

TOWN OF ESSEX  
STORMWATER (MS4) WORKING GROUP  
Meeting Minutes  
February 8, 2022  
Zoom Meeting

Attendees

Lisa Fasulo (Health Director)  
Carey Duques (Land Use Official)  
William Drouin (Apex Co)  
Jessica Sypher (Assessor)  
Rebecca Talamini (MapGeo GIS)  
Alyson Finnegan (First Selectman's Office)

Absent

Norman Needleman (First Selectman)  
Robert Doane (Town Engineer)  
Ryan Welch (DPW)  
John Guskowski (Town Planner)

Lisa Fasulo reviewed the submission timeline for the 2021 MS4 Annual Report:  
(see <https://nemo.uconn.edu/ms4/tasks/reports.htm>)

Download the **2021 Annual Report** template [here](#).

Download the **Guide to changes to the 2021 Annual Report** [here](#).

1. **January 31<sup>st</sup>** - Notify the public when the Annual Report and stormwater management plan will be made available for review and who to contact to provide comments. More details can be found on page 21 of the general MS4 permit. Providing notice earlier than January 31st is encouraged.
2. **February 15<sup>th</sup>** - Post the Annual Report and current stormwater management plan to the town or institution website (see page 16 of permit for details). Also have hardcopies of the report and plan available at town hall or a public library.
3. **April 1<sup>st</sup>** - Submit the Annual Report to DEEP (see page 45 of permit for details). Mail the review fee which is \$375 for institutions and \$187.50 for municipalities and the Annual Report transmittal form ([download here](#)) to CT DEEP Central Permit Processing Unit and email an electronic copy of the Annual Report to DEEP.Stormwaterstaff@ct.gov.

Ms. Fasulo also mentioned additional MS4 Reminders from NEMO.UCONN.Edu, due July 1st:

- Complete the town-wide baseline DCIA estimate
- Develop a retrofit plan
- Complete dry weather screening of all outfalls (categorized as high or low priority) in the priority areas
- Complete mapping of all stormwater infrastructure in the priority areas
- Inspect all catch basins in the priority areas

Bill Drouin will review and organize the necessary information for the annual report. Mr. Drouin asked Ms. Fasulo for a list of all town septic issues.

Ryan Welch stated in an email that he will work on the Public Works reports for Ms. Fasulo and will submit the 2021 outfall inspection reports. Information for the report will include: Catch basin cleaning, drainage and catch basin improvements, street sweeping and debris collection, sand and salt annual usage, Oil water separator Inspection on Pratt Street, retention pond maintenance and inspection, drainage recharge systems cleaning and inspection.

Mr. Drouin asked Carey Duques for a brief summary of the latest development on Bokum Road.

Ms. Duques stated that she would send out the new regulations adopted by Inland Wetlands in December. The regulations fall in line with the DEEP requirements.

Ms. Duques also mentioned that the IWWC is interested in submitting articles to the Town newsletter and Town Events magazine.

Next Stormwater Meeting: May 10, 2022 at 11:00 am in Conference Room B/ZOOM.