

# **TOWN OF CHARLTON**

**New York State Department of Environmental Conservation  
SPDES General Permit Coverage  
For  
Municipal Separate Storm Sewer Systems**

Permit # NYR20A032

## **STORM WATER MANAGEMENT PROGRAM**

**2014 ANNUAL REPORT  
March 10, 2014 – March 9, 2015**

Report Date: April 22, 2015



Town of Charlton  
784 Charlton Road  
Charlton, New York 12019  
Telephone: 518 384-0152  
Fax 518 384-0385

Prepared By:

The Environmental Design Partnership  
900 Route 146  
Clifton Park, N.Y. 12065  
(518) 371-7621

This annual report is a statutory requirement of the Town of Charlton's State Pollutant Discharge Elimination System (SPDES) permit number **NYR20A032**. This report summarizes activities undertaken during the past permit year related to its Storm Water Management Program (SWMP).

Copies of the written SWMP are available for public review and comment at the Charlton Town Hall at 758 Charlton Road or with the report preparer by appointment at:

Michael McNamara, P.E.  
Charlton Town Engineer  
Environmental Design Partnership  
900 Route 146  
Clifton Park, N.Y. 12065  
(518) 371-7621  
[mmcnamara@edpllp.com](mailto:mmcnamara@edpllp.com)

This annual report and prior annual reports are also available for public review on the Charlton website at [www.townofcharlton.org/pages/chartonny\\_ms4/reports](http://www.townofcharlton.org/pages/chartonny_ms4/reports). Comments on the annual report may also be submitted on the website or directly to the preparer at the address above.

This annual report is submitted to the New York State Department of Environmental Conservation by June 1st every year as part of the Saratoga County Inter-Municipal Stormwater Management Program. Information on the County program can be found online at [www.saratogastormwater.org](http://www.saratogastormwater.org).

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Town of Charlton

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**MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9,

2 0 1 5

Name of MS4 Town of Charlton

SPDES ID

N Y R 2 0 A 0 3 2

**Section 2 - Contact Information**

Important Instructions - Please Read

Contact information must be provided for ***each*** of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- ☒ Principal Executive Officer/Chief Elected Official
- ☐ Duly Authorized Representative
- ☐ Local Stormwater Public Contact
- ☐ Stormwater Management Program (SWMP) Coordinator
- ☐ Report Preparer

First Name

A l a n

MI

Last Name

G r a t t i d g e

Title

S u p e r v i s o r

Address

7 5 8 C h a r l t o n R o a d

City

C h a r l t o n

State

N Y

Zip

1 2 0 1 9 -

eMail

s u p e r v i s o r @ c h a r l t o n . o r g

Phone

( 5 1 8 ) 3 8 4 - 0 1 5 2

County

S A R A T O G A

**MCC form for period ending March 9,**

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Town of Charlton, Saratoga County, N.Y.

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- Principal Executive Officer/Chief Elected Official
- Duly Authorized Representative
- Local Stormwater Public Contact
- Stormwater Management Program (SWMP) Coordinator
- Report Preparer

First Name	MI	Last Name
M i c h a e l		E m e r i c h

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Address																			
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City	State	Zip
C h a r l t o n	N Y	1 2 0 1 9 -

eMail 

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Phone ( 5 1 8 ) 3 9 9 - 3 4 2 5 County S A R A T O G A

**MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9,

2 0 1 5

Name of MS4 Town of Charlton, Saratoga County, N.Y.

SPDES ID

N Y R 2 0 A 0 3 2

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☐ Duly Authorized Representative  
☐ Local Stormwater Public Contact  
☒ Stormwater Management Program (SWMP) Coordinator  
☐ Report Preparer

First Name

M a r v i n

MI

Last Name

S c h o r r

Title

E C C C h a i r m a n

Address

7 5 8 C h a r l t o n R o a d

City

C h a r l t o n

State

N Y

Zip

1 2 0 1 9 -

eMail

m s c h o r r l @ n y c a p . r r . c o m

Phone

( 5 1 8 ) 3 9 9 - 4 1 6 1

County

S A R A T O G A

**MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9,

2 0 1 5

Name of MS4 Town of Charlton, Saratoga County, N.Y.

SPDES ID

N Y R 2 0 A 0 3 2

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☐ Duly Authorized Representative  
☐ Local Stormwater Public Contact  
☐ Stormwater Management Program (SWMP) Coordinator  
☒ Report Preparer

First Name

M i c h a e l

MI

Last Name

M c N a m a r a

Title

T o w n E n g i n e e r

Address

9 0 0 R o u t e 1 4 6

City

C l i f t o n P a r k

State

N Y

Zip

1 2 0 6 5 -

eMail

m m c n a m a r a @ e d p l l p . c o m

Phone

( 5 1 8 ) 3 7 1 - 7 6 2 1

County

S A R A T O G A

**MS4 Municipal Compliance Certification (MCC) Form**

MCC form for period ending March 9, 2 0 1 5

Name of MS4 Town of Charlton

SPDES ID

N Y R 2 0 A 0 3 2

**Section 3 - Partner Information**

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?

☒ Yes ☐ No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

S a r a t o g a C o u n t y C C E I S W M P r o g r a m

Partner/Coalition Name (con't.)

SPDES Partner ID - If applicable

N Y R 2 0 C 0 0 6

Address

City

B a l l s t o n S p a

State

N Y

Zip

1 2 0 2 0 -

eMail

b r n 5 @ c o r n e l l . e d u

Phone

( 5 1 8 ) 8 8 5 - 8 9 9 5

Legally Binding Agreement in accordance  
with GP-0-08-002 Part IV.G.?

☒ Yes ☐ No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

● MM1 C o u n t y - w i d e E d / O u t r e a c h

● MM2 M a t e r i a l / T e c h n i c a l S u p p o r t

● MM3 M a t e r i a l / T e c h / T r a i n i n g S u p p o r t

● MM4 M a t e r i a l / T e c h / T r a i n i n g S u p p o r t

● MM5 M a t e r i a l / T e c h / T r a i n i n g S u p p o r t

● MM6 M a t e r i a l / T e c h / T r a i n i n g S u p p o r t

Additional tasks/responsibilities

- ☐ *Watershed Improvement Strategy Best Management Practices* required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.



## **MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9,	2	0	1	5
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Name of MS4	Town of Charlton
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SPDES ID

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## **Section 4 - Certification Statement**

"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, 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."

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in GP-0-08-002 Part VI.J.

First Name

A	l	a	n								
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MI

9

Last Name

G	r	a	t	t	i	d	g	e						
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**Title** (Clearly print title of individual signing report)

[illegible]

Signature

Alan R. Brattidge

Date \_\_\_\_\_

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Send completed form and any attachments to the DEC Central Office at:

MS4 Permit Coordinator  
Division of Water  
4th Floor  
625 Broadway  
Albany, New York 12233-3505

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Name of MS4/Coalition	Town of Charlton
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**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

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**3. What strategies did your MS4/Coalition use to achieve education and outreach goals during this reporting period? Check all that apply:**

☒ Construction Site Operators Trained

# Trained 

				5
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☐ Direct Mailings

# Mailings 

--	--	--	--	--

☐ Kiosks or Other Displays

# Locations 

--	--	--	--	--

☐ List-Serves

# In List 

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☐ Mailing List

# In List 

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☐ Newspaper Ads or Articles

# Days Run 

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☒ Public Events/Presentations

# Attendees 

			1	5
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☐ School Program

# Attendees 

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☐ TV Spot/Program

# Days Run 

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☒ Printed Materials:

Total # Distributed 

			7	5
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Locations (e.g. libraries, town offices, kiosks)

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☒ Other:

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☒ Web Page: Provide specific web addresses - not home page. Continue on next page if additional space is needed.

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**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

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SPDES ID

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3. Web Page con't.: Provide specific web addresses - not home page.

URL

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URL

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URL

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URL

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n	.	h	t	m																												

**MS4 Annual Report Form**

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Charlton
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SPDES ID

N	Y	R	2	0	A	0	3	2
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**4. Evaluating Progress Toward Measurable Goals MCM 1**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

Actively participate in the Saratoga County Intermunicipal program. Continue providing articles in Town Newsletter. Continue to educate Board members through conference attendance and Town's annual coordination meeting with relevant officials. Continue signage on catch basins and pet wastes.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

Attendance at road cleanups increases yearly. Planning Board has a greater understanding of Stormwater management techniques and has increased focus in this area.

**C. How many times was this observation measured or evaluated in this reporting period?**

			3
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(ex.: samples/participants/events)

**D. Has your MS4 made progress toward this Measurable Goal during this reporting period?**

☒ Yes ☐ No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

☒ Yes ☐ No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

Road cleanup events in spring. Continue participation in County program. Continue town newsletter/website information, rerun MS4 informational article, handout program with dog and fish licenses.



## MS4 Annual Report Form

**This report is being submitted for the reporting period ending March 9,**

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

T	o	w	n	o	f	C	h	a	r	l	t	o	n
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SPDES ID

N	Y	R	2	0	A	0	3	2
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### 2. URL(s) con't.:

**Please provide specific address(es) where notice(s) can be accessed - not home page.**

URL

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URL

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g	/	m	u	n	i	c	i	p	a	l	i	t	i	e	s	-	a	d	d	i	t	i	o	n	a	l	-	r	e	s	o	
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URL


URL


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URL




If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition	Town of Charlton
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SPDES ID

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## 2. URL(s) con't.:

**Please provide specific address(es) where notices can be accessed - not home page.**

URL

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[illegible]

URL

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URL

[illegible]

URL

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Name of MS4/Coalition 

T	o	w	n	o	f	C	h	a	r	l	t	o	n
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SPDES ID

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**4.a. If this report was made available on the internet, what date was it posted?**

Leave blank if this report was not posted on the internet.

0	5
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 / 

3	0
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 / 

2	0	1	5
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**4.b. For how many days was/will this report be posted?**

9	9	9
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If submitting a report for single MS4, answer 5.a.. If submitting a joint report, answer 5.b..

**5.a. Was an Annual Report public meeting held in this reporting period?**

☐ Yes ☒ No

If Yes, what was the date of the meeting?

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If No, is one planned?

☐ Yes ☒ No

**5.b. Was an Annual Report public meeting held for all MS4s contributing to this report during this reporting period?**

☐ Yes ☒ No

If No, is one planned for each?

☐ Yes ☒ No

**6. Were comments received during this reporting period?**

☐ Yes ☒ No

If Yes, attach comments, responses and changes made to SWMP in response to comments to this report.

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	5
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Charlton
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SPDES ID

N	Y	R	2	0	A	0	3	2
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**7. Evaluating Progress Toward Measurable Goals MCM 2**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

Participate in Saratoga County Intermunicipal Storm program. Continue free tree plantings giveaway. Continue waste collection and recycling events as possible.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

Attendance at tree planting giveaway and roadside pickup events increases annually.

**C. How many times was this observation measured or evaluated in this reporting period?**

			2
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(ex.: samples/participants/events)

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

☒ Yes   ☐ No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

☒ Yes   ☐ No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

Continue participation in County program and town wide cleanup events

L

2	0	1	5
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N	Y	R	2	0	A	0	3	2
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[illegible][illegible]

L

2	0	1	5
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N	Y	R	2	0	A	0	3	2
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☐ Broken Lines From Sanitary Sewer      ☐ Industrial Connections  
☐ Cross Connections      ☐ Inflow/Infiltration  
☐ Failing Septic Systems      ☐ Pump Station Failure  
☐ Floor Drains Connected To Storm Sewers      ☐ Sanitary Sewer Overflows  
☐ Illegal Dumping      ☐ Straight Pipe Sewer Discharges  
☐ Other:      ☒ None

[illegible]

		0
--	--	---

		0
--	--	---

		0
--	--	---

☒ Yes      ☐ No

			%
--	--	--	---

☐ Yes      ☒ No

☐ Yes    ☒ No

☐ Yes      ☒ No

URL

[illegible]

URL

[illegible]



**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	5
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Charlton

SPDES ID

N	Y	R	2	0	A	0	3	2
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**12. Evaluating Progress Toward Measurable Goals MCM 3**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

Continue to maintain MS4 outfall map, monitor land use changes, conduct bi-annual dry weather observations of storm outfalls, continue laboratory testing of surface water at two watershed collection sites, track changes in 9 parameter pollutant profile, continue to inform public & town officials of the prohibition of discharges to storm system related to Local Law #3 of 2007, continue to monitor illicit discharges via public input and reporting.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

Dry weather observations did not indicate the presence of any illicit discharges. Stream testing continues to document pure water results.

**C. How many times was this observation measured or evaluated in this reporting period?**

			3
--	--	--	---

(ex.: samples/participants/events)

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

☒ Yes ☐ No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

☒ Yes ☐ No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

The Town will continue to perform the same tasks related to Illicit Discharge Detection and Elimination at the regularly scheduled times.



**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	5
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Charlton
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SPDES ID

N	Y	R	2	0	A	0	3	2
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**Minimum Control Measures 4 and 5.**  
**Construction Site and Post-Construction Control**

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report? 

--	--	--

**1a. Has each MS4 contributing to this report adopted a law, ordinance or other regulatory mechanism that provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities?**

☒ Yes   ☐ No

**1b. Has each Town, City and/or Village contributing to this report documented that the law is equivalent to a NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control through either an attorney certification or using the NYSDEC Gap Analysis Workbook?**

☒ Yes   ☐ No   ☐ NT

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.

☐ 09/2004   ☒ 03/2006   ☐ NT

**2. Does your MS4/Coalition have a SWPPP review procedure in place?**

☒ Yes   ☐ No

**3. How many Construction Stormwater Pollution Prevention Plans (SWPPPs) have been reviewed in this reporting period?**

		1
--	--	---

**4. Does your MS4/Coalition have a mechanism for receipt and consideration of public comments related to construction SWPPPs?**

☒ Yes   ☐ No   ☐ NT

If Yes, how many public comments were received during this reporting period?

		0
--	--	---

**5. Does your MS4/Coalition provide education and training for contractors about the local SWPPP process?**

☒ Yes   ☐ No

**6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:**

<input checked="" type="radio"/> Notices of Violation	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	<input type="radio"/> No Authority
				0				
<input checked="" type="radio"/> Stop Work Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	<input type="radio"/> No Authority
				0				
<input type="radio"/> Criminal Actions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Termination of Contracts	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Administrative Fines	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Civil Penalties	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input checked="" type="radio"/> Administrative Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	<input type="radio"/> No Authority
				0				
<input checked="" type="radio"/> Enforcement Actions or Sanctions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	
				0				
<input type="radio"/> Other	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	5
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Charlton
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SPDES ID

N	Y	R	2	0	A	0	3	2
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**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4  
☐ On behalf of a coalition

How many MS4s contributed to this report? 

--	--	--

1. How many construction projects have been authorized for disturbances of one acre or more during this reporting period? 

		2
--	--	---

2. How many construction projects disturbing at least one acre were active in your jurisdiction during this reporting period? 

		2
--	--	---

3. What percent of active construction sites were inspected during this reporting period? ☐ NT 

1	0	0
---	---	---

 %

4. What percent of active construction sites were inspected more than once? ☐ NT 

1	0	0
---	---	---

 %

5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual? ☒ Yes ☐ No ☐ NT

6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval? ☒ Yes ☐ No ☐ NT

If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review? ☐ Yes ☐ No

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.



**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	5
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Charlton
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SPDES ID

N	Y	R	2	0	A	0	3	2
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**7. Evaluating Progress Toward Measurable Goals MCM 4**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

continue review of development projects by PB and Town Engineer, continue municipal review of temporary mitigation efforts used during construction to combat erosion, review written storm water pollution prevention plans & erosion and sediment control plan drawings, issue approval of developer SWPPP and erosion plans, supervise field conditions, continue implementation of small construction program, continue inform developers of their obligations under Local Law #2 of 2007

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

Only 2 current projects in Town during reporting period with greater than one acre of disturbance. No erosion problems during construction. At close of reporting period, disturbance is less than one acre. No erosion and sediment related complaints Town wide related to any construction projects.

**C. How many times was this observation measured or evaluated in this reporting period?**

			1
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(ex.: samples/participants/events)

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

☒ Yes   ☐ No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

☒ Yes   ☐ No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

continue with items listed above as applications are submitted for additional projects.

2	0	1	5
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition	Town of Charlton
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N	Y	R	2	0	A	0	3	2
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### **Minimum Control Measure 5. Post-Construction Stormwater Management**

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?		
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**1. How many and what type of post-construction stormwater management practices has your MS4/Coalition inventoried, inspected and maintained in this reporting period?**

	# Inventoried			# Inspections			# Times Maintained		
● Alternative Practices			1			1			0
● Filter Systems			1			1			0
● Infiltration Basins			1			1			0
● Open Channels		6	5		6	5			1
● Ponds			1			1			1
○ Wetlands									
○ Other									

2. Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance? ☐ Yes ☒ No

☐ Yes    ☒ No

**3. What types of non-structural practices have been used to implement Low Impact Development/Better Site Design/Green Infrastructure principles?**

- ☐ Building Codes      ☒ Municipal Comprehensive Plans  
☐ Overlay Districts      ☒ Open Space Preservation Program  
☒ Zoning      ☐ Local Law or Ordinance  
☐ None      ☒ Land Use Regulation/Zoning  
☐ Watershed Plans      ☐ Other Comprehensive Plan

● Other:

[illegible]

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	5
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Charlton

SPDES ID

N	Y	R	2	0	A	0	3	2
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4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?

☐ Yes ☒ No

4b. Does the MS4 have a banking and credit system for stormwater management practices?

☐ Yes ☒ No

4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?

☐ Yes ☒ No

4d. How many stormwater management practices have been implemented as part of this system in this reporting period?

		0
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5. What percent of municipal officials/MS4 staff responsible for program implementation attended training on Low Impace Development (LID), Better Site Design (BSD) and other Green Infrastructure principles in this reporting period?

	1	0
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 %

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	5
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Charlton
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SPDES ID

N	Y	R	2	0	A	0	3	2
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**6. Evaluating Progress Toward Measurable Goals MCM 5**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

Continue to ensure the use of permanent stormwater management treatment facilities for applicable development projects, institute perpetual care agreements or require public dedication to promote long term health of treatment facilities.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

Charlton has had only two major development projects in at least 20 years. Currently there are only 3 privately owned and 1 municipally owned, modern stormwater management facilities. The oldest of those facilities was completed in 2009.

**C. How many times was this observation measured or evaluated in this reporting period?**

			1
--	--	--	---

(ex.: samples/participants/events)

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

☒ Yes   ☐ No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

☒ Yes   ☐ No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

2 major subdivision projects are now under construction. The Town has inspected the sites numerous times to ensure compliance with their SWPPPs. Private inspections occur weekly at each site and the reports are emailed to the Town Engineer.



## MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 

2	0	1	5
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition 

Town of Charlton									
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SPDES ID

N	Y	R	2	0	A	0	3	2
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### Minimum Control Measure 6. Stormwater Management for Municipal Operations

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4  
☐ On behalf of a coalition

How many MS4s contributed to this report? 

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1. Choose/list each municipal operation/facility that contributes or may potentially contribute Pollutants of Concern to the MS4 system. For each operation/facility indicate whether the operation/facility has been addressed in the MS4's/Coalition's Stormwater Management Program(SWMP) Plan and whether a self-assessment has been performed during the reporting period. A self-assessment is performed to: 1) determine the sources of pollutants potentially generated by the permittee's operations and facilities; 2) evaluate the effectiveness of existing programs and 3) identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it's not done already.

<u>Operation/Activity/Facility</u>	<u>Addressed in SWMP?</u>	<u>Self-Assessment Operation/Activity/Facility performed within the past 3 years?</u>
Street Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Bridge Maintenance.....	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
Winter Road Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Salt Storage.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Solid Waste Management.....	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
New Municipal Construction and Land Disturbance..	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Right of Way Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Marine Operations.....	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
Hydrologic Habitat Modification.....	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
Parks and Open Space.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Municipal Building.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Stormwater System Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Vehicle and Fleet Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Other.....	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	5
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Charlton

SPDES ID

N	Y	R	2	0	A	0	3	2
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**2. Provide the following information about municipal operations good housekeeping programs:**

- Parking Lots Swept (Number of acres X Number of times swept) # Acres 

--	--	--	--	--
- Streets Swept (Number of miles X Number of times swept) # Miles 

			1	5
--	--	--	---	---
- Catch Basins Inspected and Cleaned Where Necessary # 

			2	0
--	--	--	---	---
- Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary # 

				1
--	--	--	--	---
- Phosphorus Applied In Chemical Fertilizer # Lbs. 

--	--	--	--	--
- Nitrogen Applied In Chemical Fertilizer # Lbs. 

--	--	--	--	--
- Pesticide/Herbicide Applied # Acres 

					.	
--	--	--	--	--	---	--

  
(Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.)

**3. How many stormwater management trainings have been provided to municipal employees during this reporting period?**

				0
--	--	--	--	---

**4. What was the date of the last training?**

0	3	/	0	1	/	2	0	1	2
---	---	---	---	---	---	---	---	---	---

**5. How many municipal employees have been trained in this reporting period?**

		0
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**6. What percent of municipal employees in relevant positions and departments receive stormwater management training?**

	2	5	%
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**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	5
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Charlton

SPDES ID

N	Y	R	2	0	A	0	3	2
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**7. Evaluating Progress Toward Measurable Goals MCM 6**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

Continue to maintain new Town Hall storm water management system, continue housekeeping policies at Town Garage for salt and fuel oil storage, continue training classes for Highway Superintendent, continue street sweeping agreement with Village of Ballston Spa, rotating storm sewer cleanout, ditch maintenance.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

Charlton's water testing program continues to validate the lack of pollutants in the watershed. Town owned & managed facilities are in good condition and are well maintained. Municipal facilities are observed daily and maintenance issues are addressed as soon as possible.

**C. How many times was this observation measured or evaluated in this reporting period?**

	3	6	5
--	---	---	---

(ex.: samples/participants/events)

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**
☒ Yes   ☐ No
**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**
☒ Yes   ☐ No
**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

Charlton's good housekeeping MCM is in full implementation in accordance with its Storm Water Management Program Plan. The Town will continue to pursue the same policies in the upcoming year.



**Experience is the solution**

314 North Pearl Street ♦ Albany, New York 12207  
(800) 848-4983 ♦ (518) 434-4546 ♦ Fax (518) 434-0891

November 11, 2014

Michael McNamara-Envir. Design  
Charlton, Town of  
Town Hall  
758 Charlton Road  
Charlton, NY 12019

Work Order No: 141028060

TEL: (518) 384-0152

FAX: (518) 384-0385

RE: Stage Road/Alplaus Kill

Dear Michael McNamara-Envir. Design:

Adirondack Environmental Services, Inc received 2 samples on 10/28/2014 for the analyses presented in the following report.

Please see case narrative for specifics on analysis.

If you have any questions regarding these tests results, please feel free to call.

Sincerely,

ELAP#: 10709

Tara Daniels  
Laboratory Manager

CC:

Mike McNamara-Envir. Design

## Adirondack Environmental Services, Inc

## CASE NARRATIVE

**CLIENT:** Charlton, Town of  
**Project:** Stage Road/Alplaus Kill  
**Lab Order:** 141028060

**Date:** 11-Nov-14

Sample containers were supplied by Adirondack Environmental Services.

---

<b>Qualifiers:</b>	ND - Not Detected at reporting limit	C - Details are above in Case Narrative
	J - Analyte detected below quantitation limit	S - LCS Spike recovery outside acceptable limits(+ is over - is under)
	B - Analyte detected in Blank	R - Duplication outside acceptable limits
	X - Exceeds maximum contamination limit	T - Tentatively Identified Compound-Estimated
	H - Hold time exceeded	E -Above quantitation range-Estimated
		M - Matrix Spike outside acceptable limits(+ is over - is under)

**Note : All Results are reported as wet weight unless noted**

**The results relate only to the items tested. Information supplied by the client is assumed to be correct.**

---

**Adirondack Environmental Services, Inc**

Date: 11-Nov-14

**CLIENT:** Charlton, Town of  
**Work Order:** 141028060  
**Reference:** Stage Road/Alplaus Kill /  
**PO#:**

**Client Sample ID:** Stage Road  
**Collection Date:** 10/28/2014 3:00:00 PM  
**Lab Sample ID:** 141028060-001  
**Matrix:** WATER

Analyses	Result	PQL	Qual	Units	DF	Date Analyzed
<b>ICP METALS - EPA 200.7</b>						
( Prep: SW3010A - 10/29/2014 )						Analyst: TM
Sodium	46.3	0.500		mg/L	10	11/6/2014 6:14:58 PM
<b>ANIONS BY ION CHROMATOGRAPHY - EPA 300.0</b>						
						Analyst: CS
Chloride	94.7	1.00		mg/L	1	10/29/2014 5:08:45 PM
Nitrate, Nitrogen (As N)	0.65	0.02		mg/L	1	10/29/2014 5:08:45 PM
<b>ALKALINITY TO PH 4.5 -SM 2320B</b>						
						Analyst: PL
Alkalinity, Total (As CaCO3)	110	10		mg/L CaCO3	1	11/8/2014
<b>TOTAL PHOSPHATE - SM 4500 P E</b>						
						Analyst: SH
Phosphorus, Total (as P)	0.02	0.02		mg/L	1	11/7/2014
<b>TOTAL DISSOLVED SOLIDS - SM 2540C</b>						
						Analyst: CS
TDS (Residue, Filterable)	335	5		mg/L	1	11/4/2014
<b>SILICA GEL TREATED HEM (SGT-HEM) - EPA 1664A</b>						
						Analyst: AB
Total Petroleum Hydrocarbons	< 1.0	1.0		mg/L	1	11/6/2014
<b>NITRITE - SM4500 NO2 B</b>						
						Analyst: TS
Nitrite Nitrogen (as N)	< 0.01	0.01		mg/L	1	10/29/2014 12:35:00 PM
<b>PH - SM4500 H B - NOT CERTIFIABLE PARAMETER</b>						
						Analyst: TS
pH	7.9	1.0	H	pH Units@66F	1	10/28/2014 5:07:00 PM

**Adirondack Environmental Services, Inc**

Date: 11-Nov-14

**CLIENT:** Charlton, Town of  
**Work Order:** 141028060  
**Reference:** Stage Road/Alplaus Kill /  
**PO#:**

**Client Sample ID:** Alplaus Kill  
**Collection Date:** 10/28/2014 3:00:00 PM  
**Lab Sample ID:** 141028060-002  
**Matrix:** WATER

Analyses	Result	PQL	Qual	Units	DF	Date Analyzed
<b>ICP METALS - EPA 200.7</b> Analyst: TM						
( Prep: SW3010A - 10/29/2014 )						
Sodium	23.5	0.050		mg/L	1	11/6/2014 6:18:21 PM
<b>ANIONS BY ION CHROMATOGRAPHY - EPA 300.0</b> Analyst: CS						
Chloride	45.7	1.00		mg/L	1	10/29/2014 5:25:21 PM
Nitrate, Nitrogen (As N)	0.14	0.02		mg/L	1	10/29/2014 5:25:21 PM
<b>ALKALINITY TO PH 4.5 -SM 2320B</b> Analyst: PL						
Alkalinity, Total (As CaCO3)	110	10		mg/L CaCO3	1	11/8/2014
<b>TOTAL PHOSPHATE - SM 4500 P E</b> Analyst: SH						
Phosphorus, Total (as P)	0.03	0.02		mg/L	1	11/7/2014
<b>TOTAL DISSOLVED SOLIDS - SM 2540C</b> Analyst: CS						
TDS (Residue, Filterable)	265	5		mg/L	1	11/4/2014
<b>SILICA GEL TREATED HEM (SGT-HEM) - EPA 1664A</b> Analyst: AB						
Total Petroleum Hydrocarbons	< 1.0	1.0		mg/L	1	11/6/2014
<b>NITRITE - SM4500 NO2 B</b> Analyst: TS						
Nitrite Nitrogen (as N)	< 0.01	0.01		mg/L	1	10/29/2014 12:35:00 PM
<b>PH - SM4500 H B - NOT CERTIFIABLE PARAMETER</b> Analyst: TS						
pH	8.2	1.0	H	pH Units@64F	1	10/28/2014 5:07:00 PM





314 North Pearl Street  
Albany, New York 12207  
518-434-4546/434-0891 FAX

## CHAIN OF CUSTODY RECORD

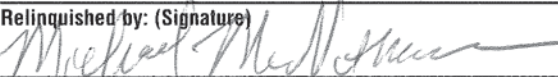
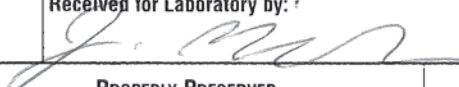
AES Work Order #

Work Order # 41028060

## Experience is the solution

A full service analytical research laboratory offering solutions to environmental concerns

[illegible]

<b>Shipment Arrived Via:</b> FedEx   UPS   Client   AES   Other: _____		<b>CC Report To / Special Instructions/Remarks:</b>  	
<b>Turnaround Time Request:</b> <input type="checkbox"/> 1 Day <input type="checkbox"/> 3 Day <input checked="" type="checkbox"/> Normal <input type="checkbox"/> 2 Day <input type="checkbox"/> 5 Day			
<b>Relinquished by: (Signature)</b> 			
<b>Relinquished by: (Signature)</b> 		<b>Received by: (Signature)</b> 	<b>Date/Time</b> 
<b>Relinquished by: (Signature)</b> 		<b>Received for Laboratory by:</b> 	<b>Date/Time</b> 10/28/11 3:00 PM
<b>TEMPERATURE</b> Ambient   or <u>Chilled</u> Notes: <u>10</u>		<b>AES Bottles</b> <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	<b>PROPERLY PRESERVED</b> <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
<b>RECEIVED WITHIN HOLDING TIMES</b> <input checked="" type="checkbox"/> Y <input type="checkbox"/> N Notes: _____		Notes: _____	

**WHITE - Lab Copy**

**YELLOW - Sampler Copy**

**PINK - Generator Copy**

Adirondack Environmental Services, Inc.





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## TERMS, CONDITIONS & LIMITATIONS

All service rendered by the **Adirondack Environmental Services, Inc.** are undertaken and all rates are based upon the following terms:

- (a) Neither **Adirondack Environmental Services, Inc.**, nor any of its employees, agents or sub-contractors shall be liable for any loss or damage arising out of **Adirondack Environmental Services, Inc.**'s performance or nonperformance, whether by way of negligence or breach of contract, or otherwise, in any amount greater than twice the amount billed to the customer for the work leading to the claim of the customer. Said remedy shall be the sole and exclusive remedy against **Adirondack Environmental Services, Inc.** arising out of its work.
- (b) All claims made must be in writing within forty-five (45) days after delivery of the **Adirondack Environmental Services, Inc.** report regarding said work or such claim shall be deemed or irrevocably waived.
- (c) **Adirondack Environmental Services, Inc.** reports are submitted in writing and are for our customers only. Our customers are considered to be only those entities being billed for our services. Acquisition of an **Adirondack Environmental Services, Inc.** report by other than our customer does not constitute a representation of **Adirondack Environmental Services, Inc.** as to the accuracy of the contents thereof.
- (d) In no event shall **Adirondack Environmental Services, Inc.**, its employees, agents or sub-contractors be responsible for consequential or special damages of any kind or in any amount.
- (e) No deviation from the terms set forth herein shall bind **Adirondack Environmental Services, Inc.** unless in writing and signed by a Director of **Adirondack Environmental Services, Inc.**
- (f) Results pertain only to items analyzed. Information supplied by client is assumed to be correct. This information may be used on reports and in calculations and **Adirondack Environmental Services, Inc.** is not responsible for the accuracy of this information.
- (g) Payments by Credit Card/Purchase Cards are subject to a 3% additional charge.