A Long Term Operation and Maintenance Plan (O & M)

for

Medway Mill Parking Expansion

163-165 Main Street
Medway, MA

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Standard 9: A Long –Term Operation and Maintenance (O&M) Plan shall be developed and implemented to ensure that storm water management systems function as designed.

The following shall serve as the (O&M) Plan required by Standard 9, as well as the Long-Term Pollution Prevention Plan required by Standard 4.

A. Names of Persons or Entities Responsible for Plan Compliance;

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It is the intent of the Applicant to have the site completed and released by the various town Departments and Boards.

B. Good housekeeping practices
1. Maintain site, landscaping and vegetation.
2. Sweep and pick up litter on pavements and grounds.
3. Deliveries shall be monitored by owners or representative to ensure that if any spillage occurs, it shall be contained and cleaned up immediately.
4. Maintain pavement and curbing in good repair.
5. Spill Containment Kit to contain and clean-up spills that could occur on site.

C. Requirements for routine inspections and maintenance of stormwater BMPs and Mitigation Areas:
1. Plans: The storm water Operation and Maintenance Plan shall consist of all Plans, documents and all local state and federal approvals as required for the subject property.
2. Record Keeping:
   a. Maintain a log of all operation and maintenance activities for at least three years following construction, including inspections, repairs, replacement and disposal (for disposal, the log shall indicate the type of material and the disposal location);
3. Inspection Requirements:
   a. All stormwater BMPs and Mitigation Areas are to be inspected biannually for evidence of soil erosion, the presence of invasive species, trash, and dead vegetation, and for proper functioning of the BMP.
   b. Inspections shall be logged on the provided inspections forms, or if another form or document is used, it shall contain the same information as the included forms.
   c. Photos of the BMPs and mitigation areas shall be included with the inspection report submitted to the town after each inspection.
4. BMP Maintenance: After construction it is the responsibility of the owner to perform maintenance. The cleaning of the components of the stormwater management system shall generally be as follows:
   a. Pavement: The owner shall keep the pavement swept with a mechanical sweeper or hand swept semi-annually at a minimum.

b. Catch Basins: Shall be cleaned by excavating, pumping or vacuuming. The sediment shall be disposed of off-site by the Owner. Inspect quarterly, remove silt when ¼ full.
c. Sediment Forebay: Inspect monthly. Clean forebay 4 times per year.
d. Infiltration Basin: Inspect for proper function after every major storm event during the first 3 months of operation, inspect/remove debris twice per year afterward. Mow basin at least twice per year, remove clippings.

5. Mitigation Areas to be inspected;
   a. Remediation Area A is located on the east side of the brook, south of the parking lot, and is bordered on the north by a boulder barrier.
   b. Remediation Area B is located on the east side of the brook, along the eastern edge of the parking lot, and is bordered on the west by a boulder barrier.
   c. Remediation Area C is located on the west side of the brook, directly west of the bridge, on either side of the paved fire access lane.
6. Access Provisions: The mitigation areas and all components of the stormwater system will be accessible by the Owner.

D. Spill prevention and response plans
1. Train employees and subcontractors in prevention and clean up procedures.
2. All materials stored on site will be stored in their appropriate containers under a roof or in the approved underground storage tanks.
3. Follow manufacturer's recommendation for disposal of used containers.
4. On site equipment, fueling and maintenance measures:
   a. Inspect on-site vehicles and equipment daily for leaks.
   b. Conduct all vehicle and equipment maintenance off Site and refueling in one location, away from storm drains and wetlands.
5. Clean up spills.
   a. Never hose down "dirty" pavement or impermeable surfaces where fluids have spilled. Use dry clean-up methods (sawdust, cat litter and/or rags and absorbent pads).
   b. Sweep up dry materials immediately. Never wash them away or bury them.
   c. Clean up spills on dirt areas by digging up and properly disposing of contaminated soil.
   d. Report significant spills to the Fire Department, Conservation Commission and Board of Health.

E. Provisions for maintenance of lawns, gardens, and other landscaped areas
Dispose of clippings away from storm drainage.

F. Requirements for storage and use of herbicides, and pesticides
The application of herbicides or pesticides will be done by professional certified contractor.

G. Provisions for solid waste management
1. Waste Management Plan
   a. Recycle materials whenever possible (paper, plaster cardboard, metal cans). Separate containers for material is recommended.
   b. Do not bury waste and debris on site.
   c. Certified haulers will be hired to remove the dumpster container waste as needed. Recycling products will also be removed off site weekly.

H. Snow disposal and plowing plans

Snow storage is adequate around the site for large storm events, see site plan. If additional snow storage is required during significant storm events, the swale adjacent to Remediation Area A may be utilized. No snow storage may encroach into the remediation areas.

I. Winter Road Salt and/or Sand Use and Storage restrictions
No sand, salt, or chemicals for de-icing will be stored outside.

J. Pavement sweeping schedules
Sweeping, the act of cleaning pavement can be done by mechanical sweepers, vacuum sweeper or hand sweeper. The quantity of sand is a direct correlation with the treatment of ice and snow and the types of chemicals and spreaders that are being used on site to manage snow. If a liquid de-icer such as calcium chloride is used as a pretreatment to new events the amount of sand is minimized. Sweeping for this site should be done semi-annually at a minimum. Collecting the particulate before it enters the catch basins is cheaper and more environmentally friendly than in a catch basin mixing with oils and greases in the surface water runoff in catch basins.

K. Provisions for prevention of illicit discharges to the stormwater management system
No illicit discharges to the stormwater management system are proposed, and an illicit discharge compliance statement has been provided within the stormwater report in accordance with the requirements of Standard 10.

L. Training the staff or personnel involved with implementing Long-Term Pollution Prevention Plan
The owner shall develop policies and procedures for containing the illicit spilling of oils, soda, beer, paper and litter. These wastes provide a degrading of the water quality. The placement of signs and trash barrels with lids around the site would contribute to a clean water quality site conditions.

M. List of Emergency contacts for implementing Long-Term Pollution Prevention Plan:

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BMP	Estimated Maintenance Cost
Pavement sweeping	$ 400 per year
Catch basin cleaning	$ 200 per catch basin per cleaning
Sediment Forebay	$ 400 per year
Infiltration Basin	$ 500 per cleaning
Spill Containment Kit	$ 750 purchase price