

MS4 Annual Report/Interim Progress Certification—2026

version 1.0

(Submission #: HQJ-7R8Q-4401E, version 1)

Details

Originally Started By Mary Barrie

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Status Draft

Active Steps Form Submitted

Form Input

MS4 Operator Information

Permit ID #:
NYR20A354

Municipality Name or Legal Entity Name
Town of Rotterdam

Report Preparer

Report Preparer Title	First and Last Name	Phone	Email
Stormwater Program Coordinator	Mary Barrie	518 355 7575	mbarrie@rotterdamny.org

Part IV

Was the information in this section completed as part of a coalition/group?

Yes

MS4 General Permit Resources

Use the following webpages for more information on the permit and fact sheet:

[MS4 Permit Webpage](#)

[MS4 Toolbox](#)

SWMP Plan

Annually: Have the alternative implementation agreements in the SWMP Plan been updated? (Part IV.A.1.e.)

Yes

Annually: Has the SWMP been updated? (Part IV.B.3.)

Yes

Mapping

Annually: Has the comprehensive system mapping been updated? (Part IV.D.)

Yes

What tools are used to satisfy the comprehensive system mapping requirements? (e.g. paper maps, GIS, web mappers, etc.)

GIS and paper maps

Within three (3) years of the EDC: Has Phase I of the comprehensive mapping been completed? (Part IV.D.2.a.)

No

Please clarify the reason for selecting "No" for this item.

Still working on new areas

Within five (5) years of the EDC: Has Phase II of the comprehensive mapping been completed? (Part IV.D.2.b.)

No

Please clarify the reason for selecting "No" for this item.

Mapping will be altered based on field verification and post-construction SMPs

Legal Authority

Within three (3) years of the EDC: For newly designated MS4 Operators, has adequate legal authority been developed and implemented? (Part IV.E.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not newly designated

Enforcement Tracking

This reporting year, how many enforcement actions were undertaken for illicit discharges (e.g. verbal warnings, citations, stop work orders)? (Part IV.F.2.)

1.0

This reporting year, how many enforcement actions were undertaken for construction sites (e.g. verbal warnings, citations, stop work orders)? (Part IV.F.2.)

1.0

This reporting year, how many enforcement actions were undertaken for post-construction SMPs (e.g. verbal warnings, citations, stop work orders)? (Part IV.F.2.)

0.0

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Part V

In Year 5: Has the SWMP Plan been evaluated? (Part V.C.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

SMWP reviewed annually at a minimum as BMPs are added

Part VII

Which MCMs in this Part were completed as a coalition/group, if any?

MCM 1

MCM 2

Minimum Control Measure 1

Within three (3) years of the EDC: Have the focus areas been identified? (Part VII.A.1.a.)

Yes

What focus areas were identified?

Areas discharging to waters with Class AA-S, A-S, AA, A, B, SA, or SB waters (mapped in accordance with Part IV.D.1.e.ii.a))

Residential, commercial, and industrial areas (mapped in accordance with Part IV.D.1.e.iii.)

Within three (3) years of the EDC: Have the target audience(s) and associated pollutant generating activities been identified? (Part VII.A.1.b.)

NONE PROVIDED

Within three (3) years of the EDC: Have the education and outreach topics been identified and how the education and outreach topics will reduce the potential for pollutants explained? (Part VII.A.1.c.)

Yes

What education and outreach topics were identified?

Residents, Construction sites, Commercial operations, Industrial activities

In Year 5: Has the method(s) used for distribution of educational messages been identified? (Part VII.A.2.a.)

Yes

What is the method(s) used for distribution of educational messages?

Printed materials (e.g., mail inserts, brochures, and newsletters)

Displays in public areas (e.g., town halls, library, parks)

Electronic materials (e.g., websites, email listservs)

In Year 5: Has one educational message been delivered to each target audience(s) for each focus area based on the education and outreach topic(s)? (Part VII.A.2.b.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Still in development

In Year 4 and Year 5: Have target audiences, focus areas, and/or education and outreach topics been updated? (Part VII.A.2.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Still in development

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Minimum Control Measure 2

Annually: Has an opportunity for public involvement/participation in the development and implementation of the SWMP been provided? (Part VII.B.1.a.)

Yes

What was the opportunity for public involvement/participation in the SWMP?

Coordination with other pre-existing public involvement/participation opportunities
Citizen volunteers to educate other individuals about the SWMP

Annually: Has the public been informed about the opportunity for their involvement in the development and implementation of the SWMP and how they can get involved? (Part VII.B.1.b.)

Yes

What is the method(s) used for distribution to inform the public of the opportunity for involvement?

Electronic materials (e.g., websites, email listservs)
Printed materials (e.g., mail inserts, brochures and newsletters)
Displays in public areas (e.g., town halls, library, parks)

Annually: Has an opportunity to review and comment on the publicly available SWMP Plan been provided? (Part VII.B.2.a.)

NONE PROVIDED

Annually: Has an opportunity to review and comment on the draft annual report been provided? (Part VII.B.2.b.i.)

Yes

What opportunity for review and comment on the draft annual report has been provided?

Posting of draft Annual Report on a public website

Annually: Have the comments received on the SWMP Plan been summarized? (Part VII.B.2.c.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

No comments received

Annually: Have the comments received on the draft annual report been summarized? (Part VII.B.2.c.i.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Comments period still open

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Minimum Control Measure 3

Within three (3) years of the EDC: Has an inventory of monitoring locations been developed? (Part VII.C.1.c.i.)

Yes

How many monitoring locations are on the inventory?

7

How many MS4 outfalls are on the inventory?

270

How many interconnections are on the inventory?

0

How many municipal facility intraconnections are on the inventory?

2

In Year 4 and Year 5: Has the monitoring location inventory been updated? (Part VII.C.1.c.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Still in development

Within three (3) years of the EDC: Have monitoring locations been prioritized? (Part VII.C.1.d.i.)

Yes

How many high priority monitoring locations are on the inventory?

7

How many high priority MS4 outfalls are on the inventory?

7

How many high priority interconnections are on the inventory?

0

How many high priority municipal facility intraconnections are on the inventory?

0

In Year 4 and Year 5: Has the monitoring location prioritization been updated? (Part VII.C.1.d.iii.)

NONE PROVIDED

Within two (2) years of the EDC: Has a monitoring locations inspection and sampling program been developed and implemented? (Part VII.C.1.e.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Still in development

In Year 5: Every five (5) years following the most recent inspection, have all the monitoring locations been inspected? (Part VII.C.1.e.i.a))

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Still completing inspections

Every five (5) years following the most recent inspection, how many monitoring locations have been inspected?

0

In Year 5: Has training on the MS4 Operator's monitoring locations inspection and sampling procedures been provided? (Part VII.C.1.e.ii.)

Yes

How many individuals were trained on the MS4 Operator's monitoring locations inspection and sampling procedures?

2

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received monitoring locations inspection and sampling training been updated? (Part VII.C.1.e.iii.)

Yes

In Year 3, Year 4, and Year 5: Have the monitoring locations inspection and sampling procedures been updated? (Part VII.C.1.e.iv.)

Yes

Within two (2) years of the EDC: Has an illicit discharge track down program been developed and implemented? (Part VII.C.2.)

Yes

In Year 5: Has training on the MS4 Operator's illicit discharge track down procedures prior to conducting illicit discharge track down been provided? (Part VII.C.2.b.)

Yes

How many individuals were trained on the MS4 Operator's illicit discharge track down procedures?

5

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received illicit discharge track down procedures training been updated? (Part VII.C.2.c.)

Yes

In Year 3, Year 4, and Year 5: Have the illicit discharge track down procedures been reviewed and updated? (Part VII.C.2.d.)

Yes

Within two (2) years of the EDC: Has an illicit discharge elimination program been developed and implemented? (Part VII.C.3.)

Yes

In Year 5: Has training on the MS4 Operator's illicit discharge elimination procedures prior to conducting illicit discharge elimination been provided? (Part VII.C.3.b.)

Yes

How many individuals were trained on the MS4 Operator's illicit discharge elimination procedures?

2

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received illicit discharge elimination procedures training been updated? (Part VII.C.3.c.)

Yes

In Year 3, Year 4, and Year 5: Have the illicit discharge elimination procedures been reviewed and updated? (Part VII.C.3.d.)

Yes

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Minimum Control Measure 4

Within one (1) year of the EDC: Has a construction oversight program been developed and implemented? (Part VII.D.3)

Yes

In Year 5: Has training on the MS4 Operator's construction oversight procedures prior to conducting construction oversight been provided? (Part VII.D.3.b.)

Yes

How many individuals were trained on the MS4 Operator's construction oversight procedures?

2

In Year 2, Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received construction oversight procedures training been updated? (Part VII.D.3.c.)

NONE PROVIDED

In Year 2, Year 3, Year 4, and Year 5: Have the construction oversight procedures been reviewed and updated? (Part VII.D.3.e.)

Yes

Annually: Has the inventory of construction sites been updated? (Part VII.D.4.b.)

Yes

How many construction sites are on the inventory?

7

Within one (1) year of the EDC: Have construction sites been prioritized? (Part VII.D.5.a.)

Yes

In Year 2, Year 3, Year 4, and Year 5: Has the construction site prioritization been updated? (Part VII.D.5.c.)

NONE PROVIDED

How many high priority construction sites are on the inventory?

3

Within three (3) years of the EDC: Have the individuals responsible for reviewing SWPPPs for acceptance received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity prior to conducting SWPPP reviews and/or approvals? (Part VII.D.6.a.i.)

Yes

Annually: Have the names, titles, and contact information for the individuals who have received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity, for individuals responsible for reviewing SWPPPs been updated? (Part VII.D.6.d.)

Yes

Are pre-construction meetings conducted prior to the commencement of construction activity? (Part VII.D.7.)

Yes

Within three (3) years of the EDC: Have the individuals responsible for construction site inspections received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity prior to conducting construction site inspections? (Part VII.D.8.a.i.)

Yes

Annually: Have all sites with construction activity identified in the inventory been inspected during active construction after the pre-construction meeting, or sooner if deficiencies are noted that require attention? (Part VII.D.8.c.)

Yes

Annually: Have the names, titles, and contact information for the individuals who have received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity, for individuals responsible for construction site inspections been updated? (Part VII.D.8.d.)

Yes

Are final construction site inspections conducted? (Part VII.D.9.)

Yes

Please enter any comments related to the questions in this section below:

Priority sites change as the project nears completion. Once stormwater practices are built out and the site is reaching final stabilization it is no longer a priority site.

Minimum Control Measure 5

Annually: Has the inventory of post-construction SMPs been updated? (Part VII.E.2.c.)

Yes

How many post-construction SMPs are on the inventory?

51

Within five (5) years of the EDC: Have the required components been included in the post-construction SMP inventory? (Part VII.E.2.d.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Older projects RP have still not been found or responded to inquiries

Within one (1) year of the EDC: Has a post-construction SMP inspection and maintenance program been developed and implemented? (Part VII.E.4.)

Yes

Has each post-construction SMP identified in the inventory been inspected at the required frequency? (Part VII.E.4.a.)

Yes

In Year 5: Has training on the MS4 Operator's post-construction SMP inspection and maintenance procedures prior to conducting post-construction SMP inspection and maintenance been provided? (Part VII.E.4.b.)

Yes

How many individuals were trained on the MS4 Operator's post-construction SMP inspection and maintenance procedures?

3

Annually: Have names, titles, and contact information for the individuals who have received post-construction SMP inspection and maintenance procedures training updated? (Part VII.E.4.c.)

Yes

In Year 2, Year 3, Year 4, and Year 5: Have the post-construction SMP inspection and maintenance procedures been reviewed and updated? (Part VII.E.4.d.)

Yes

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Minimum Control Measure 6

Within three (3) years of the EDC: Have best management practices (BMPs) been incorporated into the municipal facility program and municipal operations program? (Part VII.F.1.)

Yes

Within three (3) years of the EDC: Has a municipal facility program been developed and implemented? (Part VII.F.2.a.)

Yes

Which BMPs have been incorporated into the municipal facility program?

Minimize Exposure

Spill Prevention and Response Procedures

Manage Vegetated Areas and Open Space on Municipal Property

Waste, Garbage, and Floatable Debris

Salt Storage Piles or Pile Containing Salt

Follow a Preventive Maintenance Program

In Year 5: Has training on the MS4 Operator's municipal facility procedures prior to conducting municipal facility procedures been provided? (Part VII.F.2.a.ii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Have not reached year 5

In Year 4 and Year 5: Have the names, titles, and contact information for the individuals who have received municipal facility procedures training been updated? (Part VII.F.2.a.iii.)

Yes

In Year 4 and Year 5: Have the municipal facility procedures been updated? (Part VII.F.2.a.iv.)

Yes

Within two (2) years of the EDC: Has a municipal facility inventory been developed? (Part VII.F.2.b.i.)

Yes

How many municipal facilities are on the inventory?

7

In Year 3, Year 4, and Year 5: Has the municipal facility inventory been updated? (Part VII.F.2.b.ii.)

Yes

Within three (3) years of the EDC: Have the municipal facilities been prioritized? (Part VII.F.2.c.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

All municipal properties are considered low priority

In Year 4 and Year 5: Has the municipal facility prioritization been updated? (Part VII.F.2.c.iii.)

Yes

Within five (5) years of the EDC: Has a municipal facility specific SWPPP for each high priority municipal facility been developed? (Part VII.F.2.d.i.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

No high priority facilities

In Year 5: Has all wet weather visual monitoring of the monitoring locations at all high priority municipal facilities been conducted? (Part VII.F.2.d.ii.a))

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Have not reached year 5

In Year 5: Has a comprehensive site assessment for each high priority municipal facility been completed? (Part VII.F.2.d.ii.c))

No

Please clarify the reason for selecting "No" or "N/A" for this item.

No high priority municipal facilities

At how many high priority municipal facilities was a comprehensive site assessment completed?

0

In Year 5: Has a comprehensive site assessment for each low priority municipal facility been completed? (Part VII.F.2.e.ii.c))

Yes

Within three (3) years of the EDC: Has a municipal operations program been developed? (Part VII.F.3.a.)

Yes

Which BMPs have been incorporated into the municipal operations program?

Minimize Exposure

Spill Prevention and Response Procedures

Manage Vegetated Areas and Open Space on Municipal Property

Waste, Garbage, and Floatable Debris

Follow a Preventive Maintenance Program

Salt Storage Piles or Pile Containing Salt

In Year 5: Has training on the MS4 Operator's municipal operations procedures prior to conducting municipal operations been provided? (Part VII.F.3.a.ii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Not in year 5

In Year 4 and Year 5: Have the names, titles, and contact information for the individuals who have received municipal operations procedures training been updated? (Part VII.F.3.a.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not in year 4 and 5

In Year 4 and Year 5: Have the municipal operations procedures been reviewed and updated? (Part VII.F.3.a.iv.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not in year 4 and 5

Within three (3) years of the EDC: Have catch basins in need of inspection been identified? (Part VII.F.3.c.i.)

Yes

Within three (3) years of the EDC: Has catch basin inspection information been inventoried? (Part VII.F.3.c.ii.)

Yes

How many catch basins have been inspected?

721

How many catch basins that were inspected had a sump >50% full of trash, sediment, and debris?

721

In Year 5: Have all streets, bridges, parking lots, and right of ways been swept? (Part VII.F.3.d.i.a))

Yes

Annually: Have all streets in business districts and commercial areas been swept (Part VII.F.3.d.i.b))

Yes

Within five (5) years of the EDC: Have roads, bridges, parking lots, and right of way maintenance specific BMPs been implemented? (Part VII.F.3.d.ii.)

Yes

Within five (5) years of the EDC: Have winter road maintenance specific BMPs been implemented? (Part VII.F.3.d.iii.)

Yes

Please enter any comments related to the questions in this section below:

Salt/salt mixture used for deicing on all town roads. A few plows use live edge blades. All roads are swept twice a year.

Part VIII

Does the MS4 Operator discharge to an impaired water listed in Appendix C of GP-0-24-001?

No

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Part IX

Does the MS4 Operator discharge to a TMDL listed in Table 3 of GP-0-24-001?

No

Please enter any comments related to the questions in this section below:

NONE PROVIDED

Interim Progress Status

Interim Progress Resources

Use the following webpages for more information on the permit and fact sheet:

[MS4 Permit Webpage](#)

[MS4 Toolbox](#)

Have you reviewed compliance items due within three years of EDC?

Yes

Have you reviewed compliance items due within four years of EDC?

Yes

Have you reviewed compliance items due within five years of EDC?

Yes

Have you reviewed compliance items which need to be completed routinely (annually, every five (5) years, etc.)?

Yes

Please enter any comments related to the questions in this section.

NONE PROVIDED

Certification

The ranking elected official or Principal Executive Officer for the MS4 Operator will be signing the form.

NONE PROVIDED

Status History

	User	Processing Status
12/30/2025 11:40:48 AM	Mary Barrie	Draft

Processing Steps

Step Name	Assigned To/Completed By	Date Completed
Form Submitted		
Accepted		