

Town of Williston
7900 Williston Road
Williston, VT 05495
•
1763
•
Public Works
(802) 878-1239

TOWN OF WILLISTON

LETTER OF TRANSMITTAL

To the Attention of: *Christy Whitters*
Date: *March 26, 2012*
Subject: *MS 4 Annual Report*

Comments:

Christy,
Enclosed is the Town of Williston's Annual MS4 report. Williston will continue to strive to improve the water quality of the Allen Brook as well protect the other waterways throughout the entire town.

I will send out a hard copy in the mail today as well.

Please contact me if you have any questions regarding our annual report.

From: *Lisa M. Sheltra* *LMS*

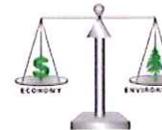
Phone Number of Sender: *802-878-1239*



Town of Williston

Small Municipal Separate Storm Sewer Systems

2011 Annual Report Summary



April 1, 2012
 Town of Williston
 7900 Williston Road
 Williston, Vermont 05495
 (802) 878-1239



Town of Williston - Annual Stormwater Management Report –2012

It is required by Section 5.3 of General Permit 3-9014, under which Williston operates as a Small Municipal Separate Storm Sewer System (MS4), that a report summarizing the Town's stormwater management efforts be reported to the Agency of Natural Resources yearly. This testimony itemizes the six Minimum Control Measures (MCM) required by the general permit as presented in the *Stormwater Management Plan* adopted by the Town in 2008. It also discusses the implantation of each of the minimum control measures during the 2011 permit year (March 2011 to March 2012)

MCM 1 – Public Education and Outreach

4.2.1.1 of the General Permit states. "You must implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff."

BMP 1 – Website

In 2011 the town's stormwater webpage was relocated as a subset to the Public Works website. Links and documents associated with Stormwater Management Planning, Stormwater Education and Outreach, Water Quality Monitoring, IDDE Monitoring, Stream Geomorphic Assessments, Municipal Infrastructure Maintenance, Stream Buffer Protection, Williston's NOI, and stormwater related implementation projects are all available on the website and were updated as needed throughout the year. Google Analytics was added to the website in March 2011. Williston's stormwater web pages can be accessed at http://willistonvt.govoffice3.com/index.asp?Type=B_BASIC&SEC={ACC6B21E-0FDB-497F-8A5A-62CDDFF871272}

What Will Be Done in 2012?

Maintenance and improvements will continue in 2012. Google Analytics tracking results for hits to the town's stormwater website will be included in the 2012 report.

BMP 2 - RSEP

The Town of Williston participates in the Regional Stormwater Education Program (RSEP) and partakes in regular scheduled meetings and informational sessions. The Town signed a 5 year Memorandum of Understanding (MOU) to continue to partner with the other MS4 agencies in the RSEP program until 2013 and providing a predetermined subsidy to make this program successful. The Town will continue to set appropriate funds aside and contribute to this informative group.

RSEP's "Smart Waterways" website may be found at <http://www.smartwaterways.org/>. A summary from Marketing Partners for advertising activities in 2011 is attached see Attachment A.

What Will Be Done in 2012?

Williston will continue to implement MCM 1 through financial and active participation in the RSEP. We do hope that the new MS4 permit is issued in the upcoming year allowing us to revamp our advertising champagne. Williston will also periodically update the Towns Stormwater web site.

Assistance from Other Entities: Chittenden County Regional Planning Commission and Marketing Partners or another advertising committee.

MCM 2 – Public Participation

4.2.2.1 of the General Permit states, “You must implement a public involvement/participation program, which at a minimum, complies with State and local public notice requirements, and includes at least three of the following: form a citizen stormwater advisory panel, establish a water quality monitoring program involving citizen volunteers, institute an on-going public workshop series on stormwater awareness, institute a continuing storm drain stenciling project, sponsor periodic community stream corridor clean-up days, establish and support a citizen “stormwater watch” group, create an “adopt-a-stream” program, or undertake a program similar to the above with the permission of the Secretary.”

BMP 1 – Storm Drain Marking

Utilizing the list compiled by the Williston Conservation Commission’s Intern last year, the Public Works Department contracted with the Vermont Community Work Service program to have the Almetek stainless steel markers installed on catch basins throughout town. Approximately 350 catch basins were marked and/or remarked this past year. The markers purchased were difficult to install on the existing catch basin grates. We also we ran out of the stainless steel markers requiring us to install some of the old plastic markers. The following were done:

Morgan Parkway, Bittersweet, Meadowrun, Hillside Lane and connecting streets, Sharon Drive and connecting streets, Country Lane and connecting streets, Brennan Woods subdivision, Chamlerlain Lane, Isham Circle and Southridge subdivision

What Will Be Done in 2012?

Williston is hoping to coordinate with the City of South Burlington to purchase the correct size stainless steel markers in bulk, saving both communities money in the long run. We will continue to replace markers that have been removed/lost on any existing basins.

BMP 2 – Stormwater Workshops

In 2011, the town revised its Stormwater Management Plan by submitting a NOI to redirect the management of public outreach activities: BMP 2, Stormwater Workshops and BMP 3, Stream Clean-up Days to the Chittenden County Stream Team (CCST), see Attachment B, for NOI and acceptance email from the State.

The CCST 2011 annual report is provided in Attachment C. Beyond what was achieved by CCST in 2011, the town dedicated a significant amount of time and resources to the Allen Brook Corridor Enhancement Project. The Enhancement project resulted in the permanent conservation of approximately 25-acres of stream buffer (ranging from 50-feet to 150-feet) and revegetation of 18-acres along the banks of the Allen Brook. Students from multiple schools, including the Allen Brook School, Williston Central School, St. Michaels College, and the Vermont Commons School, as well as cub scouts and girl scouts helped plant trees and install tree protection tubes and matting. See Attachment D for soliciting for tree plantings.

In 2011 a grant was secured to develop Phase I of a Williston Stormwater Master Plan (SMP), 20 people from the public participated in an informational meeting regarding the development of the plan, see Attachment E for the attendance sheet and Front Porch Forum advertisement for the meeting. The purpose of the SMP is to present a strategic and prioritized approach to pursuing town-wide stormwater management improvement projects that are identified through a holistic planning effort that recognizes the interconnected nature of land use, stormwater management, and river management is necessary to successfully achieve overall watershed goals.

What Will Be Done in 2012?

The town will continue to be a member of the CCST and develop the SMP with public participation and input.

BMP 3 – Stream Clean-Up Days

Work was delegated to the CCST. See BMP 2 above and Attachment XX for CCST annual report.

What Will Be Done in 2011?

The town will remain a member and contribute funds to the CCST

MCM 3 – Illicit Discharge Detection and Prevention

4.2.3.1 of the General Permit establishes a long list of requirements that boil down to the contents of 4.2.3.1.1, which says, "Develop and enforce a program to detect and eliminate illicit discharges (as defined in 40 CFR § 122.26(b)(2)) in your small MS4". The list ends with 4.2.3.1.7, which required the Town to submit a report summarizing its illicit discharge monitoring activities and any corrective actions taken by April 1, 2011.

BMP 1 - Detection and Elimination of Existing Illicit Discharges

While the original goal was to monitor 25 outfalls per year, the goal of IDDE monitoring in 2011 was to walk the less-traveled tributaries of the Allen Brook, confirm open channel data points that were generated from the original IDDE survey (VHB Pioneer, 2005), look for new outfalls, and document trash spots, beaver activity, and general problem areas. Eight outfalls were found/surveyed. Seven outfalls were identified as "unlikely" sources, while one outfall was identified as a problem area (fine sediment loading from a stormwater pond associated with a construction site). The landowner and design engineer (as well as the State) were contacted and it was determined that the pond and site is still under construction.

Other problem areas included free range chickens and a turkey cage kept near the stream and a dirt road intersecting a headwater tributary, see Attachment F for IDDE Monitoring 2011 Map. Also in 2011, the IDDE map and outfall photo catalog were reorganized for better management.

What will be done in 2012?

In 2012, the town will revisit any and all outfalls that were previously identified as potential, suspect, and obvious by the state and the town. The town will also follow-up with problem areas identified in 2011.

BMP 2 - Develop and Maintain a GIS Map

The Town was able to employ someone to physically go into the field and GPS our utility infrastructure in many of the neighborhoods during the summer of 2011. Attached is a copy of all Utilities updated in 2011, see Attachment G.

The Town did not acquire any new stormwater infrastructure in 2011. Our data shows that there are approximately 737 catch basin that are owned by the Town of Williston, 711 structures that are privately owned and 91 that are located within the States Right of Way, owned and maintained by the Agency of Transportation.

What Will Be Done in 2012?

The Public Works department will continue to have our utilities field verified in 2012. It is our goal to be able to provide the most accurate map showing all infrastructure including stormwater.

We continue to require contractors provide the Public Works Department with Record Drawings showing the as built location of all utilities after they are constructed, which we can add to the map as we collect it.

BMP 3 - Regulations Prohibiting Illicit Discharge

The Selectboard adopted the final version of Chapter 29 of the *Williston Development Bylaw* (WDB), which took effect on June 22, 2009.

What Will Be Done in 2011?

Enforcement will proceed as described in MCM3, BMP 1. The Town will also enforce if an illicit discharge is discovered in another way.

BMP 4 - IDDE Educational Outreach

As described in MCM 2, BMP 1, approximately 350 storm drains were marked in Williston to educate the public about the consequence to dumping illicit discharges. No IDDE workshops were available for municipal employees in 2010.

What Will Be Done in 2012?

Williston will actively seek IDDE workshops that are available locally for municipal employees. Williston will continue its storm drain marking program. The Town will prepare a press release in the Williston Observer explaining both the storm drain marking and IDDE program.

MCM 4 – Construction Site Runoff Control

4.2.4.1 of the General Permit requires that "... you must develop and to the extent allowable under state or local law enforce a program to reduce pollutants in any stormwater runoff to your small MS4 from construction activities that result in a land disturbance of one greater than or equal to one acre." Williston has responded to this requirement by adopting and enforcing stringent requirements for runoff and erosion control on construction sites.

BMP 1 – Enforcement

The Development Review Board had 33 projects on their agenda in 2011 for Discretionary Permit Approval (DP). Public Works staff reviewed 19 applications and plans. After DP approval is given the applicant must apply for an Administrative Permit (AP) permit prior to actual construction.

The Planning and Zoning office recorded 282 AP applications from March, 2011 through March, 2012. The Planning and Zoning bylaws require at a minimum, a Low Impact Runoff & Erosion Control Checklist to be completed if disturbance is more than a ¼ acre and an actual Runoff & Erosion Control Plan be developed for projects greater than 2 acres OR in areas that are within a watershed protection buffer OR have slopes greater than 8%. Public Works and Planning and Zoning Staff conducted 22 site inspections for AP Permits issued see Attachment H for a list of sites that were inspected.

The Route 2A multi-use path was constructed in 2011. The Public Works Department hired a Resident Engineer to oversee construction and ensure that any erosion was prevented and sediment was under control. Despite all the flooding that occurred in 2011, the erosion control measures were continuously operating in good condition.

The early spring flooding triggered one minor problem on our roads and bridges. The Old Stage Road culvert caused a wash out between our road and the pedestrian bridge. We obtained all the appropriate permits required and hired a contractor to repair the wash out, care was taken to ensure the protection of the Allen Brook. Public Works staff conducted multiple daily site visits and inspections.

A large subdivision finally began construction in 2011. A preconstruction meeting was held with the client, the contractor and Public Works staff and weekly project meetings were scheduled. Erosion

control measures were inspected and continue to be reviewed by the design engineer per their State Stormwater Construction General Permit.

What will be done in 2012?

The Public Works and Planning and Zoning Departments will continue to work in conjunction to inspect construction projects as they come in for approval.

MCM 5 – Post Construction Runoff Control

4.2.5.1.1 of the General Permit states, "... you must develop, implement, and to the extent allowable under State or local law, enforce a program to address post-construction stormwater runoff from new development and re-development projects that disturb greater than or equal to one acre ...". Williston has done exactly that. The Town is particularly proud of its watershed protection buffer requirements.

BMP 1 – Enforcement

The Public Works Department conducted annual inspections on Town owned State Stormwater Discharge Permit in June. Town permits:

- | | |
|-----------------------------|------------------------------------|
| ✘ Williston Fire Station | Permit # 4214-INDS |
| ✘ Marshall Avenue Extension | Permit # 4201-9010 |
| ✘ Hillside Drive East | Permit # 5595-9010 |
| ✘ Blair Park | Permit # 5593-9010 |
| ✘ Town Pond | Permit # 4306-INDO (offset permit) |
| ✘ Allen Brook Land Purchase | Permit # 6034-INDO (offset permit) |

It is anticipated that the Allen Brook stream bank restoration project mentioned in MCM 2, BMP 2 will generate additional Offset Discharge Permits in the near future. The first five sites were inspected and were operating in accordance to the design, no maintenance was necessary. The Town Pond offset permit required minor maintenance. The spring flooding caused the sediment forebay to partially wash out and the outlet pipe to separate from the structure, preventing flow from leaving the pond. The grate cover on the outlet structure also had vanished; it was assumed stolen. The high water mark on the pond sides did not indicate that the pond had flooded. The Public Works Highway Department corrected all the measures immediately and had the original resident engineer inspect for compliance. See Attachment I for letter from the engineer and photos.

The Town is also co-permittee on multiple other Discharge permits. Permits have different expiration dates and inspection schedules. It is the developers/Home Owner Association's (HOA) responsibility to satisfy any permit conditions and inspections, and the Town pays our share of fees for the impervious area each year.

The Town of Williston was in contact with numerous HOA's with expired State Stormwater Discharge Permits about upgrades to their out dated stormwater systems. Unfortunately, none of the associations have chosen to conduct any upgrades at this time.

What will be done in 2012?

The Public Works Department will continue to inspect and report on Town Owned Permits.

We will also continue to seek funding for HOA's to upgrade their existing systems to the Vermont State 2002 Stormwater Standards.

Assistance from Other Entities: State of Vermont Agency of Natural Resources, community members, home owner associations and qualified engineering firms.

MCM 6 – Pollution Prevention/Good Housekeeping

4.2.6.1 of the General Permit states, "You must describe your operation and maintenance program for preventing or reducing pollutant runoff from municipal operations, including, at a minimum: new construction and land disturbance and maintenance of fleet and buildings, parks, open space, construction and maintenance practices for gravel backroads, and stormwater systems."

BMP 1 – Permit Coverage

It has been determined that the Town garage can operate as a "no exposure" facility and will continue to operate the garage as one.

What will be done in 2012?

The existing garage will continue to operate as a "no exposure" facility.

BMP 2 – Municipal Compliance Inspection

A Municipal Compliance Assistance Program (MCAP) audit was conducted in 2010. This audit is only necessary as a requirement of the MS4; therefore, the next audit will be required again in 2015. The Public Works staff continues to plug away at the tasks recommended from the inspection, see Attachment J for check list and completion dates.

The Town of Williston continues to store the salt within a fully enclosed facility, eliminating any possible exposure to the elements and preventing runoff. The plow truck loading area is paved, allowing 100% collection by the loader operator and prevent any of the material from entering the ground or any water course. The Towns standard practice is to not use any sand on paved roadways. This past winter we continued the use of liquid deicing, in hopes to reduce the amount of salt used and better protect the environment.

All Town owned vehicles are washed within the garage allowing the water to be collected via the existing floor drains which is then sent to the existing grit/oil separator, prior to entering the Town's wastewater treatment system. The grit oil separators were cleaned by Environmental Products in the fall of 2011. The Public Works Department also tested their cleaning soaps to confirm there was not any Phosphorous in them.

The Public Works Department spent several months inspecting catch basins, 40 catch basins and dry wells were cleaned by a subcontractor. Approximately 12-14 yards of sediment was removed from the following areas:

- Lamplite Acres
- North Brownell
- Sunrise Drive
- Federated Church, off North Williston Road
- Golflinks

Each spring and fall the Town also subcontracts the street sweeping. Spring of 2011 - 14 yards and Fall of 2011 - 64 cubic yards of material was collected for a total of 78 yards. The Town hired Hartigan to collect the sediment from the catch basin, and ECI for street sweeping. Materials from both were stored at the Town Garage to be screened and tested as required, to later be used for fill.

Samples of both the Street sweepings and Catch Basins from 2010 were tested at Endyne, Inc. in the spring of 2011. See Attachment K for results from the testing.

The Public Works Highway Department also had Gary Grzywna remove 220 gallons of waste oil from the garage facility. Environmental Products and Services collected a 55 gal drum with “oily solids” from the garage also. The waste oil was tested and passed for total halogens per John Daly’s request, in March 2011.

What will be done in 2012?

The Town will continue with good housekeeping practices next year. Care will be taken to protect any spillage of salt and oils at the Highway garage facility. In the event an accidental spill does occur, the Town will have the necessary equipment, brooms, absorbent pads, etc to contain the spill. Waste oil will continue to be collected and disposed of at an approved location.

Street sweeping and Catch Basin cleaning will continue. The Town is hoping to be able to identify which catch basins and streets were cleaned and locate them on a map for next years report.

The Public Works Department will also oversee any stormwater improvements done by the Homeowner Associations within the impaired Allen Brook watershed.

BMP 3 – Training

Five Public Works employees attended the 1.5 hour education workshop scheduled last year on 09/15/2011 in Essex covering Hazardous Waste Spill Prevention and Urban Wildlife Management issues/problems.

What will be done in 2012?

Any training schedules for next year will be attended by Public Works employees.

Additional Stormwater Tasks Completed in 2011:

The Town of Williston coordinated with Vermont Agency of Transportation on the creation of a “draft” Flow Restoration Plan for the Allen Brook as identified in the soon to be released State of Vermont Agency of Natural Resources Department of Environmental Conservation National Pollutant Discharge Elimination System (NPDES) General Permit 3-9014 (2010) for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems. We have submitted the draft to the State for their review and have received comments that will be addressed in the Final Plan, once a permit is issued. The Plan has determined the areas in which Best Management Practices will be required to meet the Allen Brook high flow targets for the Total Maximum Daily Load requirements (TMDL). The draft plan will be presented to the Selectboard in April.

The Town of Williston has also started a Study to determine possible options to assist in funding stormwater operations within the Town. We have a draft copy of the study and will be presenting it to the Selectboard in April of 2012 seeking acceptance.

The Public Works Department continues to provide residents bags for their pets waste and trash receptacles along bike paths throughout the town to assist in proper disposal of pet waste. The Recreation Department purchased 6,000 bags last year. The Planning and Zoning Office spent the first Saturday of May planning and organizing groups for Green Up Day. Groups of volunteers are sent out throughout the Town to collect trash and materials dumped during the winter months along roadways and streams.



Town of Williston
Public Works Department
7900 Williston Road
Williston, VT 05495
(802) 878-1239

Williston MS 4

2012 Annual Report

Attachment A

Chittenden County Regional Stormwater Educational Program Annual Review: 2011- 2012 Program Year Summary

The 2011-2012 program year (March 1, 2011 through February 29, 2012) of the Regional Stormwater Educational Program (RSEP) maintained a consistent stream of public education and outreach. This year's program focused on using paid media and a drive to website to educate the public about the effects of stormwater runoff on water bodies and the simple steps that the public can take to reduce these effects. Given the record flooding of Lake Champlain in the spring and the widespread effects of Tropical Storm Irene in many parts of the state in late summer and fall, stormwater runoff and its impact on Vermont's water bodies has never been more apparent.

As in previous years, key messages of the campaign have remained the same, and include stormwater runoff and stormwater systems education, and tips on prevention methods related to fertilizer/chemicals. The focus of this program year was to reduce fertilizer use and runoff through the use of soil testing to determine if fertilizer was needed.

Marketing Partners, Inc. continues to work on a contract basis with RSEP to implement the public outreach campaign. RSEP Communications Plan goals achieved in 2011-2012 have included:

- Updated television media from analog to digital and closed-captioning, update print ads for new year of campaign.
- Extension of the "Soil Test" campaign in partnership with the University of Vermont (UVM) Agricultural Testing Lab to provide residents within the MS4 a free soil test. The ad campaigns drove people to the RSEP website where 163 eligible residents downloaded a printable coupon during this program year. UVM continues to track the number of coupons redeemed during paid media campaigns running in the spring and fall. Thirty-six tests were submitted (an increase of 11 from 2010).
- The 2011 spring media campaign included four weeks of radio spots on VPR, WCPV, and WEZF; four weeks of cable TV spots in the Chittenden County area; four weeks of spots during local news on broadcast TV; print ads in member community newspapers; and three weeks of advertising on Front Porch Forum (an opt-in community e-newsletter). The spring 2011 media budget totaled \$19,353, an increase from 2010.
- Another paid media campaign was completed throughout Chittenden County in fall of 2011 that consisted of two weeks of print ads in member community newspapers; two weeks of radio spots on VPR, WCPV, and WEZF; two weeks of cable TV spots in the Chittenden County area; two weeks of spots during local news on broadcast TV; and two weeks of placement on Front Porch Forum. The fall 2011 ad campaign budget totaled \$10,000. This also represents an increase in media budget compared to fall 2010.
- Continued to compile website visibility tracking data and coupon download and redemptions in order to monitor outreach effectiveness.
- Continued to collaborate with partners in furthering stormwater education outreach.

Gross Impressions/Audience Reach, 2011-2012 Program Year Summary Chittenden County Regional Stormwater Educational Program

1. Unpaid Media (Public Relations)

At the request of RSEP, program year 2011-2012 did not include any public relations efforts. However, two news reports about using rain barrels to reduce run-off featured RSEP in June 2011. The Champlain Water District *Water Quality Report 2011* also included RSEP.

2. Total Paid Media Impressions, 2011 (Spring and Fall campaigns)

The 2011-2012 paid media budget was increased to \$31,000 from the prior year budget of \$12,250. The same media strategies of increased online sponsorship in addition to commercial advertising were used with increased frequency and additional weeks during the spring flights. This year's paid media schedule resulted in an increase of 149.5% in gross impressions, as delineated below:

Print: 1,149,876*
 Broadcast TV: 136,260 (*Nielsen households using television, Chittenden County, program ratings*)
 Cable TV: 77,220 (*Nielsen program ratings by cable market penetration*)
 Radio: 383,912 (*based on Arbitron ratings of adult listeners in Chittenden County, M-F 6a – 7p*)
 Online: 56,500 (*based on circulation reported by media outlet*)
Total gross impressions: 1,803,768

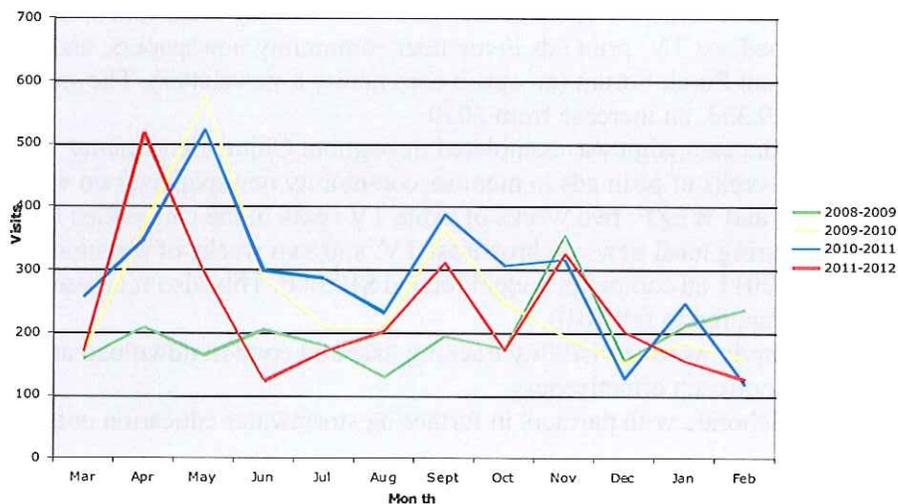
**Impressions are based on circulation as reported by outlet and an average readership of 2.34 per issue for community newspapers.*

3. Website

Below is the website visitor information for 2011, as compared to the three most recent preceding years. The program year had 2,774 visits, a decrease of nearly 20%; however, page views per visit and time on site increased. Website traffic increases/spikes are marked in conjunction with paid media campaigns.

Smartwaterways.org Website Visits

4-Year Comparison



NOTE: Data from Google Analytics for www.smartwaterways.org.



Town of Williston
Public Works Department
7900 Williston Road
Williston, VT 05495
(802) 878-1239

Williston MS 4

2012 Annual Report

Attachment B

Lisa M. Sheltra

From: Witters, Christy <Christy.Witters@state.vt.us>
Sent: Tuesday, September 27, 2011 12:00 PM
To: Lisa M. Sheltra
Subject: RE: blank noi

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Permits

Hi Lisa,

Yes, we did accept the amendment. Thank you for submitting it. I will soon be getting back on board with the MS4 as we are finally getting back to work here in Winooski! Thanks, Christy

Christy Witters, AICP
VTDEC - Stormwater Program
103 S. Main Street, Bldg 10 North
Waterbury, VT 05671
802.241.4582
christy.witters@state.vt.us

From: Lisa M. Sheltra [mailto:lsheltra@willistontown.com]
Sent: Wednesday, August 31, 2011 11:35 AM
To: Witters, Christy
Cc: Bruce Hoar
Subject: RE: blank noi
Importance: High

Christy,
Just checking up on a few outstanding items. Did you accept the amendment?

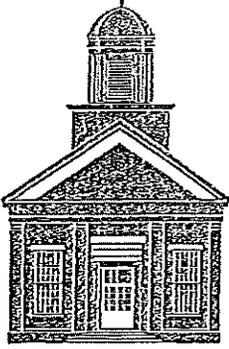
Lisa M. Sheltra
(802) 878-1239 x 182 office
(802) 735-3852 cell

From: Witters, Christy [mailto:Christy.Witters@state.vt.us]
Sent: Wednesday, July 06, 2011 4:30 PM
To: Lisa M. Sheltra
Subject: RE: blank noi

Yes, thank you Lisa!

I am excited to soon start thinking all things MS4 when I get the MSGP out the door ☺

Christy Witters, AICP
VTDEC - Stormwater Program



Town of Williston
7900 Williston Road
Williston, VT 05495
FAX (802) 764-1140

1763

June 8, 2011

Christy Witters, AICP
VTDEC - Stormwater Program
103 S. Main Street, Bldg 10 North
Waterbury, VT 05671

Re: Town of Williston 2008 Stormwater Management Program Amendment
and NOI

Dear Ms. Witters,

Please accept this letter, the attached NOI and copy of our MOU as an amendment to our Stormwater Management Program's Minimum Control Measure 2 – Public Involvement and Participation, MCM 2 requirement.

Persons responsible will include the Williston Town Planner, the Williston Engineering Technician and the new Chittenden Count Stream Team (CCST). The Town of Williston proposes the following language:

MCM2, BMP 2 – Stormwater Workshops will be conducted in accordance to the attached agreement between the Chittenden County Regional Planning Commission (CCRPC) & the Winooski Natural Resources Conservation District (WNRCD) and the attached Memorandum of Understanding (MOU) signed by the Town of Williston. Williston has agreed to contribute \$1,800.00 annually to support the CCST regional effort.

MCM2, BMP 3 – Stream Clean-Up Days will be conducted in accordance to the attached agreement between the CCRPC & WNRCD and the attached MOU signed by the Town of Williston. Williston has agreed to contribute \$1,800.00 annually to assist the CCST.

In addition to the CCST regional efforts, the Town of Williston will continue to involve the community, in the annual Green Up Day effort and any other public participation activities that may arise.

We truly believe that the CCST approach will be much more an efficient and effective tool for achieving the MCM2 requirement. Each individual MS4 are limited in resources and time; therefore, combining efforts similar to the

Town Manager
878-0919

Town Clerk/Treasurer
878-5121

Planning/Zoning
878-6704

Lister/Assessor
878-1091

Public Works
878-1239

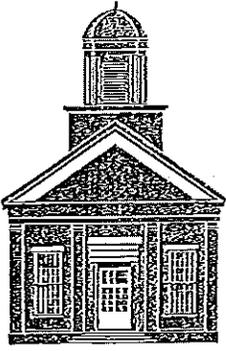
Recreation
878-1239

Police
878-6611

Fire
878-5622

Dorothy Alling
Memorial Library
878-4918

Williston Central
School
878-2762



Town of Williston
 7900 Williston Road
 Williston, VT 05495
 FAX (802) 764-1140

1763

successful Regional Stormwater Education Program (RSEP) is the favored approach.

In 2010 a pilot Stream Team was run utilizing a grant secured by several members of RSEP to see if the proposed concept would succeed. The following activities were completed in the trial phase:

- ☛ Outreach Info Booth Event (30+ participants)
- ☛ Rooftop Disconnect Workshop (6 attendees)
- ☛ How to build a rain garden Workshop (13 attendees)
- ☛ Re-engineering your driveway Workshop (17 people)
- ☛ Rain Barrel Assembly Project (20+ participants)
- ☛ Rain Garden Construction Project (6+ people)

Based on the success of the CCST pilot, we expect that the CCST will thrive. Their contract includes, at a minimum, three Outreach events and three projects.

We hope that this letter and the corresponding Attachments will satisfy the permit conditions and amend our 2008 Stormwater Management Program.

Sincerely,

Lisa M. Sheltra

Town Manager
 878-0919

Town Clerk/Treasurer
 878-5121

Planning/Zoning
 878-6704

Lister/Assessor
 878-1091

Public Works
 878-1239

Recreation
 878-1239

Police
 878-6611

Fire
 878-5622

Dorothy Alling
 Memorial Library
 878-4918

Williston Central
 School
 878-2762

STATE OF VERMONT
AGENCY OF NATURAL RESOURCES
DEPARTMENT OF ENVIRONMENTAL CONSERVATION

NOTICE OF INTENT

General Permit 3-9014
National Pollutant Discharge Elimination System (NPDES) Number: VTR040000
For Stormwater Discharges From Small Municipal Separate Storm Sewer Systems

Please provide the following information in support of your application for coverage under the General Permit.

1. Name of MS4 applying for coverage under General Permit 3-9014, NPDES Number VTR040000: Town of Williston

Mailing Address: 7900 Williston Road
Williston, Vermont 05495

Phone Number: 802-878-1239 x 182

Fax Number: 802-878-4591

E-Mail Address: lsheltra@willistontown.com
2. Name and Title of person responsible for overall coordination of the storm water management program: Lisa M. Sheltra, Engineering Technician

Mailing address: same as above

Phone number: Same as above

Fax number: Same as above

E-mail Address: Same as above
3. An estimate of the square mileage served by your small MS4: 31 square miles
4. Identify the names of all known waters that receive a discharge from the MS4. If known, indicate the number of outfalls to each water: Allen Brook - 68+/- mapped discharge pints. Muddy Brook - 86+/- mapped points. Winooski River - 25+/- mapped points
5. You may partner with other MS4s to develop and implement your storm water management program. Each MS4 must fill out an NOI form. (You may also jointly submit the same NOI with one or more MS4s.) If you elect to partner with another MS4, the description of your storm water management program must clearly describe which permittees are responsible for implementing each of the control measures.

6. If you are relying on another governmental entity regulated under the storm water regulations (40 CFR 122.26 & 122.32) to satisfy one or more of your permit obligations (see Part 4.4), identify the entity(ies) and the element(s) they will be implementing. You do not need to identify the Agency of Natural Resources with respect to minimum measures 4 and 5. If you are participating in the regional MOU to implement minimum measure 1 check here .

7. For each of your chosen best management practices (BMPs) and the measurable goals related to the storm water minimum control measures in Part 4.2 of the General Permit provide the following information:
 - Your timeframe for implementing the BMP (you must develop and fully implement your program by the expiration date of this permit): See the 2008 Stormwater Management Program
 - The person or persons responsible for implementing or coordinating the BMPs for your storm water management program: See the 2008 Stormwater Management Program and the attached letter for an amendment to MCM #2.
 - A description of the best management practices (BMPs) that you or another entity will implement: See the 2008 Stormwater Management Program and the attached letter for an amendment to McM#2.
 - The measurable goals for each of the BMPs including, as appropriate, the months and years in which you will undertake required actions, including interim milestones and the frequency of the action. When possible, your measurable goal should include outcome measures related to the BMPs impact on water quality, stream channel stability, ground water recharge, and flood protection (EPA has provided guidance on developing measurable goals at: www.epa.gov/npdes/stormwater/measurablegoals/index.htm).
 - When requested in 4.2 of the General Permit, provide a rationale for how and why you selected the BMPs and measurable goals for your storm water management program.

8. Submit your NOI together with the correct fees at the following address:

Vermont Agency of Natural Resources
Department of Environmental Conservation
Water Quality Division, Stormwater Management Program
103 South Main Street, Building 10 North
Waterbury, Vermont 05671-0408

9. This NOI must be signed by a principal executive officer, ranking elected official or other duly authorized employee and certified as follows:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for

submitting false information, including the possibility of fine and imprisonment for knowing violations.

Richard M. Lane 6/14/11
Signature Date



Town of Williston
Public Works Department
7900 Williston Road
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(802) 878-1239

Williston MS 4

2012 Annual Report

Attachment C

MCM #2

Chittenden County Stream Team

Summary of Activities: July – December 2011

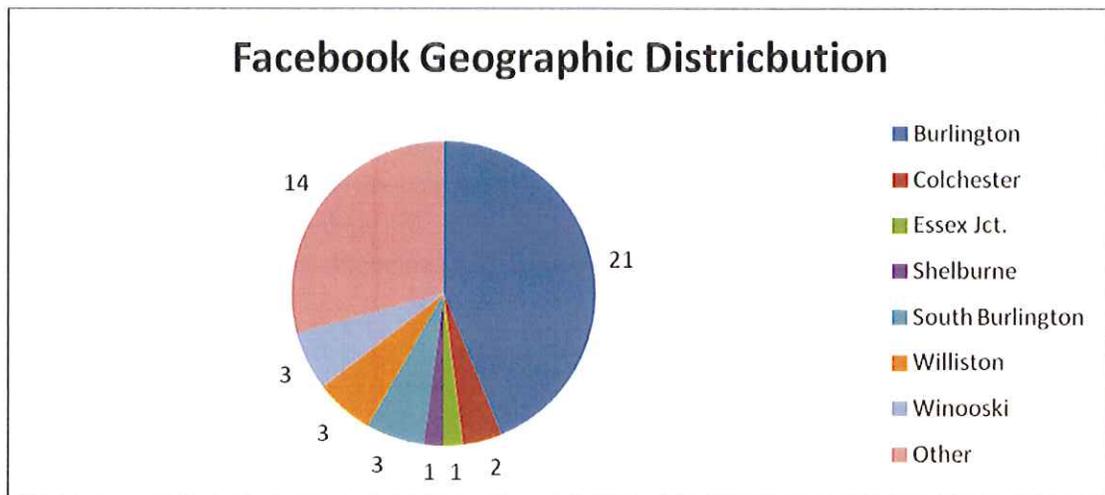
Prepared by Winooski Natural Resources Conservation District

In the fall of 2009, nine MS4 communities and three non-traditional MS4s located in Chittenden County began to discuss a potential collaborative approach to fulfilling their Minimum Control Measure #2 requirement. At the request of these MS4s, the Chittenden County Regional Planning Commission (CCRPC) applied for and received two grants totaling \$22,500. Using these grants, CCRPC implemented a regional pilot project called the Chittenden County Stream Team (CCST) from spring 2010 through May 2011. In its pilot year, CCST created a logo, launched a website and Facebook page, surveyed local residents, hosted a number of workshops, and completed a variety of local projects.

The success of the pilot project led to the formal adoption of the CCST program by eleven of the twelve MS4 permittees starting in July 2011 as their means of compliance with the Minimum Control Measure #2, Public Involvement and Participation. The program was put out to bid and awarded to the Winooski Natural Resources Conservation District (WNRCD), a regional entity focused on natural resource protection and management. With support from CCRPC and the participating MS4s, WNRCD worked to expand the reach of CCST. This was done by focusing efforts in three main areas: Social Media, Projects, and Outreach/Events. Note that at this time Colchester has elected not to join the CCST effort.

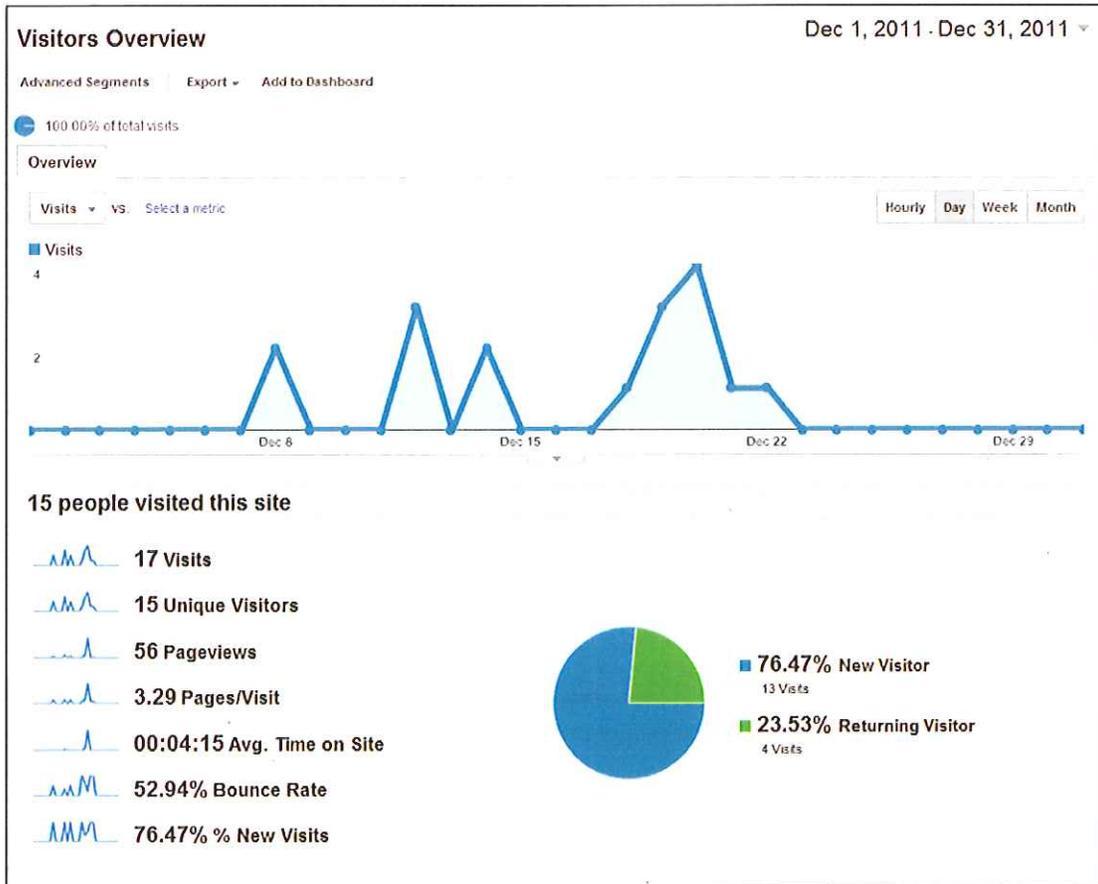
Social Media

Facebook – Facebook is just one of the tools that CCST uses to disseminate information to the public about workshops, events, and projects. It is updated on a regular basis and continues to grow at a steady pace. During the latter half of 2011, the number of ‘likes’ received on the CCST Facebook page grew to 48. This is a 50% increase from the pilot project. The majority of followers are in the 25-54 age groups. Current geographic distribution is as follows.

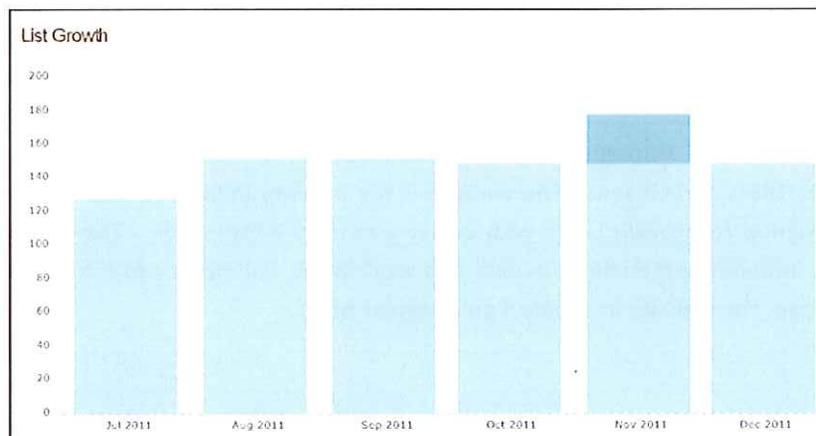


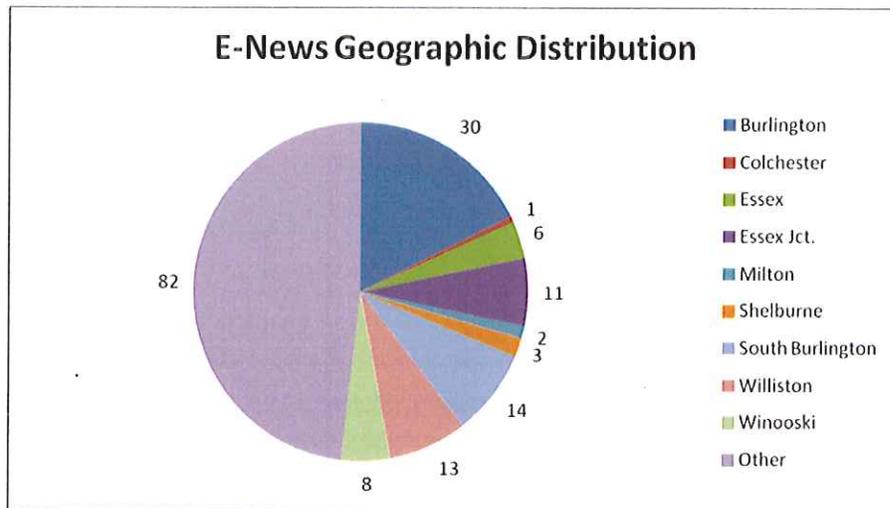
CCST Website – The website went through a significant overhaul in late 2011 and continues to change based on feedback from program partners and citizens. The website is the primary means by which individuals learn about CCST and as such, it was redesigned to provide users with easier access to information. The website includes information about the CCST program, impaired watersheds, events and workshops, volunteer opportunities, and helpful resources. Similar to the Facebook page, the website is updated on a regular basis.

In an effort to gain a better understanding of how the public uses the website, we began tracking access using Google Analytics in December of 2011. Below is a subset of the data collected throughout the month. In total, there were 15 unique visitors with an average amount of time spent on the site tracked at 4 minutes and 15 seconds. The full set of data is below.



E-News – Periodic emails are another way by which CCST connects with the public. Emails, using *Mailchimp*, are typically sent out quarterly and include regional news, information about upcoming events and volunteer opportunities, and tips and resources. It is one of the more effective ways of getting information out to those who have expressed an interest in CCST’s mission. At the end of 2011, the list totaled 170 subscribers, which was a slight increase over the six-month period. In general, the open rate for E-News is high at 38 - 40%. The typical open rate for similar industries is between 20-25% according to research completed by *Mailchimp*. The geographic distribution is moderate and should be expanded in future years.



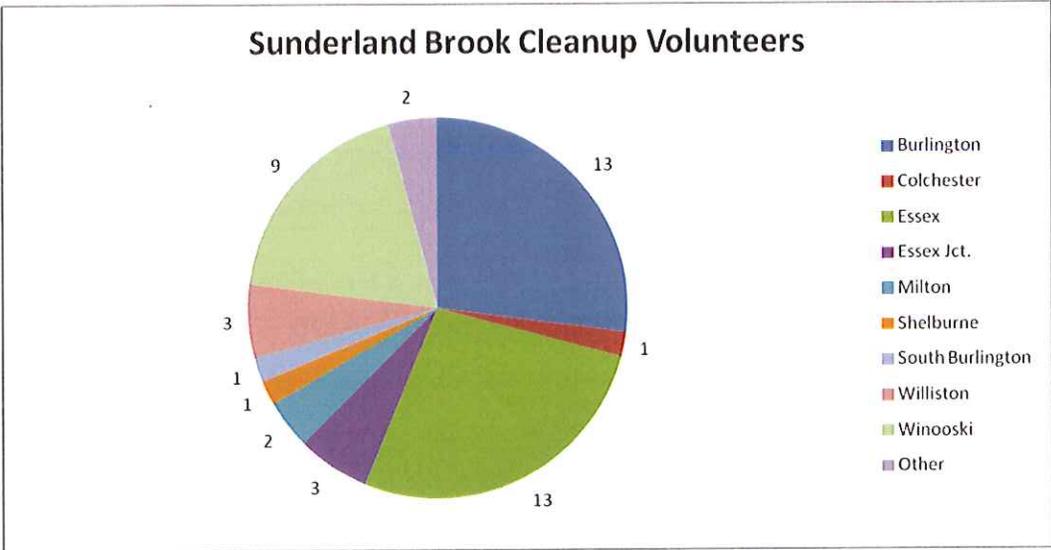


Projects

Chamberlin School Rain Garden – A rain garden at the Chamberlin School in South Burlington was constructed on September 6 and 7. The garden is 210 square feet in size and includes at least 49 native plants. The garden captures and treats stormwater from the adjacent roof. Previously the water was channeled to the parking lot through a gutter downspout. The project was completed with assistance from 42 students, six teachers, and two volunteers. The garden will continue to serve as an educational tool for the school in future years. A story about this project was included in *“The Other Paper”* which serves South Burlington.



Sunderland Brook Cleanup – CCST organized a cleanup of Sunderland Brook with assistance from the Town of Essex and Village of Essex Junction on October 22. Sunderland Brook is listed as an impaired waterway on the EPA 303(d) list. This event was very well attended with 48 volunteers from around the MS4 area (see below). Together these volunteers managed to remove 1.16 tons of trash and other material from the brook and adjacent landscape. Removed items included beverage containers, shopping carts, tires, wood stoves, shingles, etc.



Longmeadow - In the spring of 2011, during the pilot project CCST began a project to monitor stormwater flow from the Longmeadow neighborhood in Shelburne into Monroe Brook. In theory, once baseline data was established, the data would show reductions in stormwater flow as residents installed low impact development practices on their properties. A letter was sent to 77 landowners in the neighborhood explaining the project and how they could be involved. A water level logger, barometric pressure gauge, and weir were purchased for citizen monitoring. Monitoring will begin in 2012.

Outreach

Williston Fourth of July – CCST set up a booth at the Williston Fourth of July festivities on the Williston green. A number of people stopped by the booth and received information about CCST. Eleven of those signed up for the e-news and were added to the list. They included nine people from Williston, one from Burlington, and one from Essex Junction.

Kickoff Event – A kickoff event was hosted at Battery Park in Burlington in the evening on July 8. The purpose of the event was to expose people to CCST and educate them about stormwater issues in their community. The event included a discussion about stormwater and a chance to play the watershed game which was facilitated by staff from UVM Sea Grant. One person attended the event.

Maritime Festival – CCST tabled at the Maritime Festival at the Burlington Waterfront on August 13. Three volunteers from Burlington assisted by talking with and handing information out to passersby. A rain chain and a sample of pervious concrete were on display. Over 15 people stopped by the booth.



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Williston MS 4

2012 Annual Report

Attachment D

[vermont craigslist](#) > [community](#) > [volunteers](#)[email this posting to a friend](#)

Tree Planting/ Stream bank Restoration (Williston)

Date: 2011-09-27, 10:57PM EDT

Reply to: comm-r55he-2621236972@craigslist.org [Errors when replying to ads?]

please flag with care: [?]

[miscategorized](#)

[prohibited](#)

[spam/overpost](#)

[best of craigslist](#)

The town of Williston is looking for volunteers to help revegetate stream bank buffer zones along the Allen Brook and it's tributaries this fall. We need volunteers to help plant native tree and shrub species and install live willow cuttings to help stabilize stream banks. Work will be completed Mid-October to Mid-November. Please contact Ian Ambler for more information. Thanks!

- Location: Williston
- it's NOT ok to contact this poster with services or other commercial interests
- it's OK to distribute this charitable volunteerism opportunity for inclusion in 3rd party web sites that have been approved by craigslist

PostingID: 2621236972

Copyright © 2011 craigslist, inc. [terms of use](#) [privacy policy](#) [feedback forum](#)



Town of Williston
Public Works Department
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Williston MS 4

2012 Annual Report

Attachment E

MEETING ATTENDEE LIST

<u>Name</u>	<u>Address</u>	<u>GROUP</u>
1. Adam Zahniser	20 Briar Ln, Essex Jct. VT	HRG, Inc.
2. Vickie Walker, Reg Melrose	59 Lamp Lite Lane, Williston, VT	497-0017
3) LISA Sheltra	Town of Williston VT	
4. Norm Craige	138 Coyote Lane, Williston	
5. Eric Hebert	370 Fawcett St apt 313, S. Burd.	VHB
6 Steve Luchini	278 Commons	RO
James Hornum	226 Commons RD.	
Doug Goulette	240 Southridge Rd	
RON BUSS	285 LAMP LITE LA.	
GAIL VOGT	352 WHITE BIRCH	RN.
Pat Hickcox	109 Country LN	
Sharon A. Sullivan	200 Strawberry Dr	
JESSICA CADIEUX	43 KIRBY LANE	
Randy Cadieux	St. Albans St.	
Ryan Nolin	43 Kirby Lane	
Eric Howe	108 Parade St Williston	
Ann Smutz	353 Southfield Av.	
KEN GREGORY	1641 ESSEX ROAD #103, WILLISTON, VT	
Sharon Gutzman	338 Southfield Williston,	

Front Page Forum

- **Williston Seeks Public Input to Help Tackle Stormwater Problems**

Matthew Boulanger • Williston Rd May 26, 2011

Does runoff flood your street every time it rains? Have you noticed stormwater ponds and drainage ditches in your neighborhood that overflow and cause problems? We need your help to identify these problems.

Please attend the meeting on June 1 to learn more about this project and how you can help us address these problems.

The Town of Williston is taking a hands-on approach to addressing concerns about stormwater runoff and its impact on area streams and rivers. While uncertainty remains about pending changes to state and federal stormwater requirements, Williston has decided to be proactive by developing a strategic plan to address stormwater related problems throughout the town.

The Williston Planning & Zoning Office is currently taking inventory of stormwater related work that has already been completed, identifying projects that still need to be done, and setting goals to work toward. This strategic plan will guide future decisions and enable the Town to take swift action to meet future regulatory requirements.

The Town is asking residents for information about existing stormwater problems on both public and private land. Your knowledge of local runoff problems can help shape the Town's plan for how stormwater can be managed more effectively throughout the town. An initial public meeting will be held on Wednesday June 1 at 6:30 PM in the Town Hall Meeting Room to gather your input.

This project, called a Town-wide Stormwater Master Plan, was made possible by an Ecosystem Restoration Grant from the Vermont Department of Environmental Conservation. This project will help us to identify existing studies, plans, and other data, and to determine the best ways to use this information, to achieve the broad goals of effective stormwater infrastructure and clean water.

A clear understanding of the stormwater problems that exist in our community, and a targeted approach to addressing these issues, will enable us to remain proactive as stormwater requirements continue to change. Working with our residents is a key to providing the essential municipal services that make our Town a safe and enjoyable place to live. Together, we can accurately identify stormwater problems directly impacting residents and develop a plan for the long term benefit of our community. For more information about this project, or the public meeting, please contact the project manager, Adam Zahniser, P.E. at azahniser@hrg-inc.com.

- **STORMWATER RUNOFF MEETING JUNE 1**

Katie Barbic • White Birch Ln May 18, 2011

Does runoff flood your street every time it rains? Have you noticed stormwater ponds and drainage ditches in your neighborhood that overflow and cause problems? We need your help to identify these problems. Please attend the meeting on June 1 to learn more about this project and how you can help us address these problems.

The meeting is scheduled for Wednesday, June 1, 2011 at 6:30 p.m. and will be held at the Town Hall Meeting Room.



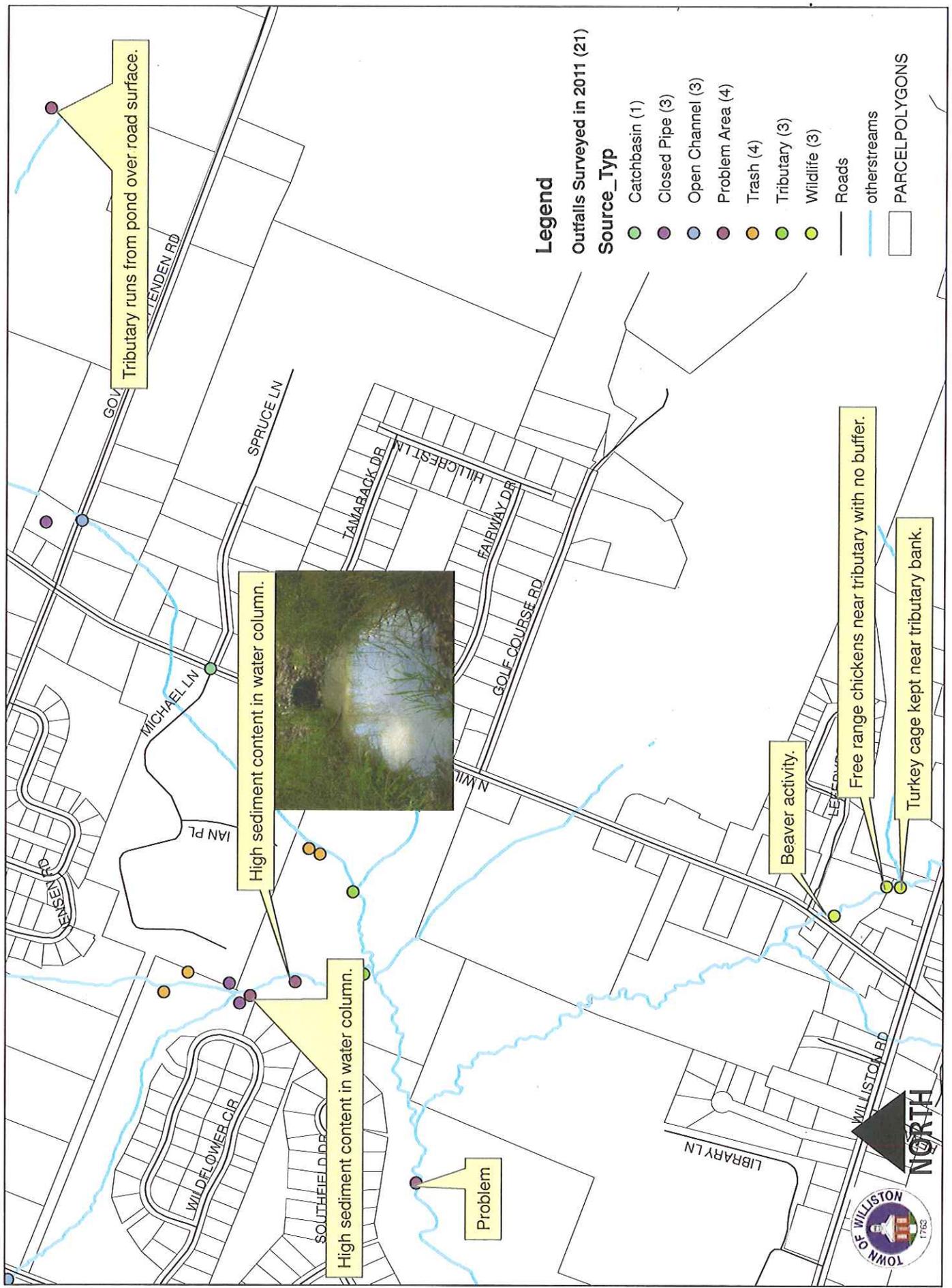
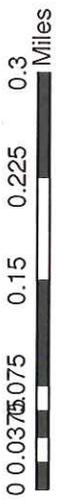
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2012 Annual Report

Attachment F

IDDE Monitoring 2011





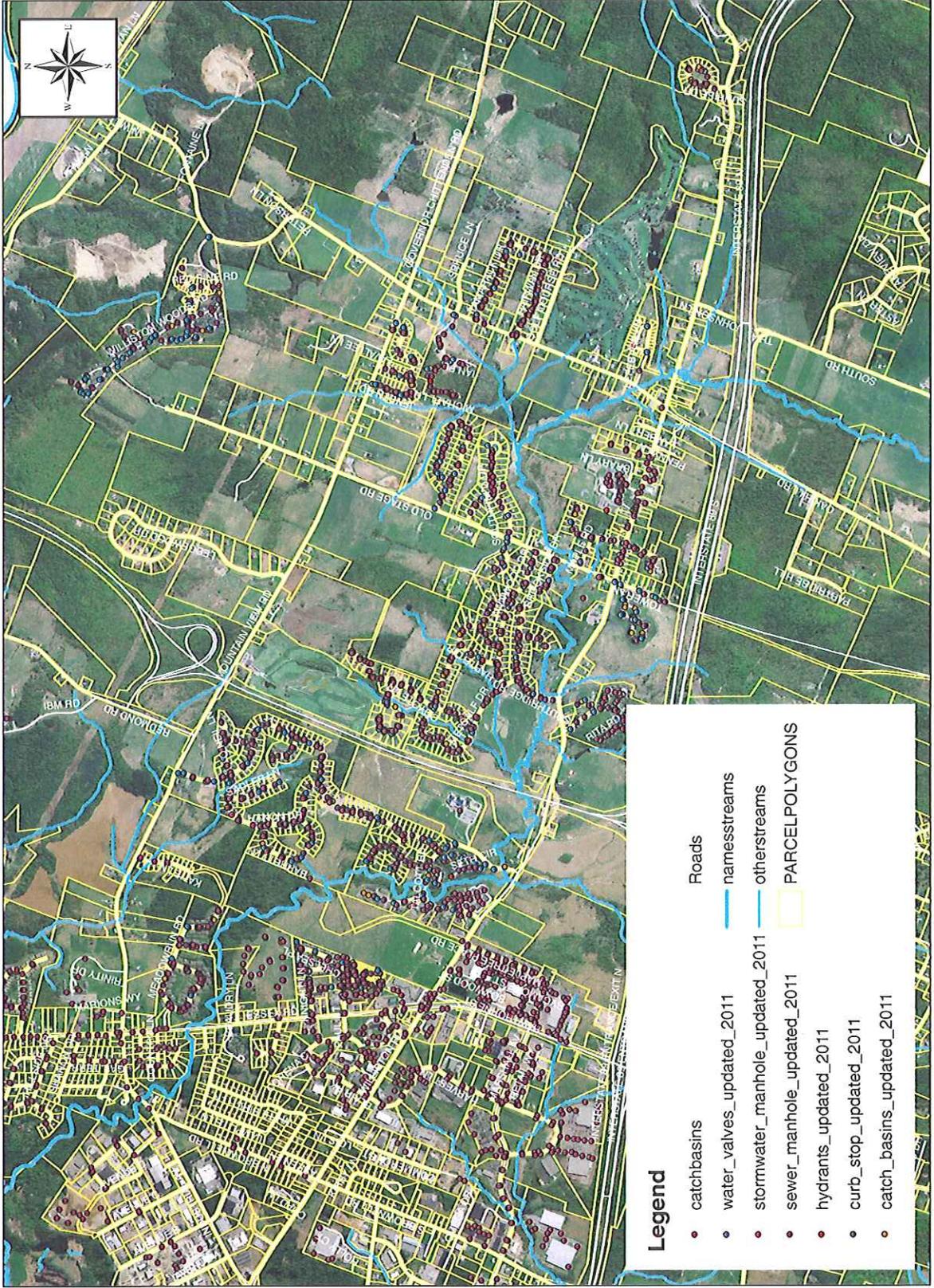
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2012 Annual Report

Attachment G

Williston Utilities Updated 2011





Town of Williston
Public Works Department
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Williston MS 4

2012 Annual Report

Attachment H

AP Permits

Permit #	Address	Approved	Disturbed Area (acre)	Memo	Notes	Inspected
AP-12-0157	193 Overlake View	3/12/2012	0.25 - 0.5	All conditions of SUB 94-11 apply.	Construction of a single family home	not started yet
AP-12-0146	Boulder Drive	2/13/2012	<0.25	Construction of driveway and clearing of building site	request to clear site for a 300 +/- driveway and utility corridor.	BKH
AP-12-0125	Finney Crossing	2/8/2012	>1.0	Conditions of approval of DP 09-01	Requests to excavate and construct 400 +/- linear feet of Zephyr Road.	LMS/BKH
AP-12-0139	74 & 78 Keystone Drive	1/27/2012	<0.25	all conditions of SUB 07-02 apply.	Request to build duplex units #3 and #4	LMS/BKH
AP-12-0107	180 Fortier Drive	1/6/2012	<0.25	addition to Garage	Addition to existing Garage	JA
AP-11-0274	Finney Crossing Bldg M-3	12/14/2011	0.25 - 1.0	All conditions of SUB 04-01: Finney Crossing	43 condo units, Phase 1-A	LMS/BKH
AP-12-0106	180 Fortier Drive	11/9/2011	0.25 - 1.0	Site work	Filling and site grading	JA
AP-12-0098	313 Yantz Hill Road	10/27/2011	0.25 - 1.0	Clearing for Single Family Home	Request approval to construct driveway, bring in fill for proposed driveway, clear for building site. This lot was subdivided back in the 1980's before 1990 and the requirement for growth allocation.	LMS/BKH
AP-12-0049	8031 Williston Road	9/21/2011	<0.5	All conditions of DP 10-27 apply	Construction of a 4 unit building.	LMS/BKH
AP-12-0064	424 Golf Course Road	9/19/2011	>1.0	All conditions of DP 12-01 apply	Site work at the golf course between holes 11 & 12 involving wetlands, landscaping, excavating; erosion controls	BKH
AP-12-0053	4133 South Brownell Road	9/1/2011	<0.5	Permit limited to construct driveway; drill well and clear house site	Single Family Home	LMS/BKH
AP-12-0034	1492 Redmond Road	8/12/2011	0.25 - 1.0	All conditions of DP 11-03 apply	Expansion of pavement 50' x 250', build a concrete bunker with roof structure (12,500 s.f.) and a 30' x 60' pole barn	LMS/BKH
AP-12-0028	Shagbark Drive	8/12/2011	0.25 - 1.0	All conditions of SUB 06-05 apply	Construction of a single family home	Not started yet
AP-12-0043	75 & 327 Holly Court	8/10/2011	0.25 - 1.0	Conditions of approval for DP 10-44 apply	Constructing of additional parking w/associated landscaping, outdoor lighting and stormwater improvement	BKH
AP-12-0002	37 Jensen Road	7/6/2011	<0.25	Single Family home	Construction of a single Family Home 1,828 sf	BKH
AP-11-0231	7 Lansdowne Street	5/25/2011	<0.25	all conditions of SUB 03-08 apply; Slatebarn	Construction of a single family home	LMS/BKH

AP Permits

Permit #	Address	Approved	Disturbed Area (acre)	Memo	Notes	Inspected
AP-11-0224	1042 Redmond Road	5/11/2011	0.25 - 1.0	Conditions of DP 10-34 apply: CSWD Compost	Adding 25' to composting building & pad	LMS/BKH
AP-11-0222	Allen Brook School Park	5/11/2011	0.25 - 1.0		Construction of two soccer/lacrosse fields	BKH
AP-11-0220	1963 South Road	5/11/2011	>1.0	removal of wind blown trees	Logging blown down trees	JA
AP-11-0209	188 Harvest Lane	5/4/2011	<0.5	All conditions of DP 11-04 apply	expansion of parking area and sidewalks	LMS/BKH
AP-11-0189	1694 Old Stage Road	4/27/2011	0.25 - 1.0	Re construction of single family home	Demolish and reconstruct single family home	KB
AP-11-0183	125 Peterson Lane	3/30/2011	0.25 - 1.0	Construction of an accessory dwelling	Construction of an accessory dwelling	BKH



Town of Williston
Public Works Department
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2012 Annual Report

Attachment I

KREBS & LANSING

Consulting Engineers, Inc.
164 Main Street, Suite 201
Colchester, VT 05446
Telephone (802) 878-0375/ Fax (802) 878-9618
email@krebsandlansing.com

Memo

Date: October 6, 2011

To: Lisa Sheltra
Town of Williston
Engineering Technician

From: Michael J. Burke, P.E.

Re: Hickory Hill and Country Lane Stormwater Retention Basin

On September 19, 2011, we observed Williston Public Works personnel repairing the 15" HDPE storm line that leads from the retention basin outlet structure to the discharge in Allen Brook.

Approximately 15 feet of the pipe had floated due to lack of cover near the outlet structure to resist buoyant force.

Williston Public Works personnel removed the section of pipe that had floated, reestablished the design flow line and replaced the damaged pipe with a new section of HDPE pipe.

Due to the lack of material available to cover the pipe and the sensitive nature of the terrain which made importing cover impractical, stone in the area of the retention basin was placed on the top of the repaired pipe and pipe joints along with the earth fill to resist the buoyant force in the outlet pipe when the pond fills.

We estimate the buoyant force to be approximately 1,000 lbs. and more than 2,000 lbs. of rock and fill was placed over the pipe.

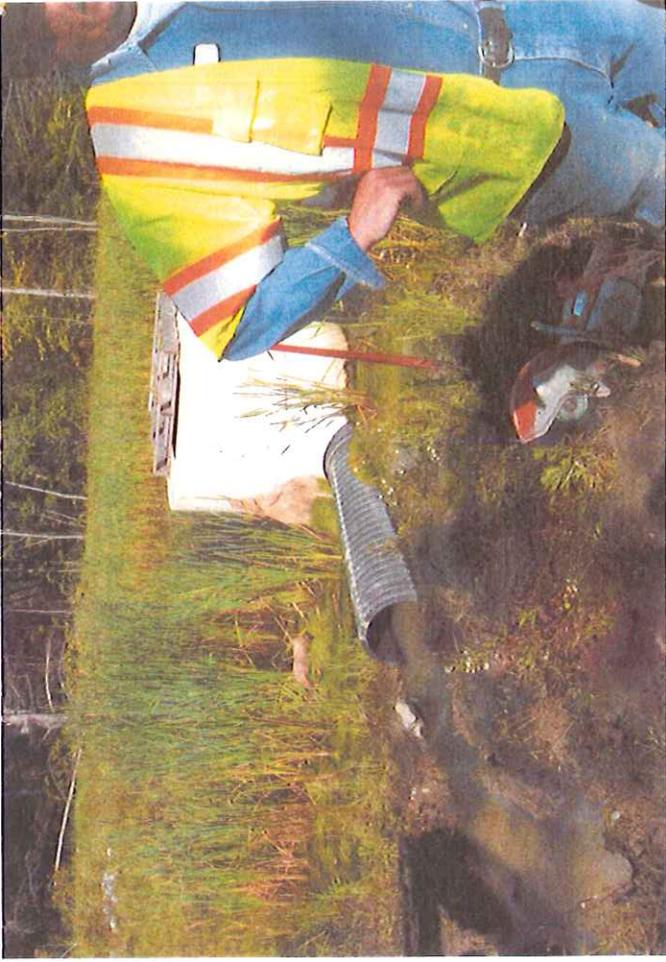
Williston Public Works personnel also re-graded the bench between the forebay and micro pool. Disturbed areas were seeded and mulched.

We believe the repair to the outlet pipe will be effective but it should be checked as part of an annual inspection.

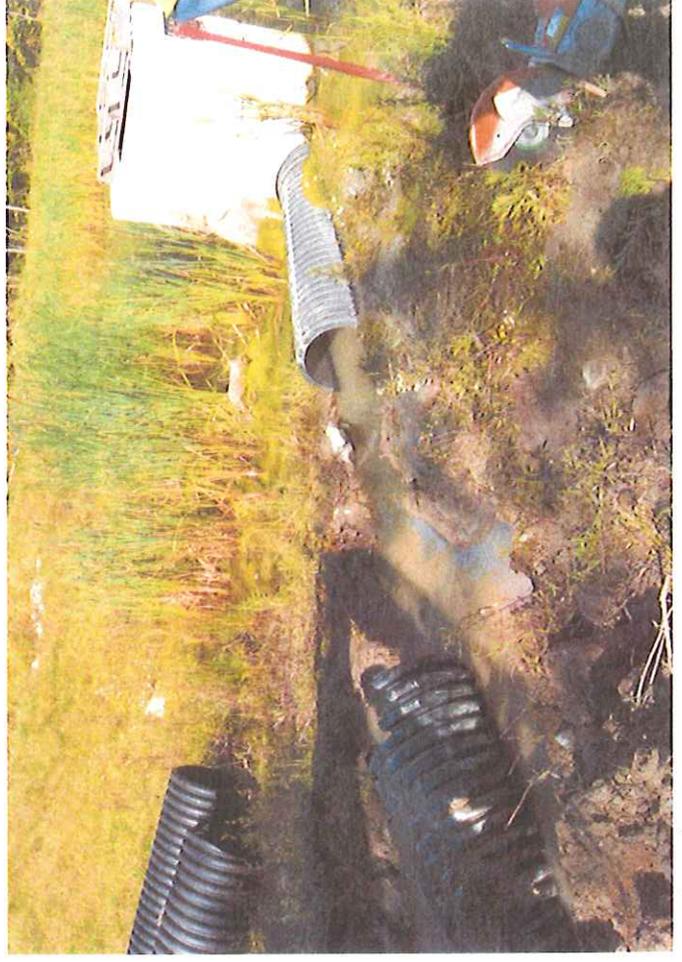
Submitted by:
Michael J Burke, P.E.

Enclosure Pictures

09191: memo to lisa sheltra 10-6-11



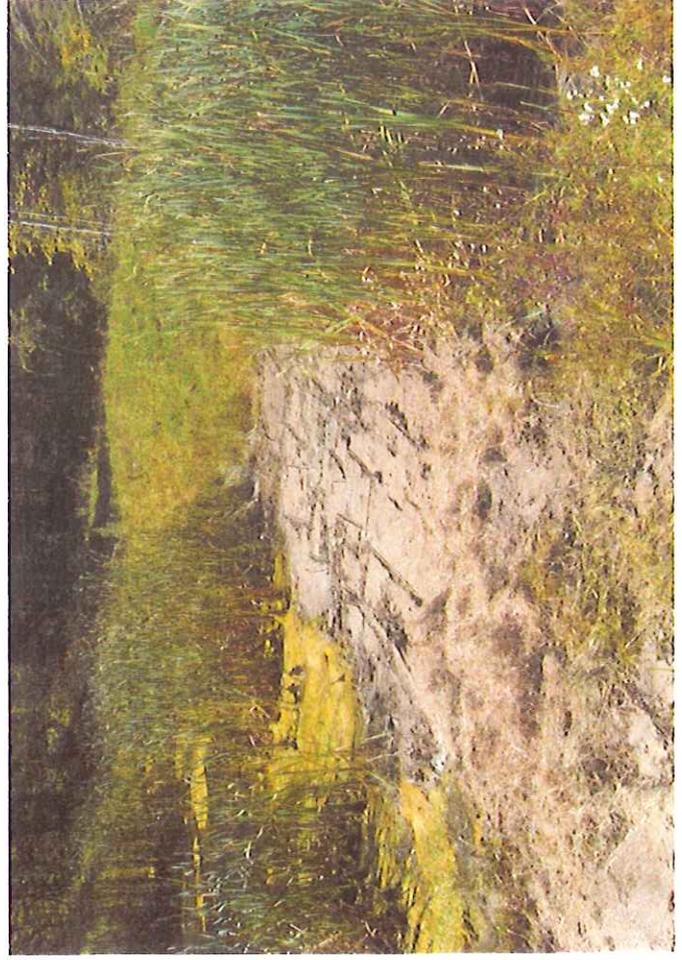
Existing Stab Cut Square and lowered to grade.



Existing 15" Pipe Cut and removed



Rocks placed on pipe to resist buoyant uplift



Regraded Shelf Between



Town of Williston
Public Works Department
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Williston, VT 05495
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Williston MS 4

2012 Annual Report

Attachment J

Procedural/Compliance Issue	Response
Generator Status (<220 lbs per month & <2,200 lbs on site any time), keep records	Only 55 gallon drum on site
Used Oil testing	Passed 03/25/2011
Label used oil storage containers, must be in good condition	Done 09/16/2010
Puncture used oil filters and hot drain, send with scrap metal/trash	Punctured and drained and picked up by NOCO
Label oil soaked containers & reuse rags	09/16/2010
Drain gas filters, reuse gas and scrap metal encased filters	Standard procedure
Label and date fluorescent bulbs	09/16/2010
Sand blast on asphalt, test for metals in paint chips, carefully sweep up	Checked MSDS of paint used, no metals
>1,320 gallons of oil requires Spill Prevention Control & Countermeasure plan Or remove 550 gallon tank	Removed 10/12/2010
Provide spill kit in shop and at fuel island	2011
Provide spill clean up materials as BMP	Have oil absorbent pad and speedy dry
Separate street sweepings and catch basin cleanings with jersey barriers and silt fence	Spring 2011
Test catch basin cleanings	03/31/11
Screen trash from street sweepings	04/21/11
Apply for 10 year Categorical Disposal Certification	May 2012
Put speedy dry in two separate containers and marked: "used absorbent to reuse" and "oil soaked hazardous"	2011
Recycle scrap metal and avoid long term storage	11/23/2010
Schedule compliance visit with Project WorkSAFE	VLTC inspected 03/18/2011
Create a written Health & Safety Plan	3/2001 revised 01/2009
Review MSDS book and up date	Updated 2/2012
Provide worker Safety signage	2011
Clear paths and tripping hazardous	Standard procedure
Ground flammable cabinets	09/16/2010
Label and close gas cans	2011
Record safety & health trainings	CPR 04/21/2011



Town of Williston
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Williston MS 4

2012 Annual Report

Attachment K



Town of Williston	
7900 Williston Rd	100703
Williston, VT 05495	

PROJECT: Catch Basin Cleaning Material
WORK ORDER: 1103-03965
DATE RECEIVED: March 31, 2011
DATE REPORTED: April 12, 2011
SAMPLER: Rick Peet

Laboratory Report

Enclosed please find the results of the analyses performed for the samples referenced on the attached chain of custody. All required method quality control elements including instrument calibration were performed in accordance with method requirements and determined to be acceptable unless otherwise noted.

The column labeled Lab/Tech in the accompanying report denotes the laboratory facility where the testing was performed and the technician who conducted the assay. A "W" designates the Williston, VT lab under NELAC certification ELAP 11263; "R" designates the Lebanon, NH facility under certification NH 2037 and "N" the Plattsburgh, NY lab under certification ELAP 11892. "Sub" indicates the testing was performed by a subcontracted laboratory. The accreditation status of the subcontracted lab is referenced in the corresponding NELAC and Qual fields.

The NELAC column also denotes the accreditation status of each laboratory for each reported parameter. "A" indicates the referenced laboratory is NELAC accredited for the parameter reported. "N" indicates the laboratory is not accredited. "U" indicates that NELAC does not offer accreditation for that parameter in that specific matrix. Test results denoted with an "A" meet all National Environmental Laboratory Accreditation Program requirements except where denoted by pertinent data qualifiers. Test results are representative of the samples as they were received at the laboratory

EndyNE, Inc. warrants, to the best of its knowledge and belief, the accuracy of the analytical test results contained in this report, but makes no other warranty, expressed or implied, especially no warranties of merchantability or fitness for a particular purpose.

Reviewed by:

Harry B. Locker, Ph.D.
Laboratory Director

www.endynelabs.com



160 James Brown Dr., Williston, VT 05495
Ph 802-879-4333 Fax 802-879-7103

56 Etna Road, Lebanon, NH 03766
Ph 603-678-4891 Fax 603-678-4893



Laboratory Report

DATE REPORTED: 04/12/2011

CLIENT: Town of Williston
 PROJECT: Catch Basin Cleaning Material

WORK ORDER: 1103-03965
 DATE RECEIVED 03/31/2011

Parameter	Result	Units	Method	Analysis Date/Time	Lab/Tech	NELAC	Qual.
001	Site: 2010 Highway Garage			Date Sampled: 3/31/11	Time: 13:27		
Vt Petroleum List 8260B							
Methyl-t-butyl ether (MTBE)	< 28.0	ug/Kg, Dry	EPA 8260B	4/8/11	W KAW	A	
Benzene	< 14.0	ug/Kg, Dry	EPA 8260B	4/8/11	W KAW	A	
Toluene	< 14.0	ug/Kg, Dry	EPA 8260B	4/8/11	W KAW	A	
Ethylbenzene	< 14.0	ug/Kg, Dry	EPA 8260B	4/8/11	W KAW	A	
Xylenes, Total	< 28.0	ug/Kg, Dry	EPA 8260B	4/8/11	W KAW	A	
1,3,5-Trimethylbenzene	< 14.0	ug/Kg, Dry	EPA 8260B	4/8/11	W KAW	A	
1,2,4-Trimethylbenzene	< 14.0	ug/Kg, Dry	EPA 8260B	4/8/11	W KAW	A	
Naphthalene	< 28.0	ug/Kg, Dry	EPA 8260B	4/8/11	W KAW	A	
Surr. 1 (Dibromofluoromethane)	108	%	EPA 8260B	4/8/11	W KAW	A	
Surr. 2 (Toluene d8)	101	%	EPA 8260B	4/8/11	W KAW	A	
Surr. 3 (4-Bromofluorobenzene)	98	%	EPA 8260B	4/8/11	W KAW	A	
Unidentified Peaks	0		EPA 8260B	4/8/11	W KAW	U	



Town of Williston
7900 Williston Rd 100703
Williston, VT 05495
Atten: Rick Peet

PROJECT: Fall 2010 Street Sweepings
WORK ORDER: 1104-05030
DATE RECEIVED: April 21, 2011
DATE REPORTED: May 06, 2011
SAMPLER: Rick Peet

Laboratory Report

Enclosed please find the results of the analyses performed for the samples referenced on the attached chain of custody. All required method quality control elements including instrument calibration were performed in accordance with method requirements and determined to be acceptable unless otherwise noted.

The column labeled Lab/Tech in the accompanying report denotes the laboratory facility where the testing was performed and the technician who conducted the assay. A "W" designates the Williston, VT lab under NELAC certification ELAP 11263; "R" designates the Lebanon, NH facility under certification NH 2037 and "N" the Plattsburgh, NY lab under certification ELAP 11892. "Sub" indicates the testing was performed by a subcontracted laboratory. The accreditation status of the subcontracted lab is referenced in the corresponding NELAC and Qual fields.

The NELAC column also denotes the accreditation status of each laboratory for each reported parameter. "A" indicates the referenced laboratory is NELAC accredited for the parameter reported. "N" indicates the laboratory is not accredited. "U" indicates that NELAC does not offer accreditation for that parameter in that specific matrix. Test results denoted with an "A" meet all National Environmental Laboratory Accreditation Program requirements except where denoted by pertinent data qualifiers. Test results are representative of the samples as they were received at the laboratory

Endyne, Inc. warrants, to the best of its knowledge and belief, the accuracy of the analytical test results contained in this report, but makes no other warranty, expressed or implied, especially no warranties of merchantability or fitness for a particular purpose.

Reviewed by:

Harry B. Locker, Ph.D.
Laboratory Director

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Laboratory Report

DATE REPORTED: 05/06/2011

CLIENT: Town of Williston
 PROJECT: Fall 2010 Street Sweepings

WORK ORDER: 1104-05030
 DATE RECEIVED 04/21/2011

001	Site: Highway Garage		Date Sampled: 4/21/11		Time: 11:30	
Parameter	Result	Units	Method	Analysis Date/Time	Lab/Tech	NELAC Qual.
Vt Petroleum List 8260B						
Methyl-t-butyl ether (MTBE)	< 28.0	ug/Kg, Dry	EPA 8260B	5/4/11	W MGT	A
Benzene	< 14.0	ug/Kg, Dry	EPA 8260B	5/4/11	W MGT	A
Toluene	< 14.0	ug/Kg, Dry	EPA 8260B	5/4/11	W MGT	A
Ethylbenzene	< 14.0	ug/Kg, Dry	EPA 8260B	5/4/11	W MGT	A
Xylenes, Total	< 28.0	ug/Kg, Dry	EPA 8260B	5/4/11	W MGT	A
1,3,5-Trimethylbenzene	< 14.0	ug/Kg, Dry	EPA 8260B	5/4/11	W MGT	A
1,2,4-Trimethylbenzene	< 14.0	ug/Kg, Dry	EPA 8260B	5/4/11	W MGT	A
Naphthalene	< 28.0	ug/Kg, Dry	EPA 8260B	5/4/11	W MGT	A
Surr. 1 (Dibromofluoromethane)	104	%	EPA 8260B	5/4/11	W MGT	A
Surr. 2 (Toluene d8)	101	%	EPA 8260B	5/4/11	W MGT	A
Surr. 3 (4-Bromofluorobenzene)	104	%	EPA 8260B	5/4/11	W MGT	A
Unidentified Peaks	1		EPA 8260B	5/4/11	W MGT	U



Chittenden County

STREAM TEAM

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