


Weston & Sampson℠

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STORMWATER POLLUTION PREVENTION PLAN

MS4 GENERAL PERMIT COMPLIANCE

JULY 2023

TOWN OF
Burlington
MASSACHUSETTS

Department of Public Works Central Maintenance Facility

10 GREAT MEADOW ROAD, BURLINGTON, MA 01803

SWPPP

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STORMWATER POLLUTION PREVENTION PLAN
DEPARTMENT OF PUBLIC WORKS

Facility Name: Burlington Department of Public Works Central Maintenance Facility

Facility Address: 10 Great Meadow Road, Burlington, MA 01803

1. STORMWATER POLLUTION PREVENTION PLAN (SWPPP) OVERVIEW

This Stormwater Pollution Prevention Plan:

- Identifies the SWPPP coordinator with a description of the coordinator's duties;
- Identifies members of the SWPPP team and lists their responsibilities;
- Describes the facility, with information on location and activities, a site map, and a description of the stormwater drainage system;
- Identifies potential stormwater contaminants;
- Describes stormwater management controls and various Best Management Practices (BMPs) needed to reduce pollutants in stormwater discharges;
- Describes the facility's monitoring plan; and,
- Describes the implementation schedule and provisions for amendment of the plan.

2. PLANNING AND ORGANIZATION

2.1. SWPPP Coordinator and Team

This is the member roster and list of responsibilities for the pollution prevention team. The team is responsible for implementing the Stormwater Pollution Prevention Plan.

Leader: Brian White Office Phone: 781-270-1670

Title: Department of Public Works Director

Responsibilities: Overall lead for plan development and implementation; responsible for certifying the completeness and accuracy of the SWPPP.

Member: Operations Manager Office Phone: 781-270-1670

Title: Operations Manager

Responsibilities: Oversees good housekeeping activities.

Member: Mike Desimone Office Phone: 781-270-1670

Title: Spill Response Coordinator

Responsibilities: Serves as spill response coordinator and maintains spill kits at the Burlington DPW.

Member: Kevin Keene Office Phone: 781-270-1677

Title: Highway Division Superintendent

Responsibilities: Coordinates quarterly SWPPP inspections and annual employee training.

Member: Matt Davis Office Phone: 781-270-1679

Title: Water and Sewer Superintendent

Responsibilities: Assists with the SWPPP inspection and training program.

3. ASSESSMENT

3.1 Site Inspection

The DPW Facility was inspected on February 16, 2023 by Thea Reymann and Zachary Wallin. During the inspection, information pertaining to activities conducted on site, vehicles stored on site, material storage, transfer of waste materials and spill history was gathered. This information was evaluated to develop a stormwater pollution prevention plan for this facility.

3.2 Site Description

The Town of Burlington's Department of Public Works Facility is located at 10 Great Meadow Road in Burlington, Massachusetts. The location of the site is shown in the map included in Appendix A. The 3.4-acre facility includes one building, an outdoor vehicle washing area and parking areas. Table 1, below, includes the use, footprint, and location of the main building located on the site.

Table 1: Buildings at the Burlington DPW Central Maintenance Facility

Building Name	Building Footprint	Facility Use
DPW Central Maintenance Facility	28,470 SF	Three Shops with 1-Bay Garages, Vehicle Storage Area with 3-Bay Garage, Vehicle Maintenance and Parts Storage Area with 5-Bay Garage, Indoor Vehicle Washdown Area with 1-Bay Garage, Outdoor Vehicle Wash Pad, Administration Offices, Personal Vehicle Parking Area

Stormwater runoff in the southern and western portion of the site is collected by six (6) catch basins and directed to a hydrodynamic separator (WQU8335) where it is then conveyed to underground infiltration chambers near the northwestern corner of the property before it discharges to Outfall 8313 in the northern corner of the property. Stormwater runoff in the northeastern and eastern portions of the site is collected by four (4) catch basins and directed to a hydrodynamic separator (WQU8336) where it is then conveyed to underground infiltration chambers in the northeastern corner of the property before it discharges to Outfall 8314, right next to Outfall 8313. Stormwater from the two outfalls discharges to a stormwater stilling basin at the northern corner of the property. Roof runoff is collected by downspouts on the eastern and western sides of the building which discharges to the drainage system prior to the northeast and northwest infiltration chambers.

Outfalls 8313 and 8314 in North Corner of Site

3.3 Site Map

Appendix C includes a detailed site map of the facility showing identified potential sources of pollution. The following items are shown on the map:

- Footprint for the DPW Facility
- Surface area types
- Direction of stormwater flow on site
- Location of all stormwater structures, including catch basins, manhole covers, structural BMPs, and applicable outfalls
- Approximate location of all sanitary sewer structures, including the oil-water separator and manhole covers
- Access Roads
- Locations of the following activities exposed to precipitation or runoff:
  - Vehicle storage and maintenance areas
  - Vehicle wash area
  - Waste storage and disposal area

3.4 Receiving Waters

Stormwater runoff from this facility discharges to Outfalls 8313 and 8314 which are tributary to Vine Brook (MA83-06). Vine Brook discharges to the Shawsheen River in Bedford, Massachusetts, which flows north before discharging to the Merrimack River in Lawrence, Massachusetts. Vine Brook is

listed on the Draft 2022 Massachusetts Integrated List of Waters as impaired for Curly-leaf Pondweed, Benthic Macroinvertebrates, Chloride, Dissolved Oxygen, Escherichia Coli (E. Coli), and Turbidity. All of these impairments are new on the 2022 list with the exception of Dissolved Oxygen and E. Coli, which were included on the Final 2018/2020 Integrated List of Waters. The Town is subject to the requirements of both Appendix F and Appendix H of the 2016 MS4 Permit, which outlines requirements related to discharges to water quality limited water bodies with and without a Total Maximum Daily Load (TMDL). The Bacteria TMDL for the Shawsheen River Basin is applicable to Burlington's Vine Brook. Category 5 of the 303(d) List of Impaired Waters identifies water bodies that are impaired for one or more designated uses and require the development of a TMDL. Apart from Curly-leaf Pondweed and E. Coli, the pollutants in the Draft 2022 Integrated List all require the development of a Total Maximum Daily Load (TMDL). The chloride impairment in Vine Brook requires the Town to comply with the requirements of Appendix H of the MS4 Permit, which lists additional requirements for discharges to certain water quality limited waterbodies where there is no existing TMDL already in place, but a TMDL is required to be developed. Additionally, since the portion of the Merrimack River (MA84A-04) that the Shawsheen River discharges to is impaired for phosphorus on the Final 2018/2020 and the Draft 2022 Integrated Lists, Vine Brook is subject to Appendix H requirements for phosphorus.

3.5 Significant Material Inventory

A full list of vehicles and equipment stored, operated, and maintained at the DPW facility is included in Appendix B. Materials stored at the facility are shown on the site map in Appendix C. A complete inventory of these materials as well as their likelihood of encountering stormwater and their potential to cause an impact on surrounding water bodies can be found in Appendix D. The most significant materials and activities are discussed in detail in Sections 3.6-3.11.

3.6 Vehicle and Equipment Storage

Potential Pollution Risk and Best Management Practices

Vehicle and equipment storage activities are a potential source of pollution due to the fuel, oil, hydraulic fluid, antifreeze and other hazardous materials the machinery may contain. Vehicles and equipment may also pick up pollutants during offsite activities and then track these pollutants into the storage facility.

Regular visual inspection and maintenance of vehicles and equipment can greatly reduce the potential for pollution by finding and addressing leaks before these hazardous materials can enter the environment. When in storage, vehicles and equipment should be kept on a covered slab or in a building with a common drain. Discharges to this drain shall be managed by an oil/ water separator to remove oils and gasoline. The oil-water separator must discharge to the sanitary sewer or to a holding tank that is pumped and disposed of as needed by qualified personnel.

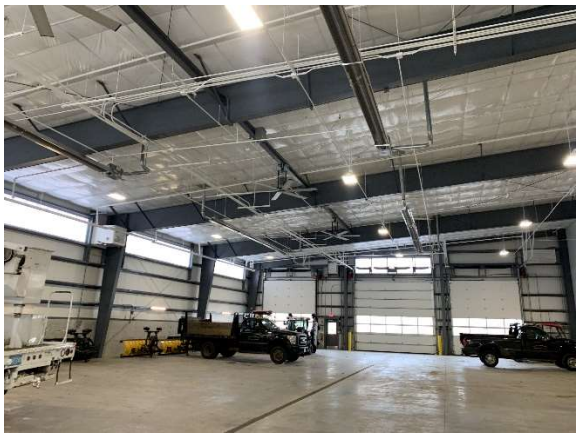
No equipment should be kept in an area where leaks could result in pollutants entering catch basins, channels leading to outfalls, or the engineered storm drain system. If vehicles and equipment are

stored outdoors, catch basins or engineered drainage system structures should include devices intended to remove oils and sediments prior to entering the system. These treatment devices should be inspected and replaced at the frequency recommended by the manufacturer.

Current Practices and Recommendations

Most vehicles and equipment are stored indoors at the DPW facility in the storage garage portion of the building. Three (3) of the twelve (12) entrance bays of the facility access the storage garage. The storage garage portion of the building is equipped with floor drains, which discharge to an oil-water separator located under the pavement on the eastern portion of the site. The oil-water separator discharges to the sanitary sewer. The parking at the site is used for personnel vehicles during work hours, not for long term storage. At the time of the inspection, there were a few vehicles and pieces of equipment stored uncovered and outdoors at the facility. A few vehicles and a street sweeper, plow and trailer were observed parked along the northern edges of the property. The DPW should consider storing as many vehicles and vehicle components as possible inside its existing garages and covered areas. This will minimize the exposure of vehicles, equipment, and any associated hazardous materials to stormwater runoff. The oil-water separator should be inspected and pumped once per quarter or as necessary to prevent backups or overflows.

Outdoor Vehicle and Equipment Storage



Indoor Vehicle and Equipment Storage

3.7 Vehicle and Equipment Maintenance/Repair

Potential Pollution Risk and Best Management Practices

When performing vehicle and equipment repair, there is a high risk for pollutants such as fuel, oil, and lubricants to leak or be spilled. There is also the potential to create dust and other by-products that may contain pollutants. Both accidental and purposeful spillage, i.e., a leaky oil pan needing repair or a pan that is drained during an oil change, can lead to pollutants entering stormwater runoff. Although there is little potential to impact stormwater, it should be noted that hazardous gases can be produced during maintenance and repair as well.

Proper maintenance and repair for vehicles and equipment should include a preliminary assessment of potential pollutant sources. This assessment will determine the best means of containing any potential spills or by-products of the situation at hand. Approved containers should be used to capture hazardous liquids; all waste should be disposed of according to applicable MassDEP and USEPA guidelines. Projects that may produce hazardous dust that could come in contact and mix with any liquids should be performed indoors in an area with proper ventilation.

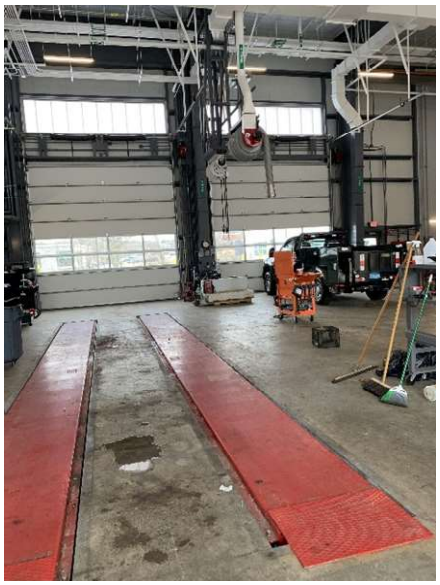
Due to heavy metal accumulation in antifreeze, brake fluid, transmission fluid, and hydraulic oils, it is not recommended that any of these liquids are disposed of in the sanitary sewer system. Contaminated parts removed or replaced on any vehicles or equipment shall be disposed of properly.

All vehicle and maintenance repair shall take place on a covered slab or within a building with a common drain. Discharge to this drain shall be managed by an oil/ water separator. The oil-water separator must discharge to the sanitary sewer or to a holding tank that is pumped and disposed of as needed by qualified personnel.

Maintenance and repairs shall not take place in areas prone to stormwater runoff or where pollutants could enter catch basins, channels leading to outfalls, or an engineered storm drain system. All catch basins or engineered drainage systems on site that could be affected by accidental spills should include devices intended to remove oils and sediments prior to entering the system. These treatment devices should be inspected and replaced at the frequency recommended by the manufacturer.

Current Practices and Recommendations

All vehicle maintenance occurs indoors at the DPW facility in the maintenance garage portion of the building. Three (3) of the twelve (12) entrance bays of the facility access the maintenance garage. There are also three (3) bays for access to each of the three (3) shops where some equipment maintenance occurs. Each of the shops and the vehicle maintenance garage portions of the building are equipped with floor drains, which also discharge to an oil-water separator located under the pavement on the eastern portion of the site. The oil-water separator discharges to the sanitary sewer. Employees at the DPW facility should continue their existing practices for vehicle and equipment maintenance. The oil-water separator should be inspected and pumped once per quarter or as necessary to prevent backups or overflows.



Vehicle Maintenance Garage

3.8 Vehicle Wash Water and Wastewater

Potential Pollution Risk and Best Management Practices

Similarly to vehicle storage and maintenance, vehicle washing has the potential to carry fuel, oil, hydraulic fluid, or other hazardous materials into the storm drain system or nearby surface waters when conducted outside in a paved area. Wash water can contain sediment, metals, or chlorides from grime that builds up on vehicles and equipment during winter and other routine operations, as well as surfactants or nutrients from the cleaning agent itself.

To prevent the transport of contaminants in vehicle wash water to the storm drain system or eventual receiving waters, all vehicle washing should be done indoors in a building equipped with floor drains. These floor drains shall not discharge to the storm drain system or directly to a surface water. If it is not practicable for vehicles and equipment to be washed indoors, then they shall be washed outdoors over an impervious area where runoff is treated for nutrients and petroleum products. Heavily soiled vehicles or vehicles dirtied from salting should never be washed outside.

Current Practices and Recommendations

All vehicle washing is conducted at the DPW facility. The outdoor wash pad is used to remove larger particulates before further washing and is equipped with a catch basin. The catch basin discharges to a hydrodynamic separator (WQU8336) before flowing to the infiltration chambers and Outfall 8314. One (1) entrance bay of the facility accesses the indoor vehicle wash area. The indoor wash area is equipped with a trench drain which discharges to the sanitary sewer via an oil-water separator. The DPW should continue indoor washing practices and limit outdoor washing because pollutants in the water discharge to the drainage system and may cause stormwater pollution.

Indoor Vehicle Wash Bay

Outdoor Vehicle Wash Pad

3.9 Waste Oil Storage

Potential Pollution Risk and Best Management Practices

When not stored properly, waste oil can be a potential source of petroleum in stormwater. Waste oil containers can leak, and spills can occur while transporting the waste oil.

To prevent these potential issues, oil containers should be properly labeled and stored in secondary containment. These containers should be regularly checked for rust, leaks, or any other signs of deterioration. Any defective container should be immediately replaced. A spill kit should be located anywhere oil is stored and all employees should be trained on its location and the proper spill response procedures. Any floor drain located near stored oil should be equipped with an oil water separator before the water goes into the wastewater system. When possible, steps should be taken to recycle the used oil and to reduce the use of oil. All oil filters should be disposed of properly.

Current Practices and Recommendations

This facility has one 250-gallon waste oil tank located in the fluid storage room within the vehicle maintenance garage portion of the facility. There is a waste oil depository in the vehicle maintenance garage that pumps to the waste oil tank. When it is full, there is an alarm in the vehicle maintenance

room that alerts workers and the tank is pumped and the waste oil is properly disposed of by an outside contractor. The fluid storage room has a floor drain and sump with no discharge. When fluid waste enters this sump, it should be cleaned and the waste disposed of off-site by qualified personnel. The DPW shall continue their existing practices in handling waste oil.

Waste Oil Tank


Waste Oil Depository

3.10 Chemical Unloading, Handling, and Storage

Potential Pollution Risks and Best Management Practices

Improper use, handing, and storage of chemicals including fertilizers, pesticides, paints, and chemicals can contribute to loadings of nutrients and toxic compounds to stormwater. The risk of incorrect use or spilling of chemicals increases when they are not handled by properly trained personnel. Stormwater contamination can also result from storage or loading activities when the chemicals are not being directly used or properly contained and covered. Leaks and spills from faulty containers can migrate to the storm drain system if not properly and quickly controlled.

Hazardous chemicals should be stored indoors in dry, well-ventilated locations. Floors of storage areas should be watertight, impervious, and provide spill containment. In case a spill or leak does occur, storage areas and any vehicles transporting chemicals should be equipped with a spill response kit. Employees should follow the Spill Prevention Control and Countermeasure Plan (SPCC Plan) included in Appendix E of this SWPPP.

Current Practices and Recommendations

The DPW stores other miscellaneous chemicals and vehicle maintenance materials at the facility. In one of the shop areas, three (3) 55-gallon tanks of motor oil and hydraulic fluid are stored for equipment maintenance. Any leaks or spills in the shop would be collected by a spill pad or the floor drain which discharges to the oil-water separator before discharge to the sanitary sewer. Materials in the fluid storage room in addition to waste oil include 150-gallon hydraulic fluid and engine oil tanks, two (2) 150-gallon synthetic blend motor oil tanks, and four (4) 55-gallon drums of windshield washer fluid, antifreeze, coolant, and automatic transmission fluid, respectively. The tanks pump to the vehicle maintenance garage for use, and the drums are stored with a spill pallet under them as secondary containment. Any leaks or spills in the fluid storage room will be collected by the spill pallets or the dry sump in the room. Additional chemicals and fluids in smaller containers such as hydraulic fluid, motor oils, lubricants and sealants are organized and stored in the maintenance garage. Any leaks or spills in the storage and maintenance garages may enter floor drains and discharge to the oil-water separator before discharge to the sanitary sewer.

The DPW practice of storing and loading hazardous chemicals in locations that provide spill containment should be continued. The DPW should keep a spill kit located near the chemical storage areas and train staff on proper spill response procedures.

Equipment Maintenance Bay

Fluid Storage Room

3.11 Solid Waste Management

Potential Pollutant Risk and Best Management Practices

The handling and storage of solid waste can contaminate stormwater with nutrients, pathogens, metals, and sediments. Solid waste, which encompasses agricultural, construction and demolition, household, industrial, municipal, and tire waste, can be classified as both hazardous and non-hazardous. Each waste storage location shall be properly labeled, covered, and contained, and all storage containers shall be routinely inspected for signs of spills, leaks, corrosion, or general deterioration. If stormwater runoff encounters improperly stored solid waste, it may carry any pollutants found in the waste to the storm drain system or nearby receiving waters.

Employees shall be properly trained in correct solid waste management practices and shall be knowledgeable of the potential hazards associated with solid waste handling and storage.

Current Practices and Recommendations

There is one dumpster at the DPW Facility for trash and litter. The dumpster sits on a concrete pad and is contained by a fence. The dumpster is emptied weekly. The dumpster shall be kept closed to prevent stormwater contamination and the site shall be swept as needed.

Trash Dumpster

3.12 Spills and Leaks

There have been no significant spills or chronic leaks at the DPW facility since completion of construction of the facility in 2021. Any future significant spills and/or chronic leaks shall be recorded on the list provided in Appendix F.

3.13 Structural Stormwater Treatment Structures

Structural stormwater treatment structures (or structural BMPs) are used to treat or pretreat stormwater runoff. Examples of structural BMPs include settling basins, drainage swales, infiltration basins and bioretention areas. These can significantly reduce the pollutant loads that enter receiving waterbodies.

There are hydrodynamic separators connected to underground infiltration chambers at both the northeast corner and northwest corner of the site. These separators and chambers treat runoff from the eastern and western portions of the facility, respectively, slowing the flow enough to allow larger debris and sediment as well as buoyant materials (oil and grease) to settle out before they each discharge to their respective outfalls and the settling basin located in the northern portion of the site.

3.14 Allowable Non-Stormwater Discharges

Certain non-stormwater discharges to the storm drain system or surface waters are allowable under the Town's MS4 Permit, such as potable water, compressor condensate, irrigation drainage, landscape watering, pavement washing without detergents, and uncontaminated groundwater. To be allowable, these non-stormwater sources must be identified in the SWPPP. No allowable non-stormwater discharges have been identified at this Burlington DPW facility.

3.15 Existing Stormwater Monitoring Data

This Burlington DPW facility has no previous data regarding existing stormwater monitoring. No flow was observed discharging from the outfalls during the site inspection which occurred during a period of dry weather. No sampling was conducted during the initial site inspection.

3.16 Site Summary (Sources of pollution with a high risk of contaminating stormwater)

This section identifies the areas, activities and/or materials at this DPW Facility that pose the highest risk of contaminating stormwater. There were no potential high-risk sources of contamination identified at the site, but the following areas are medium-risk sources of contamination:

- Vehicle & Equipment Storage. At the time of inspection, some vehicles and equipment were stored outdoors in the gated northern portion of the facility. Any fluid leaks from these vehicles and equipment could contribute to pollutant loading in stormwater entering the drainage system on the site.

- Vehicle & Equipment Washing. Vehicle wash water from the outdoor wash pad discharge to

a hydrodynamic separator and the drainage system on the site. Wash water may contribute to pollutant loading in the drainage system on the site.

- Solid Waste. The dumpster on site is confined but not covered. Runoff from the dumpster if kept open can carry pollutants into the drainage system on the site.

4. IMPLEMENTATION

This section describes practices that are in place or that will be implemented to control pollutants with the potential to contaminate stormwater. Implementing these practices at this facility may reduce stormwater pollution and will conserve monetary resources by identifying problems in equipment and structures before they fail.

4.1 Good Housekeeping

Good housekeeping practices are the most effective first step towards preventing pollution in stormwater. These activities are usually done daily to maintain a clean facility and prevent future pollution problems. The following is a list of good housekeeping practices:

- No washing of equipment or vehicles to the storm drain is allowed. Washing is done indoors, and the wash water is collected and discharged to the oil-water separator before discharge to the sewer system.
- Spills are immediately cleaned up with an absorbent. (See Spill Prevention Control and Countermeasure Plan in Section 4.5)
- All fluid products and wastes are kept indoors.
- All changing of fluids is done indoors in the maintenance garage.
- Fueling of small equipment is completed indoors.
- No fertilizers, herbicides, or pesticides are stored or used at the facility.
- Storage drums are stored on top of spill pallets.
- All hazardous material storage areas and containers have proper signage, labels, restricted access, locks, inventory control, overhead coverage, and secondary containment.
- All materials and waste oil storage containers are properly labeled.
- Oil/water separators, hydrodynamic separators and catch basins are maintained regularly and properly.
- Tools and materials are returned to designated storage areas after use.
- Waste materials are property collected and disposed of.
- Work areas are clean and organized.
- Drip pans are used for maintenance operations involving fluids and under leaking vehicles and equipment waiting repair.

4.2 Preventive Maintenance

Preventative Maintenance can minimize stormwater pollution by addressing potential issues before they become problems. This facility shall develop a preventive maintenance program that involves inspections and maintenance of stormwater management controls and routine inspections of facility operations to detect faulty equipment. Equipment, such as tanks, vehicles containers and drums, should be checked regularly for signs of deterioration and leaks. Structural stormwater controls should be regularly maintained to prevent inadequate performance during storm events.

The following is a list of preventive maintenance procedures practiced at this facility:

- This facility has a written spill prevention control and countermeasure plan
- All transfers to and from the tank are observed by qualified personnel trained in spill response procedures.
- Catch basins, hydrodynamic separators and sediment chambers are checked and cleaned as needed.
- Hydraulic equipment is kept in good repair to prevent leaks.
- Vehicle storage areas are inspected frequently for evidence of leaking oil.
- Material storage tanks and containers are regularly inspected for leaks.
- All material and bulk deliveries are monitored by facility employees.
- All waste oil and other storage tanks are fully contained, and the tanks and pumps are inspected regularly.

The following is a list of preventive maintenance measures that will be implemented and the date by which they will be implemented.

- The oil-water separator should be inspected and pumped once per quarter or as necessary to prevent backups or overflows.
- The hydrodynamic separators should be inspected and cleaned once per quarter or whenever the depth of the deposits is greater than 6 inches.
- Within 90 days, Speedi Dri (or similar absorbent) and/or a spill response kit will be kept at all potential spill areas.
- Within 90 days, staff will be trained on the Spill Prevention Control and Countermeasure Plan.

4.3 Best Management Practices (BMPs)

The following is a list of existing and planned Best Management Practices. When implemented, each BMP will prevent or reduce the discharge of potential pollutants in stormwater runoff for the areas of concern listed in the Site Summary.

- Loading and unloading are done inside where possible.
- A staff member is present during loading and unloading operations.
- Minimize the volume of gasoline stored within the buildings and on the site.
- Clean up any oil spills observed in the parking lot, garages, or other surfaces in a timely manner.
- Monitor all material deliveries.
- All floor drains present within garage bays drain to an oil/water separator.
- Inspect all storage tanks prior to filling activities for spills, leaks and corrosion.
- The dumpster lid shall be kept closed.
- All impervious areas on the site shall be swept at least twice per year in accordance with Appendix H of the 2016 MS4 Permit, which includes requirements for phosphorus impairments.

4.4 Management of Stormwater Runoff

As explained in Section 3.2, stormwater runoff from the northern and southern portions of the site are managed separately.

- Stormwater runoff in the southern and western portions of the site is collected by one of six (6) catch basins and directed to a hydrodynamic separator which connect to underground infiltration chambers near the northwestern corner of the property before discharge to a stormwater stilling basin at the north of the property through Outfall 8313.
- Stormwater runoff in the northern and eastern portions of the site is collected by one of four (4) catch basins and directed to a hydrodynamic separator which then connect to underground infiltration chambers near the northeastern corner of the property before discharge to the same stormwater stilling basin at the north of the property through Outfall 8314.
- Roof runoff is collected by downspouts on the western and eastern sides of the building and is discharged to the northeast underground infiltration chambers and northwest infiltration chambers, respectively. These infiltration chambers then discharge to the north stormwater stilling basin through Outfalls 8313 and 8314, respectively.

4.5 Spill Prevention and Response

The complete Spill Prevention Control and Countermeasure (SPCC) Plan, developed by Weston & Sampson in 2023, can be found in Appendix E.

The following procedures apply to the facility:

- All personnel working with, or exposed to, oil, hazardous materials, or hazardous waste (OHM/W) shall be trained on the proper handling and storage of OHM/W and SPCC plan implementation.
- The Emergency Coordinator will be notified immediately of all spills of oil and is authorized to utilize all available resources to respond to a release and implement the SPCC plan.
- Spills will be evaluated according to the SPCC action plan to determine the necessary response. Spill response procedures will be implemented immediately following spill discovery in accordance with Section 7 of the SPCC plan. If there is a health hazard or fire potential, the Burlington Fire Department and/or a licensed spill response contractor will be called. If a release exceeds the reportable spill quantities outlined in the SPCC plan, the appropriate agencies shall be notified in accordance with the procedures outlined in Section 10 of the plan.
- Inspections must be conducted monthly where hazardous waste is stored according to the procedures in Section 15 of the plan.
- Spills will be contained as close to the source as possible with oil-absorbent materials. Additional materials will be utilized to protect adjacent catch basins. Recovered materials shall be disposed of by a licensed contractor in accordance with local, state and federal regulations.

4.6 Employee Training

Regular employee training is required for employees who work in areas where materials or activities are exposed to stormwater, or who are responsible for implementing activities identified in the SWPPP, including all members of the Pollution Prevention Team.

The Burlington Department of Public Works is responsible for stormwater management training for their employees. The Department will coordinate training related to stormwater management on an annual basis to review specific responsibilities for implementing this SWPPP, including but not limited to BMP implementation, Good Housekeeping, Spill Prevention and O&M procedures. Members of the Pollution Prevention Team will meet at least twice yearly to discuss the effectiveness of and improvements to the SWPPP.

Documentation for these training sessions is included in Appendix G. Documentation includes attendance sheets, the instructor's name and affiliation, the date, time, and location of training and the presentation that was used.

5. EVALUATION

5.1 Site Inspection Requirements

All stormwater pollution control measures and stormwater discharge points at the facility must be inspected quarterly. A minimum of one (1) of these quarterly inspections must occur during a wet weather event. A visual examination must be made during daylight hours and within 30 minutes after stormwater begins to runoff. The inspection must check for evidence of pollution, evaluate non-structural controls in place at this site, and inspect equipment. The inspection report must include:

- The inspection time and date.
- The name of the inspector(s).
- Weather information and a description of any discharge occurring at the time of inspection.
- Identification of any previously unidentified discharges from the site.
- Any control measures needing maintenance or repair.
- Any failed control measures that need replacement.
- Any SWPPP changes required as a result of the inspection.
- A signed certification statement with the following Certification Language: "This Compliance Evaluation Report has been prepared by qualified personnel who properly gathered and evaluated information submitted for this Report. The information in this Report, to the best of my knowledge, is accurate and complete."

The inspection form for these inspections and all previously completed inspections can be found in Appendix H.

Corrective action may be necessary based on evidence of past stormwater pollution or the high potential for future stormwater pollution to occur. Any information about these issues and the corrective action taken against them must be included in a Compliance Evaluation report. The permittee must repair or replace control measures in need of repair or replacement before the next anticipated storm event, or as soon as practicable. In the interim, the permittee shall have back-up measures in place. The Compliance Evaluation report must be kept with the SWPPP and must state the problem, the solution, and when the solution was implemented.

5.2 Recordkeeping and Reporting

The permittee must keep a written record (hardcopy or electronic) of all activities required by the SWPPP. This includes but is not limited to maintenance, inspection, and training for a period of at least five (5) years. These records will be made available to state or federal inspectors and to the general public upon request.

Quarterly inspections of this DPW Facility should be described in the Town's MS4 Annual Report, including any corrective actions taken. Inspection and employee training records demonstrate that the operation of this Department of Public Works Facility is in compliance with the 2016 Massachusetts MS4 Permit.

5.3 Plan Revisions

The Burlington DPW shall review this SWPPP regularly to determine if any update or revision is required. Changes that may trigger revision include:

- An increase in the quantity of any potential pollutant stored at the facility;
- The addition of any new potential pollutant (not already addressed in this SWPPP) to the list of materials stored or used at the facility;
- Physical changes to the facility that expose any potential pollutant (not presently exposed) to stormwater;
- Presence of a new authorized non-stormwater discharge at the facility; or
- Addition of an activity that introduces a new potential pollutant.

Changes in activity may include but are not limited to an expansion of operations, or changes in any significant material handling or storage practices which could impact stormwater.

The amended SWPPP will describe any new activities that might contribute to increased pollution, as well as any control measures that have been implemented to minimize the potential for pollution.

This Plan must also be amended if a state or federal inspector determines that it is not effectively controlling pollutants in stormwater discharges.

6. ENDANGERED SPECIES

The 2016 MS4 Permit requires that the facility in question demonstrates that all activities taking place on this premises will not adversely impact endangered and threatened species or critical habitat.

Through consultation with the US Fish & Wildlife Service (USFWS), it was determined that the only threatened species within Burlington is the northern long-eared bat. Correspondence with USFWS to determine this is located in Appendix I. Current activities at this facility will not affect this species. Therefore, the Town has determined that it can certify eligibility under USFWS Criterion C for coverage under the permit. Prior to construction of any structural BMPs, the Town will consult with USFWS to confirm that the proposed project will not impact the northern long-eared bat or any other endangered or threatened species that may be identified in the future.

7. HISTORIC PLACES

The 2016 MS4 Permit requires that the facility in question demonstrate that all activities taking place on the premises will not adversely impact federal historic properties on the National Register of Historic Properties (NRHP). Under the Historic Preservation Act, Burlington can certify eligibility under Criterion A on their Notice of Intent for coverage under the permit because the Town was previously covered under the 2003 MS4 Permit, and conditions have not changed since that determination.

The Town does have multiple historic properties, including The First Period Buildings of Eastern Massachusetts, The Burlington Common, The Winn Street Area, The Burlington Town Common, The Maj. Gen. John Walker House, Simonds Park, The Center School, Burlington Old Burial Ground, The Raoul J. Lippe House, The Lt. Reuben Kimball House, The Humphrey Prescott House, Chestnut Hill Cemetery, The George Skelton House, The Ruel House, The Daniel McIntire Barn House, The Skelton House, Saint Malachy Roman Catholic Church, The West School, The Curtis White House, The Nathan Simonds House, The Windhover Sculpture, The Stele XLVI Sculpture, The M. Coram House, The Henry Nichols Barn, The Charles Tobin Boston House, The Reed Ham Works Barn, The Isaiah Reed and Thomas I. House and Farm, The Union School, the Marion Tavern – Half-Way House, The Burlington High School, The Sally Bell Philbrick House, The Hugh Stewart House, The Jonathan Reed - Isaiah Reed House, The Nehemiah Hunt - Isaiah Reed House, The Elijah Marion House, the Samuel Shedd House, The William Manning House, The George H. Bennett House, The Francis Wyman House, The Bradford Skelton House, The Horace Skelton House, The Susan Reed Skelton House, The Hearthstone Road Stone Walls, The Keans Road Stone Walls, The Meeting House of the Second Parish in Woburn, The Jotham Johnson House, The Chester MacDonald House, The Charles Raymond - Andrew Hammond House, The Blodgett J. Converse House, The John Radford House, The Dea. Jonathan Simonds House, The David Skelton House, The David Skelton – O. Staples House, The George Gleason – George H. Bennett Block, The Lt. Nathaniel Cutler House, The Daniel E. Dixon – Walter P. Vigneau House, The Alfred Malatesta House, The J. Lundragin – J. Looby Double House, The Samuel F. Winn – Looby House, The Helene Kent House, The 1987 Control Sculpture, The Augustus Prouty – Simon Johnson House, The Route 128 Bridge over Middlesex Turnpike, The Route 128 Bridge over Route 3A, The Route 128 Bridge over Winn Street, The Route 3 Bridge over Route 128, The Roscoe E. Pearsons House, The George Gleason – George H. Bennett Block, The Neil Ellsworth House, The Nathan Skilton House, The James Simonds – Ishmael Munroe House, The Thomas Locke House, The Elijah Marion Barn, The Benjamin Simonds House, The Rev. Dr. Nathaniel L. Frothingham House, The Catalyst I Sculpture, The Benjamin Carter House, The Dole Parker House, The John B. Taylor House, The J. S. Remick House, The Old Western Highway Stonewalls and Roadbed, The George Winn House, The John Hinston House, The David Tannery Cummings Building, The Locust Hill Farm, Saint Margaret's Roman Catholic Church, Saint Margaret's Roman Catholic Church Rectory, The Walker Barn, The Jonas Lawrence House, The Marshall Simonds Middle School, The William Dobbins House, Memorial Grade School, The Dea. Otis Cutler House, The Samuel Edward Walker House, The William Lawrence – Dea. Edward Foster House, The William Lawrence Barn, The John Wynn – Timothy Winn House, and The Nathaniel Kendall House.

These historic places are located at a minimum of 500 feet away from this Burlington Department of Public Works Facility. It has been determined to be very unlikely that any actions taking place at this

facility will cause any disturbances that would impact any of these historic properties.

Prior to construction of any structural BMPs, the Town will consult with the State Historic Preservation Officer by submitting a completed Project Notification Form to confirm that the proposed project will not impact any federal historic properties.

8. CERTIFICATIONS

This section includes certifications for the facility's:

- Non-Stormwater Discharges
- Stormwater Pollution Prevention Plan

Non-Stormwater Discharges

All stormwater outfalls to surface waters at this facility have been evaluated and found to be free of non-stormwater discharges.

Stormwater Pollution Prevention Plan

This Stormwater Pollution Prevention Plan has been prepared in accordance with good engineering practices. Qualified personnel properly gathered and evaluated information submitted for this Plan. The information in this Plan, to the best of my knowledge, is accurate and complete.

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, to 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.

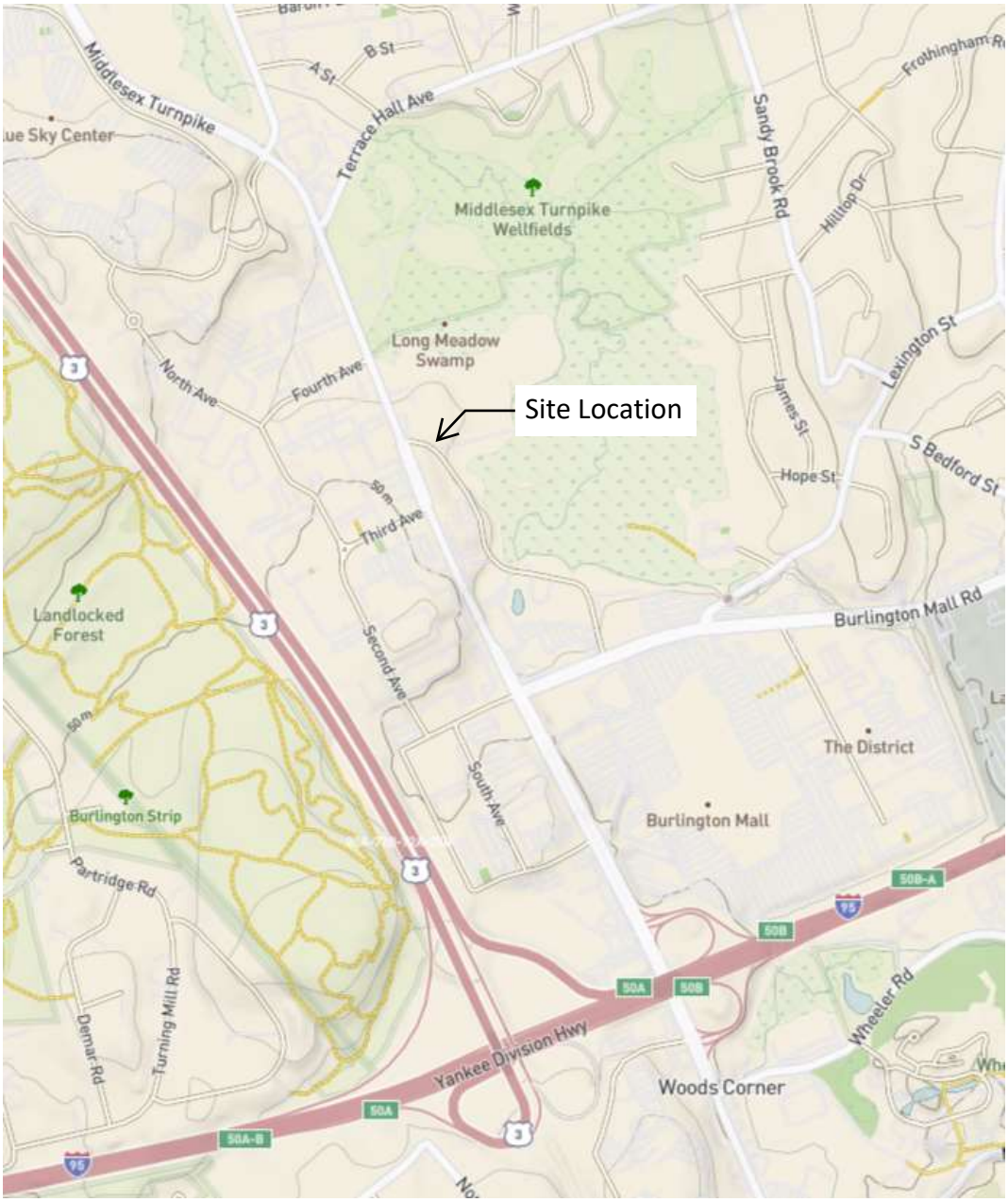
_____
Name:

_____
Title:

_____
Date

Appendix A

Burlington DPW Facility Locus Map



(USGS, 2022)

APPENDIX A

TOWN OF BURLINGTON, MASSACHUSETTS

DPW CENTRAL MAINTENANCE FACILITY

LOCUS MAP

Appendix B

Inventory of Vehicles and Equipment

Administration Vehicles in Burlington MA

Town ID #:	H4
W&S (iData Collect)	1864
Year/Make/Model:	Ford F450
Type	Small Vehicle
Dimensions	19 x 8
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H5
W&S (iData Collect)	1867
Year/Make/Model:	Ford F450
Type	Small Vehicle
Dimensions	19 x 8
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H13
W&S (iData Collect)	1870
Year/Make/Model:	International
Type	Large Vehicle 23'
Dimensions	24 x 9
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H35
W&S (iData Collect)	1873
Year/Make/Model:	International
Type	Large Vehicle 23'
Dimensions	28 x 8
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H18
W&S (iData Collect)	1876
Year/Make/Model:	International
Type	Large Equipment
Dimensions	24 x 8
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H8
W&S (iData Collect)	1879
Year/Make/Model:	John Deere Grader
Type	Large Equipment
Dimensions	34 x 9.5
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H10
W&S (iData Collect)	1882
Year/Make/Model:	International 4900
Type	Large Vehicle 23'
Dimensions	24 x 8
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H22
W&S (iData Collect)	1885
Year/Make/Model:	Trackless
Type	Small Equipment
Dimensions	16 x 12
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H24
W&S (iData Collect)	1888
Year/Make/Model:	Trackless
Type	Small Equipment
Dimensions	16 x 12
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H21
W&S (iData Collect)	1891
Year/Make/Model:	Trackless
Type	Small Equipment
Dimensions	18 x 4
Division	Highway

Plow ☐
Sander ☐

Town ID #:	??
W&S (iData Collect)	1894
Year/Make/Model:	Ford F550
Type	
Dimensions	23 x 9
Division	Recreation

Plow ☐
Sander ☐

Town ID #:	
W&S (iData Collect)	1897
Year/Make/Model:	Generator
Type	Towable
Dimensions	20 x 7
Division	Water & Sewer

Plow ☐
Sander ☐

Town ID #:	H7
W&S (iData Collect)	1900
Year/Make/Model:	Ford F350
Type	Small Vehicle
Dimensions	22.5 x 8
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H39
W&S (iData Collect)	1903
Year/Make/Model:	Volvo Loader
Type	Large Equipment
Dimensions	23 x 8
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H30
W&S (iData Collect)	1906
Year/Make/Model:	Elgin Street Sweeper
Type	
Dimensions	16 x 8
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H57
W&S (iData Collect)	1909
Year/Make/Model:	Bobcat Loader
Type	Small Equipment
Dimensions	11 x 5
Division	Highway

Plow ☐
Sander ☐

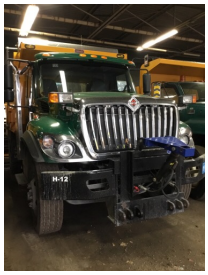
Town ID #:	H37
W&S (iData Collect)	1912
Year/Make/Model:	Volvo Loader
Type	Large Equipment
Dimensions	23 x 8
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H17
W&S (iData Collect)	1915
Year/Make/Model:	Chevy 8500
Type	Large Vehicle 23'
Dimensions	24 x 8
Division	Highway

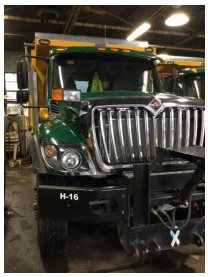
Plow ☐
Sander ☐

Town ID #:	H12
W&S (iData Collect)	1918
Year/Make/Model:	International
Type	Large Vehicle 23'
Dimensions	24 x 8
Division	Highway



Plow ☐
Sander ☐

Town ID #:	H16
W&S (iData Collect)	1921
Year/Make/Model:	International
Type	Large Vehicle 23'
Dimensions	24 x 8
Division	Highway



Plow ☐
Sander ☐

Town ID #:	H11
W&S (iData Collect)	1924
Year/Make/Model:	Elgin Street Sweeper
Type	
Dimensions	17 x 8.5
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H60-R3
W&S (iData Collect)	1927
Year/Make/Model:	Roller
Type	Small Equipment
Dimensions	6.5 x 3
Division	Highway

Plow ☐
Sander ☐

Town ID #:	S12
W&S (iData Collect)	1930
Year/Make/Model:	Ford Ranger
Type	Small Vehicle
Dimensions	18 x 7
Division	Sewer

Plow ☐
Sander ☐

Town ID #:	
W&S (iData Collect)	1933
Year/Make/Model:	9’ plows (4)
Type	Attachments
Dimensions	
Division	Highway

Plow ☐
Sander ☐

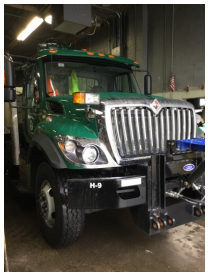
Town ID #:	
W&S (iData Collect)	1936
Year/Make/Model:	
Type	Attachments
Dimensions	
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H6
W&S (iData Collect)	1939
Year/Make/Model:	Ford F450
Type	Small Vehicle
Dimensions	18 x 9
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H9
W&S (iData Collect)	1942
Year/Make/Model:	International
Type	Large Vehicle 23'
Dimensions	24 x 8
Division	Highway

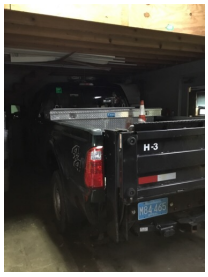


Plow ☐
Sander ☐

Town ID #:	H2
W&S (iData Collect)	1945
Year/Make/Model:	Ford Ranger
Type	Small Vehicle
Dimensions	17 x 6
Division	Highway

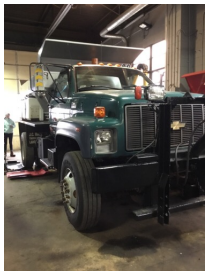
Plow ☐
Sander ☐

Town ID #:	H3
W&S (iData Collect)	1948
Year/Make/Model:	Ford F350
Type	Small Vehicle
Dimensions	19 x 9.5
Division	Highway



Plow ☐
Sander ☐

Town ID #:	H15
W&S (iData Collect)	1951
Year/Make/Model:	Chevy 8500
Type	Large Vehicle 23'
Dimensions	25 x 6.5
Division	Highway



Plow ☐
Sander ☐

Town ID #:	
W&S (iData Collect)	1954
Year/Make/Model:	
Type	Attachments
Dimensions	
Division	Highway

Plow ☐
Sander ☐

Town ID #:	??
W&S (iData Collect)	1957
Year/Make/Model:	Trailer
Type	Towable
Dimensions	
Division	

Plow ☐
Sander ☐

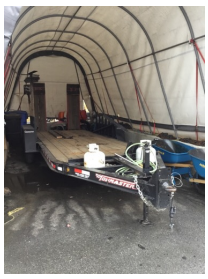
Town ID #:	H60-P1
W&S (iData Collect)	1960
Year/Make/Model:	Bomag Hot Top Paver
Type	
Dimensions	11 x 12
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H61?
W&S (iData Collect)	1963
Year/Make/Model:	Compressor
Type	Towable
Dimensions	14 x 7
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H76
W&S (iData Collect)	1966
Year/Make/Model:	Towmaster Trailer
Type	
Dimensions	23 x 8
Division	Highway



Plow ☐
Sander ☐

Town ID #:	H72
W&S (iData Collect)	1969
Year/Make/Model:	Hudson trailer
Type	
Dimensions	8 .5 x 29
Division	Highway

Plow ☐
Sander ☐

Town ID #:	H71
W&S (iData Collect)	1972
Year/Make/Model:	Trailer
Type	
Dimensions	24 x 8.5
Division	Highway

Plow ☐

Sander ☐

Appendix C

DPW Facility Site Plan

LEGEND

- SEWER MANHOLE
- DRAIN MANHOLE
- CATCH BASIN
- STORM DRAIN PIPE AND OUTFALL
- FLOOR DRAINS
- CONCRETE PAD
- STORMWATER RUNOFF DIRECTION

GREAT MEADOW ROAD

EDGE OF PAVEMENT

VEHICLE AND EQUIPMENT STORAGE GARAGE

UNDERGROUND INFILTRATION CHAMBERS

HYDRODYNAMIC SEPARATOR (WQU8335)

ROOF DRAIN

TRASH DUMPSTER

PROPERTY LINE

WETLANDS LINE

OUTFALL 8313

STORMWATER STILLING BASIN

OUTFALL 8314

FLUID STORAGE ROOM

OUTDOOR VEHICLE WASH PAD

INDOOR VEHICLE WASH BAY

EMPLOYEE AND VISITOR PARKING

ADMINISTRATION/ OFFICE AREAS

SHOP AREAS

FLOOR DRAIN/ VEHICLE WASH WASTE EXIT LOCATION

OIL-WATER SEPARATOR

SANITARY SEWER

HYDRODYNAMIC SEPARATOR (WQU8336)

UNDERGROUND INFILTRATION CHAMBERS

VEHICLE MAINTENANCE GARAGE

0 20 50 100

SCALE: 1" = 20'

Project:
New Public Works and Parks & Recreation Facilities, VOL.1

TOWN OF BURLINGTON, MA

10 GREAT MEADOW RD.
BURLINGTON, MA 01803

Weston & Sampson Engineers, Inc.
55 Walkers Brook Drive Suite 100
Reading, MA 01867
(978) 532-1900 (800) SAMPSON
www.westonandsampson.com

Consultants:

Seal:

Revisions:

Rev	Date	Description
1	11/7/19	ADDENDUM NO. 4

Issued For: CONFORMED

SCALE: AS NOTED

Date:

Drawn By:

Reviewed By:

Approved By:

W&S Project No:

Drawing Title:

BURLINGTON, MA
SWPPP SITE PLAN
DPW CENTRAL MAINTENANCE FACILITY

Sheet Number:

Appendix D

SWPPP Material Inventory

Appendix D
Burlington, MA DPW Central Maintenance Facility - SWPPP Material Inventory

The following table includes an inventory of materials and activities that are exposed to stormwater at the DPW Facility. These areas are also identified on the Site Map included in Appendix C.

Material	Activity/ Use	Quantity stored (tank size if applicable: above or below ground)	Pollutant	Likelihood of contact with storm water? (Low, medium or high)	Comments
Vehicles/ Equipment	Vehicle & Equipment Storage	N/A	Oil, Grease & Petroleum Products	Medium	Some vehicles and equipment are stored outdoors. Any fluid leaks from these vehicles may cause stormwater pollution.
Vehicles/ Equipment	Vehicle & Equipment Maintenance	N/A	Oil, Grease, and Petroleum Products	Low	Vehicle and equipment maintenance occurs in the DPW Garage and outdoors. Floor drains in the DPW garage discharge to an oil-water separator which discharges to the sanitary sewer
Vehicles/ Equipment	Vehicle & Equipment Washing	N/A	Chlorides, Grease, Surfactants, Oil & Petroleum Products	Medium	Vehicles are washed with water outdoors when necessary on the vehicle washing pad to remove large debris. Wash water from the outdoor wash pad is collected by a catch basin that discharges to a hydrodynamic separator before discharge to the drainage system on site. Vehicle wash water may cause stormwater pollution.
Vehicles/ Equipment	Vehicle & Equipment Washing	N/A	Chlorides, Grease, Surfactants, Oil & Petroleum Products	Medium	Vehicles are washed indoors in the vehicle washing bay. Wash water from the wash bay is collected by floor drains that discharge to the oil-water separator.

Material	Activity/ Use	Quantity stored (tank size if applicable: above or below ground)	Pollutant	Likelihood of contact with storm water? (Low, medium or high)	Comments
Waste Oil	Waste Oil Storage	250 gallons	Oil & Petroleum Products	Low	Waste oil at the DPW Facility is kept indoors in the fluid storage room. The waste oil tank has a pipe pumping from the deposit area in the maintenance garage. Any leaks or spills in the maintenance garage are collected by floor drains that discharge to the oil-water separator.
Chemicals and Vehicle Fluids	Chemical Unloading, Handling and Storage	150 -gallon tanks, 55-gallon drums, miscellaneous smaller bottles and cans	Oil, Grease, and Petroleum Products	Low	Chemicals and vehicle fluids are handled and kept indoors. They are well organized and contained in the fluid storage room, shops, and maintenance garage. Any leaks or spills in the shops or garages are collected by floor drains that discharge to the oil-water separator. Any leaks or spills in the fluid storage room discharges to the floor drain and dry sump that does not connect to the drainage or sewer system.
Solid Waste	Solid Waste Management	N/A	Nutrients, pathogens, metals, sediments	Medium	Solid waste is confined in a dumpster on a concrete platform surrounded by a fence. Runoff from the dumpster can carry pollutants into the drainage system and the nearby Vine Brook.

Appendix E

Spill Prevention Control and Countermeasure Plan

Weston & Sampson

westonandsampson.com

55 Walkers Brook Drive, Suite 100
Reading, MA 01867
tel: 978.532.1900

REPORT

May 2023

TOWN OF

Burlington

PARKS & RECREATION FACILITY, 10 GREAT MEADOW ROAD, BURLINGTON, MASSACHUSETTS 01803

Spill Prevention Control and Countermeasure Plan

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Appendix E Certification of the Applicability of the Substantial Harm Criteria

1.0 INTRODUCTION

This Spill Prevention, Control and Countermeasure (SPCC) Plan was prepared by Weston & Sampson Engineers, Inc., (Weston & Sampson) for the Town of Burlington Parks and Rec Facility located at 10 Great Meadow Road Burlington, Massachusetts (see Figure 1 Locus Map). The SPCC Plan is mandated under federal law by the Clean Water Act (CWA) and is administered by the United States Environmental Protection Agency (EPA). The EPA enforces the SPCC Plan through Title 40, Code of Federal Regulations, Part 112 (40 CFR, Part 112) - *Oil Pollution Prevention*, promulgated on December 11, 1973, revised November 5, 2009.

The Facility is classified as a non-production, on-shore facility where fuel, fuel products, and other oil products are stored, transferred, and consumed. The above regulations apply to the Facility because: 1) the total aboveground oil storage capacity exceeds the regulatory volume criterion of 1,320 gallons, and 2) a discharge of oil, should it occur, could potentially be discharged to navigable waters as defined in 40 CFR Part 112.2, via groundwater/tributary migration.

This SPCC Plan has the full approval of the facility's management at a level of authority to commit the necessary resources to fully implement the Plan. Included in Appendix A is the Facility's Certification of Commitment. This SPCC Plan is intended to serve as a guide for designated Facility personnel for the purpose of preventing, reducing, and responding to accidental discharges of oil, specifically by: 1) identifying areas of potential discharge (e.g., spills and leaks); 2) identifying preventive, control, and counter measures; and 3) guiding and instructing facility personnel and off-scene responders on response actions. This SPCC Plan shall be maintained on file at the Facility.

This SPCC Plan follows the format specified in 40 CFR Part 112.7. As shown below, the report sections correspond to the specific sections listed in 40 CFR Parts 112.7 and 112.8.

2.0 PART 112.7(a) (1) AND (2), CONFORMANCE WITH REQUIREMENTS

As discussed herein and in Section 26.0, the Facility conforms to the requirements of 40 CFR Part 112.

3.0 PART 112.7(a)(3), PHYSICAL LAYOUT OF THE FACILITY

The Burlington Parks & Rec Facility site limits are defined by the following: Great Meadow Road, Middlesex Turnpike, and Meadow Road. The facility has the main building located in the center of the site, as shown in Figure 2.

4.0 PART 112.7(a)(3)(i), TYPE OF OIL IN EACH CONTAINER AND ITS CAPACITY

The attached Table 1 summarizes the type of oil, hazardous materials, or hazardous waste (OHM/W) in each container and its capacity. As shown on Table 1, the total aboveground storage capacity is 2,210 gallons and there is no underground storage.

5.0 PART 112.7(a)(3)(ii), DISCHARGE PREVENTION MEASURES

Discharges from the Facility's OHM/W sources listed in Table 1 can be avoided or minimized by implementing Best Management Practices. Best Management Practices include:

- Use caution when filling the ASTs.

- Inspect the ASTs regularly and repair defects immediately.
- Use spill pallets or other means for drum secondary containment.
- Be aware of discrepancies during monthly product reconciliation.
- Stop the source of spills (i.e., leaks) immediately.
- Contain spills, protect catch basins, and clean up the spill.
- Never hose down spills on paved surfaces.
- Dispose of spill materials properly.
- Conduct SPCC training.

6.0 PART 112.7(a)(3)(iii), DISCHARGE OR DRAINAGE CONTROLS

Provided below is a description of the OHM/W storage container construction, potential release, and spill prevention controls. Table 1 also provides a summary of OHM/W sources.

6.1 Above Ground Storage Tanks

One (1) Diesel Generator Tank: The generator belly tank is UL142 listed, double walled with rupture basin alarm, 1,065-gallon total capacity. A spill from the primary tank would be contained within the secondary containment. A spill from the secondary containment would travel to a deep sump hooded catch basin, go through an oil-grit separator, and ultimately discharge to the eastern stormwater infiltration basin.

Four (4) Bulk Storage Tank (Fluid Storage Room): The tanks are four (4) 120-gallon double walled steel tanks used for bulk storage of 5W-30 (120 gal.), hydraulic oil (120 gal.), 15W-40 (120 gal.), and 5W-20 (120 gal.) If a spill were to occur from these tanks, it would be contained in the secondary containment. If the secondary containment fails, it could spill onto the floor of the fluid storage room and would enter the fluid storage room's sump. This would trigger the sump alarm and alert facility employees.

One (1) Waste Oil Tank (Fluid Storage Room): The AST is a 280-gallon double walled steel tank used for bulk storage of waste oil. If a spill were to occur from this tank, it would be contained in the secondary containment. If the secondary containment fails, it could spill onto the floor of the fluid storage room and would enter the fluid storage room sump. This would trigger the sump alarm and alert facility employees.

6.2 Drums/Miscellaneous Piping

On this site, the Fluid Storage Room has one 55-gallon drum of Antifreeze (ANFR), one 55-gallon drum of Automatic Transmission Fluid (ATF), one 55-gallon drum of Waste Coolant, and one 55-gallon drum of Windshield Washer Fluid (WWF). These are located on spill pallets. If the drums and spill pallets fail, fluid could spill onto the floor of the fluid storage room and would enter the fluid storage room sump. This would trigger the sump alarm and alert facility employees. The Small Engine Repair shop has one 55-gallon drum of 15W-40 Engine Oil, one 55-gallon drum of 10W-30 Engine Oil, and one 55-gallon drum of Hydraulic Fluid. These are placed on a 3-Drum Spill Pallet. If the drums and spill pallet fail, fluid could spill into the shop's floor drain and discharge through an MWRA-approved oil water separator upstream of the main

sewer connection.

Miscellaneous Piping and Hosing: All aboveground piping, hosing, and associated supports for the OHM sources discussed above will be inspected monthly for structural integrity and evidence of releases.

6.3 Oil-filled Operational Equipment

Not Applicable

7.0 PART 112.7(a)(3)(iv), COUNTERMEASURES FOR DISCHARGE DISCOVERY, RESPONSE, AND CLEANUP

7.1 SPCC Plan Personnel and Responsibilities

7.1.1 General

In an emergency, the SPCC Flowcharts shown in Figures 3 through 7D show the Facility's emergency response personnel to be contacted and steps required during an actual OHM/W spill or release event.

Each member of the emergency response team should be made aware of his/her role and responsibility, as well as those of other team members, to ensure that an effective emergency response program can be implemented. The telephone numbers of emergency response contacts are provided in Section 9.0.

The members of the response team must be trained at least annually on understanding and implementing this SPCC Plan. Also, training for all personnel who use/handle any of the OHM/W must be conducted at least annually. Records of training must be maintained for a minimum of three years.

7.1.2 Emergency Coordinator

The Emergency Coordinator is responsible for responding to a release and implementation of the SPCC Plan. Therefore, when a release of oil is discovered, the Emergency Coordinator on duty should be notified immediately. The Emergency Coordinator is authorized to utilize all available resources necessary to respond to a release and implement this plan.

The responsibilities of the Emergency Coordinator are to:

- Oversee the development, implementation, and maintenance of the SPCC Plan.
- Identify facility changes that would warrant amending the SPCC Plan.
- Implement the SPCC Plan upon a spill discovery.
- Assess the type, magnitude, and extent of the spill.
- Advise the emergency responders to bring containment equipment to the spill location.
- Supervise emergency responders during spill containment and recovery.
- Contact and coordinate with local off-site emergency responders (e.g., fire, police, and

cleanup contractors), if needed.

- Provide emergency medical care or arrange transportation by ambulance to off-scene medical services (e.g., hospital) if needed.
- Report the release of any oil or petroleum products, chemicals, wastes or other potentially dangerous materials.
- Manage any recovered waste and contaminated materials.
- Manage release cleanup.
- Perform notifications in accordance with the procedures as shown in Figures 3 – 7D.
- Maintain the first-aid stations, fire extinguishers, and spill containment equipment at the designated locations.

7.1.3 Emergency Response Teams

An off-scene emergency response team may be contacted, if required. Off-scene responders shall include Burlington, MA Fire Department and/or a licensed spill response contractor.

7.2 SPCC ACTION PLAN

7.2.1 General

Activities that may result in an OHM/W spill at the facility include: 1) AST failure; 2) overfill/spill during delivery or dispensing; and 3) large spills. These scenarios and their respective control action plans are discussed in the following sections.

7.2.2 Scenario 1 – AST Failure

The general spill response procedure for this scenario is illustrated in Figure 7A. In the unlikely event of an AST failure that results in a discharge of OHM/W to the adjacent surfaces, absorbent methods should be used to contain and recover any minor spills. Absorbent methods include the use of spill kit items such as absorbent pads, booms, mops, Speedi-Dri, and sand. Absorbent booms and/or pads should be placed downgradient of the release to prevent or minimize dispersion and catch basins should be protected. Speedi-Dri and/or sand should be placed on the spill and then collected with a shovel and placed in a container for later disposal. The failed AST should be repaired or temporarily plugged to stop the source of release. If quick repair or plugging of the AST, is not feasible, it should be emptied into sound containers until the original AST, drum, or container is permanently repaired or replaced.

The used containment materials should be collected and placed in labeled containers and properly transported off-site for disposal by a certified contractor. Disposal manifests for the contaminated materials should be kept on record at the facility.

If there is a large spill of material, absorbent materials should be used to keep the spill from spreading. A licensed spill response contractor should be immediately contacted to clean up the spill.

7.2.3 Scenario 2 – Overfill/Spill During Delivery or Dispensing

The Facility receives delivery of oil and fuel via tank trucks. The general spill response procedures

for this scenario are illustrated in Figure 7B. A licensed contractor performs oil/fuel delivery for the tanks in accordance with the requirements of the Department of Transportation (DOT). During oil/fuel delivery, the delivery person as well as a Facility employee should be present for the entire duration of the tank-filling process to ensure that product transfer is completed safely. Communication between the Facility employee and the delivery person may be verbal or via hand signals. In the event of a minor release during delivery of oil/diesel, absorbent materials should be used to contain the release as discussed in Section 7.2.2. Additional details regarding tank truck unloading procedures are provided in Section 18.0.

Drip pans, as well as absorbent methods, should be used to contain and recover minor spills of oil/diesel during dispensing. The used containment materials should be collected using a shovel and placed in containers for proper disposal.

7.2.4 Scenario 3 – Large Spills

The general spill response procedure for this scenario is illustrated in Figure 7C. In the unlikely event of a vehicle accident (e.g., tank truck failure, two vehicles colliding, a vehicle colliding with a fuel tanker) resulting in a large release of oil/diesel, the local Fire Department and an emergency cleanup contractor should be contacted immediately to assist. Absorbent pads should be placed downgradient of the release to contain the spill and prevent migration of oil/diesel onto the adjacent property and catch basins should be protected. The cleanup contractor will pump out the remaining contents of the damaged vehicle and assist with cleanup and disposal of any contaminated materials. Cleanup personnel should wear respiratory protective equipment for protection against vapors while performing cleanup activities.

Based on the nature and the quantity of the spills discussed above, notification to local, state, and federal agencies may be required as discussed in Section 10.0 of this plan.

8.0 PART 112.7(a)(3)(v), METHODS OF DISPOSAL OF RECOVERED MATERIALS

Recovered materials shall be disposed of by a licensed contractor in accordance with local, state and federal regulations.

9.0 PART 112.7(a)(3)(vi), CONTACT LIST

The emergency response contacts to be notified in the event of an emergency are listed below:

RESPONSE TEAM

Emergency Coordinator

Name: Mike DeSimone
Title: Superintendent of Central Maintenance
Phone: 781-505-1145
Cell: 978-604-5132

OUTSIDE EMERGENCY RESPONSE SERVICES

1.	Fire	Town of Burlington Fire Department – Andrew Connerty, Fire Chief 21 Center St. Burlington, MA 01803 911
2.	Police	Burlington Police Department – Thomas Browne, Chief 45 Center St. Burlington, MA 01803 911
1.	Ambulance	911
2.	Hospital	Lahey Hospital & Medical Center 41 Burlington Mall Road Burlington, MA 01805 781-744-5100
5.	DEP	Department of Environmental Protection Emergency Response Section 1-888-304-1133 (24 hours)
6.	National Response Center	1-800-424-8802 (24 hours)
7.	Spill Response Contractor	
	Primary:	Clean Harbors Environmental Services Marlborough Field Services: 50A Brigham Street Marlborough, MA 01752 508-970-8672 Corporate Headquarters: 42 Longwater Drive Norwell, MA 02061-914 781-792-5746 (24 hours)
	Alternate:	Clean Harbors Environmental Services 609 Pleasant Street Weymouth, MA 02189 781-803-4100

10.0 PART 112.7(a)(4), INFORMATION AND PROCEDURES FOR REPORTING A DISCHARGE

Provided below are the Reportable Spill Quantities and procedures for notifying the appropriate agencies.

10.1 Reportable Spill Quantities and Agency Notifications

10.1.1 EPA Notification

The EPA National Response Center should be notified if a spill at the Facility is known or suspected to discharge to a navigable waterway (i.e., the Vine Brook). Verbal notification should be made by calling EPA's National Response Center (see Section 9.0). Written notification should be made within 60 days of the spill and include the following information:

- Description of the spill/ and impacted navigable waterway
- Facility name and location
- Facility operator/owner
- Maximum oil storage capacity at the facility and current normal daily inventory
- Facility maps (i.e., facility plan, surficial flow diagram, and topography).

10.1.2 DEP and Fire Department Notification

In the event of a DEP reportable spill at the Facility, the Emergency Coordinator should follow the Spill Reporting Procedure summarized in Figure 5. A DEP reportable spill is determined by the *Massachusetts Oil and Hazardous Material List*, 310 CMR 40.1600, which includes OHM/W and their reportable quantities (RQs) subject to 310 CMR 40.0000, the Massachusetts Contingency Plan (MCP). Changes in RQs, which may be amended periodically with MCP revisions, will not affect the certification of this SPCC Plan. Oil products on this list identified at the facility and their corresponding RQs include the following:

Chemical Substance	MCP RQ
Diesel Fuel	10 gallons
Waste Oil	10 gallons
Petroleum Based Oil	10 gallons
Anti-Freeze (Ethylene Glycol)	10.3 gallons

Note: RQs in accordance with 310 CMR 40.1600

In accordance with the MCP 310 CMR 40.0311***, a spill to the environment of OHM/W equal to or greater than the quantities listed above constitutes a "release", which must be reported to DEP within two hours***.

Verbal notification to DEP and the Fire Department will be made by calling the numbers listed in Section 9.0. Following verbal notification, written notification of the release is made by submitting a completed Release Notification Form (RNF) to DEP, using their online system, within 60 days of verbal notification in accordance with 310 CMR 40.0333 (1)(b). In addition, an Immediate

Response Action (IRA) plan must be submitted to DEP within 60 days of notification unless a verbal IRA is granted by DEP and an IRA Completion Report or a Response Action Outcome (RAO) Statement is submitted to DEP within 60 days of notification. A copy of an RNF is included in Appendix B, which lists information to be submitted using DEP's online system.

The Emergency Coordinator is responsible for verbally notifying DEP by initiating the spill reporting procedure. The following information should be provided to DEP:

- Exact address and location of discharge
- Facility phone number and name of caller/contact person
- Date and time of release
- Notification type (e.g., 2-hour notification; see 310 CMR 40.0333)
- Type of OHM/W released or threatened to be released
- Estimate of the total quantity of release or threatened to be released
- Estimate of the quantity released to navigable water
- Source of the release or threat of release
- Brief description of release or threat of release and all affected media
- Cause of the discharge
- Any damages or injuries caused by the discharge
- IRA activities being used to stop, remove and mitigate the effects of the discharge
- Whether an evacuation may be necessary
- Names of individuals and/or organizations who have also been contacted
- Any other information (i.e., potential human or ecological environmental impact) that is relevant to assessing the degree of hazard posed by the release or threat of release.

11.0 PART 112.7(a)(5), PLAN ORGANIZATION

This Plan follows the general format required by CFR Part 112.7 and is organized in a way that will make it readily usable in an emergency. In addition to the procedures outlined in Section 7.0 of this Plan, Figures 4 through 7D provides flow charts for various spill and emergency response procedures.

12.0 PART 112.7(b), POTENTIAL DISCHARGE INFORMATION

The OHM/W storage containers at the Facility have secondary containment in accordance with the SPCC regulations. In the event that a spill occurs, the direction of flow will depend on the location of the container and where the leak originates. The maximum volume of the release would be equivalent to the tank capacity and the actual rate of flow could vary from gradual to instantaneous depending on the nature of the container/equipment/piping failure. Spill response procedures will be implemented immediately following spill discovery in accordance with Section 7.0.

13.0 PART 112.7(c), CONTAINMENT STRUCTURES

The bulk storage containers at the facility are equipped with the appropriate secondary containment structures to help prevent a discharge as described in 40 CFR Part 112.1(b).

14.0 PART 112.7(d), PRACTICABILITY OF SECONDARY CONTAINMENT

The Town of Burlington has determined that it is practicable to provide secondary containment for the ASTs.

15.0 PART 112.7(e), INSPECTIONS, TESTS, AND RECORDS

In accordance with 40 CFR 265.174 and CGS 22a-416 to 22a-449, periodic (at least weekly) inspections must be conducted where hazardous waste (e.g., waste oil) is stored. The purpose for periodic inspections is to identify and remedy problems in an effort to limit releases of hazardous waste. OHM storage containers should be inspected at least monthly. Inspection procedures are described below.

1. The Emergency Coordinator will appoint an inspector who will inspect the facility monthly. Inspections shall be documented using the form included in Figure 9 and placed in Appendix C of this SPCC Plan. Any remedial activity will be reported immediately to the Emergency Coordinator.

2. Using the Inspection Form, the Inspector will:

    - Indicate whether any leaks are detected in storage containers or secondary containment systems and provide a specific explanation whenever a spill or leak is discovered to the Emergency Coordinator. Should a spill be detected, immediately notify the nearest Supervisor, and take defensive action to control the spread of the spill and to prevent exposures.
    - Check to see if the waste oil tank complies with marking/labeling requirements, in accordance with the requirements for Small Quantity Generators of Hazardous Waste included in Appendix D.
    - Confirm the presence and operation of fire control equipment, spill control equipment, and personal protective equipment.
    - Ensure that all “No Smoking” signs are in place.
    - Check housekeeping practices in all areas making sure that:
        - Sufficient aisle space (at least 3 feet) is available to allow access to storage areas and to provide unimpeded exit in emergencies.
        - No loose rags, papers or other possible fire hazards are present.
        - Containers are stored neatly and orderly.
    - Record discrepancies and include a brief description of the location and nature of the specific problem.
    - Perform non-destructive tank shell testing (such as hydrostatic or ultrasonic) on an as-needed basis.

The Emergency Coordinator and Inspector will immediately meet to ascertain any problems requiring immediate corrective action. If any are noted, the Emergency Coordinator will initiate the appropriate action by personally contacting appropriate persons to correct the problems.

In addition, documentation of tank truck loading/unloading inspections should be performed as described further in Section 18.0. Copies of completed inspection forms should be filed in Appendix C. Documentation of inspections/tests should be kept on file for at least 3 years.

16.0 PART 112.7(f), PERSONNEL, TRAINING, AND DISCHARGE PREVENTION PROCEDURES

In accordance with 40 CFR 112.7, 40 CFR 265.16, 29 CFR 1910.120, RCSA Section 22a-454-1, and RCSA Section 22a-209-17, a training program will be offered which provides instruction to personnel working with, or exposed to, OHM/W in their respective working areas. The training program will include instruction on the proper handling and storage of OHM/W, and SPCC Plan implementation, relevant to the position. The training program is designed to ensure that Facility personnel are able to respond effectively to emergencies by familiarizing them with the properties and hazards of the OHM/W present at the Facility, emergency procedures, emergency equipment and systems, and personnel safety equipment.

It is the intent of this SPCC Plan to utilize outside response contractors for all major OHM/W incidents and clean-up/disposal. However, incidents involving small quantities of OHM/W shall be contained and cleaned up by employees with materials readily at hand in the immediate area.

16.1 Equipment Operation and Maintenance

Personnel at the Facility shall be instructed in the proper operation and maintenance of equipment to prevent the discharge of oil. Operations personnel must be thoroughly familiar with the system piping, valving, and control systems and shall be instructed in emergency spill containment procedures.

16.2 Pollution Control Laws and Regulations

Operations personnel shall be instructed in applicable pollution control laws and regulations regarding Facility operation, spill prevention, and spill notification.

16.3 Spill Prevention Measures and SPCC Plan

Facility employees shall be instructed on how to notify appropriate internal contacts in the event of a spill emergency. In addition, the Facility SPCC Plan shall be presented and reviewed to operating personnel, and operating personnel shall be familiar with their responsibilities identified in the SPCC Plan. Personnel shall be prepared to take appropriate actions during an emergency or spill situation.

17.0 PART 112.7(g), SECURITY

The Facility grounds are equipped with adequate lighting via site lighting poles to assist with the discovery of discharges occurring during hours of darkness and to help prevent discharges through acts of vandalism. The site also has surveillance cameras and is secured with gates to the operations yard area, which are closed during off hours.

The building is kept locked and the fluid storage room is only accessible to vehicle maintenance city employees on a regular basis.

18.0 PART 112.7(h), TANK TRUCK LOADING/UNLOADING RACK

The Facility does not have a tank truck loading/unloading rack, as described in the EPA's December 16, 2013, "SPCC Guidance for Regional Directors" document. However, the Facility does receive delivery of diesel fuel via tank trucks. Spill prevention controls to be used during tank truck unloading operations will include the following:

- The driver shall determine the available capacity of the receiving tank prior to filling.
- The driver, operator or attendant of any tank vehicle shall not leave the vehicle during filling activities.
- The tank vehicle shall be grounded during unloading activities.
- Wheel chocks shall be placed behind the tank truck wheels to prevent the vehicle from departing before complete disconnection of the transfer line.
- Prior to filling and departure, the lowest drain and all outlets of the tank truck will be closely inspected to ensure that they are properly secured.
- Tanks shall be filled through a liquid tight connection with a quick-connect type coupling.
- Drip pans shall be used where necessary.
- The driver shall "blow-back" the transfer line prior to disconnecting to ensure the line is empty.
- Document oil/diesel transfer inspections using Figure 9, and file completed inspection forms in Appendix C.

19.0 PART 112.7(i), FIELD-CONSTRUCTED ABOVE GROUND CONTAINER

Field-constructed above ground containers are not used at the Facility.

20.0 PART 112.7(j), CONFORMANCE WITH APPLICABLE STATE AND LOCAL REQUIREMENTS

The ASTs at the Facility are to be registered with the Fire Department and have current certificates of registration.

21.0 PART 112.8(b), FACILITY DRAINAGE

In general, the Facility's ground surface is completely paved as shown in Figure 2. Storm water runoff from the facility is directed towards catch basins, which drain to a water quality structure and then to infiltration basin as shown on Figure 2. Best Management Practices and other control measures are implemented to minimize the potential of OHM spills reaching navigable waters.

22.0 PART 112.8(c), BULK STORAGE CONTAINERS

22.1 Part 112.8(c)(1), Construction

Bulk storage containers are constructed of materials that are compatible with the materials stored, as

required.

22.2 Part 112.8(c)(2), Secondary Containment

As indicated previously in Sections 2.0 and 6.0, bulk storage containers on site have secondary containment.

22.3 Part 112.8(c)(3), Drainage of Diked Areas

There are no diked areas at the Facility.

22.4 Part 112.8(c)(4), Corrosion Protection

There are no underground tanks requiring corrosion protection at the Facility.

22.5 Part 112.8(c)(5), Partially Buried Tanks

There are no partially buried tanks at the Facility.

22.6 Part 112.8(c)(6), Inspections and Tests

Inspections and tests are conducted as indicated in Section 15.0.

22.7 Part 112.8(c)(7), Heating Coils

Heating coils are not used in the storage containers at the Facility.

22.8 Part 112.8(C)(8), Update Each Container to Avoid Discharges

As indicated in Part 112.8(c)(8), each container installation shall be updated in accordance with good engineering practices to avoid discharges, and at least one of the following devices shall be provided:

(i) High liquid level alarm with audible or visual signal, audible air vent is sufficient for small facilities.

(ii) High liquid level pump cutoff device to stop flow

(iii) Direct audible or code signal communication between container gauge and pumping station

(iv) Direct vision gauges

(v) *Regularly test liquid level sensing devices*

This requirement does not apply to 55-gallon drums, as these are not permanently installed containers. The tanks to which this requirement applies are listed below along with the required discharge control.

TANK	*DISCHARGE CONTROL*
Diesel Generator Tank	Direct visual gauge with low level & leak detection switches, See Note 1
Bulk Storage Tanks (Fluid Storage Room)	Direct visual gauge, See Note 2
Waste Oil Tank (Fluid Storage Room)	Direct visual gauge with audible/visible high-level alarm, & high level shutoff, See Note 2, and Note 3.

Notes:

1. The tank is a primary steel tank with secondary containment provided by a second steel tank wall.
2. The tank is a double wall steel tank providing adequate secondary containment of the primary tank. This tank also has additional containment provided by the fluid storage room sump.
3. The waste oil tank is equipped with a high level shut-off system which shuts the supply air off to the air operated diaphragm pump filling the tank using a float and electrically operated solenoid valve system.

22.9 Part 112.8(c)(9), Effluent Treatment Facilities

Effluent is not treated at the Facility.

22.10 Part 112.8(c)(10), Visible Discharges

Visible discharges from any container or appurtenance - including seams, gaskets, piping, pumps, valves, rivets, and bolts – are quickly corrected upon discovery.

22.11 Part 112.8(c)(11), Mobile and Portable Containers

Small portable storage containers, such as 55-gallon drums, are or will be stored within secondary containment. Secondary containment can be provided via spill pallets, if the drums are not located in the fluid storage room which has a 1,000-gallon sump. Any discharged material is quickly contained and cleaned up using sorbent materials and appropriate cleaning products.

23.0 PART 112.8(d), TRANSFER OPERATIONS, PUMPING, AND IN-PLANT PROCESSES

Transfer/pumping operations are discussed in Section 18.0. Regarding in-plant processes: pipes, pumps, and tanks are inspected at least monthly as described in Section 15.0.

24.0 AMENDMENTS TO SPCC PLAN

This SPCC Plan is specifically written for mitigating a release of OHM/W from the Facility sources summarized in Table 1. This SPCC Plan should be amended if there is a change in Facility design, construction, operations and/or maintenance that would affect the potential for a spill of OHM/W. This SPCC Plan should be reviewed every five years (at a minimum) and amended if new, different or more effective spill control and preventive mechanisms will be implemented at the Facility during a spill emergency.

Submittal of the SPCC Plan and amendments (if any) to the USEPA is generally not required. However, the Town of Burlington must submit the SPCC Plan and any amendments to the EPA Regional Administrator if either of the two following conditions occurs:

- Discharge of more than 1,000 gallons of OHM/W into navigable waters in a single spill event.
- Discharge of more than 42 gallons of OHM/W in each of two discharges into navigable waters within any 12-month period.

The following information should be submitted to the EPA Regional Administrator within 60 days of the discharge: facility name and location, facility operator/owner, maximum storage capacity of facility and current normal daily inventory, facility maps (i.e., facility plan, surficial flow diagrams and topography), a copy of the SPCC Plan and amendments, cause of spill, corrective actions and/or countermeasures taken (i.e., equipment repairs or replacements) and any additional preventive measures which show efforts to prevent a reoccurrence.

25.0 SUBSTANTIAL HARM CRITERIA

In accordance with 40 CFR 112.20, the Town of Burlington is required to identify whether the Facility, "because of its location, could reasonably be expected to cause substantial harm to the environment by discharging into or on the navigable waters or adjoining shorelines." This Facility does not meet the Substantial Harm Criteria in accordance with the Flowchart of Criteria for Substantial Harm (40 CFR 112.20). Therefore, preparation and submittal of a Response Plan to the EPA is not required**.** A Certification of the Applicability of the Substantial Harm Criteria has been completed and included in Appendix D.

26.0 FACILITY UPGRADES

This section summarizes recommended upgrades for the Facility to improve the Facility's OHM/W spill control and countermeasures, and to help prevent OHM/W spills from reaching the Vine Brook.

26.1 List of Upgrades

It is recommended that a comprehensive spill kit is always maintained at the Facility. It is recommended that the following items be added to the Facility's spill control equipment and be placed strategically at the Facility. Spill kits generally include the following:

- Drop cloth and rags
- 2 spill absorbent pillows
- Mops (two)
- Safety glasses
- Tank rupture/leak plugging materials (rags, duct tape, corks, putty)
- Dust brush
- Shovels (non-sparking) (two shovels)
- Dustpan
- 55-gallon DOT drums (to containerize cleanup waste) (two drums)
- Drip pans (two)
- 20 pounds of Speedi-Dri
- Catch basin covers (four)
- 2 spill socks
- 3-gallon bucket

*Note that catch basin covers can be obtained to place over a catch basin in the event of a spill in order to prevent the spill from entering the catch basin.

27.0 CERTIFICATION OF SPCC PLAN

This SPCC Plan has been prepared for the facility in accordance with 40 CFR Part 112 - Oil Pollution Prevention. The SPCC Plan has been prepared by:

Zachary Wallin
Project Engineer
Weston & Sampson Engineers, Inc.

5/3/2023
Date

This SPCC Plan has been reviewed and certified by a Registered Professional Engineer:

Certification: I hereby certify that I have or someone under my responsible charge has examined the Facility and, being familiar with the provisions of 40 CFR Part 112 - Oil Pollution Prevention, attest that this SPCC Plan has been prepared in accordance with good engineering practices.

Engineer:	Duane C. Himes, PE	Stamp/Seal:
Signature:		
License Number:	32336	
Discipline:	Civil Engineering	
State:	Massachusetts	
Date:	5/3/2023	

DUANE C. HIMES CIVIL No. 32336 REGISTERED PROFESSIONAL ENGINEER

Table 1

OHM/W Source Inventory
Public Works Facility, Burlington, MA

Source of OHM/W	Approximate Location(s)	Quantity	Size (Gallons)	Container Contents	Status/Use
ASTs	South of Building (Outdoors)	1	1,065	Diesel Generator Tank	Facility Operations
	Fluid Storage Room	1	120	Lube Oil (5W-30)	Vehicle Operation/Maintenance
	Fluid Storage Room	1	120	Hydraulic Oil (Hyd Oil)	Vehicle Operation/Maintenance
	Fluid Storage Room	1	120	Lube Oil (15W-40)	Vehicle Operation/Maintenance
	Fluid Storage Room	1	120	Lube Oil (5W-20)	Vehicle Operation/Maintenance
	Fluid Storage Room	1	280	Waste Oil	Vehicle Operation/Maintenance
Drums	Fluid Storage Room	1	55	ANFR	Vehicle Operation/Maintenance
	Fluid Storage Room	1	55	ATF	Vehicle Operation/Maintenance
	Fluid Storage Room	1	55	Waste Coolant	Vehicle Operation/Maintenance
	Fluid Storage Room	1	55	WWF	Vehicle Operation/Maintenance
	Small Engine Repair Shop	1	55	Lube Oil (15W-40)	Vehicle Operation/Maintenance
	Small Engine Repair Shop	1	55	Lube Oil (10W-30)	Vehicle Operation/Maintenance
	Small Engine Repair Shop	1	55	Hydraulic Oil (Hyd Oil)	Vehicle Operation/Maintenance
Oil Filled Operational Equipment	N/A	N/A	N/A	N/A	N/A
Total Approximate Below-Ground Storage Capacity			**0**	**Gallons**	
Total Approximate Above-Ground Storage Capacity			**2,210**	**Gallons**	

NOTES:

- AST = Aboveground Storage Tank
- SPCC plan required if AST quantity exceeds 1,320 gallons (minimum container size of 55 gallons) of OHM/W.

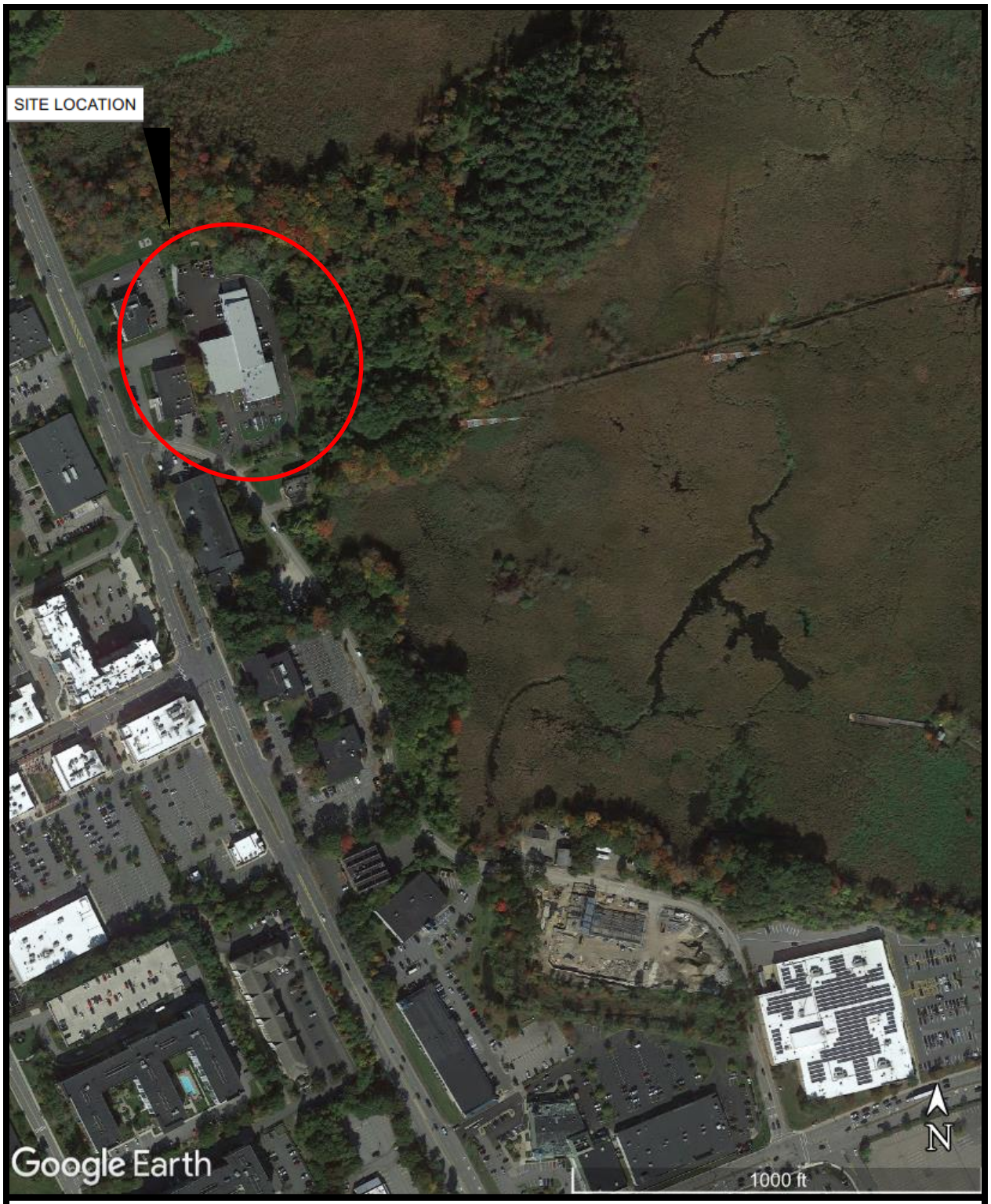


FIGURE 1

10 GREAT MEADOW ROAD
BURLINGTON, MASSACHUSETTS 01803

LOCUS MAP

Weston & Sampson

PIPE TABLE					
PIPE	SIZE & TYPE	LENGTH	SLOPE	START INV	END INV
P-1	12" DI	42 LF	0.005	134.65	134.44
P-2	12" DI	38 LF	0.005	135.05	134.86
P-3	12" HDPE	61 LF	0.005	134.44	134.14
P-4	12" HDPE	5 LF	0.010	135.46	135.42
P-5	12" HDPE	44 LF	0.005	134.14	133.92
P-10	15" HDPE	206 LF	0.006	133.92	132.74
P-11	12" HDPE	3 LF	0.011	134.15	134.20
P-13	15" HDPE	24 LF	0.005	132.64	132.52
P-14	15" HDPE	7 LF	0.005	131.30	131.27
P-15	12" HDPE	31 LF	0.005	131.70	131.55
P-16	12" HDPE	4 LF	0.010	132.45	132.41
P-17	12" DI	60 LF	0.005	132.10	131.80
P-18	12" HDPE	93 LF	0.005	135.65	135.19
P-19	12" HDPE	42 LF	0.005	134.50	134.30
P-20	12" HDPE	3 LF	0.005	134.99	135.00
P-21	12" HDPE	20 LF	0.005	134.20	134.10
P-22	12" HDPE	4 LF	0.005	135.39	135.41
P-23	12" HDPE	126 LF	0.005	135.50	136.13
P-24	12" HDPE	35 LF	0.005	136.23	136.40
P-25	12" HDPE	4 LF	0.005	133.85	133.83
P-26	12" HDPE	66 LF	0.026	133.33	131.64
P-27	12" HDPE	81 LF	0.026	131.54	129.45

PIPE TABLE					
PIPE	SIZE & TYPE	LENGTH	SLOPE	START INV	END INV
P-28	12" HDPE	91 LF	0.026	129.36	127.00
P-29	15" HDPE	187 LF	0.022	131.17	127.00
P-30	12" HDPE	131 LF	0.030	136.61	132.68
P-31	12" HDPE	50 LF	0.030	132.68	131.17
P-32	12" HDPE	86 LF	0.013	136.90	135.76
P-33	12" HDPE	20 LF	0.013	135.76	135.49
P-34	12" HDPE	82 LF	0.013	135.49	134.41
P-35	12" HDPE	112 LF	0.014	134.41	135.98
P-36	12" HDPE	66 LF	0.014	135.98	136.90
P-37	12" HDPE	21 LF	0.014	134.41	134.08

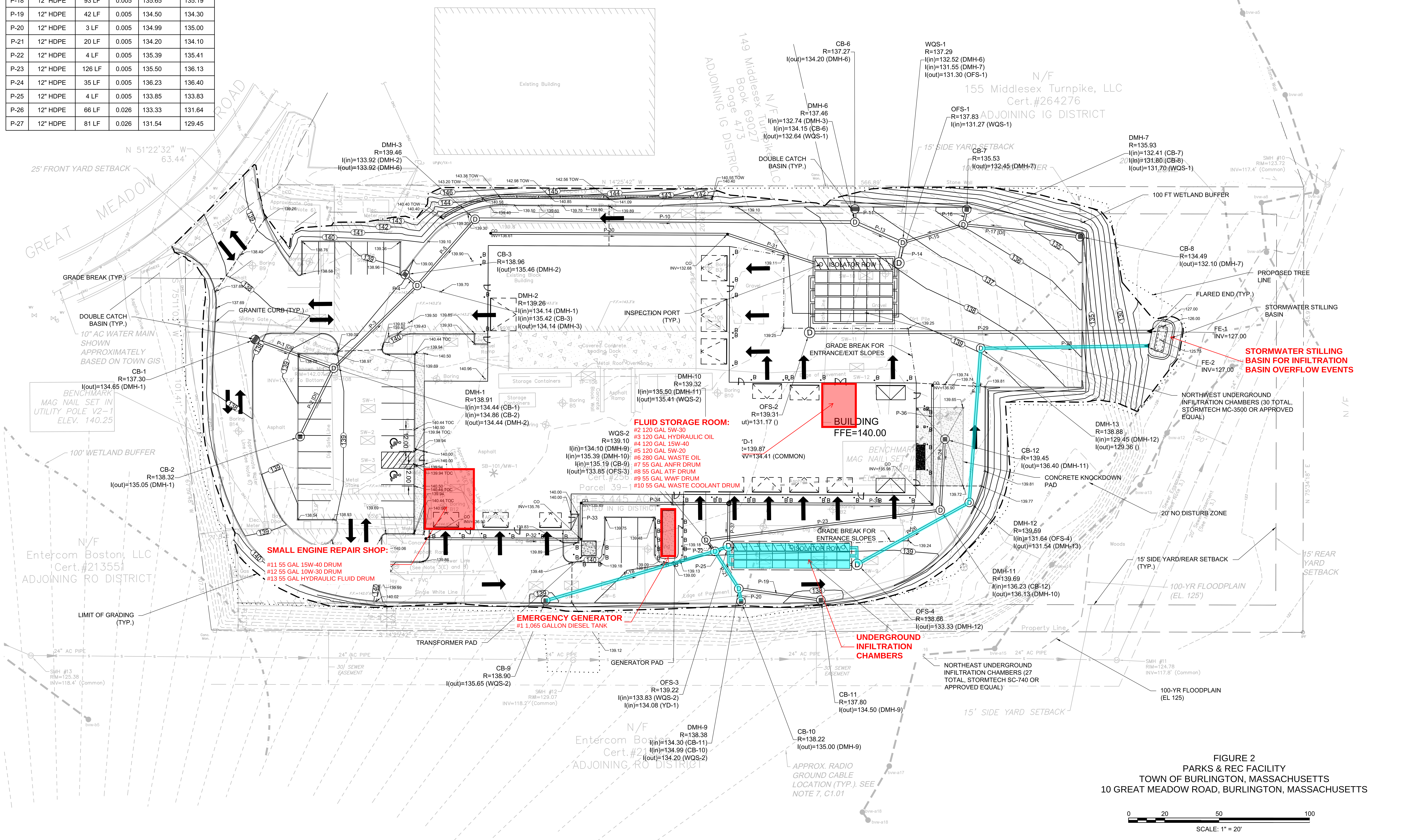


FIGURE 2
PARKS & REC FACILITY
TOWN OF BURLINGTON, MASSACHUSETTS
10 GREAT MEADOW ROAD, BURLINGTON, MASSACHUSETTS

Figure 3

Environmental Compliance Organization Chart

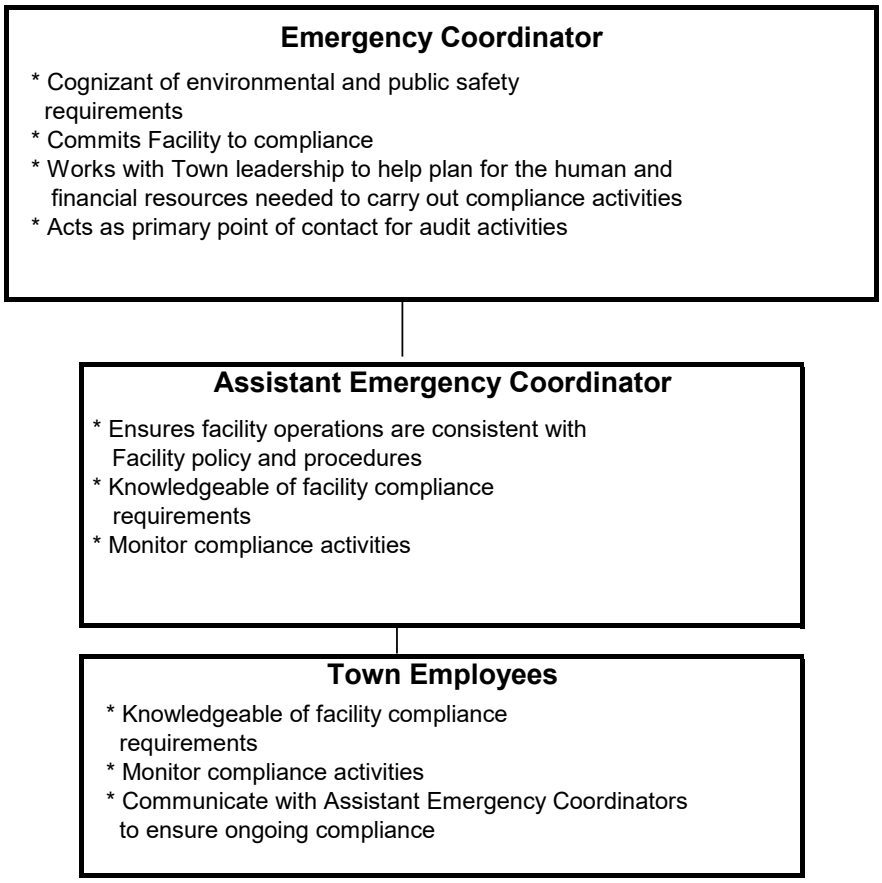


Figure 4

General Spill Response Communication Procedure

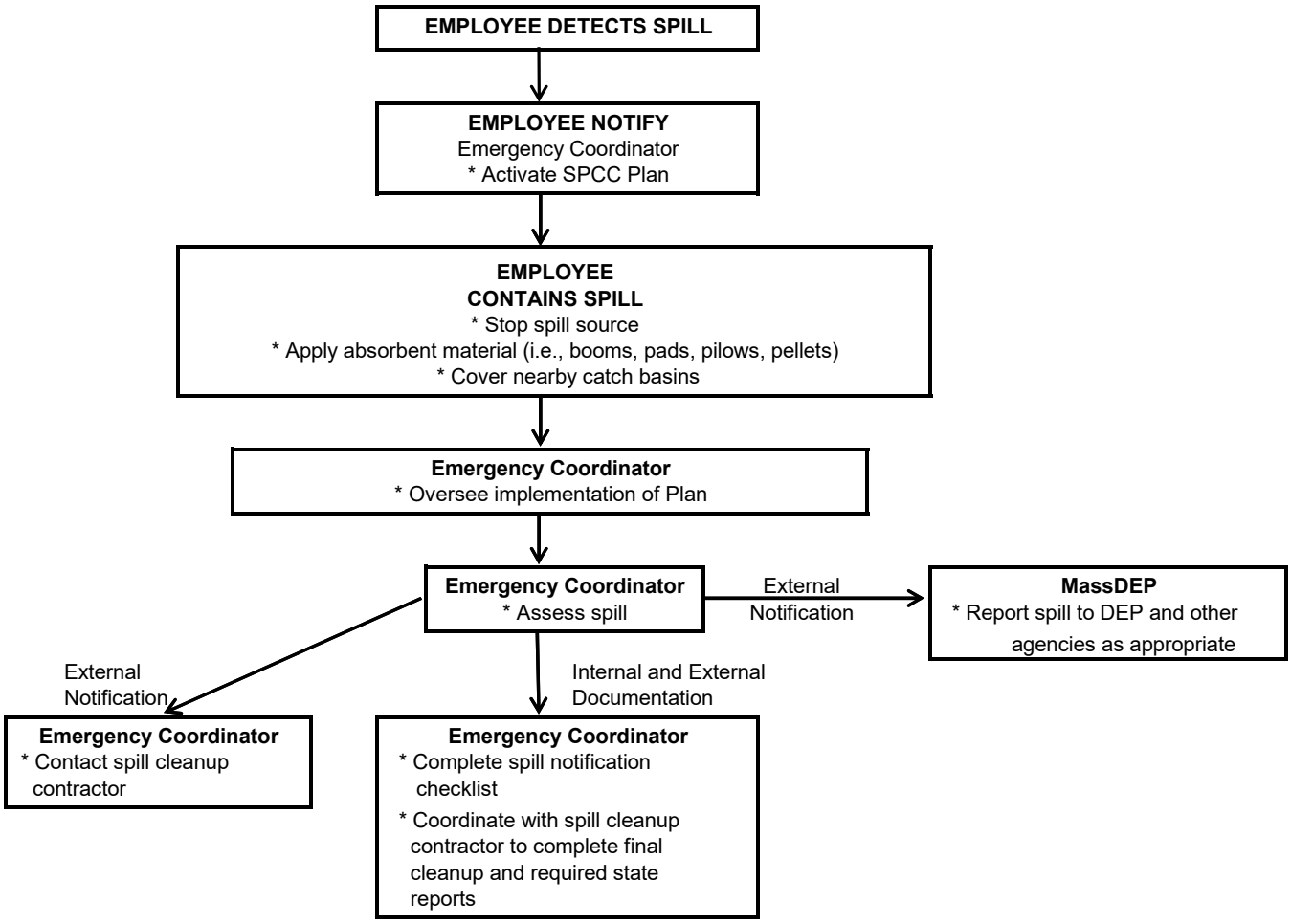
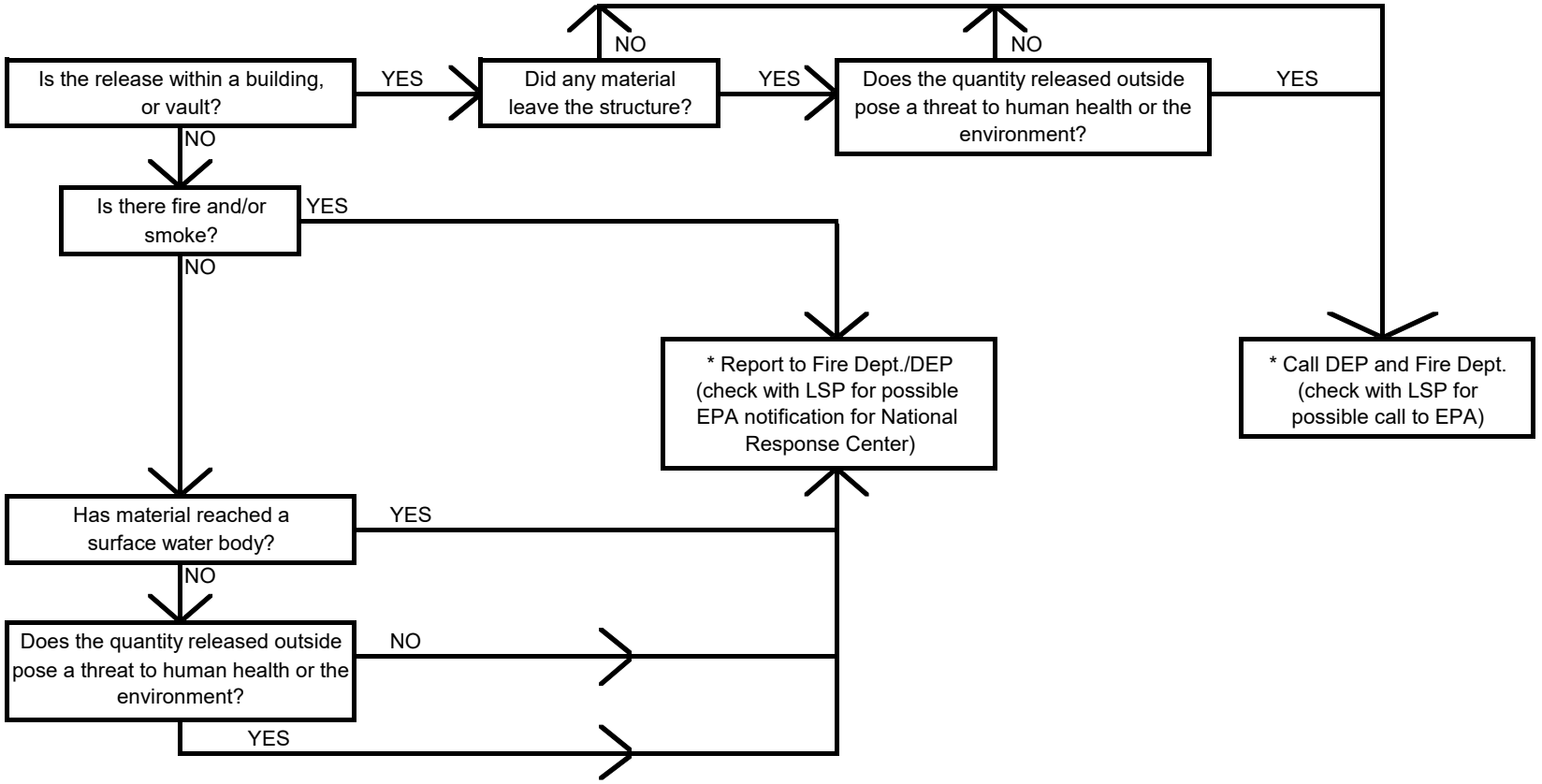


Figure 5

General Spill Reporting Procedure



NOTES:

1. Call DEP immediately after spill is observed, but no later than 2 hours after spill is observed.
2. LSP = Licensed Site Professional

Figure 6

General Facility Evacuation Procedure

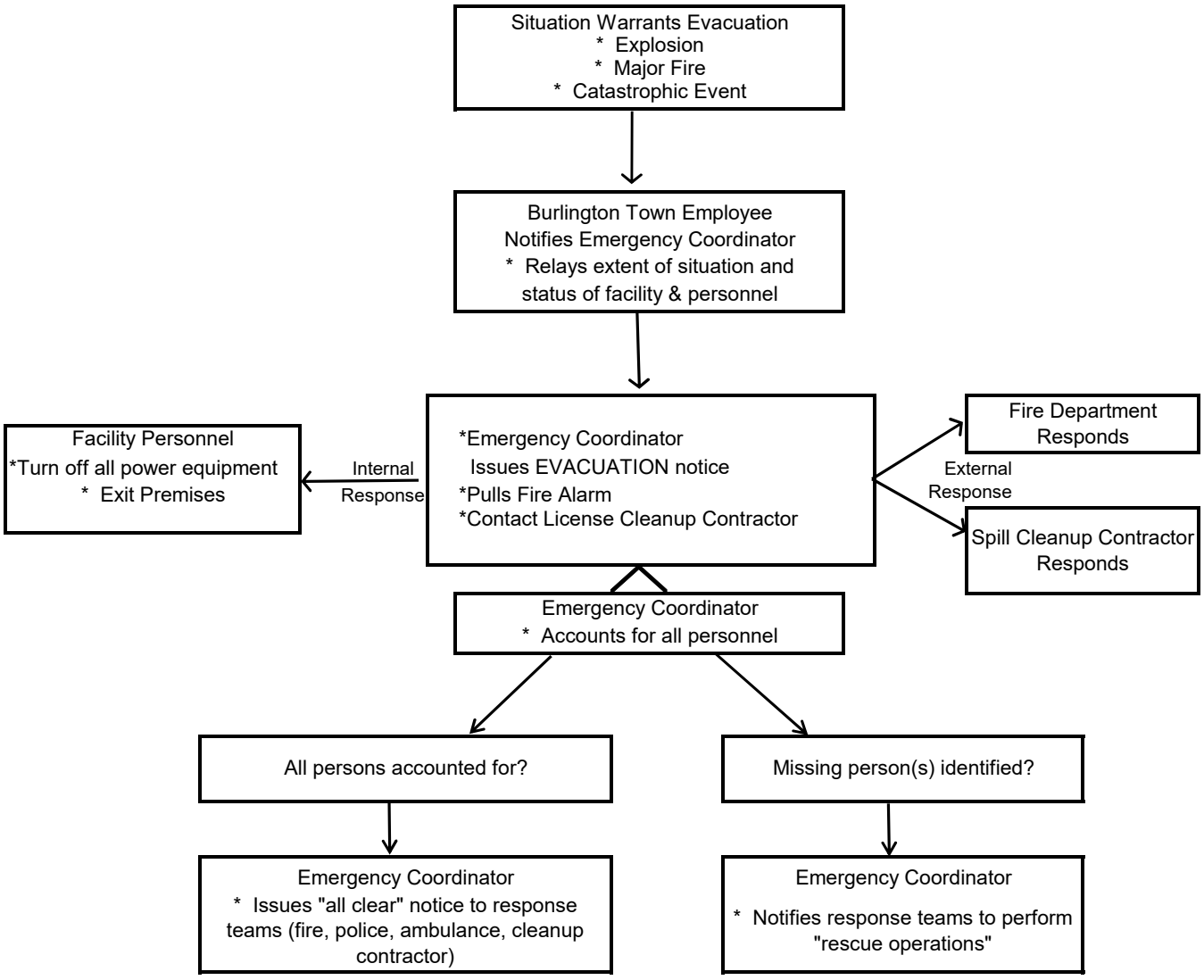


Figure 7A

General Spill Response Procedure
AST, Drum, or Container Failure

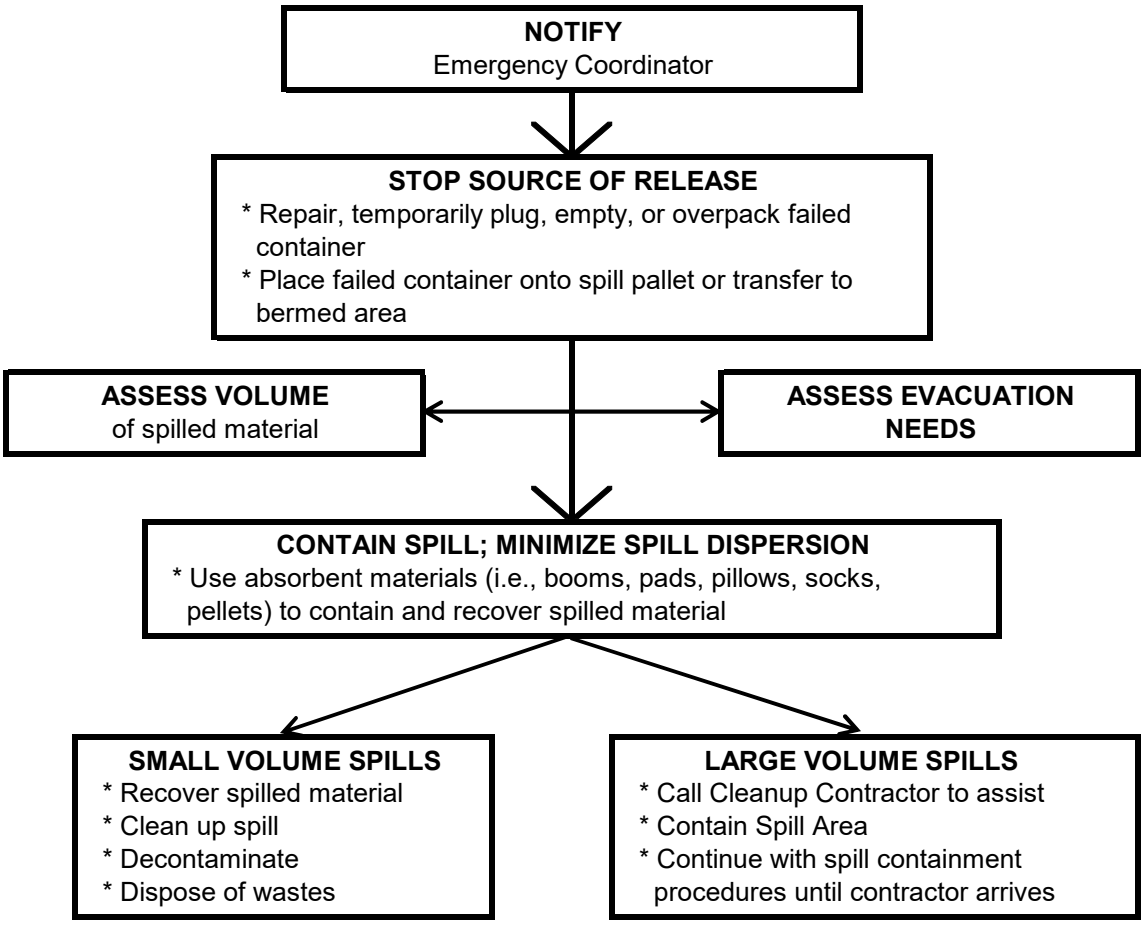


Figure 7B

General Spill Response Procedure
Tank Overfill/Spill During Delivery or Dispensing

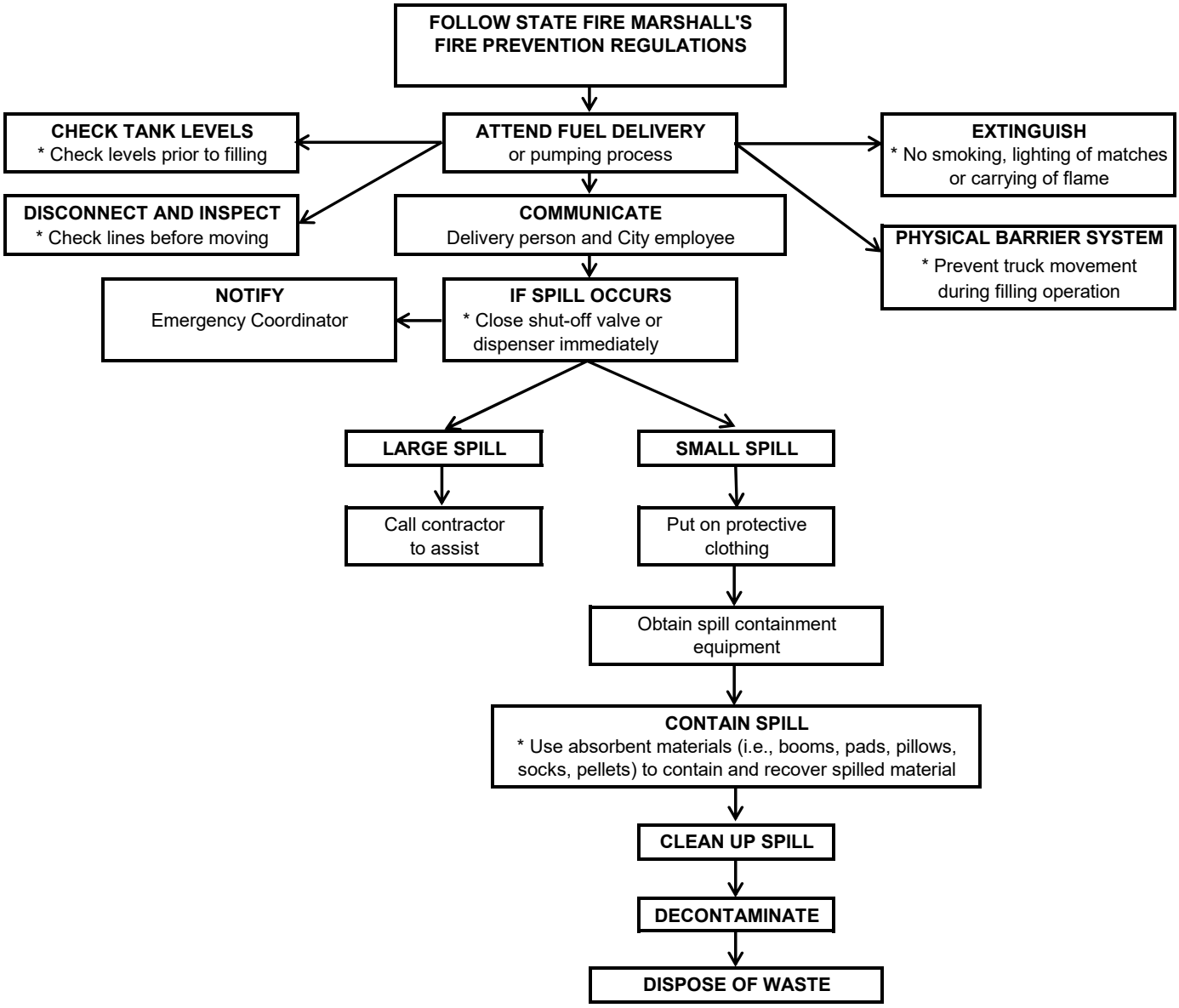


Figure 7C

General Spill Response Procedure
Tanker Truck Failure (Large Quantity Spills)

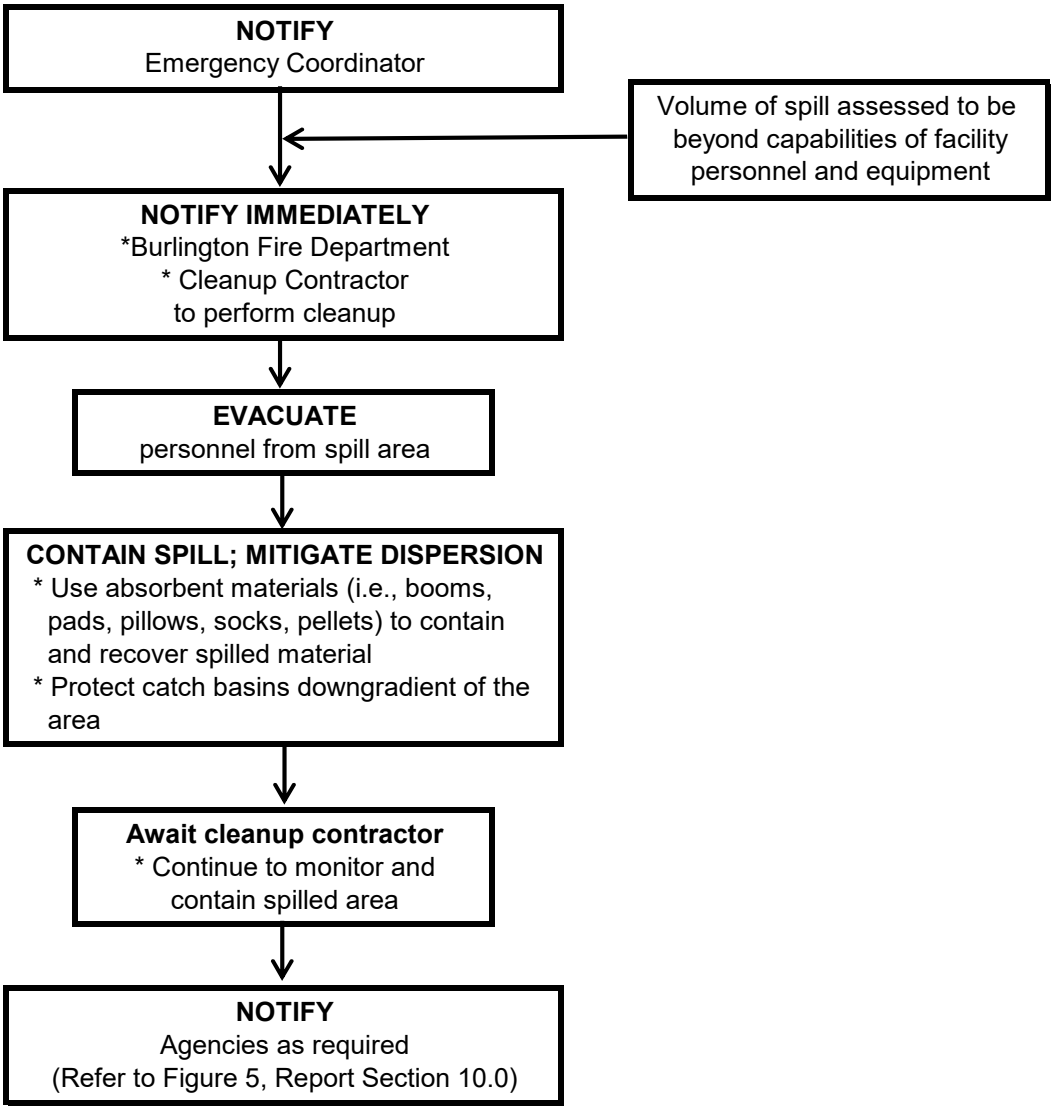


Figure 7D

General Spill Response Procedure
Equipment Failure

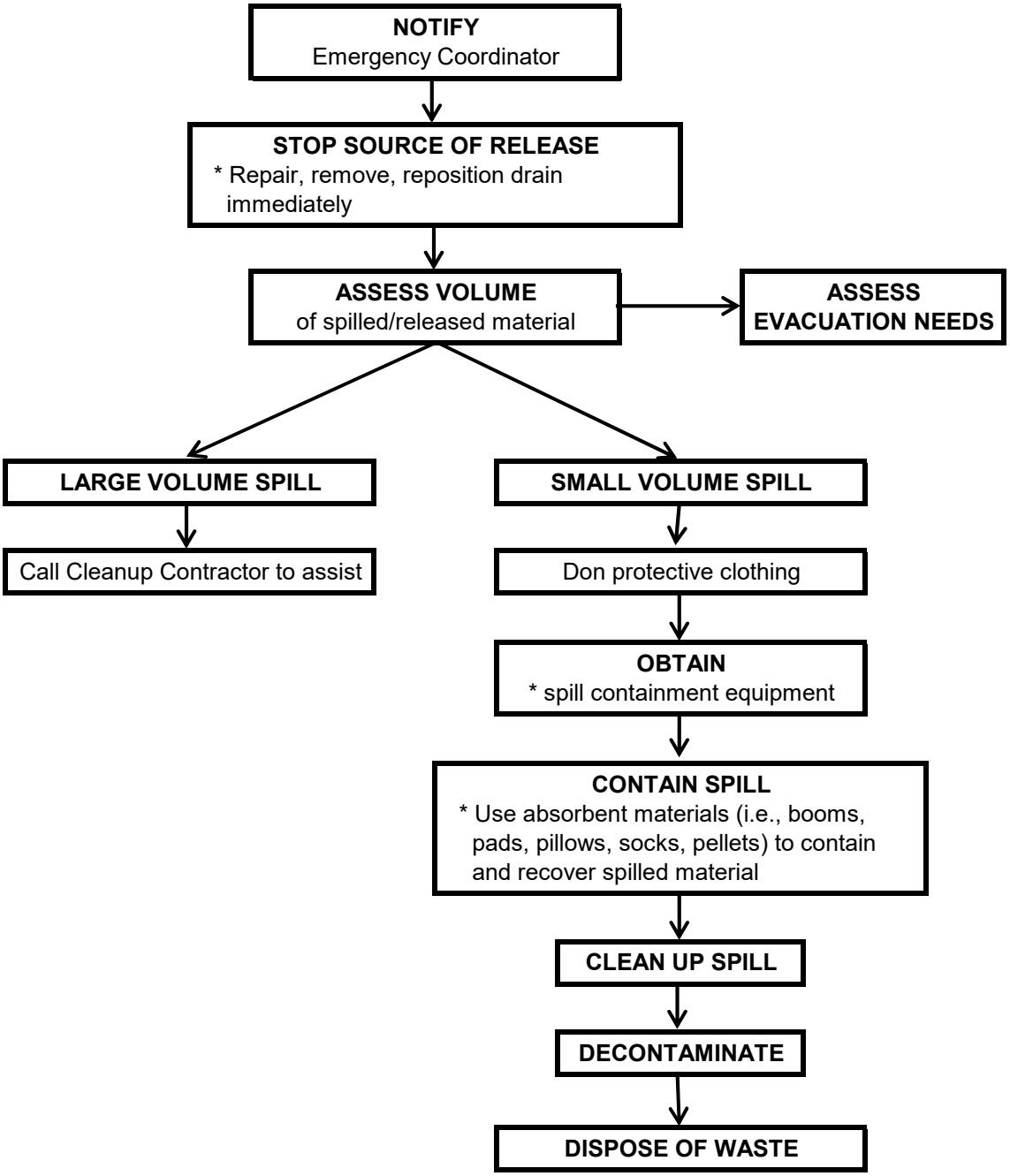


FIGURE 8

FACILITY INSPECTION FORM

FACILITY: **Burlington Parks & Rec Facility**
INSPECTOR'S SIGNATURE: _____
INSPECTOR'S TITLE: _____
DATE: _____

This form shall be completed weekly for the aboveground storage tanks and forwarded to the Emergency Coordinator for review. This form shall be

"✓ " Indicates that the item is in good or satisfactory condition without any leaks, cracks, areas of wear, corrosion, weaknesses, etc.

"NO" Indicates the condition is unsatisfactory and a repair is needed. A description of the work needed should be at the bottom under comments. Any "No" conditions must be immediately

"N/A" Indicates that the item does not apply to this tank.

Tank #:	**1**	**2**	**3**	**4**	**5**
Location:	Emergency Generator Belly Tank	Fluid Storage Room	Fluid Storage Room	Fluid Storage Room	Fluid Storage Room
Contents:	Diesel	5W-30	Hydraulic Oil	15W-40	5W-20
Volume (gallons):	1065-Gallon AST	120-Gallon AST	120-Gallon AST	120-Gallon AST	120-Gallon AST
TANK/DRUM CONDITION:					
Exterior Condition:					
Support Legs:					
Corrosion:					
Cracks:					
Bulging:					
Label w/ Contents and Capacity					
Level Gauge Equipment Condition:					
FOUNDATION & SECONDARY CONTAINMENT CONDITION:					
Staining:					
Cracking:					
Uneven Settlement:					
Liquid in secondary Containment:					
Drawoffs Locked, Closed when not in use:					
PIPES, HOSES & PUMPS:					
Corrosion:					
Paint Condition:					
Supports:					
High Level Alarm Condition:					
Valves Locked, Closed When not in Use:					
GENERAL:					
Housekeeping/Sufficient Aisle Space:					
Fire Extinguisher Nearby:					
Spill Equipment Nearby:					
"NO SMOKING" Signs Visible:					
WARNING Sign Visible to Unloading Vehicle "Disconnect lines prior to Departure":					

COMMENTS / REPAIRS / MAINTENANCE/TESTS: _____

FIGURE 8 (CONTINUED)
FACILITY INSPECTION FORM

FACILITY: **Burlington Parks & Rec Facility**
INSPECTOR'S SIGNATURE:
INSPECTOR'S TITLE:
DATE:

This form shall be completed weekly for the aboveground storage tanks and forwarded to the Emergency Coordinator for review. This form shall be

"✓ " Indicates that the item is in good or satisfactory condition without any leaks, cracks, areas of wear, corrosion, weaknesses, etc.

"NO" Indicates the condition is unsatisfactory and a repair is needed. A description of the work needed should be at the bottom under comments. Any "No" conditions must be immediately

"N/A" Indicates that the item does not apply to this tank.

Tank #:	**6**	**7**	**8**	**9**	**10**
Location:	Fluid Storage Room	Fluid Storage Room	Fluid Storage Room	Fluid Storage Room	Fluid Storage Room
Contents:	Waste Oil Tank	ANFR	ATF	WWF	Waste Coolant
Volume (gallons):	280-Gallon AST	55-Gallon Drum	55-Gallon Drum	55-Gallon Drum	55-Gallon Drum
TANK/DRUM CONDITION:					
Exterior Condition:					
Support Legs:					
Corrosion:					
Cracks:					
Bulging:					
Label w/ Contents and Capacity					
Level Gauge Equipment Condition:					
FOUNDATION & SECONDARY CONTAINMENT CONDITION:					
Staining:					
Cracking:					
Uneven Settlement:					
Liquid in secondary Containment:					
Drawoffs Locked, Closed when not in use:					
PIPES, HOSES & PUMPS:					
Corrosion:					
Paint Condition:					
Supports:					
High Level Alarm Condition:					
Valves Locked, Closed When not in Use:					
GENERAL:					
Housekeeping/Sufficient Aisle Space:					
Fire Extinguisher Nearby:					
Spill Equipment Nearby:					
"NO SMOKING" Signs Visible:					
WARNING Sign Visible to Unloading Vehicle "Disconnect lines prior to Departure":					

COMMENTS / REPAIRS / MAINTENANCE/TESTS:

FIGURE 8 (CONTINUED)
FACILITY INSPECTION FORM

FACILITY: **Burlington Parks & Rec Facility**
INSPECTOR'S SIGNATURE: _____
INSPECTOR'S TITLE: _____
DATE: _____

This form shall be completed weekly for the aboveground storage tanks and forwarded to the Emergency Coordinator for review. This form shall be

"✓ " Indicates that the item is in good or satisfactory condition without any leaks, cracks, areas of wear, corrosion, weaknesses, etc.

"NO" Indicates the condition is unsatisfactory and a repair is needed. A description of the work needed should be at the bottom under comments. Any "No" conditions must be immediately

"N/A" Indicates that the item does not apply to this tank.

Tank #:	**11**	**12**	**13**		
Location:	Small Engine Repair Shop	Small Engine Repair Shop	Small Engine Repair Shop		
Contents:	15W-40	10W-30	Hydraulic Oil		
Volume (gallons):	55-Gallon Drum	55-Gallon Drum	55-Gallon Drum		
TANK/DRUM CONDITION:					
Exterior Condition:					
Support Legs:					
Corrosion:					
Cracks:					
Bulging:					
Label w/ Contents and Capacity					
Level Gauge Equipment Condition:					
FOUNDATION & SECONDARY CONTAINMENT CONDITION:					
Staining:					
Cracking:					
Uneven Settlement:					
Liquid in secondary Containment:					
Drawoffs Locked, Closed when not in use:					
PIPES, HOSES & PUMPS:					
Corrosion:					
Paint Condition:					
Supports:					
High Level Alarm Condition:					
Valves Locked, Closed When not in Use:					
GENERAL:					
Housekeeping/Sufficient Aisle Space:					
Fire Extinguisher Nearby:					
Spill Equipment Nearby:					
"NO SMOKING" Signs Visible:					
WARNING Sign Visible to Unloading Vehicle "Disconnect lines prior to Departure":					

COMMENTS / REPAIRS / MAINTENANCE/TESTS: _____

FIGURE 9
OIL, GASOLINE, DIESEL TRANSFER INSPECTION FORM

Stage		Tasks
Prior to loading/ unloading	☐	Visually check all hoses for leaks and wet spots.
	☐	Verify that sufficient volume (ullage) is available in the storage tank or truck.
	☐	Lock in the closed position all drainage valves of the secondary containment structure.
	☐	Secure the tank vehicle with wheel chocks and interlocks.
	☐	Ensure that the vehicle's parking brakes are set.
	☐	Verify proper alignment of valves and proper functioning of the pumping system.
	☐	If filling a tank truck, inspect the lowermost drain and all outlets.
	☐	Establish adequate bonding/grounding prior to connecting to the fuel transfer point.
	☐	Turn off cell phone.
During loading/ unloading	☐	Driver must stay with the vehicle at all times during loading/unloading activities.
	☐	Periodically inspect all systems, hoses, and connections.
	☐	When loading, keep internal and external valves on the receiving tank open along with the pressure relief valves.
	☐	When making a connection, shut off the vehicle engine. When transferring Class 3 materials, shut off the vehicle engine unless it is used to operate a pump.
	☐	Maintain communication with the pumping and receiving stations.
	☐	Monitor the fluid level in the receiving tank to prevent overflow.
	☐	Monitor flow meters to determine the rate of flow.
	☐	When topping off the tank, reduce flow rate to prevent overflow.
After loading/ unloading	☐	Make sure the transfer operation is completed.
	☐	Blow-back transfer line and close all tank and loading valves before disconnecting.
	☐	Securely close all vehicle internal, external, and dome cover valves before disconnecting.
	☐	Secure all hatches.
	☐	Disconnect grounding/bonding wires.
	☐	Make sure the hoses are drained to remove the remaining oil before moving them away from the connection. Use a drip pan.
	☐	Cap the end of the hose and other connecting devices before moving them to prevent uncontrolled leakage.
	☐	Remove wheel chocks and interlocks.
	☐	Inspect the lowermost drain and all outlets on tank truck prior to departure. If necessary, tighten, adjust, or replace caps, valves, or other equipment to prevent oil leaking while in transit.

APPENDIX A

Burlington Parks & Rec Certification of SPCC Plan Commitment

BURLINGTON CERTIFICATION OF SPCC PLAN COMMITMENT

The following personnel have reviewed and understand the contents of this SPCC Plan. Their signatures below constitute their commitment to implementing the SPCC Plan. The commitment includes providing the man power, equipment, and materials required to expeditiously control and remove any harmful quantity of OHM/W discharged.

Emergency Coordinator:

_____

Mike DeSimone

APPENDIX B

Release Notification Form

Massachusetts Department of Environmental Protection
Bureau of Waste Site Cleanup

BWSC103

Release Tracking Number

RELEASE NOTIFICATION & NOTIFICATION RETRACTION FORM

Pursuant to 310 CMR 40.0335 and 310 CMR 40.0371 (Subpart C)

A. RELEASE OR THREAT OF RELEASE LOCATION:

1. Release Name/Location Aid: _____

2. Street Address: _____

3. City/Town: _____ 4. ZIP Code: _____

5. Coordinates: a. Latitude: N _____ b. Longitude: W _____

B. THIS FORM IS BEING USED TO: (check one)

☐ 1. Submit a **Release Notification**

☐ 2. Submit a **Revised Release Notification**

☐ 3. Submit a **Retraction of a Previously Reported Notification** of a release or threat of release including supporting documentation required pursuant to 310 CMR 40.0335 (Section C is not required)

(All sections of this transmittal form must be filled out unless otherwise noted above)

C. INFORMATION DESCRIBING THE RELEASE OR THREAT OF RELEASE (TOR):

1. Date and time of Oral Notification, if applicable: _____ (mm/dd/yyyy) Time: _____ (hh:mm) ☐ AM ☐ PM

2. Date and time you obtained knowledge of the Release or TOR: _____ (mm/dd/yyyy) Time: _____ (hh:mm) ☐ AM ☐ PM

3. Date and time release or TOR occurred, if known: _____ (mm/dd/yyyy) Time: _____ (hh:mm) ☐ AM ☐ PM

Check all Notification Thresholds that apply to the Release or Threat of Release: (for more information see 310 CMR 40.0310 - 40.0315)

4. 2 HOUR REPORTING CONDITIONS

- ☐ a. Sudden Release
- ☐ b. Threat of Sudden Release
- ☐ c. Oil Sheen on Surface Water
- ☐ d. Poses Imminent Hazard
- ☐ e. Could Pose Imminent Hazard
- ☐ f. Release Detected in Private Well
- ☐ g. Release to Storm Drain
- ☐ h. Sanitary Sewer Release (Imminent Hazard Only)

5. 72 HOUR REPORTING CONDITIONS

- ☐ a. Subsurface Non-Aqueous Phase Liquid (NAPL) Equal to or Greater than 1/2 Inch (.04 feet)
- ☐ b. Underground Storage Tank (UST) Release
- ☐ c. Threat of UST Release
- ☐ d. Release to Groundwater near Water Supply
- ☐ e. Substantial Release Migration

6. 120 DAY REPORTING CONDITIONS

- ☐ a. Release of Hazardous Material(s) to Soil or Groundwater Exceeding Reportable Concentration(s)
- ☐ b. Release of Oil to Soil Exceeding Reportable Concentration(s) and Affecting More than 2 Cubic Yards
- ☐ c. Release of Oil to Groundwater Exceeding Reportable Concentration(s)
- ☐ d. Subsurface Non-Aqueous Phase Liquid (NAPL) Equal to or Greater than 1/8 Inch (.01 feet) and Less than 1/2 Inch (.04 feet)

RELEASE NOTIFICATION & NOTIFICATION RETRACTION FORM

Release Tracking Number

Pursuant to 310 CMR 40.0335 and 310 CMR 40.0371 (Subpart C)

C. INFORMATION DESCRIBING THE RELEASE OR THREAT OF RELEASE (TOR): (cont.)

7. List below the Oils (O) or Hazardous Materials (HM) that exceed their Reportable Concentration (RC) or Reportable Quantity (RQ) by the greatest amount.

Check here if an amount or concentration is unknown or less than detectable.

O or HM Released	CAS Number, if known	O or HM	Amount or Concentration	Units	RCs Exceeded, if Applicable (RCS-1, RCS-2, RCGW-1, RCGW-2)

Check here if this a list of additional Oil and Hazardous Materials subject to reporting, or any other documentation relating to notification is attached.

D. PERSON REQUIRED TO NOTIFY:

1. Check all that apply: a. change in contact name b. change of address c. change in the person notifying

2. Name of Organization:

3. Contact First Name: 4. Last Name:

5. Street: 6. Title:

7. City/Town: 8. State: 9. ZIP Code:

10. Telephone: 11. Ext.: 12. Email:

13. Check here if attaching names and addresses of owners of properties affected by the Release or Threat of Release, other than an owner who is submitting this Release Notification (required).

E. RELATIONSHIP OF PERSON TO RELEASE OR THREAT OF RELEASE: Check here to change relationship

1. RP or PRP a. Owner b. Operator c. Generator d. Transporter

e. Other RP or PRP Specify:

2. Fiduciary, Secured Lender or Municipality with Exempt Status (as defined by M.G.L. c. 21E, s. 2)

3. Agency or Public Utility on a Right of Way (as defined by M.G.L. c. 21E, s. 5(j))

4. Any Other Person Otherwise Required to Notify Specify Relationship:

Massachusetts Department of Environmental Protection
Bureau of Waste Site Cleanup

BWSC103

Release Tracking Number

RELEASE NOTIFICATION & NOTIFICATION RETRACTION FORM

Pursuant to 310 CMR 40.0335 and 310 CMR 40.0371 (Subpart C)

F. CERTIFICATION OF PERSON REQUIRED TO NOTIFY:

1. _____ I, , attest under the pains and penalties of perjury (i) that I have personally examined and am familiar with the information contained in this submittal, including any and all documents accompanying this transmittal form, (ii) that, based on my inquiry of those individuals immediately responsible for obtaining the information, the material information contained in this submittal is, to the best of my knowledge and belief, true, accurate and complete, and (iii) that I am fully authorized to make this attestation on behalf of the entity legally responsible for this submittal. I/the person or entity on whose behalf this submittal is made am/is aware that there are significant penalties, including, but not limited to, possible fines and imprisonment, for willfully submitting false, inaccurate, or incomplete information.

2. By: _____ 3. Title: _____
Signature

4. For: _____ 5. Date: _____
(Name of person or entity recorded in Section D) mm/dd/yyyy

☐ 6. Check here if the address of the person providing certification is different from address recorded in Section D.

7. Street: _____

8. City/Town: _____ 9. State: _____ 10. ZIP Code: _____

11. Telephone: _____ 12. Ext.: _____ 13. Email: _____

YOU ARE SUBJECT TO ANNUAL COMPLIANCE ASSURANCE FEES FOR EACH BILLABLE YEAR FOR TIER CLASSIFIED DISPOSAL SITES. YOU MUST LEGIBLY COMPLETE ALL RELEVANT SECTIONS OF THIS FORM OR DEP MAY RETURN THE DOCUMENT AS INCOMPLETE. IF YOU SUBMIT AN INCOMPLETE FORM, YOU MAY BE PENALIZED FOR MISSING A REQUIRED DEADLINE.

Date Stamp (DEP USE ONLY:)

APPENDIX C

Completed Tank Inspection Forms

APPENDIX D

Requirements for Small Quantity Generators of Hazardous Waste

A SUMMARY OF REQUIREMENTS

FOR

SMALL QUANTITY GENERATORS

OF HAZARDOUS WASTE

Updated July 2014

Prepared by:
Massachusetts Department of Environmental Protection
Bureau of Waste Prevention
Business Compliance Division
1 Winter Street
Boston, MA 02108
www.mass.gov/dep/

INTRODUCTION

Many essential services, including auto repair and dry-cleaners and institutions, such as schools and hospitals, produce hazardous waste. If you use cleaning solvents, oil, inks, paints, acids, or alkalines, for example, you may be a generator of hazardous waste.

As a generator, it is your responsibility to know your legal obligations under the Massachusetts Hazardous Waste Regulations. Inappropriate handling and disposal of hazardous waste has damaged water supplies and threatened human health. Increasingly, businesses find that meeting the legal requirements is good practice that protects the environment, the equity in their property and their neighbors and employees.

Under the "Superfund" law, you are liable for your hazardous waste and any damage it causes even after it leaves your site and is taken away by a transporter to a treatment, storage or disposal facility. You can be required to contribute to the costs of cleaning up any contamination, resulting from your wastes wherever they end up. It is important, therefore, that you determine how to prevent pollution before it begins.

The cost of waste disposal and liability coverage is escalating. Landfilling of many hazardous wastes is now banned. There are few commercial hazardous waste disposal facilities and their capacity is limited.

Reducing the amount of your hazardous waste may be the most economical and environmentally sound approach to meeting your requirements. Substituting non-hazardous for hazardous products, modifying your process, segregating non-hazardous from hazardous waste streams, recycling your waste and better housekeeping should be key considerations for you.

The Massachusetts Department of Environmental Protection (DEP) regulates all non-households (businesses and institutions) which generate any amount of hazardous waste. Radioactive wastes, unless mixed with hazardous waste, and infectious wastes are regulated by the Massachusetts Department of Public Health as well as by federal agencies.

This brochure is a summary of a portion of the Massachusetts Hazardous Waste Regulations and is organized as follows:

Classification
Paperwork
Housekeeping
Very Small Quantity Generators

It is designed to help you understand the regulations and will assist you in meeting your legal obligation and avoiding potential penalties. However, it is not a substitute for reading and complying with the full Hazardous Waste Regulations 310 CMR 30.000.

Because Massachusetts requirements are more stringent than the federal requirements, you will be in compliance with federal hazardous waste regulations when you meet the state standards.

The complete regulations are available at cost at the State House Bookstores. You can have them sent to you by calling Boston's bookstore (617) 727-2834, or (413) 784-1376 in Springfield. Ask for the most recent compilation of 310 CMR 30.000.

For a specific fact sheet for your industry, which will provide more detailed information, call the Hazardous Waste Regulatory Program's Compliance Assistance Line at (617) 292-5898.

CLASSIFICATION

Determine whether your waste is hazardous (310 CMR 30.100)

Common hazardous wastes are:

- waste oil
- solvents and thinners
- acids and bases/alkalines
- toxic or flammable paint wastes
- nitrates, perchlorates and peroxides
- abandoned or used pesticides
- some wastewater treatment sludges

There are two ways a waste may be identified as hazardous: it may be **listed** in the regulations (310 CMR 30.131-136) or it may be defined by its hazardous **characteristic** (310 CMR 30.120).

Hazardous waste may be a listed discarded chemical, an off-specification product, or a liquid or solid residue from an operation process, which has one or more of the characteristics below:

*** Ignitable** (easily catches fire, flash point 140 F);

*** Corrosive** (easily corrodes materials or human tissue, very acidic or alkaline, pH of ≤ 2 or ≥ 12.5);

*** Reactive** (explosive, produces toxic gases when mixed with water or acid);

*** Toxic** (can leach toxic chemicals as determined by a special laboratory test).

Your waste is considered **acutely hazardous** if it is on the list of acutely hazardous wastes (310 CMR 30.136). These wastes are extremely toxic or reactive and are regulated more strictly than other hazardous wastes.

To find out if your waste is hazardous check with:

* the supplier of the product (request a material safety data sheet);
* laboratories;
* trade associations;
* consulting engineers;

and verify by reviewing the Massachusetts Hazardous Waste Regulations.

Determine your generator status and regulatory requirements

Two activities determine your generator category: the *rate* at which you generate and *how much* you store (accumulate). The amount and length of time you can accumulate your wastes will vary according to the type of waste.

A **Large Quantity Generator (LQG)** generates more than 1,000 kilograms (2200 lbs.) of hazardous waste in a month, or more than l kilogram of acutely hazardous waste (acutely hazardous waste is listed in the Massachusetts regulations, 310 CMR 30.136). The waste must be shipped within 90 days. There is no limit to the amount which can be accumulated.

A **Small Quantity Generator (SQG)** generates less than l,000 kilograms in a month, and/or less than 1 kilogram of acutely hazardous waste. The waste must be shipped within 180 days and accumulation is limited to 6000 kilograms in tanks and containers.

A **Very Small Quantity Generator (VSQG)** generates less than l00 kilograms in a month, generates no acutely hazardous waste, and accumulates no more than 1,000 kilograms at any time.

To understand how you are regulated, estimate your maximum monthly volume of waste oil and your maximum monthly volume of all other hazardous waste. The Guide to Determining Status and Regulatory Requirements on page 5 will assist you.

Example:

Your firm generates 55 gallons of spent solvent and 500 gallons of waste oil in a month. According to the Guide (see conversions), you are a Small Quantity Generator (SQG) of hazardous waste because you generate more than 100 kilograms but less than 1000 kilograms, and a Large Quantity Generator (LQG) of waste oil because you generate more than l000 kilograms. Your regulatory status will be found on the fifth line [SQG/LQG].

Reading across, you may accumulate your solvent for as long as 180 days, or until you have reached a volume of 6000 kilograms (1500 gallons) (see page 10), whichever happens first. You must ship your waste oil every 90 days, regardless of the volume. You must obtain an EPA Identification Number and use a manifest for both wastes. You must manage your waste according to the accumulation area standards on page 8 and you must fulfill the emergency preparation and response requirements on page 11. You are not required to file an annual report or a contingency plan or provide full personnel training, which is necessary for large generators of hazardous waste.

This matrix does not reflect ACUTELY Hazardous waste

	Regulatory Status		Hazardous Waste Management Accumulation Limits		Waste Oil Management Accumulation Limits		Transport Requirements		Management Requirements		
	Hazardous Waste	Waste Oil	Time (Days)	Volume in Tanks and Containers (kg)	Time (Days)	Volume in Tanks and Containers (kg)	Must Use Manifest	May Self Transport Haz Waste and/or Waste Oil	Accumulation Area Standards	Emergency Preparation	Personnel Training & Contingency Plans & Biennial Rpt
NOTIFICATION TO EPA	LQG	LQG	90	NO LIMIT	90	NO LIMIT	YES		YES		YES
	LQG	SQG	90	NO LIMIT	180	6000	YES		YES		YES
	LQG	VSQG	90	NO LIMIT	NO LIMIT	1000	YES*	YES(WO)	YES		YES
	LQG	NONE	90	NO LIMIT	N/A	N/A	YES		YES		YES
	SQG	LQG	180	6000	90	NO LIMIT	YES		YES	YES	
	SQG	SQG	180	6000	180	6000	YES		YES	YES	
	SQG	VSQG	180	6000	NO LIMIT	1000	YES*	YES(WO)	YES	YES	
	SQG	NONE	180	6000	N/A	N/A	YES		YES	YES	
	VSQG	LQG	NO LIMIT	1000	90	NO LIMIT	YES*	YES(HW)	YES	YES	
	NONE	LQG	N/A	N/A	90	NO LIMIT	YES		YES	YES	
TO DEP	VSQG	SQG	NO LIMIT	1000	180	6000	YES*	YES(HW)	YES	YES	
	VSQG	VSQG	NO LIMIT	1000	NO LIMIT	1000	YES*	YES	YES		
	VSQG	NONE	NO LIMIT	1000	N/A	N/A	YES*	YES	YES		
	NONE	SQG	N/A	N/A	180	6000	YES		YES	YES	
	NONE	VSQG	N/A	N/A	NO LIMIT	1000	YES*	YES	YES		

* - A manifest must be used for the VSQG category unless self transported.

Definitions:

Regulatory Status	Kilograms/ Month (Generation)	Conversions:: Kilograms	Pounds	Gallons (varies by substance)
LQG	1000 OR MORE	100	220	25-27
SQG	100-999	1000	2200	250-270
VSQG	LESS THAN 100	6000	13200	1500-1620

PAPERWORK

The Manifest (310 CMR 30.310)

As a generator you always retain responsibility for your hazardous waste. If your waste is dumped or disposed of improperly, you can be held responsible. It is therefore important that you know where your waste is going and that it is handled properly and safely.

Federal law (the Resource Conservation and Recovery Act of l976, known as RCRA) requires a national 'cradle to grave' tracking system for hazardous waste. In Massachusetts, every shipment of hazardous waste by a large or small generator must be transported by a licensed hauler and sent to a licensed treatment, storage or disposal facility (TSDF) or a permitted recycling facility and must be accompanied by a shipping document, called the Uniform Hazardous Waste Manifest.

You are responsible for completing the generator portion of the manifest. Directions for the distribution of the copies are on the back of the manifest. A copy will be returned to you when the facility has accepted your shipment.

If you do not receive a copy of the manifest from the receiving facility within 35 days of the date when your waste was shipped, you should contact your transporter or the operator of the facility to determine the status of your waste. If you have still not received the manifest within 45 days, you must file an Exception Report, explaining the efforts you've taken, with the DEP's Business Compliance Division and with the state where the designated facility is located.

If you are shipping hazardous waste directly to an out-of-state designated facility, you must submit a photocopy of Copy 3 to the Department within 30 days of receiving your copy from the designated facility.

Note the generator's certification statement on your manifest, which you must sign:

> *"If I am a small quantity generator, I have made a good faith effort to minimize my waste generation and select the best waste management method that is available to me and that I can afford."*

All generators must keep copies of all manifests, any records of tests and analyses done of their hazardous waste, and records of waste determinations (including any determinations that their wastes are not hazardous) for at least three years, and for the duration of any enforcement action.

The EPA Identification Number (EPA ID) (310 CMR 30.303)

As a Small Quantity Generator of Hazardous Waste, to have your waste accepted by a licensed hauler or treatment/storage facility, you will need to obtain a federal Identification Number. The Environmental Protection Agency (EPA) will assign a 12-digit number, such as **MAR999999999**, which is unique for your location. Enter this number in Block **1** on each manifest.

In order to get an EPA ID, call DEP (617-338-2255 or 1-800-462-0444, outside the 617 area code) or go to http://www.mass.gov/dep/bwp/dhm/files/hwepaid.pdf for an application. Mail the completed application to the office listed in the instructions. Your number will be mailed to you within a few months. While you are waiting for your ID, you can use a temporary ID beginning with the letters MP, followed by your 10-digit telephone number.

The ID number is site-specific. You are required to notify the Bureau of Waste Prevention in your DEP Regional office of any change in your address, name of company, contact person or generator status. (See listing of towns by DEP Region on the back page.)

Shipping Your Hazardous Waste (310 CMR 30.304, 30.305)

All hazardous waste must be transported in containers that are labeled with the words HAZARDOUS WASTE, the name of the waste, type of hazard (e.g., toxic, flammable), generator's name, address and EPA ID number. Refer to the container standards described on page 8.

A list of licensed transporters is now available on DEP's Website at www.mass.gov/dep/ under the Bureau of Waste Prevention: you may also call DEP at (617) 292-55576. Transporters may assist you in preparing your waste for shipment.

Annual Compliance Assurance Fee (310 CMR 4.03)

All Small Quantity Generators of hazardous waste are billed an annual compliance fee of $645 to cover costs of the services provided by the Department. These services include, but are not limited to, notification processing, compliance inspection, compliance assistance hot line, and information services.

As a Small Quantity Generator of hazardous waste you must notify the Department if you intend to cancel or modify your registration in any way. *Any* changes to your generator status must be received by the Department before July 1 to change your annual compliance fee for the upcoming fiscal year.

• Small Quantity Generators of waste oil only are not subject to the fee.

HOUSEKEEPING

Accumulation Area Standards (310 CMR 30.351[8])

Your accumulation or storage area must meet the following conditions for both containers and tanks. (**VSQG** indicates VSQG's are also required to meet the standard.)

VSQG • Above-ground tanks and containers must be on a surface which does not have any cracks or gaps and is impervious to the hazardous wastes being stored and on pallets if containers are stacked;

VSQG • Area must be secured against unauthorized entry;

VSQG • Area must be clearly marked (e.g., by a visible line or tape, or by a fence) and be separate from any points of generation;

VSQG • Area must be posted with a sign: "HAZARDOUS WASTE" in capital letters at least one inch high;

VSQG • An **outdoor** area must have secondary containment, such as a berm or dike, which will hold any spill or leaks at:
- 10% of the total volume of the containers, or
- 110% of the volume of the largest container, whichever is larger.
Any spillage must be promptly removed.

(In general, if the hazardous waste being stored has no free liquids, no pad or berm is required, provided that the accumulation area is sloped, or the containers are elevated.)

Standards for Containers and Tanks [310 CMR 30.341(2), 30.680, 30.690]

VSQG • Each container and tank must be clearly and visibly labeled throughout the period of accumulation with the following:
- the words "HAZARDOUS WASTE:
- the name of the waste (e.g., waste oil, acetone)
- the type of hazard(s) (e.g., ignitable, toxic)

SQG ONLY - date on which accumulation began.

VSQG • Each container must be in good condition

VSQG • Wastes of different types must be segregated. This includes not mixing waste oil or used fuel oil with other wastes. Be careful not to put incompatible wastes in the same container or put wastes in unwashed containers that previously held incompatible wastes.

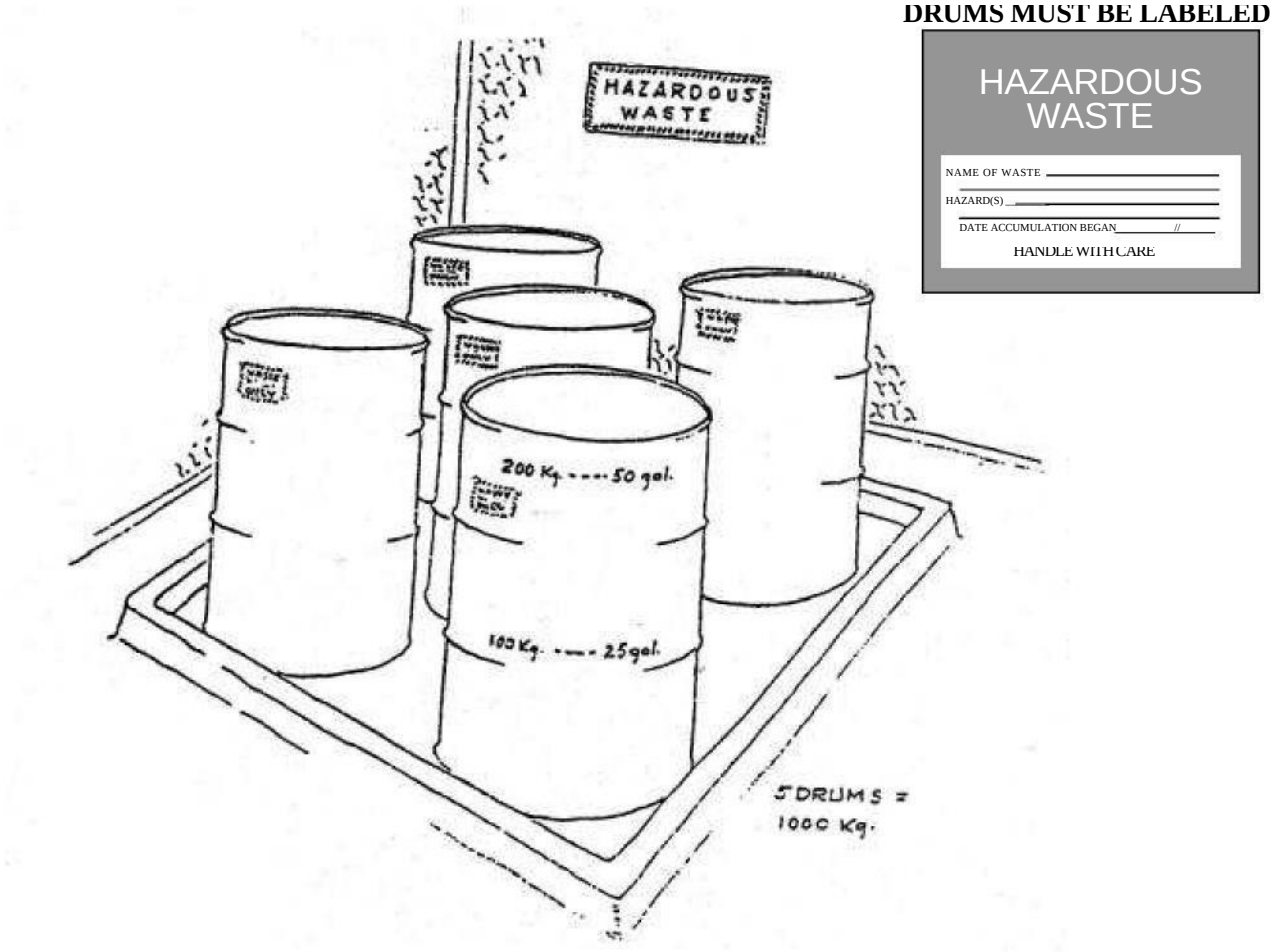
VSQG • Separate containers of incompatible wastes by a berm, dike, or similar structure.

VSQG • Each container holding hazardous wastes must be tightly closed throughout the period of accumulation, except when the waste is being added or removed.

- Containers holding ignitable or reactive wastes must be at least 15 meters (50 ft.) from the property line. If this is not possible or practical, you must store such containers in compliance with all applicable local ordinances and by-laws.

- Inspect your accumulation area at least once a week for any leaking or deterioration of your containers. You must have enough aisle space between your containers to allow for inspections.

DRUMS MUST BE LABELED



Accumulation Time Limits (310 CMR 30.351[5])

As a small quantity generator (SQG), you may accumulate up to 6000 kgs (1500-1620 gallons) in containers and *tanks* for as long as 180 days. You have two upper limits - time and volume. Whichever is reached first determines the date on which you must ship your waste.

Satellite Accumulation (310 CMR 30.351[4])

Additional flexibility is offered by allowing you to accumulate up to 55 gallons of hazardous waste (per wastestream), or one quart of acutely hazardous waste, at each point where you generate your waste, if you meet the following conditions:

- The waste must be generated from a process at the location of the satellite accumulation;

- Each satellite accumulation area can have only one container for each waste stream in use at a time;

- Each satellite accumulation area must be managed by the person who is directly responsible for the process producing the waste;

- The waste must be moved to the main designated accumulation area within three days after the container is full.

Accumulation of Waste Oil in Underground Tanks (including those resting directly on the ground) [310 CMR 30.253(1)(g)]

All underground tanks must have tight caps, leak detection devices and cathodic protection with an overflow and spill prevention device by December 22, 1998.

- Tanks must have continuous leak detection capability through an in-tank monitoring device or be double-walled.

- Keep a log of all test results, beginning and ending measurements, variation and average figures, for at least 3 years.

- Report a difference of a month's average greater than 5 gallons (for tanks containing 550 gallons or less) to your DEP regional office.

EMERGENCY PREPARATION AND RESPONSE (310 CMR 30.351(9))

Equipment

To minimize the risk of fire, explosion, or release of hazardous wastes that may contaminate the environment, you are required to have on site, and immediately accessible to your hazardous waste handling area, the following (unless the hazards posed by your wastes do not require one of them):

* an alarm or communication system which can provide emergency instruction to employees;

* a telephone, two-way radio or other device which can summon police, fire or emergency response teams;

* portable fire extinguishers and/or fire control equipment (e.g. foam, inert gas), and spill control/decontamination equipment;

* adequate supply and pressure of water, automatic sprinklers or water sprays, or foam-producing equipment.

All your equipment must be periodically tested and properly maintained so it will work during an emergency.

Prepare Your Employees

You must thoroughly familiarize each of your employees with all the waste handling and emergency procedures that may be needed for each of their jobs. An employee must have immediate access to alarm or communication devices, either directly or through another employee, whenever hazardous waste is being handled. If your operation is at any time being handled by a single employee, that person must have immediate access to a telephone or two-way radio.

For easy movement of employees and emergency equipment, you must maintain adequate aisle space in the area of hazardous waste handling. Mark all exits clearly.

Notify Local Authorities

You must make every reasonable attempt to carry out the following arrangements, in regards to the waste you produce:

* Familiarize your police department, fire department, local boards of health, and any emergency response teams with the hazardous nature of your waste; the layout of your site, including entrances and evacuation routes, and the location where your employees usually work;

* Familiarize local hospitals with the hazards of your waste and the types of injuries that could result from any accidents;

* Obtain agreements with emergency response teams and contractors, and local boards of health;

* If more than one police and/or fire department might respond to an emergency, make an agreement with the department which will have primary emergency authority and specify others as support.

If such arrangements cannot be made, a copy of a signed and dated letter which demonstrates an effort to make these arrangements from you, the generator, to the state or local entity will be considered sufficient.

Emergency Coordinator

You must designate at least one employee to be on call (or on the premises) at all times. This person is the emergency coordinator and is responsible for coordinating all emergency response measures.

Emergency Response

You must have posted next to each telephone near your waste generation area the following:

* name(s) and telephone number(s) of your emergency coordinator(s);

* location(s) of the fire control equipment and any fire alarms;

* telephone number of the fire department, or if there is a direct alarm system, instructions on how to use it;

* evacuation routes, where applicable.

If any of the following emergencies occur:

Fire - attempt to extinguish the fire and/or call the fire department;

Spill or leak - contain the flow as quickly as possible and as soon as is practical, clean up the waste and any soil or other materials which may have become contaminated with waste;

A release (spill or leak) or threat of release, fire or explosion of hazardous waste that may threaten human health or the environment

- Call the appropriate DEP Regional Office (see page 17) and ask for Emergency Response, or the Central Boston office at (617) 556-1133 or (888) 304-1133.

and

- Call the National Response Center's 24-hour toll-free number (1-800-424-8802).

VERY SMALL QUANTITY GENERATOR (VSQG) (310 CMR 30.353)

Registration

If you generate less than 100 kgs a month of hazardous waste, and no acutely hazardous waste, you are eligible to register as a Very Small Quantity Generator (see page 5 for the generation and accumulation limits). To qualify as a Very Small Quantity Generator you must register with DEP (see page 16).

Housekeeping Requirements (see pages 8 and 9 for VSQG identified lines)

Treatment/Disposal Options

As a registered VSQG you have the following options for handling your waste:

You may recycle or treat your waste, provided the process you describe in your registration is acceptable to DEP;

You may transport your waste to another generator who is in compliance with the regulations and who will count your waste as part of their generation;

You may transport your waste in your own vehicle to a licensed treatment, storage or disposal facility, or permitted recycling facility, by pre-arrangement;

You may use a licensed transporter and a manifest form. Use of the manifest requires an ID number. (VSQG's and SQG's of waste oil use a number beginning with the letters MV followed by their 10-digit telephone number.)

Self-Transport Option

As a registered VSQG you may transport your own hazardous waste under the following conditions:

You transport only the waste that you generated on your premises;

You do not transport more than 200 kgs at one time;

VSQG (cont.)

Your waste is in containers that are:

- no larger than 55 gallons in volume
- compatible with the waste
- tightly sealed
- labeled as "HAZARDOUS WASTE"
- labeled with the name of the waste and the type of hazard
- tightly secured to the vehicle

You do not transport incompatible wastes in the same shipment;

In the event of a spill or leak of hazardous waste that may threaten human health or the environment you notify DEP or the State Police and the National Response Center, as described on page 13;

You must have a copy of your registration with DEP in the vehicle;

You must be in compliance with federal Department of Transportation (617-494-2770) and Massachusetts Department of Public Safety (978-567-3300) requirements.

Record-keeping

If you are not using a licensed transporter but are transporting your own wastes, you do not need a manifest form. You must, however, keep a record of the type and quantity, as well as the date, of the transport and treatment or disposal of your waste. You will need proof of the receipt of the waste by the facility or generator.

You must keep receipts or manifests of waste shipped and records of waste analysis for at least 3 years, or for the duration of any enforcement action by DEP.

Accumulation Limits

You may accumulate up to 1000 kgs (approximately 270 gallons or five 55 gallon drums) of hazardous waste in containers that meet the standards on pages 8-9 with no time limit.

There is no annual compliance assurance fee for Very Small Quantity Generators.

STANDARD INDUSTRIAL CLASSIFICATION (SIC) CODES

Automotive Industry

5013 Auto parts/supplies
7512 Autobody shops
7549 Automotive repair services
5511 Car dealers, new & used
7542 Car washes
7699 Engine repair
5541 Gasoline service stations
7538 General auto & truck repair
4231 Motor freight terminals
371 Motor vehicles & equipment
5093 Scrap & waste dealers
4214 Trucking & storage

Construction, Building Trades

2951 Asphalt paving manufacture
1521 Building contractor (single family)
7349 Building maintenance
1751 Carpenter, cabinetmaker
1731 Electrical contractor
8711 Engineering, architecture
1749 Excavating contractor
1752 Floor laying
154 General contractor (non-residential)
162 Heavy construction contractor
1721 Painting, paper hanging
1611 Paving contractor
1711 Plumbing, heating
1761 Roofing
1442 Sand & gravel

Educational Institutions

8221 Colleges & universities
8211 Elementary & secondary schools
8412 Museums
8922 Non-commercial educational scientific & research organizations
8249 Vocational schools

Food Industry (Retail)

5461 Bakery products
5451 Dairy products

Machine shops/metal fabrication

3362 Brass, bronze & copper castings
3432 Brass goods/plumbing fixtures
3471 Electroplating, anodizing
3431 Enameled iron & metal ware
3499 Fabricated metal products
344 Fabricated structural metal
346 Forgings & stamping
3429 Hardware
3569 Heavy equipment
391 Jewelry silverware, plated ware
3544 Job shops, tool & die
355 Machinery
3412 Metal barrels, drums
3398 Metal heat treating
3451 Screw machine products
3444 Sheet metal work
333 Smelting – non-ferrous metals
334 7692 Welding

Manufacturing

362 Electric appliances (industrial)
2851 Paints, varnish
2621 Paper mills
2821 Plastics, liquid resins
367 Printed circuit boards, semiconductor
243 Wood products, mill work

Medical Services

8021 Dentists
8060 Hospitals
8071 Medical & X-ray laboratories
8011 Physicians
8731 Research laboratories
074 Veterinarians

Municipal Services

9224 Fire
9221 Police
9229 Public works
4953 Refuse, landfills

Other Services

7623 Air conditioning repair
764 Antiques repair
8999 Art restoration
7231 Beauty salons
4493 Boat yard
7699 Cesspool cleaning
7342 Disinfecting
7216 Dry cleaning
7641 Furniture stripping
078 Landscaping, horticultural
7389 Miscellaneous business services
5983 Motor oil retailer
7512 Paint shops
1611 Paving contractor
722 Photographers
4311 Postal, U.S.
5093 Scrap & waste dealers
4171 Transportation (bus)
448 Transportation (water)

Printing Industry

7334 Blueprinting, photocopying
2731 Book publishing
2754 Commercial gravure
2752 Lithographic printing
2711 Newspaper publishers
2721 Periodical publishers
2793 Photoengraving
7384 Photofinishing laboratories
226 Screenprinting

APPENDIX E

Certification of the Applicability of the Substantial Harm Criteria

CERTIFICATION OF THE APPLICABILITY OF THE SUBSTANTIAL HARM CRITERIA

Facility Name: Town of Burlington Parks & Recreation Facility

Facility Address: 10 Great Meadow Rd. Burlington, Massachusetts

1. Does the Facility transfer oil over water to or from vessels and does the Facility have a total oil storage capacity greater than or equal to 42,000 gallons?

   Yes _____ No X

2. Does the Facility have a total oil storage capacity greater than or equal to 1 million gallons and does the Facility lack secondary containment that is sufficiently large to contain the capacity of the largest above-ground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground oil storage tank area?

   Yes _____ No X

3. Does the Facility have a total oil storage capacity greater than or equal to 1 million gallons and is the Facility located at a distance (as calculated using the appropriate formula in Attachment C-III to this Appendix or a com parable formula[1]) such that a discharge from the Facility could cause injury to fish and wildlife and sensitive environments? For further description of fish and wildlife and sensitive environments, see Appendices I, II, and III to DOC/NOAA's "Guidance for Facility and Vessel Response Plans: Fish and Wildlife and Sensitive Environments" (see Appendix E to this part, section 10, for availability) and the applicable Area Contingency Plan.

   Yes _____ No X

4. Does the Facility have a total oil storage capacity greater than or equal to 1 million gallons and is the Facility located at a distance such that a discharge from the Facility would shut down a public drinking water intake[2]?

   Yes_____ No X

5. Does the Facility have a total oil storage capacity greater than or equal to 1 million gallons and has the Facility experienced a reportable oil spill in an amount greater than or equal to 10,000 gallons within the last 5 years?

   Yes _____ No X

[1] If a comparable formula is used, documentation of the reliability and analytical soundness of the comparable formula must be attached to this form.

[2] For the purposes of 40 CFR part 122, public drinking water intakes are analogous to public water systems as described in 40 CFR 143.2c.

Appendix F

List of Significant Spills and Leaks

Appendix F
Burlington, MA DPW Central Maintenance Facility
List of Significant Spills (> 5 gallons) and Chronic Leaks

The DPW Facility has not had any significant (> 5 gallons) spills of oils, toxic or hazardous materials since construction completion. Any spills that occur in the future should be documented in this table.

Date	Spill	Leak	Source	Description			Response Procedures	Measures Taken to Prevent Recurrence
	(check one)			Type of Material	Quantity	Reason		

Completed by:
Title:
Date:

Appendix G

Training Materials

Town of Burlington Department of Public Works

DPW Facility

Stormwater Pollution Prevention Plan (SWPPP) Training Sign-In

Date: _____

Name (Please Print)	Department

Appendix H

Quarterly Monitoring Logs

Appendix H
Burlington, MA DPW Central Maintenance Facility Stormwater Pollution Prevention Plan
Quarterly SWPPP Inspection Report

General Information			
Date:			Start/End Time:
Inspector's Name(s):			
Weather Conditions (Check if applicable):	☐ Clear ☐ Cloudy ☐ Rain	☐ Sleet ☐ Fog ☐ Snow	Temperature:
Description of discharges occurring at the time of inspection:			

Areas Exposed to Stormwater			
Inspect the following areas and activities that are exposed to stormwater for evidence of/potential for stormwater pollution:			
	Area/Activity	Evidence of stormwater pollution?	Notes/Necessary Corrective Action
1	Stockpile Area	☐ Yes ☐ No	
2	Vehicle and Equipment Storage Area	☐ Yes ☐ No	
3	Vehicle and Equipment Maintenance Area	☐ Yes ☐ No	
4	Vehicle Wash Area	☐ Yes ☐ No	
5	Fluid Storage Room	☐ Yes ☐ No	
6	Dumpster	☐ Yes ☐ No	

Stormwater Outfalls and Control Measures				
Inspect each stormwater outfall and each stormwater control measure (BMP) at the facility.				
Outfall / Structure ID	Condition of Structure	Observed Discharge?	Evidence of stormwater pollution observed in discharge?	What evidence of stormwater pollution was observed? Examples include color, odor, cloudiness, excessive sediment, etc.
Outfall8313 (northwest)	☐ Good ☐ Fair ☐ Poor ☐ Needs Repair	☐ Yes ☐ No	☐ Yes ☐ No	
Outfall8314 (northeast)	☐ Good ☐ Fair ☐ Poor ☐ Needs Repair	☐ Yes ☐ No	☐ Yes ☐ No	
WQU8335 (west)	☐ Good ☐ Fair ☐ Poor ☐ Needs Repair	☐ Yes ☐ No	☐ Yes ☐ No	
WQU8336 (east)	☐ Good ☐ Fair ☐ Poor ☐ Needs Repair	☐ Yes ☐ No	☐ Yes ☐ No	
Describe any corrective action required at any outfall or stormwater control measure at the facility:				

Are any changes to the SWPPP required as a result of this inspection? If so, please describe below:

Inspector Name and Title (Print):

Signature of Inspector:

Date:

Appendix I

Endangered Species Correspondence

IPaC resource list

This report is an automatically generated list of species and other resources such as critical habitat (collectively referred to as *trust resources*) under the U.S. Fish and Wildlife Service's (USFWS) jurisdiction that are known or expected to be on or near the project area referenced below. The list may also include trust resources that occur outside of the project area, but that could potentially be directly or indirectly affected by activities in the project area. However, determining the likelihood and extent of effects a project may have on trust resources typically requires gathering additional site-specific (e.g., vegetation/species surveys) and project-specific (e.g., magnitude and timing of proposed activities) information.

Below is a summary of the project information you provided and contact information for the USFWS office(s) with jurisdiction in the defined project area. Please read the introduction to each section that follows (Endangered Species, Migratory Birds, USFWS Facilities, and NWI Wetlands) for additional information applicable to the trust resources addressed in that section.

NOT FOR CONSULTATION

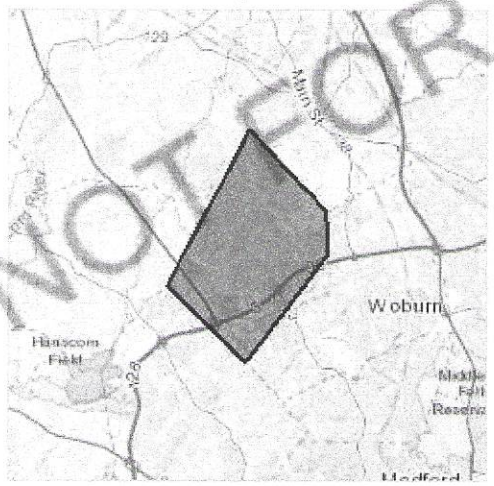
Project information

NAME

Burlington NOI 2018

LOCATION

Middlesex County, Massachusetts



DESCRIPTION

MS4 NOI only.

Local office

New England Ecological Services Field Office

(603) 223-2541
(603) 223-0104

70 Commercial Street, Suite 300
Concord, NH 03301-5094

http://www.fws.gov/newengland

NOT FOR CONSULTATION

Endangered species

This resource list is for informational purposes only and does not constitute an analysis of project level impacts.

The primary information used to generate this list is the known or expected range of each species. Additional areas of influence (AOI) for species are also considered. An AOI includes areas outside of the species range if the species could be indirectly affected by activities in that area (e.g., placing a dam upstream of a fish population, even if that fish does not occur at the dam site, may indirectly impact the species by reducing or eliminating water flow downstream). Because species can move, and site conditions can change, the species on this list are not guaranteed to be found on or near the project area. To fully determine any potential effects to species, additional site-specific and project-specific information is often required.

Section 7 of the Endangered Species Act **requires** Federal agencies to "request of the Secretary information whether any species which is listed or proposed to be listed may be present in the area of such proposed action" for any project that is conducted, permitted, funded, or licensed by any Federal agency. A letter from the local office and a species list which fulfills this requirement can **only** be obtained by requesting an official species list from either the Regulatory Review section in IPaC (see directions below) or from the local field office directly.

For project evaluations that require USFWS concurrence/review, please return to the IPaC website and request an official species list by doing the following:

1. Log in to IPaC.
2. Go to your My Projects list.
3. Click PROJECT HOME for this project.
4. Click REQUEST SPECIES LIST.

Listed species[1] and their critical habitats are managed by the Ecological Services Program of the U.S. Fish and Wildlife Service (USFWS) and the fisheries division of the National Oceanic and Atmospheric Administration (NOAA Fisheries[2]).

Species and critical habitats under the sole responsibility of NOAA Fisheries are **not** shown on this list. Please contact NOAA Fisheries for species under their jurisdiction.

1. Species listed under the Endangered Species Act are threatened or endangered; IPaC also shows species that are candidates, or proposed, for listing. See the listing status page for more information.
2. NOAA Fisheries, also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

The following species are potentially affected by activities in this location:

Mammals

NAME	STATUS

NOT FOR CONSULTATION

Northern Long-eared Bat Myotis septentrionalis — Threatened

No critical habitat has been designated for this species.
https://ecos.fws.gov/ecp/species/9045

Critical habitats

Potential effects to critical habitat(s) in this location must be analyzed along with the endangered species themselves.

THERE ARE NO CRITICAL HABITATS AT THIS LOCATION.

Migratory birds

Certain birds are protected under the Migratory Bird Treaty Act[1] and the Bald and Golden Eagle Protection Act[2].

Any person or organization who plans or conducts activities that may result in impacts to migratory birds, eagles, and their habitats should follow appropriate regulations and consider implementing appropriate conservation measures, as described below.

1. The Migratory Birds Treaty Act of 1918.
2. The Bald and Golden Eagle Protection Act of 1940.

Additional information can be found using the following links:

- Birds of Conservation Concern http://www.fws.gov/birds/management/managed-species/birds-of-conservation-concern.php
- Measures for avoiding and minimizing impacts to birds http://www.fws.gov/birds/management/project-assessment-tools-and-guidance/conservation-measures.php
- Nationwide conservation measures for birds http://www.fws.gov/migratorybirds/pdf/management/nationwidestandardconservationmeasures.pdf

The birds listed below are birds of particular concern either because they occur on the USFWS Birds of Conservation Concern (BCC) list or warrant special attention in your project location. To learn more about the levels of concern for birds on your list and how this list is generated, see the FAQ below. This is not a list of every bird you may find in this location, nor a guarantee that every bird on this list will be found in your project area. To see exact locations of where birders and the general public have sighted birds in and around your project area, visit the E-bird data mapping tool (Tip: enter your location, desired date range and a species on your list). For projects that occur off the Atlantic Coast, additional maps and models detailing the relative occurrence and abundance of bird species on your list are available. Links to additional information about Atlantic Coast birds, and other important information about your migratory bird list, including how to properly interpret and use your migratory bird report, can be found below.

NOT FOR CONSULTATION

For guidance on when to schedule activities or implement avoidance and minimization measures to reduce impacts to migratory birds on your list, click on the PROBABILITY OF PRESENCE SUMMARY at the top of your list to see when these birds are most likely to be present and breeding in your project area.

NAME	BREEDING SEASON (IF A BREEDING SEASON IS INDICATED FOR A BIRD ON YOUR LIST, THE BIRD MAY BREED IN YOUR PROJECT AREA SOMETIME WITHIN THE TIMEFRAME SPECIFIED, WHICH IS A VERY LIBERAL ESTIMATE OF THE DATES INSIDE WHICH THE BIRD BREEDS ACROSS ITS ENTIRE RANGE. "BREEDS ELSEWHERE" INDICATES THAT THE BIRD DOES NOT LIKELY BREED IN YOUR PROJECT AREA.)
Bald Eagle Haliaeetus leucocephalus This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities. https://ecos.fws.gov/ecp/species/1626	Breeds Oct 15 to Aug 31
Black-billed Cuckoo Coccyzus erythropthalmus This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska. https://ecos.fws.gov/ecp/species/9399	Breeds May 15 to Oct 10
Bobolink Dolichonyx oryzivorus This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.	Breeds May 20 to Jul 31
Buff-breasted Sandpiper Calidris subruficollis This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska. https://ecos.fws.gov/ecp/species/9488	Breeds elsewhere
Canada Warbler Cardellina canadensis This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.	Breeds May 20 to Aug 10
Dunlin Calidris alpina arcticola This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA	Breeds elsewhere

NOT FOR CONSULTATION

Evening Grosbeak Coccothraustes vespertinus — Breeds elsewhere
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Lesser Yellowlegs Tringa flavipes — Breeds elsewhere
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/9679

Nelson's Sparrow Ammodramus nelsoni — Breeds May 15 to Sep 5
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Prairie Warbler Dendroica discolor — Breeds May 1 to Jul 31
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Prothonotary Warbler Protonotaria citrea — Breeds Apr 1 to Jul 31
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Red-headed Woodpecker Melanerpes erythrocephalus — Breeds May 10 to Sep 10
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Red-throated Loon Gavia stellata — Breeds elsewhere
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Rusty Blackbird Euphagus carolinus — Breeds elsewhere
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Semipalmated Sandpiper Calidris pusilla — Breeds elsewhere
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Short-billed Dowitcher Limnodromus griseus — Breeds elsewhere
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.
https://ecos.fws.gov/ecp/species/9480

Snowy Owl Bubo scandiacus — Breeds elsewhere
This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

NOT FOR CONSULTATION

Wood Thrush Hylocichla mustelina — Breeds May 10 to Aug 31

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Probability of Presence Summary

The graphs below provide our best understanding of when birds of concern are most likely to be present in your project area. This information can be used to tailor and schedule your project activities to avoid or minimize impacts to birds. Please make sure you read and understand the FAQ "Proper Interpretation and Use of Your Migratory Bird Report" before using or attempting to interpret this report.

Probability of Presence (▪)

Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. (A year is represented as 12 4-week months.) A taller bar indicates a higher probability of species presence. The survey effort (see below) can be used to establish a level of confidence in the presence score. One can have higher confidence in the presence score if the corresponding survey effort is also high.

How is the probability of presence score calculated? The calculation is done in three steps:

1. The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted Towhee was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.
2. To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is 0.25/0.25 = 1; at week 20 it is 0.05/0.25 = 0.2.
3. The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.

To see a bar's probability of presence score, simply hover your mouse cursor over the bar.

Breeding Season (▪)

Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in your project area.

Survey Effort (|)

Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps. The number of surveys is expressed as a range, for example, 33 to 64 surveys.

To see a bar's survey effort range, simply hover your mouse cursor over the bar.

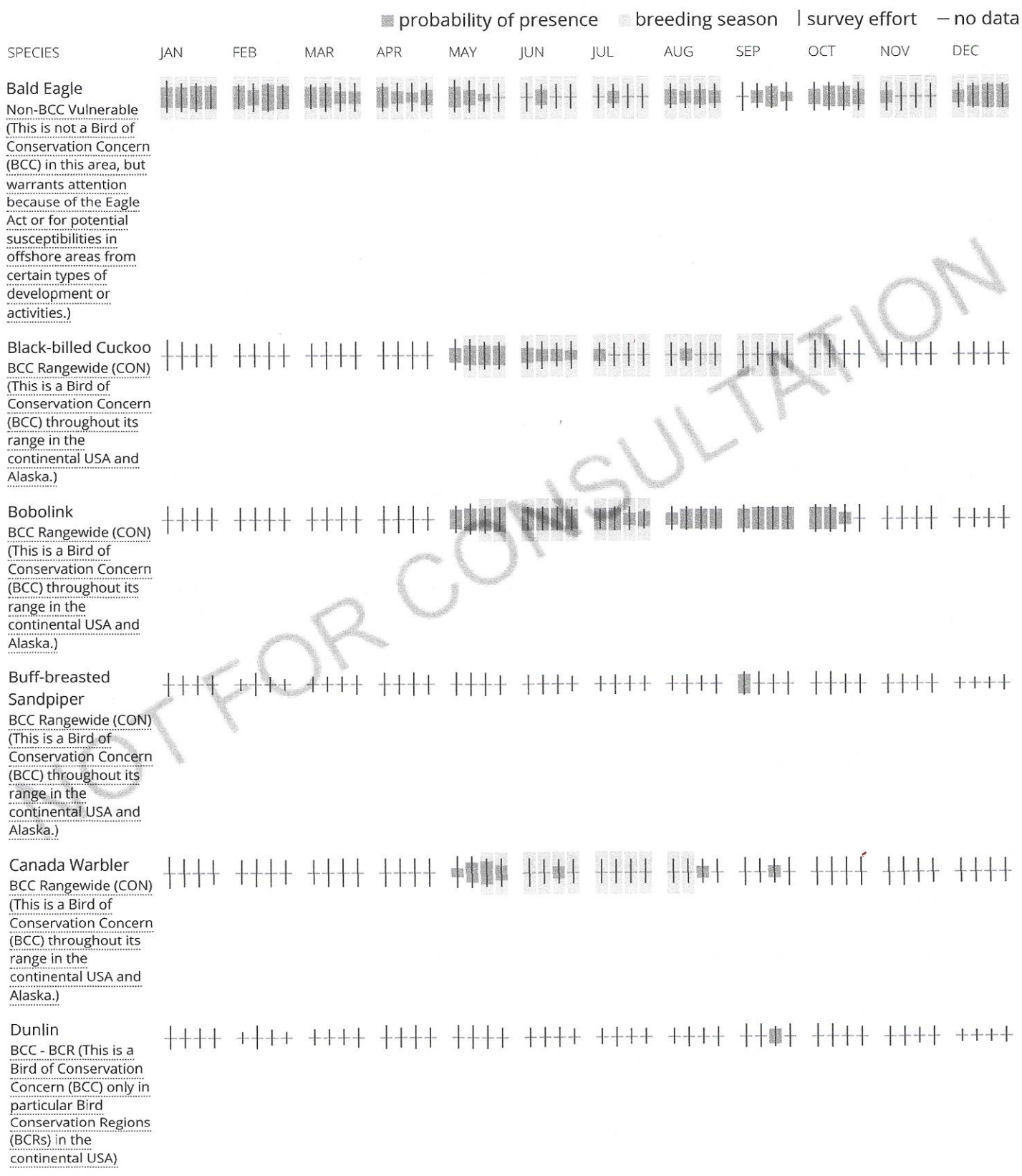
No Data (–)

A week is marked as having no data if there were no survey events for that week.

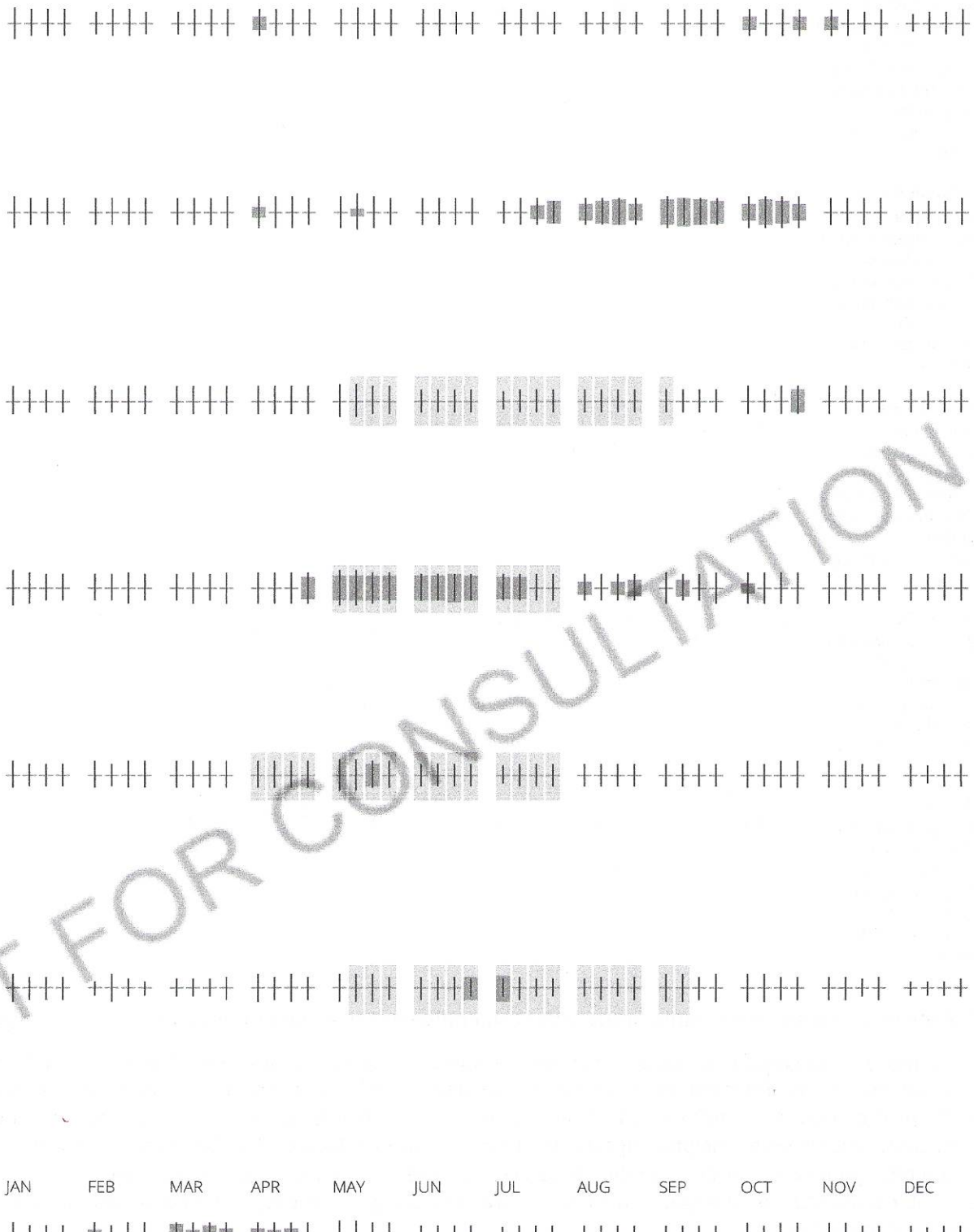
NOT FOR CONSULTATION

Survey Timeframe

Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.



NOT FOR CONSULTATION

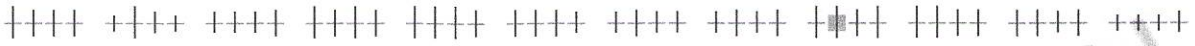


NOT FOR CONSULTATION

Rusty Blackbird
BCC Rangewide (CON)
(This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.)

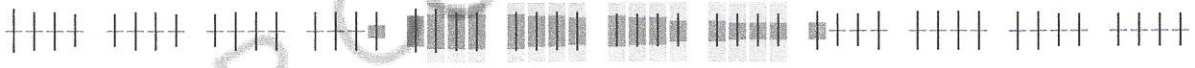
Semipalmated Sandpiper
BCC Rangewide (CON)
(This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.)

Short-billed Dowitcher
BCC Rangewide (CON)
(This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.)



Snowy Owl
BCC Rangewide (CON)
(This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.)

Wood Thrush
BCC Rangewide (CON)
(This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.)



NOT FOR CONSULTATION

Tell me more about conservation measures I can implement to avoid or minimize impacts to migratory birds.

Nationwide Conservation Measures describes measures that can help avoid and minimize impacts to all birds at any location year round. Implementation of these measures is particularly important when birds are most likely to occur in the project area. When birds may be breeding in the area, identifying the locations of any active nests and avoiding their destruction is a very helpful impact minimization measure. To see when birds are most likely to occur and be breeding in your project area, view the Probability of Presence Summary. Additional measures and/or permits may be advisable depending on the type of activity you are conducting and the type of infrastructure or bird species present on your project site.

What does IPaC use to generate the migratory birds potentially occurring in my specified location?

The Migratory Bird Resource List is comprised of USFWS Birds of Conservation Concern (BCC) and other species that may warrant special attention in your project location.

The migratory bird list generated for your project is derived from data provided by the Avian Knowledge Network (AKN). The AKN data is based on a growing collection of survey, banding, and citizen science datasets and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects,

and that have been identified as warranting special attention because they are a BCC species in that area, an eagle (Eagle Act requirements may apply), or a species that has a particular vulnerability to offshore activities or development.

Again, the Migratory Bird Resource list includes only a subset of birds that may occur in your project area. It is not representative of all birds that may occur in your project area. To get a list of all birds potentially present in your project area, please visit the E-bird Explore Data Tool.

What does IPaC use to generate the probability of presence graphs for the migratory birds potentially occurring in my specified location?

The probability of presence graphs associated with your migratory bird list are based on data provided by the Avian Knowledge Network (AKN). This data is derived from a growing collection of survey, banding, and citizen science datasets .

Probability of presence data is continuously being updated as new and better information becomes available. To learn more about how the probability of presence graphs are produced and how to interpret them, go the Probability of Presence Summary and then click on the "Tell me about these graphs" link.

How do I know if a bird is breeding, wintering, migrating or present year-round in my project area?

To see what part of a particular bird's range your project area falls within (i.e. breeding, wintering, migrating or year-round), you may refer to the following resources: The Cornell Lab of Ornithology All About Birds Bird Guide, or (if you are unsuccessful in locating the bird of interest there), the Cornell Lab of Ornithology Neotropical Birds guide. If a bird on your migratory bird species list has a breeding season associated with it, if that bird does occur in your project area, there may be nests present at some point within the timeframe specified. If "Breeds elsewhere" is indicated, then the bird likely does not breed in your project area.

What are the levels of concern for migratory birds?

Migratory birds delivered through IPaC fall into the following distinct categories of concern:

1. "BCC Rangewide" birds are Birds of Conservation Concern (BCC) that are of concern throughout their range anywhere within the USA (including Hawaii, the Pacific Islands, Puerto Rico, and the Virgin Islands);
2. "BCC - BCR" birds are BCCs that are of concern only in particular Bird Conservation Regions (BCRs) in the continental USA; and
3. "Non-BCC - Vulnerable" birds are not BCC species in your project area, but appear on your list either because of the Eagle Act requirements (for eagles) or (for non-eagles) potential susceptibilities in offshore areas from certain types of development or activities (e.g. offshore energy development or longline fishing).

Although it is important to try to avoid and minimize impacts to all birds, efforts should be made, in particular, to avoid and minimize impacts to the birds on this list, especially eagles and BCC species of rangewide concern. For more information on conservation measures you can implement to help avoid and minimize migratory bird impacts and requirements for eagles, please see the FAQs for these topics.

Details about birds that are potentially affected by offshore projects

For additional details about the relative occurrence and abundance of both individual bird species and groups of bird species within your project area off the Atlantic Coast, please visit the Northeast Ocean Data Portal. The Portal also offers data and information about other taxa besides birds that may be helpful to you in your project review. Alternately, you may download the bird model results files underlying the portal maps through the NOAA NCCOS Integrative Statistical Modeling and Predictive Mapping of Marine Bird Distributions and Abundance on the Atlantic Outer Continental Shelf project webpage.

NOT FOR CONSULTATION

Bird tracking data can also provide additional details about occurrence and habitat use throughout the year, including migration. Models relying on survey data may not include this information. For additional information on marine bird tracking data, see the Diving Bird Study and the nanotag studies or contact Caleb Spiegel or Pam Loring.

What if I have eagles on my list?

If your project has the potential to disturb or kill eagles, you may need to obtain a permit to avoid violating the Eagle Act should such impacts occur.

Proper Interpretation and Use of Your Migratory Bird Report

The migratory bird list generated is not a list of all birds in your project area, only a subset of birds of priority concern. To learn more about how your list is generated, and see options for identifying what other birds may be in your project area, please see the FAQ "What does IPaC use to generate the migratory birds potentially occurring in my specified location". Please be aware this report provides the "probability of presence" of birds within the 10 km grid cell(s) that overlap your project; not your exact project footprint. On the graphs provided, please also look carefully at the survey effort (indicated by the black vertical bar) and for the existence of the "no data" indicator (a red horizontal bar). A high survey effort is the key component. If the survey effort is high, then the probability of presence score can be viewed as more dependable. In contrast, a low survey effort bar or no data bar means a lack of data and, therefore, a lack of certainty about presence of the species. This list is not perfect; it is simply a starting point for identifying what birds of concern have the potential to be in your project area, when they might be there, and if they might be breeding (which means nests might be present). The list helps you know what to look for to confirm presence, and helps guide you in knowing when to implement conservation measures to avoid or minimize potential impacts from your project activities, should presence be confirmed. To learn more about conservation measures, visit the FAQ "Tell me about conservation measures I can implement to avoid or minimize impacts to migratory birds" at the bottom of your migratory bird trust resources page.

NOT FOR CONSULTATION

Facilities

National Wildlife Refuge lands

Any activity proposed on lands managed by the National Wildlife Refuge system must undergo a 'Compatibility Determination' conducted by the Refuge. Please contact the individual Refuges to discuss any questions or concerns.

THERE ARE NO REFUGE LANDS AT THIS LOCATION.

Fish hatcheries

THERE ARE NO FISH HATCHERIES AT THIS LOCATION.

Wetlands in the National Wetlands Inventory

Impacts to NWI wetlands and other aquatic habitats may be subject to regulation under Section 404 of the Clean Water Act, or other State/Federal statutes.

For more information please contact the Regulatory Program of the local U.S. Army Corps of Engineers District.

Please note that the NWI data being shown may be out of date. We are currently working to update our NWI data set. We recommend you verify these results with a site visit to determine the actual extent of wetlands on site.

This location overlaps the following wetlands:

FRESHWATER EMERGENT WETLAND

- PEM1E
- PEM1/UBFh
- PEM1Fh
- PEM1Ex
- PEM1Ed
- PEM1Cd
- PEM1/UBF
- PEM1F

FRESHWATER FORESTED/SHRUB WETLAND

- PFO1E
- PFO1Ed
- PSS1E
- PFO1/4E
- PFO1B
- PSS1/EM1E
- PFO1C
- PFO1/4B
- PSS1Ed
- PSS1F
- PSS1Fh
- PFO1Bd
- PSS1/FO1E
- PSS1B
- PFO1A
- PSS1C
- PFO1Ex

FRESHWATER POND

- PUBHh
- PUBHx
- PUBH

LAKE

- L1UBHh

RIVERINE

- R2UBHx

NOT FOR CONSULTATION

R2UBH
R4SBC
R4SBCx
R5UBH
R4SBA
R4SBAx

A full description for each wetland code can be found at the National Wetlands Inventory website

Data limitations

The Service's objective of mapping wetlands and deepwater habitats is to produce reconnaissance level information on the location, type and size of these resources. The maps are prepared from the analysis of high altitude imagery. Wetlands are identified based on vegetation, visible hydrology and geography. A margin of error is inherent in the use of imagery; thus, detailed on-the-ground inspection of any particular site may result in revision of the wetland boundaries or classification established through image analysis.

The accuracy of image interpretation depends on the quality of the imagery, the experience of the image analysts, the amount and quality of the collateral data and the amount of ground truth verification work conducted. Metadata should be consulted to determine the date of the source imagery used and any mapping problems.

Wetlands or other mapped features may have changed since the date of the imagery or field work. There may be occasional differences in polygon boundaries or classifications between the information depicted on the map and the actual conditions on site.

Data exclusions

Certain wetland habitats are excluded from the National mapping program because of the limitations of aerial imagery as the primary data source used to detect wetlands. These habitats include seagrasses or submerged aquatic vegetation that are found in the intertidal and subtidal zones of estuaries and nearshore coastal waters. Some deepwater reef communities (coral or tuberficid worm reefs) have also been excluded from the inventory. These habitats, because of their depth, go undetected by aerial imagery.

Data precautions

Federal, state, and local regulatory agencies with jurisdiction over wetlands may define and describe wetlands in a different manner than that used in this inventory. There is no attempt, in either the design or products of this inventory, to define the limits of proprietary jurisdiction of any Federal, state, or local government or to establish the geographical scope of the regulatory programs of government agencies. Persons intending to engage in activities involving modifications within or adjacent to wetland areas should seek the advice of appropriate federal, state, or local agencies concerning specified agency regulatory programs and proprietary jurisdictions that may affect such activities.

NOT FOR CONSULTATION