

Stormwater meeting – April 17, 2024, 79 Bouton Road. Called to order at 2pm.

Attendees: Paul Lewis, Tony Goncalves, John Winter, Kevin Kelly, Joe Cermele, Jan Andersen.

The purpose of the meeting was to review the Stormwater Plan items needed for 6 month SWPM Plan

Tony: A letter from Greg F. saying that the Town's laws comply with the permit requirements. (see email of 2/7/24). – Tony will follow up, also contacted EOHWC to see if they had model laws

John, regarding the requirements for catch basin inspection: Twice a year, once from March to August and once from September to February, all catch basins located in the TMDL watershed(s) must be inspected (Part VI.F.3.c.). MS4 Operators must document the completion of this requirement in the SWMP Plan. Joe provided an inspection plan for consideration. John asked for a simpler form to use for the catch basin inspections. Jan will work on it.

John: develop procedures for sweeping municipal streets, bridges, parking lots and rights of way owned or operated by the TOL. All in the town must be swept once every 5 years. All streets located in the EOH watershed must be swept annually between April 1 and Oct 31. John also provided a write up on street sweeping. Jan will add this information to the SWMP plan.

Kevin: Reported he had begun to look at the enforcement response plan, and would mark it up.

Kevin and Joe said they had a list of current construction sites. We reviewed the info the permit asks for:

- Location of the construction site;
- Owner/operator contact information, if other than the Town of Lewisboro;
- Receiving waterbody name and class (mapped in accordance with Part IV.D.1.e.ii.a));
- Receiving waterbody WI/PWL Segment ID (mapped in accordance with Part IV.D.1.e.ii.b));
- Prioritization (high or low) (Part VI.D.5.); (if it is in the EOH watershed, it's high, else it's low)
- Construction project SPDES identification number;
- SWPPP approval date;
- Inspection history, including dates and ratings (satisfactory, marginal, or unsatisfactory, when available); and
- Current status of the construction site/project (i.e., active, temporarily shut down, complete)
- If in EOH watershed, a statement of whether inspections are done every 90 days by Town or every 6 months if relying upon a qualified inspector

Joe and Kevin reported that the inspection reports change daily and recommended an alternate tracking mechanism currently in use by the Town Engineer.

Kevin was asked to provide a list of open illicit discharge violations, construction or post construction stormwater violations, and those closed since 1/3/24, as well as a list of complaints about stormwater at construction sites.

Joe: SWPPP reviews that have taken place since January 3, 2024 - List SWPPP reviews, dates, and info from Part III.B of the CGP. Joe said he would get the SWPPP reviews listed and give to Jan.

Joe reported that pre-construction meeting documentation is included in the records they retain. The date and content of pre-construction / inspection meetings must be documented in the SWMP Plan. Attendees

must include: owner/operator listed on the CGP NOI, TOL, contractors responsible for implementing the SWPPP, and qualified inspector. Meeting must: confirm project coverage under CGP or an individual SPDES permit, verify training of contractors, and review construction oversight program and compliance requirements.

Kevin: construction site inspection reports / closeout inspections (construction inspection form from the permit is attached)

Training for construction site inspections: Joe reported that they checked the training for the contractors during pre-construction meetings. Joe is a PE and his team is all trained and perform inspections and SWPPP reviews under his oversight. Document that individuals responsible for inspections, and those doing inspections, have had 4 hours of department endorsed training prior to conducting construction site inspections. Include construction site inspection report forms in the SWMP Plan. Document closeouts in the SWMP plan.

Kevin / Joe: Create and maintain an inventory of all post-construction SMPs installed after March 10, 2003 and document in the SWMP plan. Joe said that he had a list of agreements and would get that to Jan. However, the group discussed making that available to the public in a different venue from the main portion of the SWMP Plan.

Jan said that the Town stormwater webpages needed to be updated, and she would talk to the Town Clerk's office for that, as well as to talk to Janet Donohue about being contact for SWMP plan.

The meeting adjourned at 3:30 pm. We agreed to meet on May 15, 2024.