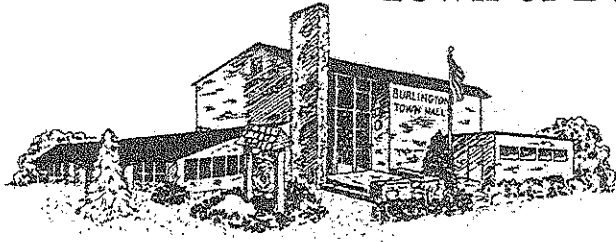


**Town of Burlington**



**Annual Report for 2019  
MS4 General Permit**

**June 1, 2020**

**Prepared By  
WMC Consulting Engineers  
87 Holmes Road  
Newington, CT 06111**

## Registrant Information:

First Selectman: Theodore C. Shafer

Address: Town Hall  
200 Spielman Highway  
Burlington, CT 06013

Phone (860) 673-6789  
Fax (860) 673-8607  
Email [shafer.t@burlingtonct.us](mailto:shafer.t@burlingtonct.us)

Primary Contact: Scott Tharau (Public Works Director)  
200 Spielman Highway  
Burlington, CT 06013

Phone (860) 673-2439  
Fax (860) 673-8607  
Email [tharau.s@burlingtonct.us](mailto:tharau.s@burlingtonct.us)

Engineer: WMC Consulting Engineers  
87 Holmes Road  
Newington, CT 06111

Contact: Stephen R. McDonnell, P.E.  
Phone (860) 667-9624  
Fax (860) 665-1551  
Email [smcdonnell@wmcengineers.com](mailto:smcdonnell@wmcengineers.com)

## **Introduction**

The Town of Burlington is submitting this annual report as required by the Connecticut Department of Environmental Protection's (CT DEP) "General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (Permit)". This report will describe the town's performance on the Best Management Practices (BMP) listed in the Stormwater Pollution Prevention Plan (SWPPP), dated October 2011.

The Town has submitted the Parts A and B permit applications and completed the SWPPP as required. The town has been completing typical daily, weekly and monthly tasks that meet the requirements of some or all of the minimum control measures and the BMP's listed in the SWPPP. The land development departments (Planning, Health and Public Works) complete various tasks and generate records that are, and were managed prior to the issuance of the Permit. This Permit will require the Town to further expand its stormwater management practices to fulfill all the BMP's in the minimum control measures.

This report will discuss specific BMP's and the efforts used to complete the plan. This annual report will be available to public for review and comment for thirty days as required in the Permit.

## **Best Management Practice Reports**

### **BMP - Public Education**

- 1-1 Publish information regarding the Phase II MS4 program in the bi-annual Town Newsletter
  - a) Responsible Party – Selectman's Office
  - b) Timeline – Twice annually
  - c) Completion to Date – None completed to date
  - d) Future Plans – The Town will include information about storm water runoff in future newsletters
  
- 1-2 Add notice in tax bills
  - a) Responsible Party – Selectman's Office
  - b) Timeline – Once annually
  - c) Completion to Date – None completed to date
  - d) Future Plans – Comply with BMP
  
- 1-3 Post information regarding the Phase II MS4 program on the Town's website
  - a) Responsible Party – Selectman's Office
  - b) Timeline – one time posting of information that would remain on the website for residents to view
  - c) Completion to Date – There has been some discussion about possible information or internet links to include on the website; however, no information has been posted to date.
  - d) Future Plans – Comply with BMP

## **BMP - Public Participation**

The Town currently maintains several BMP's that meet the requirements of this minimum control measure. The public is involved on a daily basis via walk-ins, telephone calls and site visits that generate new issues that can be incorporated into the existing BMP's or a proposed BMP.

The Freedom of Information policies followed by Town departments are the requirements listed in the Connecticut State Statutes.

- 2-1 Develop public involvement/participation program
  - a) Responsible Party – Selectman's Office
  - b) Timeline – Develop the program
  - c) Completion to Date – There has been some discussion, but no program has been developed.
  - d) Future Plans – Comply with BMP
  
- 2-2 Comply with state and local public notice and Freedom of Information requirements
  - a) Responsible Party – Town Attorney
  - b) Timeline – At all times
  - c) Completion to Date – All departments currently comply
  - d) Future Plans – Continue to comply. A copy of this report, and all future reports, will be made available to the public at the Town Offices

## **BMP - Illicit Discharge Detection & Elimination**

The Town allows only stormwater discharges to be connected to the stormwater collection system. Owners will be notified and required to properly disconnect the illicit discharges to the system. The Health District handles calls regarding these potential discharges coming from failing septic systems. The review of septic system designs and inspection of septic system installations can eliminate one aspect of an illicit discharge. The Town's fat, oil and grease "FOG" program requires restaurants and other facilities to have a grease trap installed in their connection to the sanitary sewer to further eliminate a pollutant migrating to the stormwater system.

The stormwater sampling events and future stormwater sampling may lead to area(s) that will show signs of illicit discharges that can be further investigated and eliminated. The development of the illicit discharge detection and elimination ordinance will eventually be approved by the Town in compliance with this Permit. The Town policy will remain in place and will continue to develop to form the draft illicit discharge detection and elimination ordinance.

- 3-1 Map outfalls greater than 15" in Urbanized Area
  - a) Responsible Party – Highway Department
  - b) Timeline – Completed
  - c) Completion to Date – Approximately 99% of the outlets have been mapped to date with the only remaining outfalls consisting of new outfalls for site development projects
  - d) Future Plans – The town intends to comply with this requirement as funds and personnel become available.
  
- 3-2 Map outfalls greater than 15" Town-Wide
  - a) Responsible Party – Highway Department
  - b) Timeline – Completed

- c) Completion to Date – Approximately 99% of the outlets have been mapped to date with the only remaining ones to be mapped consisting of new outfalls serving recently constructed developments
- d) Future Plans – The town intends to comply with this requirement as funds and personnel become available.

3-3 Map outfalls greater than 12" in Urbanized Area

- a) Responsible Party – Highway Department
- b) Timeline – Completed
- c) Completion to Date – Approximately 99% of the outlets have been mapped to date with the only remaining ones consisting of new outfalls from recent site development projects
- d) Future Plans – The town intends to comply with this requirement as funds and personnel become available.

3-4 Develop program to detect and eliminate illicit discharges

- a) Responsible Party – Highway Department
- b) Timeline – On-going
- c) Completion to Date – Some discussion has taken place as to what is required for the program; however, no formal program has been established to date. The Highway Department visually inspects the stormwater collection systems via catch basins and responds to resident concerns about illicit discharges. Where illicit discharges are found they are properly eliminated from the system. To-date there has been few, if any illicit discharges to the existing systems.
- d) Future Plans – The town intends to comply with this requirement as funds and personnel become available.

3-5 Develop an illicit discharge ordinance

- a) Responsible Party – Selectman's Office & Town Attorney
- b) Timeline – Develop the ordinance
- c) Completion to Date – No ordinance has been developed to date.
- d) Future Plans – Develop an ordinance that allows the Town to stop illicit discharges to its storm drainage systems, however illicit discharges to the systems have not been an issue in the past in Burlington

**BMP – Construction Site Run-off Control**

The Planning and Zoning Department manages the land use regulations and has been implementing many of these BMP's prior to this Permit requirement

4-1 Review land use regulations to meet requirements of MS4 permit and E&S Guidelines

- a) Responsible Party – Town Engineer, P&Z Commission, IWWC
- b) Timeline – Continuous
- c) Completion to Date – The regulations have not been officially amended but the requirements of the MS4 permit and the E&S Guidelines have been implemented on all new construction projects.
- d) Future Plans – Review and update the regulations as necessary.

## **BMP - Post-Construction Runoff Control**

- 5-1 Review land use regulations to meet requirements of MS4 permit and E&S Guidelines
  - a) Responsible Party – Town Engineer
  - b) Timeline – Continuous
  - c) Completion to Date – The regulations have not been officially amended but the requirements of the MS4 permit and the E&S Guidelines have been implemented on new construction projects. The Town Engineer inspects all construction sites, post construction to ensure that the sites have been properly stabilized and the stormwater collection systems have been built according to the approved plans.
  - d) Future Plans – Review and update the regulations as necessary.
  
- 5-2 Develop post-construction ordinance or regulation
  - a) Responsible Party – Town Engineer, P&Z Commission, IWWC
  - b) Timeline – Develop ordinance or regulation
  - c) Completion to Date – The regulations have not been officially amended but the requirements of the MS4 permit and the E&S Guidelines have been implemented on new construction projects.
  - d) Future Plans – Continue to review and update the regulations as necessary.
  
- 5-3 Develop and implement a post-construction BMP strategy
  - a) Responsible Party – Town Engineer, P&Z Commission, IWWC
  - b) Timeline – Develop and implement
  - c) Completion to Date – A strategy has been implemented. The Town reviews proposed subdivisions with the MS4 permit and the E&S Guidelines in mind and requires they be followed for approval. Following construction, the Town Engineer and Public Works Director inspect the sites to ensure compliance with the approved design plans.
  - d) Future Plans – Implement plan officially.
  
- 5-4 Develop a program to ensure long-term operation and maintenance of BMPs
  - a) Responsible Party – Town Engineer, P&Z Commission, IWWC
  - b) Timeline – Develop program
  - c) Completion to Date – A program has been developed to fund the long term maintenance of the town's existing detention ponds and BMPs and any new BMPs that are created. All detention ponds and BMPs are inspected annually and maintained as required.
  - d) Future Plans – Continue to implement program, review requirements of the program and revise as necessary.

## **BMP – Pollution Prevention/Good Housekeeping for Municipal Operations**

The Town Public Works Department completes many of the BMP's that are required by this minimum control measure.

- 6-1 Develop training program for municipal employees.
  - a) Responsible Party – Highway Department
  - b) Timeline – Develop program
  - c) Completion to Date – Municipal employees that are involved with the handling, storage, application of the various materials used by, or collected by, the Town are trained how to do so in a safe and environmentally friendly manner.

- d) Future Plans – Continue to update program and train as new methods, materials, or environmental concerns become evident.
- 6-2 Sweep streets at least once a year as soon as possible after snowmelt
- a) Responsible Party – Highway Department
  - b) Timeline – Annually (every spring)
  - c) Completion to Date – Streets have been swept every spring
  - d) Future Plans – Continue to sweep streets. The Town has phased out the general use of sand on the roads and applies only salt during winter conditions unless there is a unique situation requiring the use of sand for traction. This has significantly reduced the amount of sediment that gets transported into area watercourses.
- 6-3 Evaluate Urbanized Area for possible sweeping more than once a year
- a) Responsible Party – Highway Department
  - b) Timeline – Review throughout the year
  - c) Completion to Date – The town streets are monitored throughout the year and additional sweeping is performed as necessary. Any additional sweeping that is necessary is usually due to a nearby development and the sweeping is therefore performed by the developer.
  - d) Future Plans – Continue to monitor and sweep streets as necessary.
- 6-4 Develop a program to evaluate and clean storm water structures at least once a year
- a) Responsible Party – Highway Department
  - b) Timeline – Develop program
  - c) Completion to Date – Catch basins and other storm water structures are inspected and cleaned as necessary every year. The Town owns a catch basin cleaning vehicle so the catch basins and other storm water structures can be cleaned as needed without the hiring of an outside contractor.
  - d) Future Plans – Continue program.
- 6-5 Develop a program to evaluate and prioritize system for upgrade and/or repair
- a) Responsible Party – Highway Department
  - b) Timeline – Periodically
  - c) Completion to Date – The town drainage system is continuously reviewed, repaired as necessary and upgraded as funds and/or personnel are available.
  - d) Future Plans – Continue program.

### **BMP - Monitoring**

S-1 Not required.

### **Comments:**

The Town of Burlington did not perform all of the requirements of the MS4 General Permit because of the substantial commitment of financial resources and personnel necessary to complete the work. The Town intends to comply with the permit given available finances and personnel.