

# CFE CONSULTING SERVICES, LLC

MBE CIVIL/ENVIRONMENTAL CONSULTANT

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## PROGRESS STATUS MEETING MINUTES MAMARONECK UNION FREE SCHOOL DISTRICT

**DATE:** October 6, 2011

**PLACE:** Mamaroneck High School  
Mamaroneck, New York

**TIME:** 10.30 a.m.

**ATTENDEES:** **MUFSD**  
Robert Sharp – Superintendent of Schools  
Meryl Rubinstein –Assistant Superintendent for Business Operations  
Mark Barnett – Assistant Principal, Hommocks Middle School  
Mario Washington - Assistant Principal, Mamaroneck High School  
George W. McNally, P.E. – Director of Facilities

**CFE Consulting Services, LLC**  
Wellington J. Carvalho, P.E.

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The following is a summary of key items discussed at the meeting:

### **I – REVIEW OF ONGOING SWMP**

The meeting agenda included a brief review of the following items (refer to attached handout):

- New Stormwater Permit
- Ongoing Public Education
- Public Participation/Community Outreach
- Detection & Elimination of Illicit Connections
- Inspection & Maintenance of Conveyance Systems
- District Operations on Pollution Prevention/Good Housekeeping
- Reports, Policies & O & M Manuals

## **II – FOLLOW-UP ACTIONS**

**1. Student/Staff Participation** - As a part of the ongoing SWMP, CFE will develop details on a community outreach program that will highlight:

- Why is a community outreach program necessary?
- What is required?
- Resources that the District can use for a community outreach program

**2. Onsite Stormwater Pollutant Reduction Program** – CFE will:

- Meet with the CCSD “STOP” Group to assess on-site treatment measures such as bio-retention cells or rain gardens that may be used to reduce stormwater pollutants
- Will develop a program for onsite pollutant reductions, that the District can implement

**3. Change in Impervious Cover** – CFE noted:

- If the District incorporates any changes in impervious cover such as construction of new buildings, the addition of hard surface parking lots and driveways, the District must demonstrate a no net increase in Pollutants of Concern (POCs)
- CFE will be notified by the District of any changes in impervious cover, so that CFE can determine what measures the District must take to ensure a no net increase in POCs