

TOWN OF ESSEX  
STORMWATER (MS4) WORKING GROUP

Meeting Minutes  
February 28, 2018  
Essex Town Hall, Conference Room A

The Essex Stormwater (MS4) Working Group Meeting was held on Wednesday, February 28, 2018.

Attendees

Norman Needleman (First Selectman)	Ryan Welch (DPW)
Joe Budrow (Planning/Zoning/IWWC/Land Use)	David Caroline (DPW)
Lisa Fasulo (Health Dept/Land Use.)	Jessica Sypher (Assessor)
William Drouin (Apex Co)	Rebecca Talamini (AppGeo)

Absent: Robert Doane, (Town Engineer).

1. Compliance review of the 2016 MS4 Annual Report

The 2016 MS4 Annual Report was submitted to CT Dept. of Energy & Environmental Protection (DEEP) in January 2017, as was required. A response from DEEP was mailed to the Essex First Selectman on January 29, 2018. DEEP's review of the 2016 MS4 Annual Report was based on its assessment of the components of the six minimum measures identified in the MS4 General Permit.

- A written response to DEEP's review will be prepared and submitted.

2. Activities performed by the working group during 2017 towards compliance with the 2017 MS4 General Permit

DPW:

DPW swept streets and cleaned catch basins throughout 2017. A list of these activities was submitted to Lisa Fasulo.

DPW is planning to hire a contractor to clean the Town's catch basins. The company will clean 1/3 of the Town's catch basins each year and the entire will be done in 3 years.

IDDE: The town identified 2 illicit discharges.

- First Congregational Church on West Ave. The Town was notified by *Call Before You Dig*. The owners of the Church were beginning to install a drain pipe from their parking lot directly into the stormwater catch basin on West Ave. DPW contacted the Church owners to notify them of the illicit discharge.
- Collins Lane. The Town was notified that water from a buried drain pipe is flowing from Collins Lane directly into Middle Cove. The bubbling water is presumed to be from a sump pump because it is intermittent. The source of the water discharge is being investigated.

- Outfall Investigation & water sampling 10/12/2017 Yellow/rust colored water in the outfall located on Essex Plaza Drive. Test results received on Oct 24, 2017.

#### Public Education:

- Article in the Town of Essex Annual Report (Oct 2017): *Pumpout Boat Program*
- Article in Shore Publishing LLC (9/26/2017): *Essex Shines After Source-to-Sea Clean up Event.*
- FAQ on DPW Website : *Do not rake or blow leaves onto the streets or into gutters*
- Selectmen Meeting (Dec 20, 2018): Discussion of Vac-All Truck vs Hiring a Contractor
- 2017 Fall Cleanup Newsletter to Residents: *Don't blow leaves into the Streets.*
- Presented Stormwater brochures & information at the Essex Public Safety Day at Essex Fire house. 6/11/2017
- Presented Stormwater information/Brochures to Valley Regional High School Students who visited the Essex Town Hall on Sept 26, 2017. They were here to learn about what services are provided by local government agencies & depts.
- Inland Wetland & Watercourses Commission Nov 14, 2017 Meeting: the Wetlands Officer identified a resident doing landscaping maintenance that resulted in leaves being blown into a drainage swale. This issue was addressed and rectified.

#### New Construction:

- "Essex Station": A new 56 Unit Affordable Housing complex is nearly complete. The 3 three parcels have onsite stormwater detention basins to collect rainwater and prevent it from leaving the site. The Stormwater Detention basin is design for a 100-year flood.
- "Cobblestone Court": A new 8 unit multifamily dwelling is nearly complete. The one parcel has one large on-site stormwater detention basin for a 100-year flood.
- "Essex Glen": A new 26 single family home complex is in the early construction phase. The engineer has designed several on-site stormwater retention areas to receive rainwater flows from the site.
- "Cumberland Farms": the former Cumberland Farms building was demolished and construction of the new Cumberland Farms is complete. The Engineer designed an on-site stormwater retention system to receive rainwater flow from the roof and parking lot.
- New Single Family home: A new single family home is under construction. The Engineer has designed a rain garden to collect runoff from the roof and driveway. Rain water flows from these structures through an on-site pipe to an on-site rain garden.
- New Single Family Home: A former single family home was demolished and a new single family home is under construction. The Engineer has designed a stormwater infiltration system to collect and treat runoff from the driveway and roof. There is an existing on-site pond on the parcel that has high levels of Nitrogen due to runoff from the lawn. The Engineer has proposed to install a sedimentation filtration strip and regrading and reestablishing native plants along the pond's edge. There is currently a recirculating pump in the pond however a sand filtration system will be installed which will create a slow overturn of the water in the pond and drop the nitrogen levels. Elevation of the on-site pond is essentially at the same elevation as the CT River.

#### Ordinances:

Essex currently has ordinances referring to leaf clean up, litter and illicit discharges. Copies of these Ordinances were submitted to DEEP with the 2016 MS4 Annual Report. DEEP's 2017 MS4 Permit strongly encourages the creation of new ordinances which conform to their template.

- This working group will contact CT Conference of Municipalities to ask which of DEEP's MS4 Ordinances have been implemented by other area towns.
- It was suggested at this meeting that Essex modify its Planning & Zoning Regulations to include language pertaining to MS4 stormwater management activities. Creation of new ordinances as specified in the MS4 permit are not currently mandated by State Statute.
- Upholding P&Z regulations supports the Town's commitment to comply with the MS4 General Permit.

#### Training/ Meetings:

Lisa Fasulo: 2/15/2017 Webinar – *PermitTrack MS4: Demo of MS4 Management & Reporting Program*

Webinar Description: NEMO is holding a series of webinar DEMOs on alternatives to ASIST. This DEMO will feature PermiTrack a web-based MS4 management and reporting program.  
<http://mypermittrack.com>

Lisa Fasulo: 2/7/2017 Webinar – *Getting Started on your MS4 Permit*

Webinar Description: For the 121 communities (plus institutions) covered under CT DEEP's newly revised "MS4" stormwater regulations, the first requirements are to develop (or revise) a Stormwater Management Plan (SWMP) for your town and register as an MS4. Draft SWMPs are to be posted for public comment by April 1, 2017 and submitted to CT DEEP by July 1, 2017. Yikes! This presentation will cover what's required to be in the plan, share a template for a SWM Plan that you can adapt and use, and introduce you to NEMO's new MS4 Online Guide which be a repository for tools, maps and information related to the permit.

Lisa Fasulo: 6/27/2017 Webinar – *The First Year of the MS4 Permit*

Webinar Description: Connecticut's new MS4 permit becomes effective on July 1. You have completed your new Stormwater Management Plan and successfully completed your registration form, but now what? Where do you start? This webinar will highlight what you should begin working in the first year of the new permit and provide tools, examples, and approaches to help.

Lisa Fasulo: 9/27/2017 *MS4 IDDE Workshop* 131 Cedar St. Newington Town Hall, Newington, CT

Lisa Fasulo: 10/24/2017 Webinar – *CT MS4 Mapping Details, Clarifications, & Tools*

Webinar Description: CT's new MS4 permit includes several mapping related requirements. From mapping your stormwater system to determining where to focus your efforts, geospatial technologies will certainly be helpful in meeting your permit obligations. This webinar will (1) highlight the parts of the permit where mapping is required/useful, (2) clarify some of the more confusing mapping requirements in the permit, and (3) show a range of available tools and approaches to complying with the requirements.

Stormwater (MS4) Working Group Meetings (2017) at 29 West Ave, Essex Town Hall, Essex CT  
1/26/2017 Convene the MS4 Working Group for the new 2017 MS4 Permit

3/13/2017 Working Group Meeting for progress update on the 2017 MS4 Permit

### 3. AppGeo Update

Kristen LaBrie our working group's liaison with AppGeo for the past several years has left AppGeo effective Feb. 23, 2018. Rebecca Talamini and Michele Giorgianni from AppGeo are

now our primary contacts with AppGeo and new members to the Essex Stormwater (MS4) Working Group.

Rebecca Talamini provided several copies of large maps showing the Town's Stormwater system. The maps show catch basin location and identification and the four receiving water bodies. DPW crews will use these maps for their stormwater system maintenance activities.

Plans for 2018:

Essex Public Safety & Information Day is being planned for June 2018. This will provide an opportunity for public education and outreach.

Schedule quarterly meetings for the Stormwater (MS4) working group.

Meet with Town Engineer to determine which outfalls to sample in 2018. They must be different sampling points from ones done in the past 5 years.