

February 25, 2014

Operation and Maintenance Plan

Re: Central Street/ 12 Summer Street rear, Acton, MA

This plan covers the proposed infiltration trenches to the driveway post-construction as well as the proposed erosion controls during construction and stabilization. The stormwater management system is referenced in the following plans:

Sheet 2, Notice of Intent Plan for the Central Street P.C.R.C., R. Wilson and Associates, 2/25/15

Sheet 3, Notice of Intent Plan for the Central Street P.C.R.C, R. Wilson and Associates, 2/25/15

Sheet 4, Cross-section Plan for Proposed Driveway, R. Wilson and Associates, 2/25/15

Sheet 5, P.C.R.C. Driveway Detail & Details, R. Wilson and Associates, 2/25/15

Stormwater Management System Owner:

Prior to construction completion and/or sale of homes: Current property owner and developer

After driveway completion and/or sale of homes: Homeowner's Association

Responsible Party:

During Construction: Site contractor

After Construction: Homeowner's Association

General Site Restrictions:

The following conditions are imposed as part of this plan:

Illicit discharges into the stormwater management system are perpetually prohibited.

Housekeeping and Reporting:

The property owner or designated property manager (Homeowner's Association) will be responsible for carrying out this operation and maintenance plan. All maintenance conducted shall be recorded and the records shall be kept for at least three years for auditing by approving authorities or relevant Town officials. The site maintenance log will be completed and at a minimum will contain the following items:

Date activity performed, last rain event before inspection, the condition of the inspected BMP, specific maintenance task, staff or contractor performing activity, verification of maintenance activity, and recommended additional maintenance tasks.

Routine Operation and Maintenance:

Sediment and Erosion Control

During construction, biweekly inspection of erosion controls should be conducted by a qualified expert. Any displaced or damaged straw wattles should be restored or repaired immediately. Once stabilization procedures are performed (ex: hydroseeding of slopes), the inspection frequency can be decreased to once every two weeks.

Long-term Pollution Source Control

All potential pollution materials must be stored properly inside and under cover:

Fuel, fertilizers, herbicides, pesticides, house cleaning chemicals, de-icing materials

Snow shall be plowed and stored in a vegetated area or dedicated spaces along the driveway where runoff from snow melt will be collected and treated by the driveway infiltration trenches, rather than flowing directly into the BVW. Snow will not be plowed into the BVW.

All hazardous materials (light bulbs, batteries, etc.) shall be recycled or disposed of in accordance with State and Town requirements.

Pet waste, if any, shall be collected and disposed of properly in accordance with Town Policy. **No pet wastes shall be left on the infiltration trenches or dumped into the BVW.**

Pavement Sweeping/ General Landscape Maintenance

During construction, the driveway and entrance to the work site shall be swept as required by the Acton Conservation Commission.

Post construction, the proposed gravel sidewalk and infiltration trenches will be maintained as needed. The proposed gravel sidewalk will be kept clear of obstacles and maintained for handicap access as required by Planning Board. The infiltration trenches will maintained as mentioned below.

Drainage/ Stormwater Structure

If the infiltration trenches are completed before construction finishes on the rest of the site, the trenches should be inspected before and after rainstorms. If the trenches are filled with debris and sediment, they should be cleaned. **After completion of construction**, the infiltration trenches should be inspected at least four times per year: once after snow melt, once in June (arrival of hurricane season), once after leaf fall, and once after the first snow fall. Any debris or excessive sediment in the trenches should be cleaned out.

The surface layer of stones should be kept clear of debris and trash. The function of the infiltration trenches should be monitored to ensure proper infiltration of stormwater. In the event of ponding or slow stormwater infiltration, clogging of the bottom surface of the trench may be occurring. Replacement of the stone and filter fabric will be required to restore for adequate infiltration.

Emergency Action or Accidental Spill Plan:

In the case of an accident in the driveway, where *significant* (defined by the DEP standard mentioned in 310 CMR 40.1600, in 2014 as 5 gallons) gasoline or other petroleum products are released, the following procedures must be followed:

Plug the infiltration trenches near to the point of spillage. Immediately notify the Acton Fire Department, Board of Health, Conservation Commission, and the MA Department of Environmental Protection (DEP). Acton is in the Central Region of DEP, and the current location is 8 New Bond Street, Worcester, MA 01606, (508) 792-7650.

Emergency Contact List:

Homeowner's Association

Town Fire Department, (978) 264-9645

Town Conservation Commission, (978) 929-6634

Town Board of Health, (978) 929-6632

DEP-CERO, spill emergency, (508) 792-7650

If any of these agencies so direct, a cleanup firm shall be immediately contacted. If the materials have remained trapped in the infiltration trenches, then the trenches shall be cleaned out. If the volume of the spill is such that materials have infiltrated into the surrounding soils and BVW, then corrective actions shall be extended as needed. As clean up technology is advancing, the technology shall be specified on site just after the spill.

Estimated Budget:

The estimated annual budget to perform the routine scheduled maintenance is approximately \$---. This estimate does not include the repair of the trenches, snow plowing, or other non-routine tasks.

Summary:

The maintenance steps outlined above are sufficient to prevent sediment accumulation from affecting the long-term performance of the infiltration trenches. If maintenance is not conducted, then the infiltration trenches may be impacted by debris or sediment, which will impeded the function of the stormwater treatment and infiltration of runoff. Routine maintenance is the most cost-effective in the long run. There are infiltration trenches along both sides of the driveway, interrupted by the gravel turnarounds.

If you have any questions, please feel free to contact us.

Very truly yours,
GODDARD CONSULTING, LLC

by 

Scott Goddard, Principal & PWS