

Village Hall / 2 Thunder Road
Albany, New York 12205
518-869-7562

Village of Colonie - Municipal Separate Storm Sewer System (MS4)
★ **Stormwater Management Program Organizational & MCM Flow Chart** ★

Mayor: Frank A. Leak

- Approves Annual Report as Signatory

Deputy Mayor: Edward Sim

- Provides oversight, coordination and direction necessary to implement MCM1 and 2:
 - Direct Mailings
 - Editor of Village Newsletter
 - Public events coordinator
 - School Ed. & Involvement Programs
 - Cook Park Public Ed. & Involvement

Village Board of Trustees
Edward Sim | Patty Schwarz Lockart
Jack Murphy | Tom Tobin

- Reviews & Approves the Annual Report

Superintendent of Public Works
Les Decker
Provides Implementation and Oversight for the follow:

- MCM 1: Posting MS4 Educational Materials
- MCM 2: Pet Waste Bags/Collection of Garbage from Roadside & Recyclables
- MCM 3: IDDE/Outfall Inspections/Maps
- MCM 6: Village Facilities Self Audits / Staff Training
- Animal Carcass Removal and Disposal
- Assisted by:
 - The Public Works Staff

Stormwater Management Program (SWMP) Coordinator
[Stormwater Management Officer (SMO)] Randolph Rivera
Report Stormwater Issues at (518) 869-6372
Maintains the Stormwater Management Program Plan by:

- Keeping record information and plan documentation
- Reviews and updates the plan.
- MCM 1: Coordinates Village Website Updates, Postings of Reports & Org Chart
- MCM 4: Enforcement of SWPPP Approval of & Acceptance of SWPPP Submitted to the Village (MS4 Acceptance)
- MCM 5: Annual Facility Inspections
- Reporting to the Mayor & Village Board of Trustees on:
 - The Annual SWMP Report
 - SWMP Plan Goals
 - SWMP Plan MCM implementation and progress made.
- Assisted by:
 - Village Engineer & Albany Co. Stormwater Coalition Coordinator

Planning Commission
Reviews and issues approvals necessary for compliance with MCM4 for proposed projects by:

- Reviewing and Approving Project Storm Water Pollution Prevention Plans (SWPPP)
- Issuance of MS4 Project Acceptance Forms

- Assisted by:
 - The Planning Coordinator
 - The Village Engineer

Public Works Staff
Assistant Superintendent of Public Works: Chris Bisognano
Public Works Staff
Performs the following:

- Postings of MS4 Educational Materials
- Collection/Performance and recording the quantity of:
 - Pet waste bags
 - roadside garbage
 - recyclables materials
 - road sweeping
 - catch basin cleaning
- MCM 3: IDDE/Outfall Inspections/Maps

Village Engineer
Laberge Group
Provides Technical Review and Assistance to the SWMP Coordinator / SMO by assisting with:

- Documentation Organization
- Record keeping
- Progress Tracking
- Preparation of Annual Report
- MCM 3: Updating IDDE Mapping
- MCM 4: Providing SWPPP reviews & Inspection and Reporting
- MCM5: Assisting with Annual Facility Inspections
- SWMP Plan updates and reviews of plan goals and implementation progress.

Albany Co. Stormwater Coalition
Nancy Heinzen, Coordinator
The Coordinator assists the SWMP Coordinator by:

- Assisting in implementing various components of a comprehensive SWMP Plan
- Coordinating inter-municipal activities
- Maintaining the Coalition website
- MCM 1: Maintaining and obtaining publications
- MCM 3: Assist w/IDDE/Outfall Inventory and Storm System Mapping
- MCM 5: Assist w/Green Infrastructure Local Law
- MCM 6: ID training needs & facilitation training
- Maintaining program forms and mapping
- Presentation of Regulatory Issues
- Facilitating inquiries with NYS Department of Environmental Conservation.

Planning Coordinator
Alexandra Hart
Assists the Deputy Mayor and Planning Commission in the approval and coordination of:

- MCM 1:
 - Direct Mailings
- MCM 2:
 - Requests Village Engineers review of proposed SWPPP
 - Maintains copies of Approved Facility SWPPP's.

Stormwater Management Program (SWMP) Program Components / Minimum Control Measures (MCMs).

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| MCM 1: Public Education and Outreach | MCM 2: Public Participation/Involvement |
| MCM 3: Illicit Discharge Detection and Elimination | MCM 4: Construction Site Runoff Control |
| MCM 5: Post Construction Site Runoff Control | MCM 6: Pollution Prevention/Good Housekeeping |

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