



NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

**SPDES General Permit for Stormwater Discharges from
Small Municipal Separate Storm Sewers (MS4s), Permit No. GP- 02-02
Municipal Compliance Certification**

Section A. Small MS4 Owner/Operator Information		Annual Report for the year ending: March 9, 2004		
SPDES No.: NYR20A044		MS4 Name: TOWN OF NORTH CASTLE		
Contact Name: JOHN A. LOMBARDI		Contact Title: SUPERVISOR	Phone No.: (914) 273-3001	
Mailing Address:	Street or P.O. Box: 15 BEDFORD ROAD	City: ARMONK		
	County: WESTCHESTER	State: NEW YORK	Zip Code: 10504	
Is any of this information new or changed since your last certification? (Please circle one answer) Yes <u>No</u>				
Section B. Watershed and MS4 Partnership Information (Please circle one answer for each question)				
1. a) Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit ? Yes <u>No</u>				
b) If you answered yes to 1a), have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the permit? Yes No <u>N/A</u>				
2. a) Have any new MS4 partnerships developed, where another municipality will be responsible for carrying out a portion of your municipality's SWMP? If yes, please specify the municipality and the activity. Yes <u>No</u>				
b) Municipality: _____				
c) Activity: _____				
d) Has a legally binding intermunicipal agreement been executed? If yes, please include a copy of the agreement as an appendix to the Stormwater Management Program Annual Report (SWMPAR). Yes <u>No</u> N/A				
Section C. Evaluation of Compliance				
1. For each of the six minimum measures listed below, indicate if your program has made steady progress toward full implementation <i>and</i> has achieved all measurable goals scheduled to be completed this reporting period. (Please circle one answer for each question)				
	<u>Steady Progress</u>		<u>Goals Achieved</u>	
a) Public education	<u>Yes</u>	No	<u>Yes</u>	No
b) Public participation/involvement	<u>Yes</u>	No	<u>Yes</u>	<u>No</u>
c) Illicit discharge detection and elimination	<u>Yes</u>	No	<u>Yes</u>	No
d) Construction site stormwater runoff control	<u>Yes</u>	No	<u>Yes</u>	No
e) Post-construction stormwater management	<u>Yes</u>	No	<u>Yes</u>	No
f) Pollution prevention/good housekeeping for municipal operation	<u>Yes</u>	No	<u>Yes</u>	No
2. Does your SWMP cover all areas, automatically and additionally designated, pursuant to 40 CFR 122.32(a), under your jurisdiction? <u>Yes</u> No				
3. Have adequate resources been allocated to fully implement your SWMP no later than January 8, 2008? <u>Yes</u> No				



**SPDES General Permit for Stormwater Discharges from
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SPDES No.: NYR20A044	MS4 Name: TOWN OF NORTH CASTLE
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Section D. Explanation of Compliance Evaluation

If you answered No to question 1b in Section B or to any question in Section C, indicate the question in the small box in the upper left hand corner, and provide a brief explanation, including action being taken to address the problem, in the space provided. With respect to any of the six minimum measures, your attached Stormwater Management Program Annual Report (SWMPAR) must include a detailed explanation of why implementation or compliance is not being achieved and what actions have been taken to ensure compliance with each minimum measure. Indicate where this explanation can be found in the SWMPAR. If necessary, attach extra sheets following the same format.

Question # 2b	Explanation
While the Town prepared the annual report of the SWMP, the public meeting is scheduled for mid June and will not be conducted prior to the June 1, 2004 reporting period deadline. Consequently, all elements identified in the NOI for the reporting year have not been completed. Proposed public involvement and participation efforts related to stormwater issues are on-going and include Town-wide mailings, televised Town Board meetings and the Town website. Additional public involvement and participation efforts will continue through the coming years.	

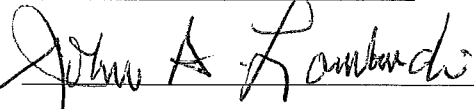
Question #	Explanation

Question #	Explanation

Section E. Certification

"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, 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."

Print Name: JOHN A. LOMBARDI Title: SUPERVISOR

Signature:  Date: 6/1/04

The MCC form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.I.2. of the permit. Send this form to both the DEC Regional Office (see list of addresses in the instructions) and the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505)

TOWN OF NORTH CASTLE- SPDES # NYR20A044
STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT
(SWMPAR)
MARCH 10, 2003-MARCH 9, 2004

SPDES GENERAL PERMIT FOR STORMWATER DISCHARGES FROM
SMALL MUNICIPAL SEPARATE STORM SEWERS (MS4s)
PERMIT NO. GP-02-02

JUNE 2004



NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

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c) Activity: _____				
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Question #	Explanation

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"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, 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."

Print Name: JOHN A. LOMBARDI Title: SUPERVISOR

Signature: *John A. Lombardi*

Date: 6/1/04

The MCC form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VII.2. of the permit. Send this form to both the DEC Regional Office (see list of addresses in the instructions) and the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505)

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 - Post Construction Stormwater Management
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- IV. SUMMARY OF FUNDING/GRANT MONEY- Not Applicable

APPENDIX A - PUBLIC EDUCATION AND OUTREACH TEAR SHEETS

I. EXECUTIVE SUMMARY

On May 10, 2003 the Town of North Castle, New York applied for authorization to discharge stormwater from its storm sewer system and obtained coverage under the SPDES General Permit for Stormwater Discharges from Municipal Separate Stormwater Sewer Systems (GP-02-02) - (MS4 SPDES #NYR20A044). The permit requires that the Town develop, implement and enforce a stormwater management program (SWMP) designed to reduce the discharge of pollutants for the municipal storm sewer system to the maximum extent practicable within five years. The initial goals for the North Castle Stormwater Program are identified within the SWMP Notice of Intent (NOI) filed in May 2003.

As required by GP-02-02, the Town's SWMP must be fully implemented no later than January 8, 2008 with evidence of steady progress toward full implementation over the interim years. To monitor progress toward achieving the measurable goals identified within the NOI, the MS4 is required to conduct an annual evaluation of the program. As required, this annual report describes the activities completed during the annual reporting period (March 10, 2003 through March 9, 2004), evaluates the progress in achieving the measurable goals identified within the initial SWMP (Notice of Intent) for each management practice and summarizes the new goals for the coming year. As required, the report is available to the public for comment and a public hearing will be conducted to present the contents of the report.

The Town of North Castle utilized the first year of the Stormwater Management Program to evaluate the current conditions and practices including the beginning of a study of impaired waters within the Town. During the first program year the Town also agreed to support an application with Westchester County to coordinate the public education and outreach goals (application pending).

Specifically the Town accomplished the initiation of the following tasks:

- Identification/preparation of 5 public outreach messages including town-wide mailings
- Mapping of 6,500 lf of the East Branch Mianus River
- Water Sampling/testing of the East Branch Mianus River
- Completion of Mapping of Storm sewer System Map- Area 1
- Training of Municipal Employees on subjects related to the SWMP

As listed above, the Town made good progress toward implementation of the SWMP. Many of the Best Management Practices are already in place in the Town of North Castle, including the following:

- Existing regulations address sediment and erosion controls, stormwater, BMP inspection and maintenance
- Established maintenance and inspection practices of the Highway Department including fleet maintenance, salt storage, stormwater sewer cleaning and fleet washing
- Extensive land development reviews by the Town's Planning Board, Building Department, Town Consultants (Engineer, Planning and Wetlands) and Conservation Board which include pre and post development BMPs, inspection and maintenance elements.

While the Town finalized the preparation for a public meeting regarding the annual report of the SWMP, the public meeting scheduled for mid June will not be conducted prior to June 1, 2004.

Consequently, all elements identified within the NOI during the reporting year have not been completed. Proposed public involvement and participation efforts related to stormwater issues are on-going and include Town-wide mailings, televised Town meetings and the Town website. Additional public involvement and participation efforts are also in planning stages. Illicit discharge detection and elimination management practice include the mapping and inspection of the storm sewer system. Inspections are on-going and are conducted primarily by the Town Highway Department, Building Department, Town Consulting Engineer and Conservation Board. Mapping of the first geographic area of the storm sewer system was completed as scheduled.

Construction site stormwater runoff control is addressed primarily by practices that have been in control prior to the submission of the NOI. Construction plans including sediment and erosion control plans in addition to grading, drainage and landscaping plans are already required by the Town in Code and practice in the review of permits including site plan, wetland permit and building permits. The Town's consulting Engineer, Wetland and Planning Consultants as well as the Conservation Board are involved in applications for proposed land development. Construction sites are inspected by the Building Department, Town Engineer and/or Wetland consultants dependent upon the approvals or permits required. The stormwater pamphlets will be prepared in 2004 for distribution to developers, builders and their representatives may include topics such as construction site waste management and avoidance of dumping.

Similarly, post construction stormwater management is addressed primarily by practices in place prior to the NOI submission. Stormwater system inspections by the Highway Department, reviews by the Planning Board and reviews of construction plans and inspections by the Building Department, consulting engineers and wetlands consultants will continue through 2004 and beyond. The Town Highway Department has conducted as an on-going practice the continued inspection, cleaning and maintenance program of stormwater management systems and structures. Specific assessments of existing conditions have been initiated within the Banksville/South Branch Mianus River corridor. The Town has also initiated a mapping inventory of non-structural practices specifically targeting the conservation easement system throughout the Town. The on-going assessment of existing conditions and identification of appropriate management practices to reduce pollutant discharge will be continued through the coming year.

Pollution prevention and good housekeeping practices are already in place and are continuing as described in the NOI. The Town has policies in place with respect to fleet maintenance, salt storage and other practices related to the maintenance of the fleet and Highway facility material storage. Current practices related to street cleaning, catch basin and storm drain cleaning, vehicle maintenance and washing and roadway/bridge maintenance have been continued and will be continued and documented in the coming years.

Stormwater Management Program Annual report

Six Minimum Measures Section-

March 10, 2003 March 9, 2004

Municipality Name TOWN OF NORTH CASTLE SPDES Number NYR20A044

Use this table to summarize your Stormwater Management Program Minimum Measures for Sections I through VI. We request that MS4s fill out this table electronically. The table is available in Microsoft Word, Microsoft Excel and Corel WordPerfect, or you may duplicate this table manually. To request the electronic versions, send an e-mail to stormh2o@gw.dec.state.ny.us with the subject line: SWMPAR/MMC REQUEST. You will receive all three software versions. Once you have completed the table, send a **hard copy only** with your report to the addresses in the instructions.

MINIMUM MEASURE 1: Public Education and Outreach in Stormwater Impacts

A. Narrative Overview: The first year of implementing the Stormwater Management Program includes and assessment of existing resources and initiating a study of the south branch of the Mianus River. Town-wide mailing related to stormwater issues have been prepared and distributed town-wide. Outreach will continue through the coming program year.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year	
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?	If YES, describe what measurable goals that were achieved and other accomplishments. If NO, and the item was checked off on your NOI, describe why the task was not accomplished and, if still a measurable goal, list in column C.	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals .	
TECHNIQUES	YES	NO		
Plan and conduct an ongoing public education and outreach program (required)	X		IDENTIFICATION OF TARGET AUDIENCES FOR INFORMATIONAL MAILINGS.	
Preparation and Circulation of Newsletter	X		PREPARE AND DISSEMINATE NEWSLETTERS TO TARGET AUDIENCES - HAZARDOUS WASTE DISPOSAL AND STORMWATER	
Training of Inspectors/staff	X		TRAINING OF BUILDING INSPECTORS FOR TARGET ACTIVITIES	

MINIMUM MEASURE 2: Public Involvement/Participation

A.Narrative Overview: As described in the Executive summary, the Town finalized the preparation for a public meeting regarding the annual report of the SWMP, the public meeting scheduled for mid June will not be conducted prior to June 1, 2004. Proposed public involvement and participation efforts related to stormwater issues are on-going and include Town-wide mailing s, televised Town meetings and the Town website. Outreach to the public will continue in the next program year.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year	
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?	If YES, describe what measurable goals that were achieved and other accomplishments. If NO, and the item was checked off on your NOI, describe why the task was not accomplished and, if still a measurable goal, list in column C.	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals .	
	YES	NO		
TECHNIQUES				
Public notice and access to documents and information (required)	X		CONTINUE AVAILABILITY OF ALL DOCUMENTS RELATED TO THE SWMP THROUGH THE TOWN CLERK. REVIEW PUBLIC NOTICE REQUIREMENTS	
Public presentation and comments received on SWMP and annual report (required)		X	PROVIDE PUBLIC PRESENTATION OF ANNUAL REPORT. ADDRESS PUBLIC COMMENTS RECEIVED INCLUDING 2 WEEK WRITTEN COMMENT PERIOD. SUBMIT ANNUAL REPORT AS REQUIRED.	
Public involvement/ participation program(required)	X		CONTINUE PUBLIC PARTICIPATION IN STORM DRAIN STENCILING PROGRAM and WATER MODELING	
Contact person identified (required)	X		CONTACT THE TOWN SUPERVISOR	

MINIMUM MEASURE 3: Illicit Discharge Detection and Elimination

A. Narrative Overview: THE TOWN HAS COMPLETED THE MAPPING OF Stormwater IMPROVEMENTS WITH GEOGRAPHIC AREA #1 AND HAS INITIATED AN INVENTORY OF ILLICIT CONNECTIONS AND DISCHARGES IDENTIFIED WITHIN THE REGION. THE MAPPING PROCESS WILL CONTINUE INTO THE NEXT PROGRAM YEAR.

B. Implementation of Best Management Practices

C. Activities Planned for Upcoming Year

Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?	If YES, describe what measurable goals that were achieved and other accomplishments. If NO, and the item was checked off on your NOI, describe why the task was not accomplished and, if still a measurable goal, list in column C.	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals .
ACTIVITIES	YES	NO	
Outfall mapping (required)	X		CONTINUE OUTFALL MAPPING PROJECT WITHIN AREA #2. IN ADDITION TO MAPPING STORMWATER IMPROVEMENTS, ANY IDENTIFIED ILLICIT CONNECTIONS AND DISCHARGES WILL BE ADDED TO THE INVENTORY.
Illicit discharges prohibited (required)	X	X	SCHEDULED FOR 2005-2007 PROGRAM YEAR. CONTINUE THE ON-GOING HIGHWAY DEPARTMENT INSPECTION AND CLEANING OF STORMWATER IMPROVEMENTS. INCLUDING THE IDENTIFICATION OF ILLICIT CONNECTIONS OR DISCHARGES.
Public, employees, businesses informed of hazards from illicit discharges (required)	X		CONTINUE INFORMATION TO EMPLOYEES AND BUSINESSES THROUGH TRAINING AND TARGETED MAILINGS
Illicit discharges identified (required)	X		CONTINUED MONITORING AND INSPECTION

MINIMUM MEASURE 4: Construction Site Stormwater Runoff Control

A. Narrative Overview: CONSTRUCTION SITE STORMWATER RUNOFF CONTROL IS ADDRESSED PRIMARILY BY PRACTICES THAT HAVE BEEN IN CONTROL PRIOR TO THE SUBMISSION OF THE NOI. CONSTRUCTION PLANS INCLUDING SEDIMENT AND EROSION CONTROL PLANS IN ADDITION TO GRADING, DRAINAGE AND LANDSCAPING PLANS ARE ALREADY REQUIRED BY THE TOWN IN CODE AND PRACTICE IN THE REVIEW OF PERMITS INCLUDING SITE PLAN, WETLAND PERMIT AND BUILDING PERMITS. THE TOWN'S CONSULTING ENGINEER, WETLAND AND PLANNING CONSULTANTS AS WELL AS THE CONSERVATION BOARD ARE INVOLVED IN APPLICATIONS FOR PROPOSED LAND DEVELOPMENT. CONSTRUCTION SITES ARE INSPECTED BY THE BUILDING DEPARTMENT, TOWN ENGINEER OR WETLAND CONSULTANTS DEPENDENT UPON THE APPROVALS OR PERMITS REQUIRED. THE STORMWATER PAMPHLETS WILL BE PREPARED IN 2004 FOR DISTRIBUTION TO DEVELOPERS, BUILDERS AND THEIR REPRESENTATIVES MAY INCLUDE TOPICS SUCH AS CONSTRUCTION SITE WASTE MANAGEMENT AND AVOIDANCE OF DUMPING.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year	
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?	If YES, describe what measurable goals that were achieved and other accomplishments. If NO, and the item was checked off on your NOI, describe why the task was not accomplished and, if still a measurable goal, list in column C.	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals .	
REQUIREMENTS	YES	NO		
Require erosion and sedimentation controls through an ordinance or other regulatory mechanism (required)	X		EROSION CONTROLS ARE REQUIRED FOR SITE PLAN/WETLAND PERMIT APPLICATIONS -	
Provide opportunity for public comment on construction plans (required)	X		PUBLIC PARTICIPATION /NOTIFICATION PROVIDED ON SITE PLAN/WETLAND PERMIT APPLICATIONS. RECORDS OF APPLICATIONS AVAILABLE FOR PUBLIC REVIEW	
Require construction site plan review (required)	X		SITE PLAN REVIEW IS REQUIRED FOR CONSTRUCTION ACTIVITIES RESULTING IN LAND DISTURBANCES GREATER THAN/EQUAL TO ONE ACRE	
			ESTABLISH INVENTORY OF BMP PRACTICES. REVIEW TOWN CODE REQUIREMENTS TO DETERMINE WHETHER AMENDMENTS ARE REQUIRED TO ADDRESS STORMWATER MANAGEMENT, EROSIONS AND SEDIMENTATION CONTROL AND OR/SITE WASTE MANAGEMENT.	
			C O N T I N U E P U B L I C PARTICIPATION/NOTIFICATION PRACTICES	
			CONTINUED INSPECTION AND MONITORING OF BMPs	

Require overall construction site waste management (required)	X		CONSTRUCTION SITE WASTE MANAGEMENT REQUIRED AS A COMPONENT OF SITE PLAN REVIEW	CONTINUE ON-GOING SITE INSPECTION/ENFORCEMENT PROGRAM
Site inspection and enforcement (required)	X		CONTINUE ON-GOING SITE INSPECTION/ENFORCEMENT PROGRAM	CONTINUE ON-GOING SITE INSPECTION/ENFORCEMENT PROGRAM CONTINUE S&E INSPECTION TRAINING
Education and training of construction site operators (required)	X		DEVELOP EDUCATIONAL PAMPHLETS FOR DEVELOPERS AND BUILDERS	CONTINUE EDUCATION/TRAINING PROGRAM FOR BUILDERS/DEVELOPERS

MINIMUM MEASURE 5: Post-Construction Stormwater Management

A. Narrative POST CONSTRUCTION STORMWATER MANAGEMENT IS ADDRESSED PRIMARILY BY PRACTICES IN PLACE PRIOR TO THE NOI SUBMISSION. STORMWATER SYSTEM INSPECTIONS BY THE HIGHWAY DEPARTMENT, REVIEWS BY THE PLANNING BOARD AND REVIEWS OF CONSTRUCTION PLANS AND INSPECTIONS BY THE BUILDING DEPARTMENT, CONSULTING ENGINEERS AND WETLANDS CONSULTANTS WILL CONTINUE THROUGH 2004 AND BEYOND. THE TOWN HIGHWAY DEPARTMENT HAS CONDUCTED AS AN ON-GOING PRACTICE THE CONTINUED INSPECTION, CLEANING AND MAINTENANCE PROGRAM OF STORMWATER MANAGEMENT SYSTEMS AND STRUCTURES. SPECIFIC ASSESSMENTS OF EXISTING CONDITIONS HAVE BEEN INITIATED WITHIN THE BANKSVILLE/SOUTH BRANCH MIANUS RIVER CORRIDOR. THE TOWN HAS ALSO INITIATED A MAPPING INVENTORY OF NON-STRUCTURAL PRACTICES SPECIFICALLY TARGETING THE CONSERVATION EASEMENT SYSTEM THROUGHOUT THE TOWN. THE ON-GOING ASSESSMENT OF EXISTING CONDITIONS AND IDENTIFICATION OF APPROPRIATE MANAGEMENT PRACTICES TO REDUCE POLLUTANT DISCHARGE WILL BE CONTINUED THROUGH THE COMING YEAR.

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year	
Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?	If YES, describe what measurable goals that were achieved and other accomplishments. If NO, and the item was checked off on your NOI, describe why the task was not accomplished and, if still a measurable goal, list in column C.	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.	
YES	NO			
REQUIREMENTS				
Assess existing conditions throughout the MS4 and identify appropriate management practices to reduce pollutant discharge to the maximum extent practicable (required)	X	INITIATED PROGRAM TO INVENTORY STRUCTURAL AND NON-STRUCTURAL BMPs.	CONTINUE PROGRAM TO INVENTORY STRUCTURAL AND NON-STRUCTURAL BMPs.	
Regulate post-construction runoff from development through an ordinance or other regulatory mechanism (required)		POST CONSTRUCTION RUNOFF FROM DEVELOPMENT IS NOT CURRENTLY REGULATED. SCHEDULED FOR THE 2004 PROGRAM YEAR.	INITIATE MAPPING OF CONSERVATION EASEMENTS	
Develop management practice inspection and maintenance program	X	IMPLEMENT BMP INSPECTION AND MAINTENANCE PROGRAM TOWN-WIDE ANNUAL STORM DRAIN CLEANING	DEVELOP AND ADOPT REGULATORY MECHANISM	CONTINUE MUNICIPAL BMP INSPECTION/MAINTENANCE PROGRAM

MINIMUM MEASURE 6: Pollution Prevention/Good Housekeeping

A. Narrative Overview: POLLUTION PREVENTION AND GOOD HOUSEKEEPING PRACTICES ARE ALREADY IN PLACE AND ARE CONTINUING AS DESCRIBED IN THE NOI. THE TOWN HAS POLICIES IN PLACE WITH RESPECT TO FLEET MAINTENANCE, SALT STORAGE AND OTHER PRACTICES RELATED TO THE MAINTENANCE OF THE FLEET AND HIGHWAY FACILITY MATERIAL STORAGE. CURRENT PRACTICES RELATED TO STREET CLEANING, CATCH BASIN AND STORM DRAIN CLEANING, VEHICLE MAINTENANCE AND WASHING AND ROADWAY BRIDGE MAINTENANCE HAVE BEEN CONTINUED AND IN 2003 AND WILL BE CONTINUED AND DOCUMENTED IN THE COMING YEARS.

B. Implementation of Best Management Practices**C. Activities Planned for Upcoming Year**

Type in the management practices selected in your NOI and any additional ones that you worked on.	Any done in the past year?	If YES, describe what measurable goals that were achieved and other accomplishments. If NO, and the item was checked off on your NOI, describe why the task was not accomplished and, if still a measurable goal, list in column C.	Describe SWMP activities that are planned for the next year and changes to selected management practices/measurable goals.
	YES	NO	
REQUIREMENTS			
Prevent discharge of pollutants from municipal operations (required)	X		DEVELOP RECORD KEEPING
Follow DEC NPS management Practices catalog, or equivalent (required)		X	THE TOWN WILL REVIEW CURRENT PRACTICES WITHIN THE CONTEXT OF THE DEC NPS MANAGEMENT PRACTICES CATALOG
Conduct employee pollution prevention training (required)	X		CONDUCT ANNUAL TRAINING IN POLLUTION PREVENTION

APPENDIX A

NORTH CASTLE CONSERVATION BOARD

HIGHLIGHTS ON GROUNDWATER

Groundwater is a primary water source for water. It is normally found in aquifers. Wells are drilled to extract groundwater for use. All North Castle residents rely on wells for their water, whether it is an individual well or a community system.

What is groundwater?

It begins as precipitation (rain or snow) that soaks into the ground, where it is stored between rocks and soil in a geological system called an aquifer. It is part of a hydrologic cycle of evaporation and condensation.

What is a well?

A well is a hole drilled into an aquifer. A pipe and pump draw the water for use, with a minimum requirement of five gallons per minute (5gpm). Toxic materials can leech into an aquifer and contaminate a well. An aquifer is not an underground "lake," but more like a sponge, storing water.

Terminology for wells:

- Depletion- loss of water from a well at a rate greater than recharge. During droughts wells may go dry.
- Contamination- pollution of a well from the improper function of a septic system, animal waste, pesticides or fertilizers or other toxic substances.
- Consumptive Use- drawing amounts of water from a well, which results in a reduction of supply.

What you can do to help:

- Conserve water—don't waste it! Reduce the amount of water used in your home and on your lawn. Repair leaky faucets.
- Avoid contamination of your well by avoiding pesticide use. Control other contaminants, such as automotive fluids and animal waste.
- Protect wetlands and buffers, which act to clean water soaking into soils that recharge aquifers.
- Use xeriscaping, an environmentally friendly landscaping that uses native and drought resistant plants.
- Maintain your septic system, with a regular (every 2 to 3 years) pump-out.
- Do not use salts or chemicals on your driveway during winter, as they pollute groundwater.
- Dispose of household chemicals properly, not down your sink or toilet.
- A properly maintained septic system protects your groundwater source.

Remember- You drink groundwater, you shower in it, you wash your clothes and dishes in it. *Protect it.*

NORTH CASTLE CONSERVATION BOARD

HIGHLIGHTS on **WATERSHED PROTECTION**

The 30th anniversary of the Clean Air Act was in 2002. October 18th was declared National Water Monitoring Day, which we will honor each year.

What is a watershed?

A watershed is a particular topographical and physical area in which water, solids, sediments, and dissolved materials ultimately drain to a common place, a water body that may be a stream, river, pond, lake, reservoir, sound or ocean. We all live in a watershed. Westchester County lies between the Hudson River watershed and Long Island Sound watershed. The many reservoirs in the County have separate watersheds. North Castle lies within the Kensico-Bronx River, Byram-Wampus, Byram Lake, Mianus and Croton watersheds.

Why is it important to protect the watersheds?

Diffuse sources of runoff may carry pollutants such as sediment, salts, pesticides, fertilizers, and heavy metals into water sources. According to the U.S. Environmental Protection Agency, this "nonpoint" pollution is the leading cause of water pollution. Since all North Castle residents rely on ground water (wells) for drinking, it is important to protect the quality of water by protecting the watershed.

How can you help?

- Use plants for landscaping that require a minimum amount of water and fertilizers.
- Only use the amounts of fertilizers that are necessary, and learn IPM (Integrated Pest Management) rather than rely only on pesticides.
- Stabilize soil with erosion controls to prevent loss of soil by water or wind. This can be done by immediately seeding and mulching the disturbed soil.
- During construction or landscaping, use sediment controls to prevent runoff into wetland buffers, wetlands or streams.
- Pick up and properly dispose of pet waste.
- Check cars for leaking oil and other fluids, and make necessary repairs and never dispose of oil onto the ground or down a drain.
- Dispose of hazardous wastes properly.
- Team up with neighbors to learn about and protect your watershed.

Water quality degradation from increased pollution has an impact on habitat, fish, wildlife and on human health. *It is your drinking water—protect it!*

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HIGHLIGHTS ON SEPTIC SYSTEMS

Many, if not most, residents in North Castle use a septic system. There are two parts: a tank and fields. The tank, which receives wastewater from the kitchen, bathroom, and laundry also holds it so that particles can settle into layers. Heavy particles settle to the bottom, where they form a layer of sludge. Lighter materials form scum above the excess water, which is released into leach fields to infiltrate and evaporate. A healthy system has bacteria, which liquefy the solid waste.

Septic system failure is dangerous. Bacteria and viruses in the system can cause illness. Under normal conditions the soil and soil bacteria remove pathogens. However, soil cannot remove heavy metals or toxic chemicals. Overuse of disinfectants, bleach, and detergents (especially with scent) can destroy helpful bacteria and disable the proper functioning of a septic system.

Signs of septic failure:

- Slow drainage
- Backup in toilets or drains
- Excessive growth over the leaching fields of weeds or a lush growth of grass
- Strong and unpleasant odor in the fields

What you can do to protect your septic system:

- Every 2 to 3 years have the tank pumped by a septic tank service
- Disposal units in sinks add 50% more waste to the tank; coffee grounds, diapers, grease or oils from cooking or salads can clog the system – these should not be put into the system
- Use the Hazardous Waste Collection Day set up by Westchester County to dispose of chemicals safely; do not pour them down a drain. Call the Hotline at 000-0000 for information.
- Avoid additives, sometimes recommended by waste management firms. These are not proven to be helpful and may harm your system
- Install plumbing fixtures that conserve water and practice a conservative use of water (shorter showers, full loads for laundry and dishwasher, etc.)

What else you can do to help your septic system:

- Keep a drawing of your septic system, showing the location of the tank access cover and field lines. You may wish to keep a record of cleanings and any repair work.
- Minimize your use of herbicides and pesticides to protect your soil and groundwater.
- Consider installing water-saving devices. Call the County Hotline at 000-000

Remember... the routine maintenance of your septic system protects ground water, the source of your home water supply.

NORTH CASTLE CONSERVATION BOARD NOTES ON TOXIC FREE LIVING

No one wants to live in a toxic home. You can be an important player in conservation. Because, as a consumer, you have many tools available in your choice of products and actions. The Earth is your home; protect it.

According to the World Wildlife Fund, an estimated 1,000 new chemicals enter the market every year, in addition to the thousands already in commercial use. Your choices can make a difference in reducing toxicity for you, your family and the Earth.

What You Can Do:

- 1- Buy organic products whenever you can
- 2- Use nontoxic alternatives on your lawn and garden; this also protects your drinking water.
- 3- Reduce the use of chlorine bleach, as it does not dissipate and is highly harmful. Use vinegar, lemon juice and borax which are friendly to the environment.
- 4- Avoid perfumed or scented products. These are harmful to the septic systems.
- 5- Reduce the use of plastic containers and wrappers. Use glass as much as possible.
- 6- Do not microwave in plastic, as chemicals are released. Use glass.
- 7- Discard plastic drinking bottles after a few uses, as they leach chemicals into water or juice or soda after a few washings.

You can visit various sites to learn more about being green. Try:

www.thegreenguide.com

www.worldwildlife.org/consumer

NORTH CASTLE CONSERVATION BOARD----

HIGHLIGHTS ON LAWN CARE & PESTICIDES

Lawns provide important environmental and recreational functions. However, lawns can have a negative impact, especially on water quality, due to the use of pesticides.

What you can do to help:

- Use seed appropriate for your site, based upon light and soil conditions (i.e., Kentucky Blue Grass is well adapted for New York State conditions, and blends well with ryegrass and fescues). The best time to seed is between Aug. 15 and Sept. 15.
- Overseed thin areas to help grass compete with weeds, especially after a drought.
- Use slow release fertilizers since commercial nitrates can vaporize in the air, remain stored in the soil or leach out into ground water. Test soil pH level (should be in 6.0 to 7.0 range). Use fertilizers sparingly.
- Mow high, 3 to 4 inches. Contrary to opinion, grass does not grow faster when cut short. The opposite happens: it strives to grow in order to photosynthesize and live. Grass over 3 in. tends to shade-out weeds.
- Leave clippings on the lawn. They return essential nutrients to the soil, reducing the need to fertilize.
- Sharpen mower blades as needed to cut cleanly.
- Don't over water. Do not set sprinkler systems on automatic. No more than one inch per week, including rain, is adequate.

Remember:

- Pesticides can injure children and pets. Be certain to cover or remove toys from treated areas and prevent children and pets from entering the treated area for the stated warning period. Also, close house and car windows, and set air conditioners to recycle room air rather than bring in air from outside during application.
- Pesticides have not been studied to determine their toxic impact on children. Due to their higher metabolic rates and smaller bodies, children are more sensitive to potential toxic impact. A growing body of evidence links pesticide use to childhood cancers and as an asthma trigger, as well as to birth defects and various adult cancers.
- An EPA case study of canine malignant lymphoma reported a positive association with an owner's use of a popular crabgrass killer (2,4D) and a pet developing cancer.
- Some insects, such as ladybugs, are beneficial; pesticides can kill them all.

Become a Lawn Ranger:

- Learn IPM (Integrated Pest Management)
- Ask your lawn care service or Cooperative Extension Agent (914-995-4640) about natural lawn care
- Spot-treat weeds or remove them manually.