

**Canandaigua Town Board
Meeting Agenda
March 28, 2016
5:15pm**

1. Call To Order and Pledge of Allegiance
 - Pledge led by Greg Westbrook, Deputy Town Supervisor
2. Roll Call
 - Town Clerk Confirmation meeting was properly advertised
3. Privilege of the Floor
4. Presentations
 - Chris Hubler, CIG, Town of Canandaigua Annual Insurance Contract (~10 minutes)
5. Priority Business
6. Privilege of the Floor
7. Resolutions

RESOLUTION NO. 2016 - 84: AUTHORIZATION TO RENEW INSURANCE COVERAGE

WHEREAS, on March 28, 2016, the Town's insurance agent, Chris Hubler with CIG Insurance Agency, met with the Town Board for the purpose of providing the 2015-2016 insurance renewal package; and

WHEREAS, the package quote includes property, crime, inland marine, general liability, automobile, umbrella, and flood/earthquake coverage, public officials liability and excess coverage for the Ontario County Worker's Compensation programs; and

WHEREAS, the insurance contracts were presented to the Town Board for consideration and are available from the Town Clerk's office; and

NOW THEREFORE BE IT RESOLVED, that the Canandaigua Town Board hereby approves the following:

1 –Property, Crime, Inland Marine, General Liability, Automobile, Umbrella & Flood/Earthquake coverages for a total not to exceed \$92,156.59; and

2 – Public Officials Liability which includes the Liability for the Public Officials (Board and all employees) at a total cost not to exceed \$18,567.00; and

3 – Excess employers coverage for the County Workers Compensation program the Town is a part of for a total cost not to exceed \$1,669.00; and

BE IT FURTHER RESOLVED, the Town Board hereby authorizes the Town Supervisor to execute the contracts for the general package, the public liability and excess worker's compensation insurances.

RESOLUTION # 2016 – 94: SETTING A PUBLIC HEARING ON THE 2016 TOWN OF CANANDAIGUA DRAFT MS4 ANNUAL MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORM FOR THE PERIOD ENDING MARCH 9, 2016

WHEREAS, the Town of Canandaigua Town Board would like to hear from residents regarding the draft MS4 (Municipal Separate Storm Sewer System) Municipal Compliance Certification (MCC) Form for the period ending March 9, 2016; and

WHEREAS, the NYS Department of Environmental Conservation (DEC) has designated an area of the Town of Canandaigua as an urbanized area requiring the Town of Canandaigua to operate a Municipal Separate Storm Sewer System (MS4 – NYR20A546); and

WHEREAS, the DEC requires the Town of Canandaigua must operate the MS4 in accordance with the State Pollutant Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems and a Stormwater Management Program (SWMP); and

WHEREAS, the DEC requires the filing of an annual report known as the MS4 Municipal Compliance Certification (MCC) Form; and

WHEREAS, the Town Board of the Town of Canandaigua would like to provide an opportunity for the public to review and provide comment on the draft MS4 Municipal Compliance Certification (MCC) Form; and

WHEREAS, a copy of the draft MS4 Municipal Compliance Certification form presented to the Town Board for consideration and for public review is included with this resolution and is identified as Attachment 1; this information is also available for review on the Town's website and is on file with the Town Clerk's office; and

WHEREAS, the Town Board of the Town of Canandaigua would like to schedule a public hearing on the MS4 Municipal Compliance Certification (MCC) Form at the regularly scheduled Town Board meeting on April 18, 2016; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby establishes a public hearing to be held on April 18, 2016 at 6:00pm at the Canandaigua Town Hall for the purposes of providing the public an opportunity to provide comment on the draft MS4 Municipal Compliance Certification (MCC) Form.

RESOLUTION 2016 - 95: ACCEPTANCE OF THE 2015 ANNUAL DRINKING WATER QUALITY REPORT

WHEREAS the Highway & Water Superintendent, Jim Fletcher, has completed the 2015 Annual Drinking Water Quality Report; and

WHEREAS the 2015 Annual Drinking Water Quality Report must be submitted to the New York State Department of Health by May 31, 2016; and

WHEREAS, the draft 2015 Annual Drinking Water Quality Report presented to the Town Board and the public for review and consideration is included with this resolution and is identified as Attachment 2; this information is also available for review on the Town's website and is on file with the Town Clerk's office; and

NOW, THEREFORE BE IT RESOLVED, the Canandaigua Town Board hereby approves the 2015 Annual Drinking Water Quality Report; and

BE IT FURTHER RESOLVED, the Canandaigua Town Board directs the Town Clerk to:

1. Submit the approved 2015 Annual Drinking Water Quality Report prior to the due date; and
2. Provide a copy of the final report and resolution to the Highway & Water Superintendent; and
3. Post the final report on the Town's website and send notification via Facebook and Mailchimp that the report is available for review on the website.

RESOLUTION 2016 - 96: RETAINING LABOR AND EMPLOYMENT COUNSEL

WHEREAS, the Town of Canandaigua is in need of labor and employment counsel;

NOW, THEREFORE BE IT RESOLVED, that the Town Board hereby designates and appoints the law firm of Hancock Estabrook, LLP as labor and employment counsel; and

BE IT FURTHER RESOLVED, that the Town Supervisor be and hereby is authorized to execute an engagement letter with Hancock Estabrook, LLP, said letter having been reviewed by this Town Board, regarding the terms and conditions of said legal representation.

RESOLUTION 2016 - 97: APPROVAL TO SIGN CERTIFICATE CONFIRMING TAX EXEMPT STATUS FOR THE PURCHASE OF FUEL

WHEREAS, Superior Energy has requested the Town of Canandaigua complete Waiver Certificate P confirming federal excise tax exempt status for the purchase of diesel fuel or kerosene; and

WHEREAS, Waiver Certificate P and other related documents are included as Attachment 3; this information is also available for review on the Town's website and is on file with the Town Clerk's office; and

NOW THEREFORE BE IT RESOLVED, the Town Board hereby approves of the Town Supervisor executing the Waiver Certificate P.

8. Privilege of the Floor

9. Other Business – Joint Meeting of All of the Boards

The Town Board hosts joint board meetings on a quarterly basis. Joint Board meetings include our Town Board, Planning Board, Zoning Board of Appeals and the Environmental Conservation Board. Meetings are open to the public and interested citizens are encouraged to attend.

Joint meetings provide an opportunity for our elected and appointed boards to discuss current issues and receive relevant training on local matters. These meetings often focus on topics closely tied to the Comprehensive Plan Vision Statement which reads:

"On behalf of the current and future generation, the Town of Canandaigua will strive to maintain its small Town rural character, and beauty by protecting its natural, scenic, historic and cultural resources and providing needed community services along with opportunities for sustainable economic development."

During the March 28, 2016 session, Town Attorney Derek Brocklebank and Planning and Zoning Attorney Chris Nadler will present an overview of the roles and responsibilities of our elected and appointed boards;

including our Town Board, Planning Board, Zoning Board of Appeals and the Environmental Conservation Board. At the conclusion of this presentation participants should have a solid understanding of what's expected of each board, the source of each board's authority, individual board member roles and responsibilities, the limits of board authority, how decisions are made, and the role of the development office as it relates to each board. During this presentation participants will also learn how our boards work together and hear about the common threads that link us together; such as the comprehensive planning documents and zoning regulations.

Board Members attending this training will receive 1 hour of training credit.

6:10pm –

What's Expected of Board Members?

- Follow the Rules of Procedure and contribute in a constructive way.
- Prepare for the meeting; review agendas, resolutions and supporting documentation prior to the meeting. If you feel additional information is needed, request prior to the meeting.
- Show up at meetings prior to the start time.
- Keep an open mind and treat your fellow board members, staff and everyone who comes before you with respect.
- Listen; Turn off personal messaging devices.
- Display good ethical behavior by avoiding the pursuit of special privileges.
- Take advantage of training that is available.
- Always seek to ascertain the public interest and how best to further the interests of the community as a whole.

Recusals / Abstaining

Public Hearings vs Public Informational Meetings

6:45pm – **Town Board and the Town Supervisor**
Roles and Responsibilities; Limits of Responsibility

7:15pm – **Planning Board**
Roles and Responsibilities; Limits of authority

7:30pm – **ECB**
Roles & Responsibilities; Limits of Authority

7:45pm – **Zoning Board of Appeals**
Roles & Responsibilities; Limits of Authority

8pm – **Development Office**
Roles and Responsibilities

10. Privilege of the Floor

11. Executive Session, as requested

12. Adjournment

Attachment 1

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9,	2	0	1	6
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Name of MS4 | TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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Each MS4 must submit an MCC form.

Section 1 - MCC Identification Page

Indicate whether this MCC form is being submitted to certify endorsement or acceptance of:

- An Annual Report for a single MS4
- A Single Entity (Per Part II.E of GP-0-10-002)
- A Joint Report

Joint reports may be submitted by permittees with legally binding agreements.

If Joint Report, enter coalition name:

[illegible]

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2 0 1 6

Name of MS4 TOWN OF CANANDAIGUA

SPDES ID

N Y R 2 0 A 5 4 6

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										MI		Last Name																	
P	A	M	E	L	A								H	E	L	M	I	N	G										
Title																													
T	O	W	N		S	U	P	E	R	V	I	S	O	R															
Address																													
5	4	4	0		R	O	U	T	E	S		5		a	n	d		2	0		W	E	S	T					
City													State		Zip														
C	A	N	A	N	D	A	I	G	U	A						N	Y	1	4	4	2	4	-						
eMail																													
P	H	E	L	M	I	N	G	@	T	O	W	N	O	F	C	A	N	A	N	D	A	I	G	U	A	.	O	R	G
Phone													County																
(5	8	5)	3	9	4	-	1	1	2	0	O	N	T	A	R	I	O										

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2 0 1 6

Name of MS4 TOWN OF CANANDAIGUA

SPDES ID

N Y R 2 0 A 5 4 6

Section 2 - Contact Information

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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

C H R I S T O P H E R

MI

I

Last Name

J E N S E N

Title

C O D E E N F . O F C . - P . E .

Address

5 4 4 0 R O U T E S 5 a n d 2 0 W E S T

City

C A N A N D A I G U A

State

N Y

Zip

1 4 4 2 4 -

eMail

C J E N S E N @ T O W N O F C A N A N D A I G U A . O R G

Phone

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

County

O N T A R I O

MS4 Municipal Compliance Certification(MCC) FormMCC form for period ending March 9,

2	0	1	6
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Name of MS4

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Section 2 - Contact Information

Important Instructions - Please Read

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

First Name

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 Last Name

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Title

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Address

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City

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 State

N	Y
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 Zip

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eMail

K	L	O	@	C	A	N	A	N	D	A	I	G	U	A	N	E	W	Y	O	R	K	.	G	O	V					
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Phone

(5	8	5)	3	9	6	-	3	6	3	0
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 County

O	N	T	A	R	I	O									
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MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2 0 1 6

Name of MS4 TOWN OF CANANDAIGUA

SPDES ID

N Y R 2 0 A 5 4 6

Section 2 - Contact Information

Important Instructions - Please Read

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

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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).
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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

J I M

MI

Last Name

F L E T C H E R

Title

H I G H W A Y S U P E R V I S O R

Address

5 4 4 0 R O U T E S 5 a n d 2 0 W E S T

City

C A N A N D A I G U A

State

N Y

Zip

1 4 4 2 4 -

eMail

J F L E T C H E R @ T O W N O F C A N A N D A I G U A . O R G

Phone

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

County

O N T A R I O

MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2016

Name of MS4 TOWN OF CANANDAIGUA

SPDES ID

N Y R 2 0 A 5 4 6

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

C A N A N D A I G U A L A K E W A T E R S H E D

Partner/Coalition Name (con't.)

C O U N C I L - K . O L V A N Y

SPDES Partner ID - If applicable

Address

2 5 0 S A L T O N S T A L L S T R E E T

City

C A N A N D A I G U A

State

N Y

Zip

1 4 4 2 4 -

eMail

K L O @ C A N A N D A I G U A N E W Y O R K . G O V

Phone

(5 8 5) 3 9 6 - 3 6 3 0

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 M U L T I P L E T A S K S

● MM2 M U L T I P L E T A S K S

● MM3 M U L T I P L E T A S K S

● MM4 M U L T I P L E T A S K S

● MM5 M U L T I P L E T A S K S

● MM6 M U L T I P L E T A S K S

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 6

Name of MS4 TOWN OF CANANDAIGUA

SPDES ID

N Y R 2 0 A 5 4 6

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

C A N A N D A I G U A L A K E W A T E R S H E D

Partner/Coalition Name (con't.)

C O M M I S S I O N - G B A R D E N

SPDES Partner ID - If applicable

Address

4 8 0 N O R T H M A I N S T R E E T

City

C A N A N D A I G U A

State

N Y

Zip

1 4 4 2 4 -

eMail

O N T S W C D 6 @ R O C H E S T E R . R R . C O M

Phone

(5 8 5) 3 9 6 - 9 7 1 6

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

☐ MM2

☒ MM3 I N S P E C T I O N S

☒ MM4 I N S P E C T I O N S

☐ MM5

☐ MM6

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, 2016

Name of MS4 TOWN OF CANANDAIGUA

SPDES ID

N Y R 2 0 A 5 4 6

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

C A N A N D A I G U A L A K E W A T E R S H E D A S S O C .

Partner/Coalition Name (con't.)

N A D I A H A R V I U E X

SPDES Partner ID - If applicable

Address

P O B O X 3 2 3

City

C A N A N D A I G U A

State

N Y

Zip

1 4 4 2 4 -

eMail

N A D I A . H A R V I U E X @ F L C C . E D U

Phone

(5 8 5) 3 9 4 - 5 0 3 0

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 S C H O O L P R O G R A M - E D U C A T I O N

☒ MM2 S T A K E H O L D E R M E E T I N G S

☐ MM3

☐ MM4

☐ MM5

☐ MM6

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, 2016

Name of MS4 TOWN OF CANANDAIGUA

SPDES ID

N Y R 2 0 A 5 4 6

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

T W N C A N A N D A I G U A E N V I R O C O N S B O A R D

Partner/Coalition Name (con't.)

J O Y C E M A R T H A L L E R

SPDES Partner ID - If applicable

Address

5 4 4 0 R O U T E S 5 a n d 2 0 W E S T

City

C A N A N D A I G U A

State

N Y

Zip

1 4 4 2 4 -

eMail

J M A R T H A L L E R @ F R O N T I E R . C O M

Phone

(5 8 5) 3 9 4 - 1 1 2 0

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

☒ MM2 S T A K E H O L D E R M E E T I N G S

☐ MM3

☐ MM4

☐ MM5

☐ MM6

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	6
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Name of MS4	TOWN OF CANANDAIGUA
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SPDES ID

N	Y	R	2	0	A	5	4	6
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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

[illegible]

MI

5


Last Name

H	E	L	M	I	N	G								
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Title (Clearly print title of individual signing report)

[illegible]

Signature



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

MS4 Annual Report Form

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

2	0	1	6
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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	A	N	A	N	D	A	I	G	U	A
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SPDES ID

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Water Quality Trends

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

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

How many MS4s are contributed to this report?

--	--	--

1. Has this MS4/Coalition produced any reports documenting water quality trends related to stormwater? If not, answer No and proceed to Minimum Control Measure One.

☒ Yes ☐ No

If Yes, choose one of the following

- ☐ Report(s) attached to the annual report
☒ Web Page(s) where report(s) is/are provided below

Please provide specific address of page where report(s) can be accessed - not home page.

URL

c	a	n	a	n	d	a	i	g	u	a	l	a	k	e	.	o	r	g	/	w	a	t	e	r	s	h	e	d	/
w	p	-	c	o	n	t	e	n	t	/	u	p	l	o	a	d	s	/	2	0	1	5	/	0	3	/	w	a	t
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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2016

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 CANANDAIGUA
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SPDES ID

N	Y	R	2	0	A	5	4	6
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Minimum Control Measure 1. Public Education and Outreach

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. Targeted Public Education and Outreach Best Management Practices

Check all topics that were included in Education and Outreach during this reporting period:

- Construction Sites
- General Stormwater Management Information
- Household Hazardous Waste Disposal
- Illicit Discharge Detection and Elimination
- Infrastructure Maintenance
- Smart Growth
- Storm Drain Marking
- Green Infrastructure/Better Site Design/Low Impact Development
- Pesticide and Fertilizer Application
- Pet Waste Management
- Recycling
- Riparian Corridor Protection/Restoration
- Trash Management
- Vehicle Washing
- Water Conservation
- Wetland Protection

○ Other:

☐ None

[illegible]

Other

2. Specific audiences targeted during this reporting period:

- ☒ Public Employees ☒ Contractors
☒ Residential ☒ Developers
☒ Businesses ☒ General Public
☐ Restaurants ☒ Industries
☒ Other: ☒ Agricultural

● Other:

● Agricultural

s	t	u	d	e	n	t	s	,		N	Y	S		W	e	t	l	a	n	d	s		F	o	r	u	m			
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Other

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	A	N	A	N	D	A	I	G	U	A
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SPDES ID

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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

				7
--	--	--	--	---

☐ Direct Mailings

Mailings

	9	6	5	0
--	---	---	---	---

☐ Kiosks or Other Displays

Locations

				5
--	--	--	--	---

☐ List-Serves

In List

		9	5	0
--	--	---	---	---

☐ Mailing List

In List

	3	3	0	0
--	---	---	---	---

☐ Newspaper Ads or Articles

Days Run

			1	5
--	--	--	---	---

☐ Public Events/Presentations

Attendees

		9	3	5
--	--	---	---	---

☐ School Program

Attendees

	1	8	3	0
--	---	---	---	---

☐ TV Spot/Program

Days Run

				9
--	--	--	--	---

☐ Printed Materials:

Total # Distributed

	7	1	0	0
--	---	---	---	---

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

T	O	W	N		H	A	L	L		-		D	E	V		O	F	F	
L	I	B	R	A	R	Y													
W	A	T	E	R	S	H	E	D		C	O	U	N	C	I	L			

☐ Other:

W	A	T	E	R	S	H	E	D		S	I	G	N	S					
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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 TOWN OF CANANDAIGUA

SPDES ID

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

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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

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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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.

The goals of the public education and outreach are to continue to provide public presentations to local community groups, to continue the Watershed Education Program to educate school children, to update educational materials in print and on websites, and to maintain educational kiosks with information on stormwater pollution and prevention.

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

The Watershed Education Program continued its efforts and reached approximately 1800 students and an additional 30 students participated in a planting/clean up event. The educational kiosks were maintained throughout the year. The Town of Canandaigua and the Watershed Council both updated their websites. Numerous public presentations were held, including a large event in October 2015 on the blue green algae event. An educational flyer was sent to 2300 residents in their water bill.

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

		1	2
--	--	---	---

(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 educational material within the websites and Town locations is constantly being monitored and updated. Materials are being distributed through the Town's monthly emails to residents. The schools educational outreach programs will continue throughout the next years. The Watershed Council is continuously updating their website and distributing educational materials and information. The entire team of Town Operators will be attending DEC 4-hr course on April 7th.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 1 6

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 CANANDAIGUA
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SPDES ID

N	Y	R	2	0	A	5	4	6
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Minimum Control Measure 2. Public Involvement/Participation

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. What opportunities were provided for public participation in implementation, development, evaluation and improvement of the Stormwater Management Program (SWMP) Plan during this reporting period? Check all that apply:

● Cleanup Events

# Events					4
----------	--	--	--	--	---

● Comments on SWMP Received

# Comments				1	6
------------	--	--	--	---	---

○ Community Hotlines

Phone# (5 8 5) 3 9 6 - 3 6 3 0

Phone# (5 8 5) 3 9 4 - 1 1 2 0

Phone# (5 8 5) 3 1 5 - 3 0 8 8

Phone# (5 8 5) 2 8 1 - 7 1 1 3

Phone# () -

Phone# () -

Phone# () -

Phone # () -

Phone# () -

Phone# () -

Phone# () -

● Community Meetings

# Attendees		9	2	5
-------------	--	---	---	---

● Plantings

Sq. Ft.	9	9	9	9	9
---------	---	---	---	---	---

○ Storm Drain Markings

# Drains					
----------	--	--	--	--	--

● Stakeholder Meetings

# Attendees	2	6	4
-------------	---	---	---

● Volunteer Monitoring

# Events			1	8
----------	--	--	---	---

[illegible]

2. Was public notice of availability of this annual report and Stormwater Management Program (SWMP) Plan provided? ● Yes

☒ Yes ☐ No

● List-Serve

# In List				
-----------	--	--	--	--

○ Newspaper Advertising

# Days Run				
------------	--	--	--	--

○ TV/Radio Notices

# Days Run				
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[illegible]

● Web Page URL: Enter URL(s) on the following two pages.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 1 6

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 CANANDAIGUA

SPDES ID

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2. URL(s) con't.:

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

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4	/	M	i	n	u	t	e	s	/	?	s	u	b	C	a	t	e	g	o	r	y	=	T	O	W	N	+	B	O	A	R
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Name of MS4/Coalition

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Name of MS4/Coalition _____

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URL

[illegible][illegible][illegible]

URL

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2016

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 CANANDAIGUA SPDES ID NYR20A546

3. Where can the public access copies of this annual report, Stormwater Management Program SWMP) Plan and submit comments on those documents?

Enter address/contact info and select radio button to indicate which document is available and whether comments may be submitted at that location. Submit additional pages as needed.

☒ MS4/Coalition Office ☒ Annual Report ☒ SWMP Plan ☒ Comments

Department

T O W N H A L L - D E V E L O P M E N T O F F I C E

Address

5 4 4 0 R O U T E S 5 a n d 2 0 W E S T

City

C A N A N D A I G U A N Y 1 4 4 2 4 -

Phone

(5 8 5) 3 9 4 - 1 1 2 0

☐ Library ☐ Annual Report ☐ SWMP Plan ☐ Comments

Address

City

Phone

() -

☒ Other ☒ Annual Report ☒ SWMP Plan ☐ Comments

Address

W A T E R S H E D C O U N C I L 2 0 5 S A L T O N S T A

City

C A N A N D A I G U A N Y 1 4 4 2 4 -

Phone

(5 8 5) 3 9 6 - 3 6 3 0

☒ Web Page URL: ☒ Annual Report ☒ SWMP Plan ☐ Comments

w w w . t o w n o f c a n a n d a i g u a . o r g / p a g e .

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Please provide specific address of page where report can be accessed - not home page.

☒ eMail ☒ Comments

C J E N S E N @ T O W N O F C A N A N D A I G U A . O R G

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

TOWN OF CANANDAIGUA

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	3
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 /

2	5
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 /

2	0	1	6
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4.b. For how many days was/will this report be posted?

3	6	5
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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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 /

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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,

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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 CANANDAIGUA

SPDES ID

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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.

Town Board Meetings will continue to provide information, and documentation to the public, and provide a venue for public comment. The Town's website will be continuously updated and provide contact information for public comment. The Town's ECB committee also provides a forum for public comments regarding stormwater impacts

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

The Town Board and Development Office received increased public involvement through emails and participation in Board Meetings. Clean Up events were held through the Council. The Watershed Program was the major team member which providing opportunities for public involvement. The Town and Watershed Program continuously updated their respective websites.

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

		1	2
--	--	---	---

(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 Storm Drain Marking program that was planned for the past year will take place this summer. Town Board meetings will actively discuss the Stormwater Program, solicit public participation at planned events, and provide opportunities for public comment during meetings.

MS4 Annual Report Form

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Name of MS4/Coalition

TOWN OF CANANDAIGUA

SPDES ID

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Minimum Control Measure 3. Illicit Discharge Detection and Elimination

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. Enter the number and approx. percent of outfalls mapped:

			3	0	#
--	--	--	---	---	---

	5	0	%
--	---	---	---

2. How many of these outfalls have been screened for dry weather discharges during this reporting period (outfall reconnaissance inventory)?

	3	0
--	---	---

3.a.What types of generating sites/sewersheds were targeted for inspection during this reporting period?

- | | |
|--|--|
| <input type="radio"/> Auto Recyclers | <input checked="" type="radio"/> Landscaping (Irrigation) |
| <input type="radio"/> Building Maintenance | <input checked="" type="radio"/> Marinas |
| <input type="radio"/> Churches | <input type="radio"/> Metal Plating Operations |
| <input checked="" type="radio"/> Commercial Carwashes | <input checked="" type="radio"/> Outdoor Fluid Storage |
| <input checked="" type="radio"/> Commercial Laundry/Dry Cleaners | <input checked="" type="radio"/> Parking Lot Maintenance |
| <input checked="" type="radio"/> Construction Vehicle Washouts | <input type="radio"/> Printing |
| <input checked="" type="radio"/> Cross-Connections | <input checked="" type="radio"/> Residential Carwashing |
| <input type="radio"/> Distribution Centers | <input checked="" type="radio"/> Restaurants |
| <input checked="" type="radio"/> Food Processing Facilities | <input checked="" type="radio"/> Schools and Universities |
| <input type="radio"/> Garbage Truck Washouts | <input checked="" type="radio"/> Septic Maintenance |
| <input type="radio"/> Hospitals | <input checked="" type="radio"/> Swimming Pools |
| <input checked="" type="radio"/> Improper RV Waste Disposal | <input checked="" type="radio"/> Vehicle Fueling |
| <input checked="" type="radio"/> Industrial Process Water | <input checked="" type="radio"/> Vehicle Maint./Repair Shops |
| <input type="radio"/> Other: | <input type="radio"/> None |

○ Other:

☐ None

○ Sewersheds:

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

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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3.b. What types of illicit discharges have been found during this reporting period?

- ☐ 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

O	V	E	R		L	O	A	D	E	D		P	R	I	V	A	T	E		O	N	-	S	I	T	E					
---	---	---	---	--	---	---	---	---	---	---	--	---	---	---	---	---	---	---	--	---	---	---	---	---	---	---	--	--	--	--	--

4. How many illicit discharges/potential illegal connections have been detected during this reporting period?

		9
--	--	---

5. How many illicit discharges have been confirmed during this reporting period?

		9
--	--	---

6. How many illicit discharges/illegal connections have been eliminated during this reporting period?

		9
--	--	---

7. Has the storm sewershed mapping been completed in this reporting period? ☐ Yes ☒ No

If No, approximately what percent was completed in this reporting period?

	5	0	%
--	---	---	---

8. Is the above information available in GIS?☒ Yes ☐ No**Is this information available on the web?**☒ Yes ☐ No

If Yes, provide URL(s):

Please provide specific address of page where map(s) can be accessed - not home page.

URL

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7

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Name of MS4/Coalition	TOWN OF CANANDAIGUA
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N	Y	R	2	0	A	5	4	6
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8. URL(s) con't.:

Please provide specific address of page where map(s) can be accessed - not home page

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9. Has an IDDE law been adopted for each traditional MS4 and/or have IDDE procedures been approved for all non-traditional MS4s contributing to this report? ☐ Yes ☒ No

10. If Yes, has every traditional MS4 contributing to this report certified that this law is equivalent to the NYS Model IDDE Law? ☐ Yes ☐ No ☒ NT

11. What percent of staff in relevant positions and departments has received IDDE training?
- | | | | |
|--|---|---|---|
| | 2 | 5 | 8 |
|--|---|---|---|

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

TOWN OF CANANDAIGUA

SPDES ID

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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.

The outfall mapping process will be completed by the end of the summer 2016. Laws have been written and are currently within the review and approval process. Anticipated adoption of the laws is summer of 2016. Additional laws pertaining to the mandatory routine inspection of on-site wastewater systems are in the process of being reviewed by the Town.

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

All parties have been actively reviewing and modifying the proposed laws. Code Enforcement and the Watershed Inspectors have inspected and assisted owners in remedying illicit discharges. Watershed Inspectors continued their on-site wastewater inspection program and have provided over 50 inspection reports to the Town during this reporting period.

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

		1	2
--	--	---	---

(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 outfall mapping process will be completed by the end of the summer 2016. Anticipated adoption of the laws is summer of 2016.

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

TOWN OF CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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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?

		5
--	--	---

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>6</td></tr></table>					6	<input type="radio"/> No Authority
				6				
<input checked="" type="radio"/> Stop Work Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>2</td></tr></table>					2	<input type="radio"/> No Authority
				2				
<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 type="radio"/> Administrative Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Enforcement Actions or Sanctions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						
<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	6
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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 CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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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?

	1	5
--	---	---

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

	1	3
--	---	---

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, 2016

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 CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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6. con't.:

Submit additional pages as needed.

☒ MS4/Coalition Office

Department

T	O	W	N		H	A	L	L		-		D	E	V	E	L	O	P	M	E	N	T		O	F	F	I	C	E
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Address

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City

C	A	N	A	N	D	A	I	G	U	A				
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Zip

N	Y
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Phone

(5	8	5)	3	1	5	-	3	0	8	8
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☐ Library

Address

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City

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Zip

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Phone

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☐ Other

Address

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City

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Zip

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Phone

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☐ Web Page URL(s): Please provide specific address where SWPPPs can be accessed - not home page.

URL

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URL

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MS4 Annual Report Form

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

2	0	1	6
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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 CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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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.

The Town has a comprehensive plan review process which involves coordination with Town Development Office, Town Boards, Watershed Staff, and Town Engineering, prior to approvals being granted. The Town anticipates adoption of new Erosion and Sediment Control laws during the Summer of 2016. The Watershed Staff, MS4 Coordinator, and Code Enforcement Officer routinely assist contractors in compliance with their SWPPP, and perform routine inspections.

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

The past year has seen an increase in contractor compliance with their SWPPP plans. Town enforcement completes routine inspections of all active SWPPP permits. All active permits are required to provide weekly electronic copies of inspections to the Town. Laws have been drafted and are currently in review. Anticipated adoption of laws is the summer of 2016.

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

		1	2
--	--	---	---

(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).

Laws are in review and anticipated to be adopted in the summer of 2016. The Town review and approval process is being documented and formalized for distribution to applicants.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2016

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 CANANDAIGUA
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SPDES ID

N	Y	R	2	0	A	5	4	6
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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?		
---	--	--

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
<input type="radio"/> Alternative Practices	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>
<input type="radio"/> Filter Systems	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>
<input type="radio"/> Infiltration Basins	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>
<input type="radio"/> Open Channels	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>
<input checked="" type="radio"/> Ponds	<div><div></div><div>2</div><div>2</div></div>	<div><div></div><div>2</div><div>2</div></div>	<div><div></div><div></div><div>3</div></div>
<input type="radio"/> Wetlands	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>
<input type="radio"/> Other	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>

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	6
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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 CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
---	---	---	---	---	---	---	---	---

- 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?

--	--	--
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?

	2	0
--	---	---

 %

MS4 Annual Report Form

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

2	0	1	6
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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 CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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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.

A standard post-construction SWMF agreement has been drafted and is in the approval process. Post Construction Stormwater laws are in review and anticipated to be adopted within the summer of 2016. Existing SWMFs throughout the Town have been inspected and added to a GIS database.

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

The majority of the SWMFs (90%) have been identified and inspected during this reporting period. The Highway Supervisor, Watershed Staff, and Code Enforcement are enacting a process for the routine inspection and maintenance of the facilities.

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

		1	2
--	--	---	---

(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 post-construction stormwater laws are in review and anticipated approval is in the Summer of 2016. The Stormwater Management Officer (code enforcement officer) will continue to work along side the Watershed group and inspect/maintain existing Management Facilities.

MS4 Annual Report Form

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

2	0	1	6
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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 CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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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?

--	--	--

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</u>	
			<u>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 type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" 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 checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
New Municipal Construction and Land Disturbance..	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" 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 type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" 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	6
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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 CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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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				1	5
---------	--	--	--	---	---
- ☒ Streets Swept (Number of miles X Number of times swept)

# Miles				2	5
---------	--	--	--	---	---
- ☒ Catch Basins Inspected and Cleaned Where Necessary

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

#				1	0
---	--	--	--	---	---
- ☐ Phosphorus Applied In Chemical Fertilizer

# Lbs.					0
--------	--	--	--	--	---
- ☐ Nitrogen Applied In Chemical Fertilizer

# Lbs.					0
--------	--	--	--	--	---
- ☐ Pesticide/Herbicide Applied
 (Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.)

# Acres				0	.	
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3. How many stormwater management trainings have been provided to municipal employees during this reporting period?

				2
--	--	--	--	---

4. What was the date of the last training?

0	2	/	1	8	/	2	0	1	6
---	---	---	---	---	---	---	---	---	---

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

		7
--	--	---

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

	2	0	%
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MS4 Annual Report Form

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

2	0	1	6
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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 CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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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.

The Town has minimized use of fertilizers and other chemicals on Town property/parks. The Town routinely sweeps and maintains the roadways and stormwater system. Alternative methods of snow melt are utilized on roadways in close proximity to waterbodies. Salting has been reduced on the roadways. There has been multiple location within the Town where sanitary sewer has been installed, replacing the need for on-site wastewater systems.

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

The Town has minimized use of chemical/fertilizers/salt in many of its every day practices. Installation of sanitary sewer systems have reduced the chance of on-site wastewater system failures.

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

		1	2
--	--	---	---

(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 entire team of Town Operators will be attending DEC 4-hr course on April 7th. The Town will continue to update and maintain existing facilities. There will be an inventory created on pollutants of concern.

MS4 Annual Report Form

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

2	0	1	6
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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 CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
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Additional Watershed Improvement Strategy Best Management Practices

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?

--	--	--

MS4s must answer the questions or check NA as indicated in the table below.

MS4 Description	Answer	Check NA	(POC)
NYC EOH Watershed	-	-	-
Traditional Land Use	1,2,3,4,5,6,7a-d,8a,8b,9	10,11,12	Phosphorus
Traditional Non-Land Use	1,2,3,4,7a-d,8a,8b,9	5,10,11,12	Phosphorus
Non-Traditional	1,2,77a-d,8a,8b,9	3,4,5,10,11,12	Phosphorus
Onondaga Lake Watershed	-	-	-
Traditional Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Non-Traditional	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Greenwood Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Oyster Bay	-	-	-
Traditional Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Non-Traditional	1,4,7a-d,9	2,3,4,5,8a,8b,10,11,12	Pathogens
Peconic Estuary	-	-	-
Traditional Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Traditional Non-Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Non-Traditional	1,4,7a-d,8a,9	2,3,4,5,8b,10,11,12	Pathogens and Nitrogen
Oscawana Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
LI 27 Embayments	-	-	-
Traditional Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Non-Traditional	1,2,3,4,7a-d,9	5,6,8a,8b,10,11,12	Pathogens

1. Does your MS4/Coalition have an education program addressing impacts of phosphorus/nitrogen/pathogens on waterbodies? ☐ Yes ☐ No ☒ N/A

2. Has 100% of the MS4/Coalition conveyance system been mapped in GIS? ☐ Yes ☐ No ☒ N/A

If N/A, go to question 3.

If No, estimate what percentage of the conveyance system has been mapped so far.

--	--	--

 %

Estimate what percentage was mapped in this reporting period.

--	--	--

 %

MS4 Annual Report Form

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

2	0	1	6
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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 CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
---	---	---	---	---	---	---	---	---

3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program? ☐ Yes ☐ No ☒ N/A
4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period?

--	--	--

 %
5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more? ☐ Yes ☐ No ☒ N/A
6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards? ☐ Yes ☐ No ☒ N/A
- 7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading? ☐ Yes ☐ No ☒ N/A
- 7b. How many projects have been sited in this reporting period?

--	--	--
- 7c. What percent of the projects included in 7b have been completed in this reporting period?

--	--	--

 %
- 7d. What percent of projects planned in previous years have been completed?

--	--	--

 %
- ☐ No Projects Planned
- 8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands? ☐ Yes ☐ No ☒ N/A
- 8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands? ☐ Yes ☐ No ☒ N/A

MS4 Annual Report Form

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

2	0	1	6
---	---	---	---

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 CANANDAIGUA

SPDES ID

N	Y	R	2	0	A	5	4	6
---	---	---	---	---	---	---	---	---

9. Has your MS4/Coalition developed and implemented a program of native planting?

☐ Yes ☐ No ☒ N/A

10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?

☐ Yes ☐ No ☒ N/A

11. Does your MS4/Coalition have a pet waste bag program?

☐ Yes ☐ No ☒ N/A

12. Does your MS4/Coalition have a program to manage goose populations?

☐ Yes ☐ No ☒ N/A

Attachment 2

ANNUAL DRINKING WATER QUALITY REPORT FOR 2015

BRISTOL-CANANDAIGUA WATER DISTRICTS

PWS ID Numbers NY 3430008 and NY3430041

Introduction

We are pleased to present to you this year's Annual Water Quality Report. This report is designed to inform you about the quality water and services we deliver to you every day. The purpose of this report is to provide information about the quality of water that we provide to you. Our constant goal is to provide you with a safe and dependable supply of drinking water. We want you to understand the efforts we make to continually improve the water treatment process and protect our water resources. Last year, in the Towns of Bristol and Canandaigua your tap water met all State drinking water health standards. We are committed to ensuring the quality of your water. If you have any questions about this report or concerning your water utility, please contact either:

Town of Bristol:	James Fletcher, Water Superintendent	(585) 394-3300
Town of Canandaigua:	James Fletcher, Water Superintendent	(585) 394-3300
New York State Department of Health	Geneva District Office	(315) 789-3030

We want our valued customers to be informed about their water utility. If you want to learn more, please attend any of our regularly scheduled Town Board Meetings. The meetings are held:

Town of Bristol:	The second Monday of each month at 7:30 p.m. at the Bristol Town Hall located at 6740 County Road 32, Canandaigua, New York.
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Town of Canandaigua:	The third Monday of each month at 6:00 p.m. at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, New York.
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Where Does Our Water Come From?

Our water source is surface water source, Canandaigua Lake. The Canandaigua Town Consolidated Water Districts is supplied from City of Canandaigua. The City of Canandaigua operates a Water Filtration Plant located on West Lake Road in the Town of Canandaigua. After filtration, carbon can also be added for taste and odor control. The water is disinfected by injection of gaseous chlorine, sodium hydroxide is added for pH control to reduce corrosion in the distribution system and then fluoride is added before being pumped to the distribution system. The treated water enters the Town of Canandaigua Water Districts through meter pits located at the City of Canandaigua line or at the connection point with the City of Canandaigua's transmission main. The Town of Canandaigua Consolidated Water District supplies treated water from the City of Canandaigua to the Town of East Bloomfield through a meter pit located at the Canandaigua-East Bloomfield town line. Also, the Town of Canandaigua Consolidated Water District supplies treated water from the City of Canandaigua to the Bristol Water District Extension #1 through a pump station located on Goodale Road in the Hamlet of Cheshire.

New York State Department of Health has completed a source water assessment for Canandaigua Lake with the following results:

This assessment found a moderate susceptibility to contamination for this source of drinking water. The amount of agricultural lands in the assessment area results in elevated potential for protozoa, phosphorus, DBP precursors, and pesticides contamination. While there are some facilities present, permitted discharges do not likely represent an important threat to source water quality based on their density in the assessment area. However, it appears that the total amount of wastewater discharged to surface water in this assessment area is high enough to further raise the potential for contamination (particularly for protozoa). There is also noteworthy contamination susceptibility associated with other discrete contaminant sources, and these facility types include: IHWS, CBS, landfills, mines, RCRA, and TRI.

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring

minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or human activity.

Contaminants that may be present in source water include:

- > **Microbial contaminants**
- > **Inorganic contaminants**
- > **Pesticides and herbicides**
- > **Organic chemical contaminants**
- > **Radioactive contaminants**

Facts and Figures

- The **Town of Canandaigua Water Districts** purchases its water separately from the City of Canandaigua and serves approximately 10,600 people through 2,430 service connections. The total water purchased in 2015 was 163.883 million gallons. The daily average to the Distribution System was 795,000 gallons per day. The single highest day was 978,000 gallons. The amount of water sold to customers was 149.040 million gallons. Approximately 6,500,000 gallons of water was lost due to water leaks in the older system and water main breaks and 7,600,840 gallons of water was used to flush watermains, fire hydrants, fight fires, sale of bulk water etc. In 2015, water customers were charged a minimum quarterly bill of \$21.00 for a ¾ inch meter, for the first 6,000 gallons of water. After that it is \$ 3.70 per thousand gallons of water used.

The **Town of Bristol Water District** purchases its water from the Town of Canandaigua and serves approximately 203 people through 56 service connections. The total water purchased in 2013 was 3,925,000 gallons. The daily average to the Distribution System was 29,000 gallons per day. The single highest day was 35,000 gallons. The amount of water sold to customers was 3,425,500 gallons. 500,000 gallons of water was used to flush water mains, fire hydrants, fight fires, watering dirt roads etc. In 2013, water customers were charged \$3.70 per 1,000 gallons for 0 to 6,000 gallons of water for a ¾ inch water meter and any additional usage over 6,000 gallons is \$3.70 per 1,000 gallons or a minimum quarterly bill of \$21.00.

Information on Fluoride Addition

Our system is one of the many drinking water systems in New York State that provides drinking water with a controlled, low level of fluoride for consumer dental health protection. Fluoride is added to your drinking water by the City of Canandaigua before it is delivered to the Canandaigua Consolidated, West Lake Benefit Basis, Canandaigua Bristol and Bristol water system. According to the United States Centers for Disease Control, fluoride is very effective in preventing cavities when present in drinking water at an optimal range from 0.8 to 1.2 mg/l (parts per million). To ensure that the fluoride supplement in your water provides optimal dental protection, the State Department of Health requires that the City of Canandaigua monitor fluoride levels on a daily basis. During 2015 monitoring showed fluoride levels in your water were in the optimal range 100% of the time. None of the monitoring results showed fluoride at levels greater than the 2.2 mg/l MCL for fluoride.

Are There Contaminants In Our Drinking Water?

In order to ensure that tap water is safe to drink, we routinely test your drinking water. The New York State Department of Health and the Environmental Protection Agency prescribe regulations which limit the amount of certain contaminants in water provided by public water systems. These contaminants include: total coliform, turbidity, inorganic compounds, nitrate, nitrite, lead and copper, volatile organic compounds, total trihalomethanes, and synthetic organic compounds. The State Health Department's and the FDA's regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

In accordance with State regulations, the **City of Canandaigua** routinely monitors your drinking water for numerous contaminants. They test your drinking water for coliform bacteria, turbidity, inorganic contaminants, lead

and copper, nitrate, volatile organic contaminants, total trihalomethanes, and synthetic organic contaminants. The table presented below depicts which contaminants were detected in your drinking water. The State allows us to monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. Therefore, some of the data, though representative of the water quality, is more than one year old. Test results were all negative except for those indicated on the following table.

The **Canandaigua Consolidated Water District** tested the water for coliform bacteria seven samples once per month, and **the Bristol Water District Extension Number 1** tested the water for coliform bacteria one sample per month in each district.

The table presented below depicts which compounds were detected in your drinking water.

It should be noted that all drinking water, including bottled drinking water, may be reasonably expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791).

TEST RESULTS							
Substance (Units)	Violation Y/N	Date of Sample	Level Detected	Range Low - High	MCLG	MCL	Likely Source of Contamination
Microbiological Contaminants							
Total Coliform Bacteria	no	Each Month	LT 1	N/A	0		Naturally present in the environment
Town of Bristol Cdga Consolidated							
Turbidity** (NTU) Individual	No	2015	0.03	0.01 - 0.25	N/A	TT=<0.3	Soil runoff
Turbidity** (NTU) Combined	No	2015	0.03	0.01 - 0.50	N/A	TT=<1	Soil runoff
Radiological Gross Alpha (pCi/l)	No	12/2013	0.0	N/A	0	15	Erosion of natural deposits
Radium 226 and 228 (pCi/L)	No	02/2013	0.04	0.4	0	5	Erosion of natural deposits
Inorganic Contaminants							
Lead (ppb)	No	08/2014	2.6	ND to 6.1	N/A	AL=15	Corrosion of household plumbing systems; erosion of natural deposits
Cdga Consolidated 4							
Copper (ppm)	No	08/2014	0.061	0.0011-0.44	N/A	AL=1.3	Corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives
Cdga Consolidated							
Fluoride (ppm)	No	2015	0.79	0.7-1.2ppm	N/A	2.2	Erosion of natural deposits; water additive which promotes strong teeth; discharge from fertilizer and aluminum factories
Barium (ppm)	No	8/2015	0.022	N/A	2	2	Erosion of natural deposits; discharge from refineries and factories; runoff from landfills; runoff from Crop land

Nickel (ppb)	No	08/2015	.84	N/A	100	100	Erosion of natural deposits; discharge from steel factories additive, fertilizer factories
Nitrate (ppm)	No	5/2015	0.23	N/A	10	10	Runoff from fertilizer use, septic tank effluent, erosion of natural deposits
Chromium (ppb)	No	08/2015	< 1.0	N/A	100	100	Erosion of natural deposits, stainless steel manufacturing

Volatile Organic Contaminants							
TTHM (ppb) [Total trihalomethanes]							By-product of drinking water chlorination
Stage 2: Canandaigua Consolidated							
Cooley site	NO	2015	55.3 AVG.	41-85		80	
Onanda Site	No	2015	58 AVG.	41-85		80	
Town of Bristol	No	11/2013	55	41-85		80	

Total Halo acetic Acids (ppb)							Discharge from metals, plastic or fertilizer plant
Stage 2:							
Canandaigua Consolidated Cooley Site	No	2015	15.3 avg.	25-50	N/A	60	
Onanda Site	No	2015	37.3 avg.	25-50	N/A	60	
Town of Bristol	No	11/2013	37	25-50	N/A	60	

Notes:

** Turbidity is a measure of the cloudiness of the water. Canandaigua City monitors it because it is a good indicator of the effectiveness of our filtration system.

> 0 site(s) out of 30 above the Action Level for Copper.

> 0 site(s) out of 30 above the Action Level for Lead.

Definitions:

Non-Detects (ND) - laboratory analysis indicates that the constituent is not present.

Action Level - the concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

Treatment Technique (TT) - A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.

Maximum Contaminant Level - The "Maximum Allowed" (MCL) is the highest level of a contaminant that is allowed in drinking water. MCL's are set as close to the MCLG's as feasible using the best available treatment technology.

Maximum Contaminant Level Goal - The "Goal" (MCLG) is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLG's allow for a margin of safety.

Maximum Residual Disinfectant Level (MRDL) - The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

Maximum Residual Disinfectant Level Goal (MRDLG) - The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLG's do not reflect the benefits of the use of disinfectants to control microbial contamination.

Parts per million (ppm) or Milligrams per liter (mg/l) - one part per million corresponds to one minute in two years or a single penny in \$10,000.

Parts per billion (ppb) or Micrograms per liter - one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.

Nephelometric Turbidity Unit (NTU) - nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

Picocuries per liter (pCi/l) - A measure of radioactivity in water.

Locational Running Annual Average (LRAA) - average of samples at a location for year on a rolling basis

MCL's are set at very stringent levels. To understand the possible health effects described for many regulated constituents, a person would have to drink 2 liters of water every day at the MCL level for a lifetime to have a one-in-a-million chance of having the described health effect.

What Does This Information Mean?

As you can see by the table, our system had no violations. We're proud that your drinking water meets or exceeds all Federal and State requirements. We have learned through our monitoring and testing that some constituents have been detected. The EPA has determined that your water IS SAFE at these levels.

Microbiological Contaminants:

- (1) **Total Coliform** - Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially-harmful, bacteria may be present. Coliforms were found in more samples than allowed and this was a warning of potential problems.
- (3) **Turbidity** - Turbidity has no health effects. However, turbidity can interfere with disinfection and provide a medium for microbial growth. Turbidity may indicate the presence of disease-causing organisms. These organisms include bacteria, viruses, and parasites that can cause symptoms such as nausea, cramps, diarrhea, and associated headaches.

Inorganic Contaminants:

(17) **Lead** - As you can see by the table, our system had no violations.

Infants and young children are typically more vulnerable to lead in drinking water than the general population. It is possible that lead levels at your home may be higher than at other homes in the community as a result of materials used in your home's plumbing. If you are concerned about elevated lead levels in your home's water, you may wish to have your water tested and flush your tap for 30 seconds to 2 minutes before using tap water. Additional information is available from the Safe Drinking Water Hotline (1-800-426-4791).

Do I Need To Take Special Precautions?

Some people may be more vulnerable to disease causing microorganisms or pathogens in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice from their health care provider about their drinking water. EPA/CDC guidelines on appropriate means to lessen the risk of infection by Cryptosporidium, Giardia and other microbial pathogens are available from the Safe Drinking Water Hotline (800-426-4791).

Why Save Water and How to Avoid Wasting It?

Although our system has an adequate amount of water to meet present and future demands, there are a number of reasons why it is important to conserve water:

- ☐ saving water saves energy and some of the costs associated with both of these necessities of life;
- ☐ saving water reduces the cost of energy required to pump water and the need to construct costly new wells, pumping systems and water towers; and
- ☐ saving water lessens the strain on the water system during a dry spell or drought, helping to avoid severe water use restrictions so that essential fire fighting needs are met.

You can play a role in conserving water by becoming conscious of the amount of water your household is using, and by looking for ways to use less whenever you can. It is not hard to conserve water. Conservation tips include:

- ☐ Automatic dishwashers use 15 gallons for every cycle, regardless of how many dishes are loaded. So get a run for your money and load it to capacity.
- ☐ Turn off the tap when brushing your teeth.
- ☐ Check every faucet in your home for leaks. Just a slow drip can waste 15 to 20 gallons a day. Fix it up and you can save almost 6,000 gallons per year.
- ☐ Check your toilets for leaks by putting a few drops of food coloring in the tank, watch for a few minutes to see if the color shows up in the bowl. It is not uncommon to lose up to 100 gallons a day from one of these otherwise invisible toilet leaks. Fix it and you save more than 30,000 gallons a year.
- ☐ Use your water meter to detect hidden leaks. Simply turn off all taps and water using appliances, and then check the meter after 15 minutes. If it moved, you have a leak.

System Improvements

Developer installed 600 feet on Daisy way, town of Cdga installed 9,000 feet of 12 inch DR-14.

Monitoring Violations:

Neither the Canandaigua Consolidated water district nor the Bristol water had any violations for 2015

Closing

Thank you for allowing us to continue to provide your family with quality drinking water this year. We ask that all our customers help us protect our water sources, which are the heart of our community. Please call our office if you have questions.

- > Town of Canandaigua Jim Fletcher (585) 394-3300
- > Town of Bristol, Jim Fletcher (585) 394-3300
- > New York State Department of Health (315) 789-3030

This Report Covers Public Water Supply ID Numbers:

Town of Bristol:	Bristol Water District Extension Number 1:	3430041
Town of Canandaigua:	Canandaigua Consolidated Water District:	3430008

Attachment 3

**Waiver Certificate P
Certificate of State Use
of Diesel Fuel or Kerosene**

(To support vendor's claim for credit or payment under § 6427 of the Internal Revenue Code.)

**Superior Plus Energy Services, Inc.
1870 S. Winton Rd. Suite 200
Rochester, NY 14618
EIN 16-0736353**

The undersigned purchaser ("Buyer") hereby certifies the following under penalties of perjury:

- A. Buyer will use the **diesel fuel** or **kerosene** to which this certificate relates for the exclusive use of a state or local government, or political subdivision thereof, or the District of Columbia.
- B. This certificate applies to the following (complete as applicable):
1. If this is a single purchase certificate, check the box and enter information on line a and b below: ☐
 - a. Invoice or delivery ticket number _____
 - b. Number of gallons _____
 2. This is a certificate covering all purchases under a specified account(s) or order number:
 - a. Effective date: January 1, 2016
 - b. Expiration date: December 31, 2016
(period not to exceed 1 year after the effective date)
 - c. Buyer's account number(s) 2008416

Buyer will provide a new certificate to the vendor if any information in this certificate changes.

If Buyer uses the diesel fuel or kerosene to which this certificate relates for a purpose other than stated in the certificate, Buyer will be liable for any tax.

Buyer acknowledges that it has not and will not claim any credit or payment for the diesel fuel or kerosene to which this certificate relates.

Buyer understands that the fraudulent use of this certificate may subject Buyer and all parties making such fraudulent use of this certificate to a fine or imprisonment, or both, together with the costs of prosecution.

Make any changes to FEIN or Address in this section

~~16-6002129~~ **16-6002197**

Federal Employer ID # (9-digit format: xx-xxxxxxx)

[Please fill-in and/or verify the correct number.]

Town of Canandaigua Highway dept
Name of Buyer

5440 Route 5 & 20 West,
Canandaigua, NY 144240000
Address of Buyer

Pamela A Helming
Printed or typed name of the person signing

Signature

Town Supervisor
Title of the person signing

Date signed



Superior Plus Energy Services

Rec'd 3/8/16

*for diesel +
Kerosene*

1870 S. Winton Rd. Ste. 200
Rochester, New York 14618
Phone: 585.783.2670
Fax: 877.809.9230

Re: **Federal Excise Tax Exempt Status (immediate action required)**

March 3, 2016

Dear **Town of Canandaigua Highway dept:**

Internal Revenue Service (IRS) compliance requires we obtain on an annual basis federal excise tax waiver certificate(s) for purchases made by certain taxpayers of fuels (gasoline, diesel fuel and kerosene) used in a nontaxable manner as described in IRS Publication 510 Excise Taxes. Our records indicate **Town of Canandaigua Highway dept** is purchasing products from us federal tax exempt.

In order to remain exempt from federal excise tax on fuel purchases made beginning January 1, 2016 through December 31, 2016, a properly completed and signed certificate(s) must be returned to Superior Plus Energy Services no later than April 15, 2016.

Please be advised, if a properly completed and signed certificate(s) is not returned by April 15, 2016, federal excise tax will be added to all past and future fuel purchases beginning January 1, 2016.

Please note there are **no substitutions for the enclosed federal waiver certificate(s)** and state issued exemption certificates do not apply to federal excise tax. **Incomplete and/or unsigned certificates are considered invalid by the Internal Revenue Service.**

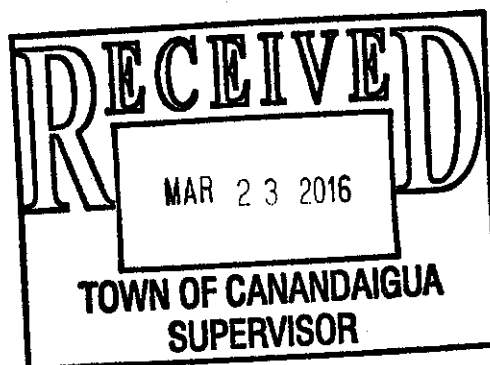
Please return the certificate(s) to the attention of Tax Administration by mail or fax to the address or fax number listed above.

If you have any questions regarding this request, please contact Ashley Gray, Tax Accountant II at (585) 783-2645.

Thank you in advance for helping us maintain compliance with Internal Revenue Service requirements.

Very truly yours,

Superior Plus Energy Services



Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

Town of Canandaigua

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:

☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☒ Other (see instructions) ▶

Local Government

Exemptions (see instructions):

Exempt payee code (if any) _____

Exemption from FATCA reporting
code (if any) _____

Address (number, street, and apt. or suite no.)

5440 Routes 5 & 20 West

City, state, and ZIP code

Canandaigua, NY 14424

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

____ - ____ - ____

Employer identification number

1 6 - 6 0 0 2 1 9 7

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

**Sign
Here**

Signature of
U.S. person ▶

Danella Helmer

Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on www.irs.gov/w9 for information about Form W-9, at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.