col/100mL	Phoenix	Yes
PATR1	12/28/18	Bacteria	E. coli 10 col/100mL T coliform 2,500 col/100mL	Phoenix	Yes

2.2 Credit for screening data collected under 2004 permit

If any outfalls to impaired waters were sampled under the 2004 MS4 permit, that data can count towards the monitoring requirements under the modified 2017 MS4 permit. Complete the table below to record sampling data for any outfalls to impaired waters under the 2004 MS4 permit.

Outfall	Sample date	Parameter (Nitrogen, Phosphorus, Bacteria, or Other pollutant of concern)	Results	Name of Laboratory (if used)	Follow-up required?
C-1	11/19/15	E. coli Turbidity	350 MPN/100 mL 14 NTU	Phoenix	No
C-1	11/24/14	E. coli Turbidity	80 MPN/100 mL 16 NTU	Phoenix	No

3. Follow-up investigations (Section 6(i)(1)(D) / page 43)

Provide the following information for outfalls exceeding the pollutant threshold.

Outfall	Status of drainage area investigation	Control measure implementation to address impairment

4. Prioritized outfall monitoring (Section 6(i)(1)(D) / page 43)

Once outfall screening has been completed for at least 50% of outfalls to impaired waters, identify 6 of the highest contributors of any pollutants of concern. Begin monitoring these outfalls on an annual basis by July 1, 2020.

Outfall	Sample Date	Parameter(s)	Results	Name of Laboratory (if used)

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Part III: Additional IDDE Program Data [[This section required beginning with 2018 Annual Report](#)]

1. Assessment and Priority Ranking of Catchments data (Appendix B (A)(7)(c) / page 5)

Provide a list of all catchments with ranking results (DEEP basins may be used instead of manual catchment delineations).

1. Catchment ID (DEEP Basin ID)	2. Category	3. Rank
The Town is in the process of completing this task.		

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2. Outfall and Interconnection Screening and Sampling data (Appendix B (A)(7)(d) / page 7)

2.1 Dry weather screening and sampling data from outfalls and interconnections

Provide sample data for outfalls where flow is observed. Only include Pollutant of concern data for outfalls that discharge into stormwater impaired waterbodies.

Permit Outfall ID	Date	Ammonia (mg/L)	Chlorine (mg/L)	Conductivity (umhos/cm)	Salinity (g/kg)	Temp (oC)	MBA's (mg/L)	E. Coli col/100mL	Pollutant of Concern	Follow-up Required	Action Taken
CROS2	10/31/2018	0.28	2.2	240	0.14	15	0.75	10	N/A	NO	N/A
HIGR1	11/1/2018	0.25	0.04	547	0.27	16.88	0.25	10	N/A	NO	N/A
LISE2	11/1/2018	0	0.06	787	0.39	18.57	0.25	20	N/A	NO	N/A
PHL8	11/9/2018	0.05	0.04	154	0.12	4.14	0.25	<10	N/A	NO	N/A
QUAL1	10/31/2018	0.25	0.1	149	0.15	14.9	0.25	203	N/A	NO	N/A
QUAL2	10/31/2018	0	0.15	408	0.24	15.7	0.25	201	N/A	NO	N/A
RAWL1	10/31/2018	0.5	0.04	373	0.22	16.45	1.5	62	N/A	YES	Raised priority of catchment investigation
SECO1	10/31/2018	0.25	0.02	244	0.14	15.56	0.25	189	N/A	NO	N/A
SHAD1	11/1/2018	0.25	0	792	0.39	16.21	0.25	31	N/A	NO	N/A
SILV3	10/31/2018	0.25	0.07	733	0.36	16.4	0.5	388	N/A	NO	N/A
TAIN5	11/9/2018	0.06	0.08	479	0.34	8.11	2	20	N/A	NO	N/A
TAIN625	11/9/2018	0.25	0.05	403	0.28	8.83	0.25	<10	N/A	NO	N/A
THOM1	10/31/2018	0	0.06	209	0.13	6.81	0.25	457	N/A	NO	N/A
WIND1	10/31/2018	0.25	0.03	851	0.42	12.58	0.25	<10	N/A	NO	N/A
WIST3	11/1/2018	0.13	0	460	0.22	17.74	0.25	75	N/A	NO	N/A
WOBD1	11/1/2018	0.25	2.2	725	0.36	15.29	0.5	109	N/A	NO	N/A

2.2 Wet weather sample and inspection data

Provide sample data for outfalls and key junction manholes of any catchment area with at least one System Vulnerability Factor.

Outfall / Interconnection ID	Sample date	Ammonia	Chlorine	Conductivity	Salinity	E. coli or Enterococcus	Surfactants	Water Temp	Pollutant of concern

3. Catchment Investigation data (Appendix B (A)(7)(e) / page 9)

3.1 System Vulnerability Factor Summary

For those catchments being investigated for illicit discharges (i.e. categorized as high priority, low priority, or problem) document the presence or absence of System Vulnerability Factors (SVF). If present, report which SVF's were identified. An example is provided below.

Outfall ID	Receiving Water	System Vulnerability Factors
		The Town is in the process of completing this task.

Where SVFs are:

1. History of SSOs, including, but not limited to, those resulting from wet weather, high water table, or fat/oil/grease blockages.
2. Sewer pump/lift stations, siphons, or known sanitary sewer restrictions where power/equipment failures or blockages could readily result in SSOs.
3. Inadequate sanitary sewer level of service (LOS) resulting in regular surcharging, customer back-ups, or frequent customer complaints.
4. Common or twin-invert manholes serving storm and sanitary sewer alignments.
5. Common trench construction serving both storm and sanitary sewer alignments.
6. Crossings of storm and sanitary sewer alignments.
7. Sanitary sewer alignments known or suspected to have been constructed with an underdrain system;
8. Sanitary sewer infrastructure defects such as leaking service laterals, cracked, broken, or offset sanitary infrastructure, directly piped connections between storm drain and sanitary sewer infrastructure, or other vulnerability factors identified through Inflow/Infiltration Analyses, Sanitary Sewer Evaluation Surveys, or other infrastructure investigations.
9. Areas formerly served by combined sewer systems.
10. Any sanitary sewer and storm drain infrastructure greater than 40 years old in medium and densely developed areas.
11. Widespread code-required septic system upgrades required at property transfers (indicative of inadequate soils, water table separation, or other physical constraints of the area rather than poor owner maintenance).
12. History of multiple local health department or sanitarian actions addressing widespread septic system failures (indicative of inadequate soils, water table separation, or other physical constraints of the area rather than poor owner maintenance).

3.2 Key junction manhole dry weather screening and sampling data

Key Junction Manhole ID	Screening / Sample date	Visual/ olfactory evidence of illicit discharge	Ammonia	Chlorine	Surfactants

3.3 Wet weather investigation outfall sampling data

Outfall ID	Sample date	Ammonia	Chlorine	Surfactants

3.4 Data for each illicit discharge source confirmed through the catchment investigation procedure

Discharge location	Source location	Discharge description	Method of discovery	Date of discovery	Date of elimination	Mitigation or enforcement action	Estimated volume of flow removed

Part IV: Certification

“I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief. I understand that a false statement made in this document or its attachments may be punishable as a criminal offense, in accordance with Section 22a-6 of the Connecticut General Statutes, pursuant to Section 53a-157b of the Connecticut General Statutes, and in accordance with any other applicable statute.”

Chief Elected Official or Principal Executive Officer	Document Prepared by
Print name: Melissa M. Mack – First Selectman	Print name: T.J. Therriault, EIT, CDT – Anchor Engineering
Signature / Date:	Signature / Date:

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