

## *2 Operation & Maintenance Plan*

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## **OPERATION AND MAINTENANCE PLAN**

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In accordance with the standards set forth by the Stormwater Management Regulations issued by the Department of Environmental Protection (DEP), Allen & Major Associates, Inc. (A&M) has prepared the following Operation and Maintenance (O&M) plan for the proposed stormwater management system at the Wellesley Country Club site. This O&M plan addressed post construction pollution prevention and maintenance of stormwater systems. Reference is made to the Stormwater Pollution Prevention Plan (SWPPP) prepared to mitigate any potential pollution during construction.

This plan is broken into two major sections. The first section describes pollution prevention techniques to encourage source controls that prevent pollution. The second section is devoted to a post-development operation and maintenance plan of the stormwater management system. An operation and maintenance schedule has been included at the end of the report.

### **Basic Information**

Proponent: Wellesley Country Club  
Address: 300 Wellesley Avenue  
City: Wellesley, MA 02481

### **Section 1 Pollution Prevention**

As a manicured facility, the largest potential sources of pollution including fertilizers and other lawn treatment chemicals. It is anticipated that all of these materials will be stored and maintained inside specialized containers that are only access by trained club personnel. However the following pollution prevention techniques are provided in the event that there is a spill outside the facility that may enter the stormwater management system.

#### ***Good House Keeping***

The following measures will be employed to control potential sources of contamination and prevent pollution at The Project property:

#### ***Deicing***

To prevent increased pollutant concentrations in stormwater discharges, the amount of road salt applied will be controlled. Calibration devices for spreaders in trucks will be encouraged to contractors employed to plow the parking area. The amount of deicing materials used will be monitored with the goal of using only enough to make the roadway and parking areas safe.

#### ***Snow Storage/Disposal***

Snow storage/disposal will be allowed in unused areas of the property away from storm drainage systems and wetland resource areas.

#### ***Pavement Sweeping***

The Project will implement a pavement sweeping program to remove contaminants directly from paved surfaces to prevent their release into the drainage system. Pavement sweeping can be an effective initial treatment for reducing pollutant loadings in stormwater. Once removed from paved surfaces, the sweeping will be handled and disposed of in accordance with the MassDEP's Bureau of Waste Prevention's written policy regarding the reuse and disposal of street sweepings.

### Fertilizer/Pesticide/Herbicide Application

Applications of treatment materials will be used throughout the site. Their application adjacent to the stormwater systems will be limited. Slow release fertilizer will be used and applied in the minimum amounts recommended by the manufacturer. Once applied, the fertilizer will be worked into the soil to limit exposure to stormwater. Storage will be in a closed structure; and the contents of any partially used bags will be transferred to a sealable, plastic bin to avoid spills.

### Materials Management/Housekeeping Practices

The following product-specific practices will be followed on-site. Recommendations are provided for petroleum products, fertilizers, solvents, paints, and other hazardous substances, and concrete.

**Petroleum Products** – Routine maintenance of course equipment is anticipated. No chemicals, fluids or fuels from vehicles will be drained into the stormwater system. All fluids will be collected in appropriate containers and disposed of according to State regulations. Storage of diesel and unleaded fuel will be regulated by the State Fire Marshall and will be in an approved container. No petroleum-based or asphalt substances will be stored within 100 feet of a waterway.

**Solvents, Paints, and other Hazardous Substances** - All containers will be tightly sealed and stored indoors when not required for use. Excess materials will not be discharged to the storm sewer system, but will be properly disposed according to manufacturer's instructions or state and local regulations. Outside storage on the property will be prohibited.

### ***Spill Prevention and Control***

The Property Manager/Groundskeeper will be responsible for training of people in the proper handling and cleanup of spilled materials. No spilled hazardous materials or hazardous wastes will be allowed to come in contact with storm water discharges. If such contact occurs, the storm water discharge will be contained on site until appropriate measures in compliance with State and Federal regulations are taken to dispose of such contaminated storm water.

In order to minimize the potential for a spill of hazardous materials to come into contact with storm water, the following steps will be implemented:

1. All materials with hazardous properties (such as pesticides, petroleum products, fertilizers, detergents, construction chemicals, acids, paints, paint solvents, cleaning solvents, additives for soil stabilization, concrete curing compounds and additives, etc.) will be stored in a secure location, with their lids on, preferably under cover, when not in use.
2. The minimum practical quantity of all such materials will be kept on the site.
3. A spill control and containment kit (containing, for example, absorbent materials, acid neutralizing powder, brooms, dust pans, mops, rags, gloves, goggles, plastic and metal trash containers, etc.) will be provided at the maintenance area of the site.
4. Manufacturers recommended methods for spill cleanup will be clearly posted and site personnel will be trained regarding these procedures and the location of the information and cleanup supplies.

In the event of a spill, the following procedures should be followed:

1. All spills will be cleaned up immediately after discovery.

2. The spill area will be kept well ventilated and personnel will wear appropriate protective clothing to prevent injury from contact with the hazardous substances.
3. The Owner and Property Manager will be notified immediately.
4. Spills of toxic or hazardous materials will be reported to the appropriate federal, state, and/or local government agency, regardless of the size of the spill.
5. If the spilt material enters the drainage system, the catch basin or other structure acting as the inlet shall be cleaned via a vac truck as soon as possible and before the next rainfall event to the extent practicable.

The Property Manager will be the spill prevention and response coordinator. He will designate the individuals who will receive spill prevention and response training. These individuals will each become responsible for a particular phase of prevention and response. The names of these personnel will be posted in the material storage area and other applicable areas onsite.

### **Section 2 Stormwater Management System – Operation and Maintenance**

1. Paved Areas – Paved areas should be swept as part of the routine site maintenance. Pavement sweeping is an excellent source control for sedimentation to the existing drainage system and should be performed on a quarterly basis (four times a year).
2. Salt for de-icing on the paved areas during the winter months shall be limited to the minimum amount practicable. Sand containing the minimum amount of calcium chloride (or approved equivalent) needed for handling may be applied as part of the routine winter maintenance activities.
3. Deep Sump Catch Basins – Sumps shall be inspected quarterly during the first year to determine sediment collection. Sumps shall be cleaned annually at a minimum, and when sediment and debris are within 2-feet of the outlet pipe.
4. The StormTech Infiltration System and “Isolator Row”: Inspect and maintain according to the StormTech Inspection and Maintenance Manual.
4. All sediments removed from the infiltration systems and catch basin sumps shall be disposed of properly, and in accordance with applicable local and state regulations.
5. All vegetated areas on the site shall be stabilized and maintained to control erosion. Any disturbed areas shall be re-seeded as soon as practicable. Trash and debris should be removed on a regular basis.
6. Work within any drainage structures shall performed in accordance with the latest OSHA regulations, and only by individuals with appropriate OSHA certification.

Maintenance Responsibilities - All post-construction maintenance activities shall be documented and kept on file for up to 3 years. Copies of said document shall be submitted to the Zoning Board of Appeals and the Town Engineer.