



## Town of Williston MS4 Annual Report for 2017

In order to meet requirements of State of Vermont permit number 3-9014 issued to the Town of Williston on December 5<sup>th</sup>, 2012 we are submitting the following annual report covering stormwater activities completed in calendar year 2017.

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The information in this annual report is identified through the section and subsection as put forth in the General Permit 3-9014. Appendices are provided digitally with this submission.

## **H. Minimum Control Measures**

### **1. Minimum Measure 1 – Public Education and Outreach**

1.a.1 The Regional Stormwater Education Program (RSEP) was rebranded as Rethink Runoff.

- Visitors to [www.rethinkrunoff.org](http://www.rethinkrunoff.org): 7,407 visitors

1.a.2 Rethink Runoff annual report shown in Appendix A.

#### Additional Information

- Town of Williston Web site address:  
[http://www.town.williston.vt.us/index.asp?Type=B\\_BASIC&SEC={ACC6B21E-0FDB-497F-8A5A-62CDDFF871272}](http://www.town.williston.vt.us/index.asp?Type=B_BASIC&SEC={ACC6B21E-0FDB-497F-8A5A-62CDDFF871272})
- Town stormwater related articles are provided in Appendix B.-

Supplemental information for minimum measure 1 can be found in Appendices A & B.

### **2. Minimum Measure 2 – Public Involvement and Participation**

2.a.9 The Chittenden County Stream Team managed the Towns MCM 3 Requirements.

- CCST annual report shown in Appendix C.

#### Additional Information

- Visitors to Chittenden County Stream Team (CCST) web site: 6,549 visitors and 9,981 page views
- CCST web address: <http://www.ccstreamteam.org/>

Supplemental information for minimum measure 2 can be found in Appendix C.

### **3. Minimum Measure 3 – Illicit Discharge Detection and Elimination**

3.a.1 The Town has implemented an annual IDDE monitoring effort in accordance with the State of Vermont's Illicit Discharge Detection and Elimination program since 2005 averaging 43 outfalls surveyed per year. Each year, dedicated staff re-visit outfalls previously surveyed and search for previously un-inspected outfalls.

- Number of total stormwater outfalls investigated (2005 – 2017): 563
- Number of stormwater outfalls investigated in 2017: 50 (42 Unlikely, 7 Potential, 1 Suspect)
- Number of outfall samples collected: (2 Optical Brighteners)
- Illicit discharges detected and eliminated: 0

- Number of new storm drains marked with the “No Dumping, Drains to Waterway” message: 291
- Due to a localized suspected dumping of paint into a storm drain town Staff placed informational flyers on neighborhood doors. Flyer attached in Appendix D.

3.a.2 The Town of Williston contracted with Aldrich and Elliot, PC to physically locate stormwater utilities and improve the storm sewer mapping town-wide. These efforts are ongoing and updates occur intermittently.

3.a.3 The Town prohibits illicit discharges through Chapter 29 of the Unified Bylaws. Specific prohibitions of non-stormwater discharges may be found in section 29.7 (Appendix E). The Stormwater Program, and the dedicated funding supporting it, will help facilitate IDDE efforts (Appendix F).

3.a.4 The Town of Williston has in effect the Town of Williston Development Bylaws (WDB), specifically Chapters: 7, 11, 14, 23 & 29 that prevent such discharges and will allow enforcement action if one does occur. The Williston Public Works Standard Specifications (Appendix G) also protect the Town from illegal dumping.

3.a.5 Primarily, the Town of Williston meets this requirement through its contribution to Rethink Runoff/Stream Team to provide stormwater education and participation. Additional IDDE educational activities for 2017 included a Williston Public Works Intern stenciling storm drains with “No Dumping Drains to Waterway” and a July 4<sup>th</sup> tabling event attended by Stream team and Stormwater Program staff. Town Staff including the intern attended a 3 hour IDDE training through the Town of Essex.

3.a.6 Williston did not identify any significant contributors in 2017.

3.a.7 A copy of the 2017 IDDE Monitoring Effort prepared by Town Staff is available in Appendix H. No corrective actions were needed nor taken in 2017.

3.b.1 The storm sewer map will continue to be improved through our contract with Aldrich and Elliot, PC. Each summer, Town Staff will confirm the locations of outfalls through field surveys. As these outfalls are named and geographically referenced in geographic information systems (GIS) the receiving water body is easily determined. Additional rational for this BMP can be found in the 2013 Williston Stormwater Management Program (Appendix I).

3.b.2 Rational for this BMP can be found in the 2013 Williston Stormwater Management Program.

3.b.3 Rational for this BMP can be found in the 2013 Williston Stormwater Management Program.

3.b.4 Rational for this BMP can be found in the 2013 Williston Stormwater Management Program.

3.b.4.a Each year outfall surveys are performed in the Towns industrial and commercial areas in addition to the Towns stormwater impaired waterway. Additional rationale for this BMP can be found in the 2013 Williston Stormwater Management Program.

3.b.4.b The Town of Williston performs IDDE detection through the “Illicit Discharge Detection and Elimination: TECHNICAL APPENDICES” manual (Appendix J). Additional rationale for this BMP can be found in the 2013 Williston Stormwater Management Program.

3.b.4.c See (3.b.4.b ) above.

3.b.4.d See (3.b.4.b ) above.

3.b.5 Rationale for this BMP can be found in the 2013 Williston Stormwater Management Program.

3.b.6 The Town of Williston Stormwater Coordinator, as part of the Department of Public Works, is responsible for the overall management of the IDDE program. Additional rationale for this BMP can be found in the 2013 Williston Stormwater Management Program.

3.b.7 Rationale for this BMP can be found in the 2013 Williston Stormwater Management Program.

Supplemental information for minimum measure 3 can be found in Appendices D, E, F, G, H, I, & J.

#### **4. Minimum Measure 4 –Construction Site Runoff Control**

4.a.1 The Planning and Zoning Department received 121 Administrative Permit (AP) Applications in 2017. In total, these permits increase the impervious cover in the Town by approximately 31.2 acres. See Attachment K for listing.

4.a.2 The Town of Williston has in effect the Town of Williston Development Bylaws (WDB), specifically Chapters: 7, 11, 14, 23 & 29, the Williston Public Works Standard Specifications (WPWSS) and Chapter 11 of The Town of Williston Comprehensive Plan.

4.a.3 The WDB Chapter 7 has identified a threshold of > ¼ of an acre to two acres of disturbance must be reviewed with a minimum of an erosion control checklist and any projects with >two acres must complete an Erosion Control Plan. See Appendix L for copies of both checklists.

4.c.1 See 4.a.2 above.

4.c.2 The Department of Public Works (DPW) is responsible for the overall management and implementation of the stormwater control program. While the Planning and Zoning Department (P&Z) requests plan review and site inspection from the DPW, the decision to approve or deny these plans is ultimately the responsibility of P&Z.

4.c.3 Success is measured through the continued operation of the regulatory process discussed in 4.a.2 and 4.a.3.

Supplemental information for minimum measure 4 can be found in Appendices K & L.

## **5. Minimum Measure 5 – Post Construction Runoff Control**

5.c.1 See 4.a.2 above.

5.c.2 Rational for this BMP can be found in the 2013 Williston Stormwater Management Program.

5.c.3 The WDB has Chapter 7, 14, 23 & 29 to incorporate LID in proposed projects. Additionally, Town of Williston Staff have continued discussions surrounding the potential adoption of all, or a portion of, the MAC Model LID/GSI Stormwater Management Bylaws as provided by the Vermont League of Cities and Towns on October of 2015. Further discussion with the VT Urban & Community Forestry Program regarding updates to town bylaws and specifications have also begun.

5.c.4 See 5.c.3 above.

5.d See 4.a.3 above.

5.e.1 See 4.a.2 above.

5.e.2 See 4.a.2 above.

5.e.3 See 4.a.2 above.

5.f.1 The Town of Williston has the WDB and the WPWSS in effect to implement final inspection on construction projects to determine consistency with Town regulations.

5.f.2 See 4.a.2 above.

5.g.1 See 4.a.2 above. 5.g.2 Beginning on January 1<sup>st</sup>, 2015 Williston has implemented a Stormwater Program funded through a town-wide fee. The stormwater fee enables the Town to achieve both water quality goals and compliance with State and Federal permit requirements under the Clean Water Act. Through this program the Town of Williston now has dedicated staff to begin to require annual inspection reports on sites that apply for any changes with the Planning and Zoning Permit. See Attachment M for a sampling of independent annual inspection reports provided by private entities.

5.g.3 See 5.f.1 above.

5.g.4 The Department of Public Works (DPW) is responsible for the overall management and implementation of the post-construction stormwater runoff program and all identified BMPs.

5.g.5 Success is measured through the continued operation of the regulatory process discussed in 4.a.2 and 4.a.3.

Supplemental information for minimum measure 5 can be found in Appendix M.

## **6. Minimum Measure 6 – Pollution Prevention and Good Housekeeping**

6.a.1 The Town's last MCAP inspection was March 6<sup>th</sup> 2015

6.a.2 Not Applicable

6.b.1 The Town of Williston has WPWSS and Standard Operating Procedures that are followed during any construction projects completed by the Highway Department.

6.b.2.a See 6.b.1 above.

6.b.2.b

- Number of dog waste bags distributed: 32,000
- Number of structural treatment practices (STPs) inspected: 16
- Volume of material collected from street sweeping activities: 53 cubic yards in the spring and 60 cubic yards in the fall
- Continued implementation of the Town's approved procedure for disposal of material collected from street sweeping and storm drain cleaning activities: Yes

6.b.2.c See 6.b.1 above. Number of catch basins cleaned: 215, 1 pipe jetted.

6.b.3 The Department of Public Works (DPW) is responsible for the overall management and implementation of the pollution prevention and good housekeeping program and all identified BMPs.

6.b.4 Success is determined through meeting all regulatory requirements put forth in the Pollution Prevention and Good Housekeeping Section

## **7. Other Stormwater Activities & Reporting**

- The Stormwater Program Budget in fiscal year FY18 was \$710,600. FY19 is proposed at \$713,350.
- Stormwater training attended by Town staff: 25 hours
  - 5/18/17: Stormwater Designer Training: 1 employee at 3 hours
  - 5/30: IDDE Training in Essex: 1 employee at 2 hr/person
  - 5/31/17: GPS Training: 3 employees at 2 hours each
  - 6/19/17: Stormwater Manual Chapter 6 Training: 1 employee at 4 hours
  - 10/23/17 & 10/24/17: Maine Stormwater Conference: 1 employee at 12 hours

- Continued management of a Town of Williston Customer Service Manual, Credit Manual and associated Forms (Appendix F).
- The Town of Williston completed the stabilization of ditches along Walker Hill Road and N. Williston Road, replaced a 20' portion of culvert underneath Marshall Ave.
- Continued enforcement of stormwater ordinance (Appendix F): Yes
- Implementation of a Stormwater Loan and Stormwater Grant policy to facilitate construction of stormwater improvements required as part of the Allen Brook Flow Restoration Plan.

Supplemental information for Other Stormwater Activities & Reporting can be found in Appendices F.

### **Stream Flow Monitoring**

Through Act 171, an act which enables VT DEC to collect funding from the regulated MS4s for the purpose of conducting stream flow monitoring, the Town has entered into a Memorandum of Agreement (MOA) with DEC to plan and implement the required stream flow monitoring. The MOA, signed by Williston and forwarded to the State, is shown in Appendix N.

Supplemental information for Stream Flow Monitoring can be found in Appendix N.

### **Flow Restoration Plan (FRP) Development**

The Town of Williston must participate in the development of the Allen Brook FRP, the sole stormwater impaired watershed located within the Town's MS4 boundary. Following the Draft Allen Brook FRP (June, 2012) the Town has worked with 26 expired permit holders (16 Residential, 8 Commercial and 2 Schools) and the Agency of Transportation in the creation of individual Engineering Feasibility Analyses (EFAs).

Following our 10/1/2016 submission of our final FRP the Town received feedback from DEC in March of 2017 and final approval on August 17<sup>th</sup> of 2017.

To-date the town has received grant funding for projects listed in our FRP:

- Design
  - Town Hall Fields
- Construction
  - Brennan Woods
  - Southridge
  - Meadowridge Phase 1
  - Old Stage Estates
  - Meadow Run/Forest Run
  - Golf Links
  - Taft Farms Residential

To-date the town has completed and submitted for incorporation into our General Permit the following permits:

- 2-0954

### **I. Reliance on Other Entities**

In order to meet MS4 permit obligations the Town relies on VT DEC (Stream Flow Monitoring) and the Rethink Runoff/Chittenden County Stream Team group.

Vermont municipalities require significant assistance and regulatory guidance from the Department of Environmental Conservation (DEC) to implement and maintain its permit requirements.

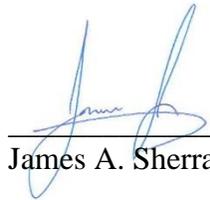
### **J. Review and Update of Stormwater Management Programs**

There are no changes proposed to the SWMP at this time. While changes have been suggested any SWMP update will follow review and consideration of the pending MS4 General Permit update.

### **Signatures**

This report was prepared by James A. Sherrard Jr., Stormwater Coordinator

“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.”



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James A. Sherrard Jr., Town of Williston Stormwater Coordinator

## **Summary of Appendices**

**Appendix A – MCM1/Rethink Runoff Annual Report**

**Appendix B – Williston Observer Scans**

**Appendix C – MCM2/CCST Annual Report**

**Appendix D – IDDE Flyers**

**Appendix E – Chapter 29 of the Unified Bylaws**

**Appendix F – Williston Ordinance\_Customer Service Manual\_Credit Manual**

**Appendix G – Williston Public Works Standard Specifications**

**Appendix H – 2017 IDDE Monitoring**

**Appendix I – 2013 SWMP**

**Appendix J – IDDE Technical Manual**

**Appendix K – Town Permits**

**Appendix L – Erosion Checklists**

**Appendix M – Independent Annual Inspection Reports**

**Appendix N – Flow Monitoring MOA**