STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

Town of Monroe Public Works Garage
447 Purdy Hill Road
Monroe, Connecticut 06468

January 2017

Prepared By:

Logical Environmental Solutions, LLC
Tolland, Connecticut

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APPENDICES

1.0 INTRODUCTION

This Stormwater Pollution Prevention Plan (SWPPP) was prepared on behalf of the Town of Monroe by Logical Environmental Solutions, LLC (LES) for the Town's Public Works Garage parcel located at 447 Purdy Hill Road in Monroe, Connecticut. Information contained in this SWPPP has been obtained from site inspections, facility records, state records, and interviews with Town personnel and employees working at the site.

This plan has been prepared in accordance with the requirements of the General Permit for the Discharge of Stormwater Associated with Industrial Activity (General Permit) effective October 1, 2011, and conforms to the requirements outlined in the Connecticut Department of Energy and Environmental Protection's (CTDEEP's) Guidance Document for Preparing a Stormwater Pollution Prevention Plan. In addition, this plan supersedes any previously existing SWPP plans prepared for the Town of Monroe Public Works Garage facility. The intent of this plan is to prevent the pollution of surface waters from stormwater that is generated by site operations occurring at the 447 Purdy Hill Road property. A copy of this plan shall be maintained at the site and an electronic copy of the plan shall also be placed on the Town's website.

2.0 SITE DESCRIPTION & CONTACT INFORMATION

2.1 Facility Description

The Town of Monroe Public Works Garage property is situated on the southern side of Purdy Hill Road and comprises 8.16 acres. The property is situated in a largely rural, residential area with additional light commercial and undeveloped wooded parcels as neighboring parcels. The Public Works Garage property contains four (4) primary onsite buildings that include the following:

(1) Maintenance Garage: An eight-bay, concrete block and brick maintenance garage and office that was constructed in 1954 and comprises 6,062 square feet. The maintenance garage is heated by fuel oil that is stored in a 500-gallon aboveground storage tank (AST) located to the west of the building. The maintenance garage interior has a floor drain system that discharges to a 1,000-gallon oil-water separator tank. The oil-water separator tank is connected to a 4,000-gallon holding tank and no water from the system

is discharged to the subsurface. Both tanks are routinely emptied by a licensed contractor and the contents are transported to Bridgeport Tradebe for proper disposal.

(2) Cold Storage Building: An eight-bay metal cold storage building for Town vehicles and equipment that was constructed in 1974 and comprises 7,200 square feet. This building is not heated.

(3) Animal Control Building: A concrete block and wood structure that houses the Town of Monroe Animal Control unit. The building was constructed in 1991, comprises 1,231 square feet, and is heated by propane.

(4) Offices & Meeting Room Building: A concrete block garage converted to office space and a meeting room building that was constructed in 1971 and comprises 2,400 square feet. The building is heated by fuel oil stored in two interior 330-gallon heating oil aboveground storage tanks.

The parcel also contains a wood frame storage shed that comprises approximately 360 square feet and is utilized for the temporary storage of used oil, batteries, and propane tanks that are awaiting pickup for offsite recycling by a licensed contractor; numerous storage trailers and boxes containing equipment, vehicle and equipment parts, and tires; gasoline and diesel fueling stations for Town trucks, cars, and equipment; and sand and road salt storage. The Town's fueling station products are stored in a compartmentalized 10,000-gallon double walled AST consisting of a 2,000-gallon gasoline and 8,000-gallon diesel fuel tank. The AST and pumps are located to the west of the office and meeting room building.

Approximately 40% of the site is paved with asphalt, except for the areas along the southern and eastern property boundaries, and in the northeast corner. The topography of the parcel slopes downwards from Purdy Hill Road to the south. In addition, the residential properties to the west of the site are topographically higher, and consequently, the western property boundary slopes downwards to the east. There are two stormwater catch basins located in the central portion of the property, to the north and west of the office and dog pound buildings. These catch basins discharge to the swale located in the southeast portion of the parcel. There is also a partially buried stormwater drainage pipe along the western property boundary that collects stormwater runoff from Purdy Hill Road and the elevated residential properties to the west. The outlet of the pipe

could not be located but Town employees indicated that it ultimately discharges to the swale area located in the southwest corner of the property.

The onsite buildings are connected to the Aquarion Water public water supply distribution system and have onsite septic systems. The maintenance garage's septic holding tank and leachfield are located along the northwest exterior of the building. The office building's septic holding tank is located beneath the floor in the eastern portion of the building. The dog pound building's holding tank and leach field are located to the northeast of the building. All of the onsite septic system holding tanks are periodically pumped out by a licensed contractor.

The primary industrial activity at the Public Works Garage property is classified under the Standard Industrial Classification Code (SIC) 9199 – General Government/Public Works Garage, and operations at the property are categorized under Sector G – Transportation and Public Works. The site performs vehicle maintenance and storage, vehicle and equipment fueling, and sand and salt storage and is therefore required to implement a SWPPP and register for a General Permit for the Discharge of Stormwater Associated with Industrial Activity.

2.2 General Location Map

Figure 1 in Appendix 1 depicts the Town of Monroe's Highway Garage location at 447 Purdy Hill Road. The nearest surface water body is situated along the property's southern and eastern boundaries and consists of a tributary/drainage swale that discharges to the Pequonnock River, which is located along the eastern property boundary of the site. The Pequonnock River is classified as a Class "A" surface water body, which indicates that it may be used for habitat for fish and other aquatic life and wildlife; potential drinking water supplies, recreation; navigation; and water supply for industry and agriculture.

2.3 Environmental Setting

The CTDEEP's November 2016 Water Quality Classifications Map indicates that the Town of Monroe Public Works Garage parcel is situated in a GA groundwater classified area, which indicates that the groundwater may be suitable for private and public drinking water supplies without the need for treatment. This map also indicates that the site is not within an Aquifer Protection Area or within an area of contribution to a public water supply well.

The Public Works Garage site is situated within the Pequonnock River above the West Branch of the Pequonnock River (7105-00) sub-regional watershed basin. The CTDEEP's Impaired Waters Monitoring Requirements Table does not indicate that this water body or drainage basin is impaired. In addition, the Public Works Garage property is not situated within a coastal boundary or coastal area. A review of the current Federal Emergency Management Agency (FEMA) flood maps indicated that a small portion of the eastern and southeastern portions of the site are situated within the 100-year floodplain. None of the areas situated within the flood plain are utilized for the storage of vehicles, equipment, or de-icing materials.

The CTDEEP's December 2016 Natural Diversity Data Base Areas map for the Town of Monroe indicates that there are no state-listed special concern, threatened, and/or endangered species on or adjacent to the site. According to the Town of Monroe's property records, the Public Works Garage property does not have any conservation or preservation restrictions, and it is not situated within any federally recognized Indian lands.

2.4 Pollution Prevention Team

This SWPPP was developed on behalf of the Town of Monroe by Logical Environmental Solutions, LLC (LES). LES is also responsible for making any necessary revisions to the SWPPP, based upon any changes to existing site conditions or activities that may occur in the future. The proper implementation of this plan is ultimately the responsibility of the Town of Monroe employees designated as the "Pollution Prevention Team" members. The Pollution Prevention Team listed below is responsible for implementing this SWPPP and ensuring that all Town of Monroe employees working at the Public Works Garage property are familiar with the protocols outlined in the SWPPP. In addition, the team members must be familiar with the Town's Spill Prevention Control and Countermeasure (SPCC) Plan, including the regulatory spill reporting requirements, spill cleanup procedures, and spill prevention measures. The Pollution Prevention Team is also responsible for relaying any critical information to LES regarding changing conditions or other activities that would warrant any revisions to either the SWPP or SPCC plans.

The following consultant prepared this SWPPP:

Consultant: Logical Environmental Solutions, LLC.

Contact: Cindy Knight, LEP, CHMM Telephone (mobile): (860) 402-7069
Email: ck@logicalenvironmental.com

The following Town of Monroe personnel are designated as the Highway Garage's **Pollution Prevention Team** members:

Plan Administrators: Chris Nowacki Title: Director of Public Works

Telephone (office): (203) 452-2814
Telephone (mobile): (203) 650-7009
Email: cnowacki@monroect.org

Bill Phillips Title: Deputy Director of Public Works

Telephone (office): (203) 452-2814
Telephone (mobile): (203) 997-7462
Email: wphillips@monroect.org

Responsibilities: Coordinate and implement all facets of the SWPP plan, including: working with Site Leader to ensure that all inspections are conducted; employees are trained and familiar with the plan contents; training and inspection records are kept up to date;

Site Leader: Jim Robinson Title: Highway Superintendent

Telephone (office): (203) 452-3761
Telephone (mobile): (203) 650-6681
Email: jrobinson@monroect.org
Responsibilities: Working with Plan Administrator to ensure that all inspections are conducted; employees are trained and familiar with the plan contents; training and inspection records are kept up to date; making the plan and general permit available to other team members; correct any plan or facility deficiencies that may become evident in the future; and notify Plan Administrator of any changes that would warrant updates to the plan.

Member: David Davin Title: Group Leader

Telephone (office): (203) 452-3761
Telephone (mobile): (203) 650-6690

Responsibilities: Ensure that all Town of Monroe employees on duty are familiar with this plan, as well as the SPCC plan; be a responsible person in charge to make

sure all spills are cleaned up promptly and reported; and make sure that any onsite salt and salt mixture piles are securely covered when not in use.

Member: Scott Rose Title: Safety Coordinator

Telephone (office): (203) 452-3761
Telephone (mobile): (203) 650-7587

Responsibilities: Ensure that all Town of Monroe employees on duty are familiar with this plan, as well as the SPCC plan; be a responsible person in charge to make sure all spills are cleaned up promptly and reported; and make sure that any onsite salt and salt mixture piles are securely covered when not in use.

3.0 POTENTIAL POLLUTANT SOURCES

3.1 Site Map

On January 30, 2017, LES personnel toured the 447 Purdy Hill property in order to document current site conditions. The Town of Monroe provided LES an existing base map sketch from 1996 showing property boundaries and onsite structures, and LES utilized this base plan to produce an updated Site Plan depicting topography and pertinent site features. Figure 2 – Site Plan is included in Appendix 1 of this plan.

Figure 2 – Site Plan depicts the following three (3) main onsite drainage areas on the Public Works property:

Drainage Area 1 – Drainage Area 1 encompasses the south/southwest central portion sof the site containing the southeastern side of the Town maintenance garage (loading/unloading area), the sand and salt mixture pile south of the maintenance garage, the Town recycling center shed, the trash and scrap metal dumpsters, and the Town equipment storage area. The northern and central portion of this area is asphalt paved and comprises approximately 50% of the drainage area. Approximately 10% of the area is covered by buildings/structures, while the remaining 40% of the area in the southern portion is unpaved sand and gravel. This unpaved area ultimately turns into a wetland. Sheet flow runoff from Drainage Area 1 follows the southerly sloping topography of the site and ultimately discharges to the fragmite-lined swale/intermittent tributary along the

southern property boundary. Outfall sample Site 1, as depicted on Figure 2, shall be collected from the swale as a representative sample of the stormwater discharges from this drainage area.

Drainage Area 2 – Drainage Area 2 encompasses the central and eastern portions of the site containing the northeastern side of the Town maintenance garage (loading/unloading area), the sand and salt storage piles north of the maintenance garage, the Maintenance Garage's underground oil water separator and holding tank, the office building (loading/unloading area), the Town fueling area, stormwater runoff from Purdy Hill Road, partial runoff from the salt and sand pile north of the Town maintenance garage, and the Town of Monroe material storage area in the northern portion of the property. The northern and central portion of this area is asphalt paved and comprises approximately 40% of the drainage area. Approximately 5% of the area is covered by buildings/structures and the remaining 55% of the area in the southern and eastern portions are unpaved sand and gravel, which ultimately turns into a wetland to the south and east. Stormwater in this area enters two interconnected catch basins to the north and west of the Office and Animal Control buildings. The catch basins drain via an approximate 18-inch diameter corrugated pipe into the small tributary/swale located along the southern property boundary. Outfall sample Site 2, as depicted on Figure 2, shall be collected from the catch basin discharge pipe in the tributary/swale as a representative sample of the stormwater discharges from this drainage area.

Drainage Area 3 – Drainage Area 3 encompasses the Town's 275-gallon waste oil tank, the maintenance garage heating oil AST, the maintenance garage septic tank, stormwater runoff from Purdy Hill Road, the Town equipment storage area located to the west and south of the maintenance garage and cold storage building, and the Town of Monroe material storage area in the southwestern portion of the property. Approximately 10% of this area is paved with asphalt. Town of Monroe personnel indicated that sections of concrete and corrugated pipe were installed years ago along the western property boundary to direct stormwater flowing onto the site from Purdy Hill Road (to the north) and the elevated property to the west, away from the site and into the drainage swale/wetland area in the southwest corner of the property. At the outfall, the discharge pipe consists of an

approximate 18-inch reinforced concrete pipe (RCP). Outfall sample Site 3, as depicted on Figure 2, shall be collected from the swale as a representative sample of the stormwater discharges from this drainage area.

3.2 Additional Site Map Requirements by Sector

The Town Highway Garage is a Transportation and Public Works facility, and would be considered a Sector G classification, per the CTDEEP definitions. This sector requires that all street sweeping areas, catch basin cleanout storage areas, aircraft de-icing areas, and storage areas for liquid deicing and anti-icing materials be indicated on the site plan. The Town does not conduct aircraft de-icing or utilize liquid de-icing materials. Salt and sand/salt mixture storage locations are depicted on Figure 2. In addition, according to Town of Monroe personnel, street sweepings from municipal streets and the site, as well as catch basin sediments are disposed of at the Town landfill.

3.3 Inventory of Exposed Materials & Summary of Potential Pollutant Sources

Materials that are stored and/or handled at the site that have the potential to be exposed to stormwater are listed in Table 1 in Appendix 2. This list includes the type of material stored, the method and storage location, the stormwater outfall location, the associated pollutants, and the control measures utilized to minimize exposure of the material to stormwater. This table should be updated if additional materials are stored at the site in order to keep the plan current. If new materials are added or altered, then the Town must make a determination if the materials will adversely impact the quality of stormwater runoff at the site. In addition, the Town must also implement any necessary storage controls prior to bringing the new materials to the site.

The following subsections describe each potential pollutant source area on the Town of Monroe Public Works Garage property.

3.3.1 Loading & Unloading Operations

Maintenance Garage

The following materials have the potential to be loaded and/or unloaded at the maintenance garage building and have the potential to be pollution sources:

- Detergent and cleaners used for various purposes including hand soaps, vehicle and equipment cleaners, bathroom cleaning products, window and glass cleaning products, and all-purpose cleaning products.
- Antifreeze/coolants, motor oils, petroleum-based lubricants, transmission fluid, brake fluid, and hydraulic oil used in Town equipment and vehicles.
- Windshield washer fluid for Town vehicles.
- Waste oil from vehicle and equipment maintenance that is stored in the 275-gallon AST located in a secondary containment concrete pit located along the western exterior of the maintenance garage. The AST receives waste oil via piping from inside the building to the exterior tank. The tank is protected from the elements by a basement-style hatchway.
- Fuel oil deliveries to the 500-gallon AST located along the western exterior of the maintenance garage.
- Diesel fuel deliveries to the 500-gallon diesel AST associated with the generator adjacent to the northwest exterior of the maintenance garage.
- Paints used for pavement markings, signs, and vehicle touchups.
- Mineral spirits and cleaners used for degreasing and cleaning parts and tools.
- Pump-outs of the 1,000-gallon oil-water separator tank and 4,000-gallon holding tank located along the eastern exterior of the building.
- Pump-out of the septic tank located adjacent to the western exterior of the building.

The vehicle maintenance fluids, paints, and various types of cleaners are stored and utilized within the interior of the maintenance garage. The only time they would be exposed to potential stormwater is during deliveries to the building. The maintenance garage is equipped with spill control equipment and emergency spill kits in the event of a spill. In addition, the maintenance

garage has an interior floor drain system that discharges to an oil-water separator tank and a holding tank. All fluids that enter the floor drain system are completely contained and not discharged to the ground or surface waters in any way. Equipment and vehicle washing is not conducted outside of the maintenance garage. Any equipment and vehicle washing is conducted within the maintenance garage so that the runoff is collected and stored within the oil-water separator and holding tank until being pumped out for proper offsite disposal at Bridgeport Tradebe. Stormwater from this area encompasses both Drainage Areas 1 and 2, and potential pollutants associated with these materials include oil and grease and phosphorus.

The heating oil and diesel generator ASTs receive deliveries from licensed fuel transporting companies. These companies are required to have emergency spill equipment and kits immediately available in the event of a release. In addition, the Town of Monroe garage is equipped with additional spill control equipment and kits in the event of a release during fuel deliveries. Stormwater from the heating oil and diesel ASTs encompasses Drainage Area 3. Potential pollutants associated with these materials include oil and grease.

The waste oil AST, oil-water separator UST and its associated holding tank, and septic tank are routinely pumped out by licensed contractors. The Town maintains spill control equipment and kits in the vicinity of these tanks in the event of a release. In addition, the Town of Monroe has a Spill Prevention Control and Countermeasure (SPCC) Plan in place that requires monthly inspections of all ASTs in addition to the required spill kits adjacent to each location. Stormwater from the oil water separator and holding tank area encompasses Drainage Area 2, and stormwater from the waste oil AST and septic tank area encompasses Drainage Area 3. Potential pollutants associated with these materials include oil and grease, suspended solids, nitrates, metals, and bacteria.

Office Building

The following materials have the potential to be loaded and unloaded at the office building:

- Detergent and cleaners used for various purposes including hand soaps, vehicle and equipment cleaners, bathroom cleaning products, window and glass cleaning products, and all-purpose cleaning products.

- Gasoline and diesel fuel deliveries to the 10,000-gallon gasoline dual compartment AST located to the west of the building.
- Fuel oil deliveries to the twin 330-gallon ASTs located within the building.
- Diesel deliveries to the 150-gallon belly tank on the generator located adjacent to the northeast corner of the building.

The various types of cleaners are stored and utilized within the interior of the office building. The only time they would be exposed to potential stormwater is during deliveries to the building. In addition, the maintenance garage has an interior floor drain system that discharges to an oil-water separator tank and a holding tank. Any fluids that enter the floor drain system are completely contained and not discharged to the ground or surface waters in any way. A spill kit is located along the northwest exterior of the building and additional spill control measures are located at the fueling area and within the office building. Additional spill control equipment and emergency spill kits are available in the nearby Town of Monroe maintenance garage in the event of a major spill. Stormwater from this area encompasses Drainage Area 2. Potential pollutants associated with these materials include oil and grease, and phosphorus.

The gasoline and diesel AST, and heating oil ASTs receive deliveries from licensed fuel transporting companies. These companies are required to have emergency spill equipment and kits immediately available in the event of a release. In addition, the Town of Monroe maintenance garage is equipped with additional spill control equipment and kits in the event of a major release during fuel deliveries. The Town of Monroe also has an SPCC Plan in place that requires monthly inspections of all ASTs. Stormwater from this area encompasses Drainage Area 2, and potential pollutants associated with these materials include oil and grease.

Town of Monroe Used Oil and Recycling Storage Area

The Town of Monroe maintains a storage shed located on the central portion of the property between the maintenance garage and the office building. The shed is utilized as a drop off-area for residents wishing to properly dispose of oil, antifreeze, and batteries. The shed contains a 550-gallon AST for waste/drain oil and a 275-gallon AST for spent antifreeze. Both ASTs are within concrete secondary containment units. Batteries are stored on grates underlain by drip trays. In addition, the shed contains spill response equipment, and only Town personnel that receive proper

training are permitted to accept and transfer oil and antifreeze into the collection tanks. Twenty-pound propane tanks are also collected here but they are stored within a protected area located on the southern exterior of the shed. Stormwater from this area encompasses Drainage Area 1, and potential pollutants associated with these materials include oil, grease, and metals.

3.3.2 Roof Areas

None of the buildings situated on the Town of Monroe Public Works property have process roof vents that would discharge to the roof and become potential stormwater contaminants.

3.3.3 Outdoor Storage Activities

Town Fuel Pumps

The Town fueling area is located to the west of the office building's exterior. The immediate area surrounding the pumps is underlain by concrete and the adjacent area are paved with asphalt. The Town maintains spill control equipment and kits in the in the event of a release. Stormwater from this area encompasses Drainage Area 2, and potential pollutants associated with these materials include oil and grease.

Salt & Sand Storage Piles

The Town of Monroe has an approximate 300 to 400 cubic yard pile of salt that is within a covered/enclosed salt-storage bin located to the north of the maintenance garage. According to Town of Monroe personnel, the vendor that supplies the salt to the Town periodically sells it pre-mixed with the Ice-B-Gone additive, which is a magnesium chloride mixture that is EPA-approved, environmentally safe and water soluble. To the east of the salt structure is an approximate 8,000 to 9,000 cubic yard pile of sand that is completely covered with tarps when not in use. To the south of the maintenance garage is an approximate 4,000 to 5,000 cubic yard pile of sand and salt mixture that is within a covered/enclosed bin. The storage bins and pile are underlain by asphalt. Stormwater from this area encompasses both Drainage Areas 1 and 2. Potential pollutants associated with these materials include salt, suspended solids, metals, and phosphorus.

Town of Monroe Vehicle & Equipment Storage Area

Vehicles of Town employees, as well as vehicles awaiting maintenance are parked in the area adjacent to the southeast corner of the maintenance garage. The Town stores numerous pieces of equipment including snow plows, spreaders, loader and backhoe buckets, storage boxes and trailers, and various other road maintaining equipment in the area east and southeast of the cold storage building. In addition, there are scattered piles of corrugated pipe, concrete blocks and bricks on pallets, concrete pipe sections, and concrete drainage boxes in this area. A portion of this area for vehicle parking is paved with asphalt while some of the area utilized for equipment storage is unpaved. Vehicles and equipment parked in these areas for prolonged periods should have spill pans beneath them to catch any potential petroleum-based drippings. Stormwater from this area encompasses Drainage Area 1, and potential pollutants associated with these materials include oil and grease.

Town Vehicle Parking Areas

The Town parks vehicles and truck in the asphalt paved areas located to the north/northeast of the Animal Control building and the south/southeast of the office building. Town employees also park their private vehicles in these areas, although a portion of the area where employees park to the north /northeast of the Animal Control building is not paved. Stormwater from this area encompasses Drainage Area 2, and potential pollutants associated with these materials include oil and grease.

Town of Monroe Material Storage Areas

The Town of Monroe maintains two material storage areas for gravel, reclaimed asphalt, mulch, soil, concrete, and wood chips that are located to the east of the main entrance driveway to the site in the northern portion of the property, and to the south/southwest of the cold storage building. The material stored in the northern section of the property is contained in concrete block bins. The Town also stores trench boxes and concrete forms in this area. When not in use, the soil and asphalt piles shall be covered by tarps to prevent stormwater exposure. Stormwater from the northern material storage area encompasses Drainage Area 2. Stormwater from the southern material storage area encompasses Drainage Area 3. Potential pollutants associated with these materials include suspended solids.

Dumpsters

The Town of Monroe's dumpster is situated in the equipment storage area located in the southern portion of the property. The dumpster is equipped with a cover and drain plug, and the dumpster was covered at the time of the site visit on January 30, 2017. The dumpsters are routinely emptied by licensed waste haulers for offsite disposal. Stormwater from the Town of Monroe's dumpster area encompasses Drainage Area 1. Potential pollutants associated with these materials include suspended solids.

3.3.4 Outdoor Manufacturing or Processing Activities

No manufacturing or processing activities occur at the Public Works property.

3.3.5 Dust or Particulate Generating Processes

Dusts and particulates may be generated during the mixing of sand and salt as well as during the loading of the sand/salt mixture into Town trucks. Salt and sand are periodically mixed with a pay-loader on the pavement at the base of the sand pile, located to the northeast of the maintenance garage. The mixture is then brought over with the loader bucket and placed in the covered storage bin. Mixing only occurs on days when there is no excessive wind to reduce the amount of dust generated. In addition, mixing is not conducted on days of precipitation to avoid being exposed to stormwater. After placing the sand/salt mixture into the covered bin, the pavement area is scraped down with the loader bucket and shovels to remove any residual sand/salt mixture and swept if necessary. When not in use during mixing or loading operations, the salt and salt/sand mixture bins are and sand piles are not exposed to stormwater.

3.3.6 Onsite Waste Disposal Practices

No wastes are disposed of on the Town of Monroe Public Works property. However, all building bathrooms are connected to private septic systems, but these are routinely pumped out by licensed contractors.

3.4 Spills & Leaks

There have been no reportable or recorded spills or leaks of 5-gallons or greater of petroleum products and/or toxic or hazardous substances at the facility in the last three years. All spills or leaks of 5-gallons or greater that occur on the site will be recorded using the form contained in the Town of Monroe's Spill Prevention Control and Countermeasure Plan (SPCC) that is on file in the garage.

3.5 Presence of Non-Stormwater Discharges

On January 30, 2017, the Town of Monroe property was visually inspected by LES personnel to determine if any non-stormwater discharges were occurring at the site. The site inspection included observations of the storm drain system, review of available facility mapping, and discussion with Town of Monroe Public Works officials. By definition allowable non-stormwater discharges include the following:

- landscape irrigation or lawn watering
- uncontaminated groundwater discharges such as pumped groundwater, foundation drains, water from crawl space pumps and footing drains
- discharges of uncontaminated air conditioner or refrigeration condensate
- water sprayed for dust control or at a truck load wet-down station
- naturally occurring discharges such as rising groundwater, uncontaminated groundwater infiltration, springs, and flows from riparian habitats and wetlands.

The site inspection activities indicated that the Town maintenance garage has a floor drain system that discharges to an oil water separator and a holding tank. These tanks are routinely pumped out by a licensed contractor for offsite disposal at Bridgeport Tradebe and do not result in the discharge of oil or water to the subsurface. In addition, floor drains are present in the office building. These floor drains discharge to an oil-water separator and a holding tank located to the east of the building. The Town does not perform any onsite maintenance in the office building. The Town of Monroe personnel indicated that the office building's oil water separator tank and holding tank were pumped out after the previous tenant vacated the building.

3.6 Impaired Waters

The Pequonnock River is the surface water body that would receive potential stormwater discharge runoff from the Public Works site. The Pequonnock River is classified as a Class "A" surface water body and the CTDEEP's Impaired Waters Monitoring Requirements Table does not indicate that this is an "impaired waterbody". Based upon activities conducted at the Public Works site, it is not expected that stormwater would be exposed to mercury. Stormwater monitoring for nitrogen in the form of nitrate and total Kjeldahl nitrogen shall be conducted in accordance with the requirements of the General Permit.

4.0 STORMWATER CONTROL MEASURES

4.1 Good Housekeeping

Utilizing good housekeeping practices at the Public Works site will reduce/eliminate any potential adverse impacts to stormwater. The following good housekeeping practices shall be implemented at the Public Works property:

- Outdoor vehicle and equipment washing is not permitted. All Town vehicles and equipment shall be washed offsite or inside of the maintenance garage where the resulting rinse water is contained in the holding tank that is connected to the floor drains and oil water separator.
- All Town vehicles and equipment shall be maintained in good working order. Town vehicle and equipment maintenance shall be conducted inside the maintenance garage.
- All hydraulic equipment shall be maintained in good working order, and any drips shall be cleaned up promptly.
- Drip pans shall be utilized when changing fluids on Town vehicles and equipment. They shall also be utilized beneath spigots and fill pipes on drums, oil containers, and waste oil/antifreeze tanks within the maintenance garage and recycling shed.
- Drip pans or pads shall be utilized underneath all vehicles and power equipment stored in the cold storage building.

- When transferring fluids in the maintenance garage and recycling shed, funnels shall be utilized to minimize drips and spills.
- All fueling areas and ASTs shall be inspected for leaks and spills on a regular basis.
- All secondary containment units associated with onsite ASTs shall be maintained free of liquids and inspected on a regular basis. If liquids are present within any secondary containment units, they shall be removed immediately to a proper storage container or tank.
- Oily wastes shall be kept separate from other wastes, especially those containing solvents. Dirty rags shall be properly stored in the covered storage contained located in the maintenance garage.
- Containers containing flammable liquids shall be stored inside of flammable storage cabinets to the extent possible. Containers containing gasoline, diesel, oil, or other flammable liquids shall be inspected regularly to ensure that are sound and not leaking.
- Liquid and dry material storage shall be kept in specific indoor areas with proper containment and separation of potentially volatile materials.
- Waste materials and stock shall be stored inside or within an enclosed storage container such as a trailer or storage box. If it becomes necessary to temporarily store stock and waste outside, that shall be placed on a raised surface, such as a pallet, and covered with a tarp to avoid contact with stormwater.
- Do not store drums (empty, full, open, or closed) or used pallets outdoors or uncovered.
- When not in use, all sand and salt piles must be maintained under cover. During the mixing of sand and salt, the mixing area shall be cleaned and swept to remove any potential runoff during a future stormwater event.
- The onsite parking and storage areas shall be kept clean and orderly at all times. These areas shall be inspected on a regular basis to determine if any vehicles or equipment are leaking. Any leaks shall be terminated and cleaned up.
- All spills occurring onsite shall be promptly reported to the Highway Superintendent (or his designee) and shall be terminated and cleaned up

immediately. Any spill control equipment and materials utilized to clean up a release shall be replaced and restocked immediately.

- The onsite catch basins and swales will be regularly inspected, properly maintained, and cleaned as needed to maintain proper sediment removal from stormwater.
- Keep dust collection areas clean, sweep the site regularly, and clean up all trash.

4.2 Vehicle & Equipment Washing

Any vehicle or equipment washing that is conducted onsite occurs inside the Town maintenance garage. Town employees indicated that minimal vehicle and equipment washing is conducted onsite to reduce the amount of rinsewater generated. Floor drains in the maintenance garage are plumbed to a 1,000-gallon oil water separator tank that is connected to a 4,000-gallon holding tank. These holding tanks were reportedly installed in October 2001. The Town of Monroe contracts with Connecticut Tank Removal of Bridgeport, Connecticut to pump out the oil water separator and holding tank for proper disposal at Bridgeport Tradebe. Based upon the minimal amount of water generated, these tanks are pumped out approximately once every 2 to 3 years. No other vehicle or equipment washing areas are permitted or conducted onsite.

4.3 Floor Drains

As stated in the previous subsection, the Town's maintenance garage has floor drains that are connected to an oil water separator and holding tank. Any discharges to these floor drains are entirely contained in the tanks and pumped out by a licensed contractor for proper offsite disposal at Bridgeport Tradebe. Since the wastewater is disposed of at Bridgeport Tradebe and not a municipal publicly-owned treatment works (POTW), a General Permit for the Discharge of Vehicle Wastewater is not required (per the CTDEEP). In addition, there are two floor drains within the office building that are connected to an oil water separator and holding tank located to the east/southeast of the building. Town of Monroe personnel indicated that the oil water separator and holding tanks were pumped out when the previous bus garage tenant vacated the building.

4.4 Roof Areas

No roof areas were identified that would be subject to drippings, dust or particulates from exhausts or vents, or other sources of pollution. The only types of vents present on the building's roofs consist of wind driven air flow vents and vents associated with the heating systems. The maintenance garage has an exhaust vent for vehicle tail pipe emissions, but it is located on the garage's sidewall and connected to an airflow heat exchanger system.

4.5 Minimize Exposure

Section 3.3 of this plan discusses the potential stormwater pollution impacts at the Public Works property. The Town of Monroe is implementing best management practices to minimize and eliminate opportunities for stormwater impacts. These practices are also discussed in Section 3.3 of this plan. In addition, the Department of Public Works has requested that Town budget planners earmark additional funding in the near future be allocated in the near future the Town shall be implementing additional measures in the future when the fiscal budget allows to complete the necessary capitol projects that will help minimize and eliminate stormwater impacts. An estimated schedule of completion for these activities is included in Appendix 3 of this plan. The following actions shall be implemented by the Town for the Public Works property to minimize and eliminate stormwater impacts:

- Install asphalt pavement or concrete beneath the entire area encompassing the Town's Recycling Shed. In addition, a minimum 4-inch foundation/lip containment wall shall be constructed to prevent any spills from exiting the structure and prevent any stormwater from entering the structure.

4.6 Sediment & Erosion Control

Sediment and erosion controls at the Public Works site shall conform to the 2002 Connecticut Guidelines for Soil Erosion and Sediment Control, as well as the 2004 Connecticut Stormwater Quality Manual. The control of sediment transport by stormwater runoff is imperative in reducing/eliminating contamination of water bodies by stormwater.

Approximately 40% of the site is paved with asphalt, except for the areas along the southern and eastern property boundaries, and in the northeast corner. There are no curbs along the pavement edges to allow for sheet flow runoff onto the unpaved areas. The edges of the unpaved areas are covered by stable vegetation and are fairly flat, and are therefore not subject to significant erosion. These unpaved areas also transition to wetland/swales to provide for the reduction of sediment transport from stormwater runoff. The wetland and swale areas shall be inspected on a regular basis to ensure that the areas are not subject to sediment buildup or erosion. If sediment buildup or erosion is noted during the inspections, then additional control measures such as silt fences, hay bales, or other structural controls shall be implemented.

The two onsite catch basins have sediment sumps that are cleaned out, at a minimum, on an annual basis. The catch basins are routinely inspected to determine if more frequent sediment removal is warranted.

Additional sedimentation concerns at the property include sand and salt utilized during storm events. The site shall be routinely inspected and excess sand and salt shall be swept, collected, and removed from the site.

4.7 Management of Runoff

The main area of concern in regards to stormwater runoff at the Publics Works property is caused by the elevation difference between the site and Purdy Hill Road. Stormwater runoff from Purdy Hill Road has the potential to erode and transport sediment from the Town's sand pile located to the northeast of the maintenance garage. To address this concern, the Town installed a gravel-filled swale that directs stormwater runoff from Purdy Hill Road around the sand pile to prevent stormwater from eroding the pile.

As stated in the previous sub-section, the edge of the site's pavement does not have curbs to encourage sheet flow runoff onto the unpaved areas. There is also a buffer between the pavement edges and the wetland/swale areas. In addition, the catch basins have sediment sumps. These areas are routinely inspected to ensure that sedimentation buildup is not occurring. Additional stormwater management measures shall be evaluated and implemented if warranted by inspected and stormwater quality testing.

4.8 Preventative Maintenance

Preventive measures through maintenance and inspections are a critical component in stormwater quality management. Section 5.0 of this plan describes the minimum inspection frequencies that must be conducted at the Public Works property. Areas to be inspected and maintained include the following:

- catch basins
- stormwater outfalls, drainage swales, and wetland areas
- vehicle and equipment storage and maintenance areas
- dumpsters
- fueling areas, USTs and ASTs
- secondary containment and waste storage areas
- roof gutters and discharges

Any sediment buildups shall be removed as needed, and any noted spills shall be immediately cleaned up.

4.9 Spill Prevention & Response Procedures

The Town of Monroe has a written Spill Prevention, Control, and Countermeasure (SPCC) plan (dated February 2016) to address policies and measures to mitigate impacts of a release at the Public Works property. A copy of the SPCC plan is maintained at the Public Works office building and all Town of Monroe employees working at the Public Works property shall be familiar with the requirements discussed in the SPCC. Please refer to the Town's SPCC plan in regards to proper procedures to follow in the event of a spill.

4.10 Employee Training

The Town of Monroe shall implement a stormwater management training program for all Town employees, including the Pollution Prevention Team members listed in Section 2.3, working at the Public Works property. The training will address the contents of this SWPPP, including good housekeeping measures and best management practices utilized to reduce and eliminate stormwater impacts, spill response procedures (per the Town's SPCC plan), material management

practices, preventative maintenance routines, and roles of the Pollution Prevention Team members. Employees will be encouraged to participate and provide input as to ways to mitigate stormwater impacts at the site.

All new hires will be trained within 90 days of employment and at least once per year thereafter. Training shall be conducted or supervised by a member of the Pollution Prevention Team, or other qualified person. Employee training records shall be documented and maintained on the form enclosed in Appendix 4 of this plan. Stormwater management employee training can be conducted concurrently with the personnel training and discharge prevention procedures that are required for Town employees and described in the Town's SPCC plan.

Members of the Pollution Prevention Team shall meet at least once per year to discuss the contents and effectiveness of the SWPPP and the employee training program in order to address any deficiencies that may need to be resolved.

4.11 Non-Stormwater Discharges

The Town of Monroe shall implement an inspection schedule to ensure that new non-stormwater discharges do not occur at the site in the future. The inspection shall be conducted on a quarterly basis and shall consist of visually inspecting the site during dry weather to observe if any non-stormwater discharges are occurring, especially in the salt and sand storage areas, swales, and wetland areas. The inspection of catch basin structures shall also be conducted during dry weather to ensure that the structures are sound and free of defects.

4.12 Solid De-icing Material Storage

The Town of Monroe has a covered salt storage structure located to the north of the maintenance garage. The structure consists of concrete blocks stacked on asphalt pavement and covered by a gable roof. There is also a covered sand and salt mixture structure located to the south of the maintenance garage. This structure consists of concrete blocks stacked on asphalt and gravel, and covered by an impermeable posi-shell roof. Both piles are underlain by asphalt pavement.

The Public Works property is situated within a GA classified groundwater area, but not within an aquifer protected area. The site is connected to the Aquarion public water distribution system and

there are no drinking water wells situated within 250 feet of any onsite salt storage area. In addition, based upon a review of the current FEMA flood maps, the onsite areas utilized for de-icing material storage are not situated within the 100-year floodplain.

The Town has procedures and policies previously discussed in Section 3.3 for sand and salt mixing, as well as ensuring that all de-icing materials are properly covered.

4.13 Discharges to Impaired Waters

The Town of Monroe Public Works property does not discharge stormwater to an impaired water body.

4.14 Sites Discharging to Municipal Separate Storm Sewer Systems

The Town of Monroe Public Works property does not discharge to a Municipal Separate Storm Sewer System (MS4). Therefore, there are no additional MS4 requirements.

4.15 Additional Control Measures Required by Sector

The Town of Monroe Public Works property would be considered a Sector G (Transportation and Public Works) facility. As such, stormwater control measures for vehicle and equipment storage, fueling areas, vehicle and equipment cleaning and maintenance, employee training, de-icing material storage, and aircraft de-icing operations must be discussed in this SWPPP. The Town of Monroe does not perform aircraft de-icing activities onsite. Control measures for all of the other listed activities are discussed in previous sections of this SWPPP.

5.0 INSPECTIONS

The General Permit requires that two types of inspections be conducted on the Town of Monroe Public Works site: Semi-Annual Inspections and monthly Routine Inspections. The purpose of the inspections are to ensure that management practices and control measures documented in Section 4.0 of this plan are being implemented correctly and effectively. In addition, the inspections will aid in determining if changes to stormwater management are needed.

5.1 Semi-Annual Inspections

The Monroe Public Works property shall be inspected by at least one member of the Pollution Prevention Team identified in Section 2.3 of this SWPPP on a semi-annual basis. This comprehensive site inspection shall be conducted during the months of April and October during a rain event, if possible. The inspector(s) shall review the following documents prior to starting the semi-annual inspection:

- the current SWPPP and site plan(s)
- all Routine Inspection reports for the year
- all visual monitoring reports for the year
- all analytical stormwater monitoring for the year
- any other available documentation such as maintenance records, spill reports for the year

A Semi-Annual Inspection Form that details the items to be covered during the inspection is included in Appendix 5 of this plan. The form will assist the inspector in completing the semi-annual inspections, and it must be signed by the Monroe Director of Public Works to ensure that any recommended actions by the inspector are acknowledged and pursued. The completed Semi-Annual Inspection Forms must be kept on record at the Public Works property for a minimum of five (5) years.

5.2 Routine Inspections

At a minimum, routine inspections of the Public Works property must be completed on a monthly basis. If possible, the monthly inspections shall be made during a rainfall/precipitation event. A Routine Inspection Form that details the items to be covered during the inspection is included in Appendix 5 of this plan. The form will assist the inspector in completing the routine monthly inspections, and the completed forms must be kept on file with a copy of the SWPPP.

6.0 SCHEDULES & PROCEDURES FOR MONITORING

The General Permit requires both visual and analytical testing of the three stormwater discharge sampling sites at the Public Works site during a "measurable storm event", which is a precipitation event that produces actual discharge from the site via the outfalls. Typically stormwater grab samples shall be collected during the first thirty (30) minutes of the outfall discharges. If it is not possible to collect the samples within the first thirty minutes of discharge, the sample must be collected as soon as possible after, and documentation of why it was not possible to take the samples within the first thirty minutes must be made and kept with this plan. At least seventy-two (72) hours must have elapsed since the previous measurable storm event in order to collect appropriate stormwater samples.

The locations of the three outfalls, known as Site 1, Site 2, and Site 3, are depicted in Figure 2 – Site Plan, which is included in Appendix 1 of this plan. The following describes each sample point collection method:

- Sample Site 1: the swale located in the south-central portion of the Public Works site. Collect a stormwater grab sample from a consistently flowing part of the swale directly into the sample containers.
- Sample Site 2: the catch basin discharge pipe to the swale, in the southeastern portion of the site. Collect a stormwater grab sample directly into sample containers from the pipe discharge.
- Sample Site 3: a stormwater conveyance pipe that discharges to the swale in the southwestern corner of the site. The discharge pipe is partially buried and the sample may be collected from a consistently flowing part of the swale directly into sample containers if the pipe is inaccessible/buried.

If the Town of Monroe is unable to collect the appropriate stormwater samples, the Town must properly document the inability. In the case of the inability to collect the semi-annual samples, the SMR shall be submitted with the notation of "no discharge" and an explanation of the limitations restricting the sample collection. Acceptable reasons for not collecting a sample include the absence of a 72-hour period of dry weather, the absence of a rain event that produces a stormwater discharge, the absence of a discharge from a specific monitoring point, or safety

considerations preventing access to a stormwater discharge location. The timing of a rain event is not an acceptable reason for failure to collect a sample, unless it precludes the analysis of a parameter within the acceptable laboratory holding time (i.e. the laboratory is closed for a holiday).

The following subsections describe the schedules and procedures for completing the required quarterly and semi-annual monitoring.

6.1 Visual Monitoring - Quarterly

The General Permit requires that once per quarter, a visual assessment of each of the three (3) proposed stormwater outfall locations is conducted by a member of the Pollution Prevention Team during a rainfall event. Quarters begin on January 1, April 1, July 1, and October 1. The visual monitoring will be conducted by collecting a stormwater sample from each of the three outfalls in a clean, clear glass or plastic container. The stormwater sample shall be visually inspected for the following items:

- color
- odor
- clarity
- floating solids
- settled solids
- suspended solids
- foam
- oil sheen
- other obvious indicators of pollution

Appendix 6 contains the Visual Monitoring Form that will assist the Pollution Prevention Team Member responsible for completing the quarterly visual monitoring. The completed Visual Monitoring Forms shall be kept on file at the Public Works garage along with this plan. The forms do not require submission to the DEEP, unless specifically requested.

6.2 General Monitoring Requirements – Semi-Annual

Starting October 1, 2018, the General Permit requires that stormwater samples be collected from each outfall on a semi-annual for the periods between October 1 to March 31, and April 1 to September 30 of each year. This semi-annual monitoring can be conducted concurrently with the quarterly Visual Monitoring samples. For the semi-annual sampling, the Town of Monroe shall contract with a State-certified laboratory to conduct the required stormwater monitoring analyses for the duration of the General Permit. Prior to the collection of the stormwater samples, the Town of Monroe shall determine if Pollution Prevention Team Members or contracted laboratory personnel shall collect the appropriate stormwater samples. Arrangements with the laboratory shall be made prior to a storm event to provide the appropriate sampling containers, labels, coolers, and chains of custody for proper stormwater collection. In addition, courier service or sample drop-off/pick-ups should be scheduled with the contracted laboratory in order to maintain the proper sampling holding times.

6.3 Standard Monitoring Parameters – Semi-Annual

A General Monitoring Form is enclosed in Appendix 6 of this plan which includes the field observations that must be recorded for each semi-annual stormwater monitoring event. Unless indicated by the October 1, 2018 permit, for the first two years, the stormwater samples shall be analyzed for the following parameters:

- Chemical Oxygen Demand (COD)
- Total Oil & Grease (O & G)
- pH*
- Total Suspended Solids (TSS)
- Total Phosphorus
- Total Kjeldahl Nitrogen (TKN)
- Nitrate as Nitrogen
- Total Copper
- Total Lead
- Total Zinc
- Aquatic Toxicity (daphnia pulex) – 1 sample per calendar year

* In addition, one rainfall sample from each storm event shall also be collected and analyzed for pH. Instead of laboratory analysis, the rainfall pH can be measured in the field utilized a calibrated pH meter or test strips, and a clean, unpreserved sample container.

The laboratory results and completed General Monitoring Form from the semi-annual stormwater sampling event must be forwarded immediately to LES in order to prepare the required Stormwater Monitoring Report (SMR) for submission to the DEEP. Failure to conduct the appropriate monitoring and submit the SMR within 90 days of sample collection would be considered a violation of the General Permit that is subject to enforcement, including penalty.

6.4 Standard Monitoring Benchmarks

The following are the benchmark concentrations for the standard stormwater monitoring parameters:

Parameter	Benchmark Concentration
• Chemical Oxygen Demand (COD)	75 mg/L
• Total Oil & Grease (O & G)	5.0 mg/L
• pH	5-9
• Total Suspended Solids (TSS)	90 mg/L
• Total Phosphorus	0.4 mg/L
• Total Kjeldahl Nitrogen (TKN)	2.3 mg/L
• Nitrate as Nitrogen	1.1 mg/L
• Total Copper	0.059 mg/L
• Total Lead	0.076 mg/L
• Total Zinc	0.16 mg/L
• Aquatic Toxicity	No Benchmark

The benchmark concentrations are utilized in order to determine if modifications to the Public Works stormwater management control measures require modification. If the average of the first four sampling event results exceeds a benchmark concentration, then then the Town must evaluate its stormwater control measures. In addition, if after the first sampling event, if one or more sample results make an exceedance of a benchmark concentration mathematically certain, then the Town must evaluate its stormwater control measures. These evaluations must be conducted within 120 days of the benchmark concentration exceedance(s) and must include corrective actions and updates to this plan. If benchmark concentration averages are not exceeded, then the Town may discontinue monitoring for that parameter for the duration of the permit.

6.5 Sector Specific Monitoring & Benchmarks

Additional monitoring requirements for the Public Works property (Sector G – Transportation and Public Works Facilities) include the following:

- Chloride
- Cyanide

These parameters are required due to the site being a public works maintenance garage with solid de-icing material storage. Neither of these parameters have an associated benchmark concentration and they can be suspended from the stormwater sampling analyses after two years

6.6 Additional Monitoring of Discharges to Impaired Waters

The Town of Monroe Public Works property does not discharge stormwater to an impaired water body.

6.7 Sector Specific Effluent Limitations

The Town of Monroe Public Works property does not belong to a Sector that requires any numeric effluent limitations mandated by the EPA.

6.8 Record-Keeping of Implemented Activities

This plan requires that several types of forms, inspection reports, and monitoring records be kept and maintained with a copy of the plan. These additional documents may be required for review by DEEP inspection personnel and include the following:

- Permit records, including a copy of the general permit registration form, a copy of the general permit, and any correspondence from the DEEP.
- Spill records
- Employee training records
- Maintenance records
- Inspection records including routine facility inspections, quarterly reports, and comprehensive semi-annual site inspection reports

- Monitoring records including data collection forms, laboratory results, and SMRs.
- Corrective action records including any corrective actions and follow-up activities conducted to demonstrate compliance with the permit.

7.0 CERTIFICATIONS

7.1 Non-Stormwater Discharge Certification

"I certify that in my professional judgment, the stormwater discharge from the site consists only of stormwater, or of stormwater combined with wastewater authorized by an effective permit issued under Section 22a-430 or Section 22a-430b of the Connecticut General Statutes, including the provisions of this general permit, or of stormwater combined with any of the following discharges provided they do not contribute to a violation of water quality standards:

- Landscape irrigation or lawn watering;
- Uncontaminated groundwater discharges such as pumped groundwater, foundation drains, water from crawl space pumps and footing drains;
- Discharges of uncontaminated air conditioner or refrigeration controls;
- Water sprayed for dust control or at a truck load wet-down station;
- Naturally occurring discharges such as rising groundwater, uncontaminated groundwater infiltration (as defined at 40CFR 35.2005(2)), springs, and flows from riparian habitats and wetlands.

This certification is based on testing and/or evaluation of the stormwater discharge from the site. I further certify that all potential sources of non-stormwater at the site, a description of the results of any test and/or evaluation for the presence of non-stormwater discharges, the evaluation criteria or testing method used, the date of any testing and/or evaluation, and the on-site drainage points that were observed during the test have been described in detail in the Stormwater Pollution Prevention Plan prepared for the site. I further certify that no additional interior building floor drains exist (other than the drains in the maintenance garage and office building) unless such floor drain connection has been approved and permitted by the commissioner or otherwise authorized by a local authority for discharge as domestic sewage to sanitary sewer. I am aware that there may be significant penalties for false statements in this certification, including the possibility of fine and imprisonment for knowingly making false statements."

Signature _____ Date 1-31-17

Name (Printed) Cynthia Knight Title LEP

CHMM Number & Seal CHMM 9478

7.2 Certified Hazardous Materials Manager Certification

"I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief. I understand that a false statement made in the submitted information may be punishable as a criminal offense, in accordance with Section 22a-6 of the Connecticut General Statutes, pursuant to Section 52a-157b of the Connecticut General Statutes, and in accordance with any other applicable statute.

I certify that this permit registration is on complete and accurate forms as prescribed by the commissioner without alteration of the text.

I also certify under penalty of the law that I have read and understand all conditions of the General Permit for the Discharge of Stormwater Associated with Industrial Activity effective October 1, 2011, that all conditions for eligibility for authorization under the General Permit are met, all terms and conditions of the General Permit are being met for all discharges which have been initiated and are the subject of this registration, and that a system is in place to ensure that all terms and conditions of this General Permit will continue to be met for all discharges authorized by this General Permit at the site. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowingly making false statements."

Signature

1-31-17
Date

Cynthia Knight
Name (Printed)

LES
Title

CHMM 9478
CHMM Number & Seal

7.3 Facility Certification

"I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief. I understand that a false statement made in the submitted information may be punishable as a criminal offense, in accordance with Section 22a-6 of the general Statutes, pursuant to Section 53a-157b of the General Statutes, and in accordance with any other applicable statute"

Chris Nowacki
Signature

1-31-17
Date

Chris Nowacki
Name (Printed)

Dir. Public Works
Title

APPENDIX 1

Figures

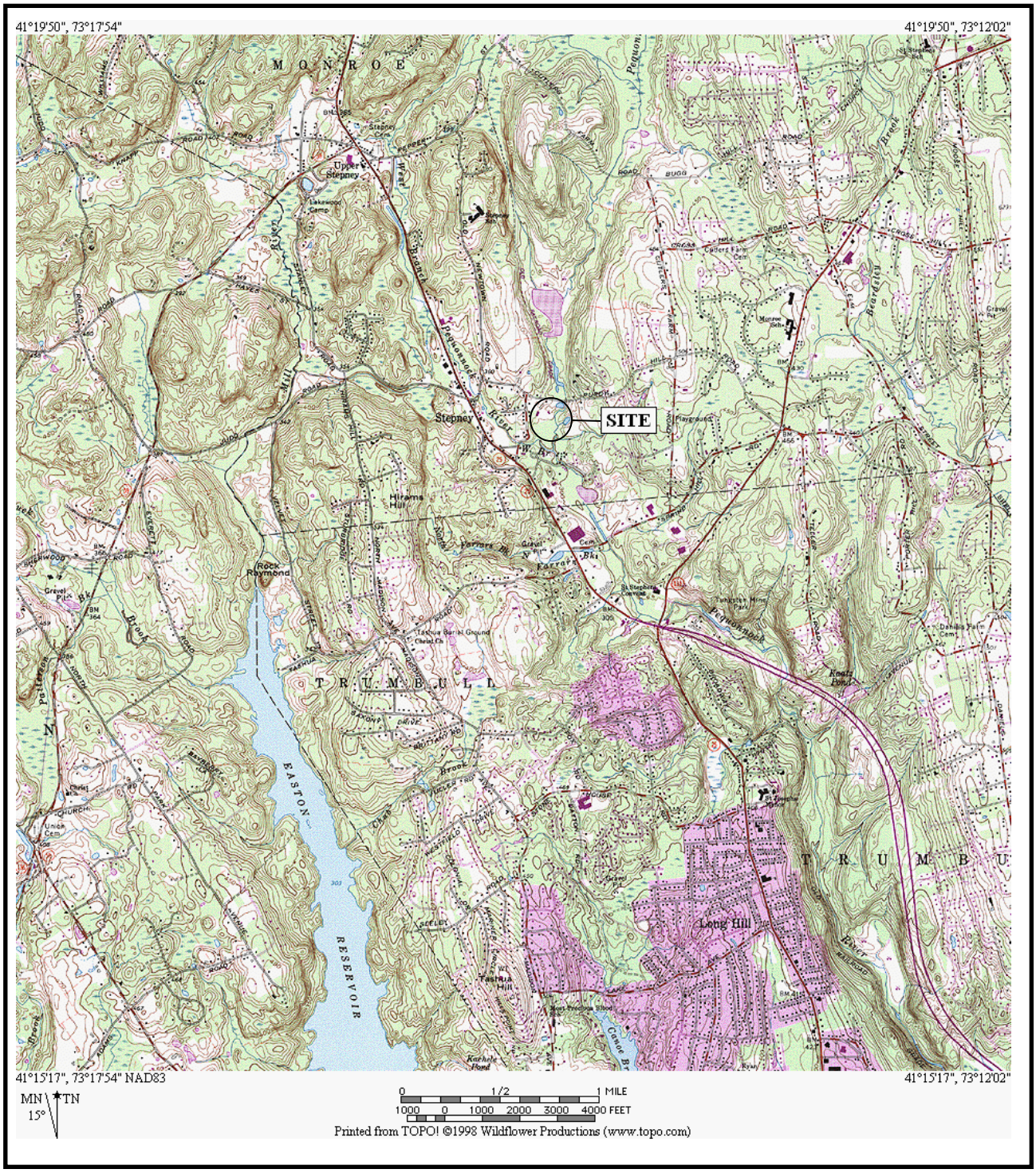

FIGURE 1 – SITE LOCATION PLAN

Town of Monroe Public Works Garage

447 Purdy Hill Road

Monroe, Connecticut

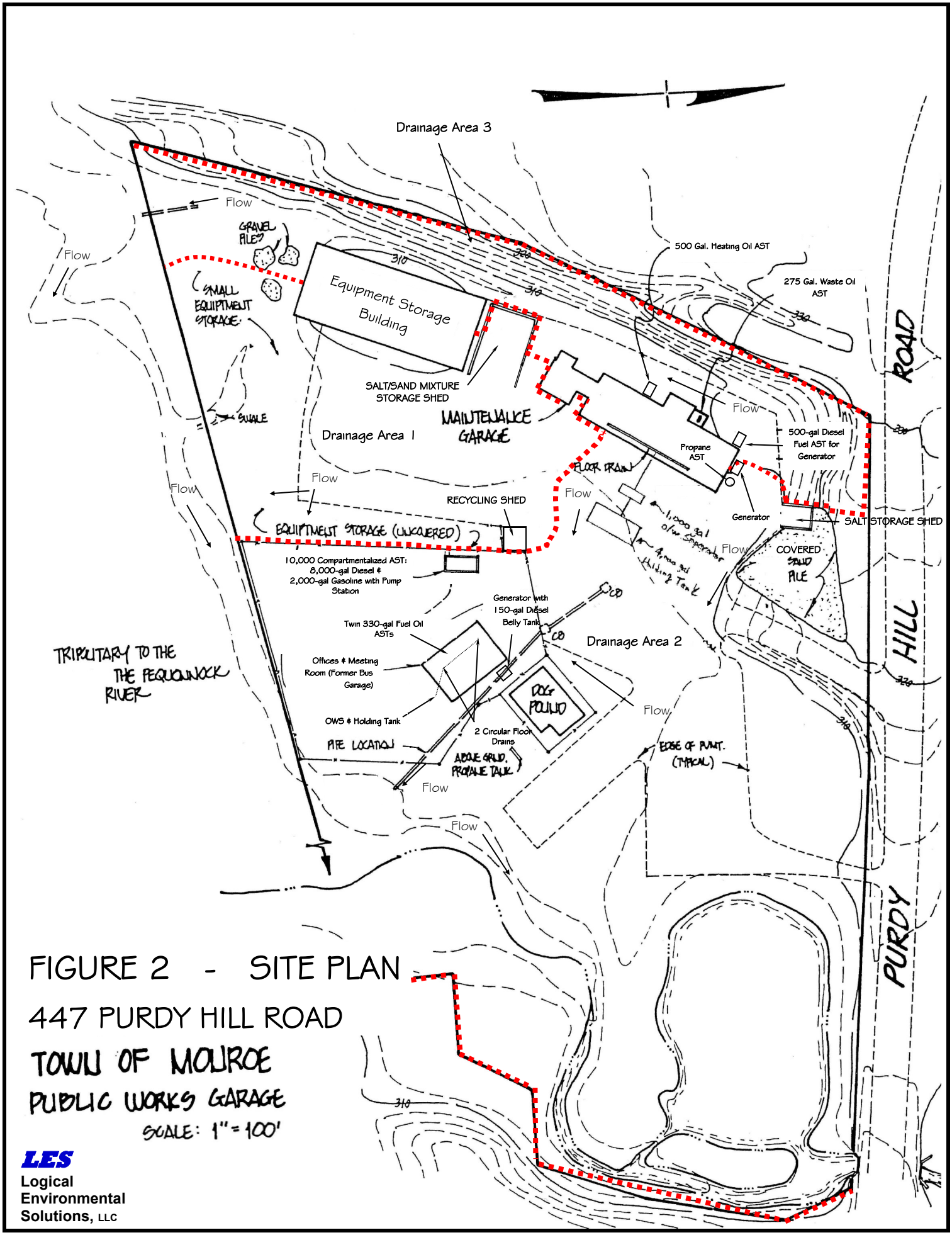

FIGURE 2 - SITE PLAN

447 PURDY HILL ROAD

TOWN OF MONROE

PUBLIC WORKS GARAGE

SCALE: 1" = 100'

LES
Logical
Environmental
Solutions, LLC

APPENDIX 2

Table 1: Inventory of Exposed Materials

Table 1 – Inventory of Exposed Materials & Summary of Potential Pollutant Sources
Town of Monroe - Department of Public Works
447 Purdy Hill Road
Monroe, Connecticut

Activity/Exposed Material	Location of Activity/Material	Associated Outfall Number	Associated Pollutants	Method of Storage/Extent of Exposure	Description of Storage (Tank type, size, etc.)	Control Measures Used to Minimize Exposure	Location & Description of Structural or non-Structural Measures to Control Pollutants/Treatment Devices to Treat Stormwater Runoff
Loading & Unloading Operations	Maintenance Garage	SITE 1 & 2	Oil & Grease, Phosphorus	Stored inside maintenance garage	Oil Water Separator UST = 1,000-gals; Holding Tank UST = 4,000-gals.	Spill control equipment & kits available. Inspections conducted on tanks. ASTs have secondary containment.	Stormwater discharged to swale
		SITE 2& 3	Oil & Grease, Suspended solids, Nitrates, Metals, Bacteria	Stored in ASTs	Waste Oil AST = 275-gals; Septic UST = 1,000-gals; Heating Oil AST = 500-gal; Diesel Generator AST = 500-gal		Stormwater discharged to swale
Loading & Unloading Operations	Office Building	SITE 2	Oil & Grease, Phosphorus	Stored in building or ASTs	Gasoline & Diesel AST = 10,000-gals; Diesel Generator Tank = 150-gallon; Heating Oil ASTs = 660-gals.	Spill control equipment & kits available. Inspections conducted on tanks. ASTs have secondary containment.	Stormwater discharged to swale via catch basins with sediment sumps.
Loading & Unloading Operations	Used Oil & Recycling Shed	SITE 1	Oil & Grease, Metals	Stored inside shed and interior ASTs	Drain Oil AST = 550-gals; Waste Oil AST = 275-gals.	Spill control equipment & kits available. Inspections conducted on tanks. ASTs have secondary containment	Stormwater discharged to swale
Outdoor Storage Activities	Salt Pile, Sand Pile, & Sand/Salt Mixture Pile	SITE 1 & SITE 2	Salt, Suspended Solids, Metals, Phosphorus	Salt and salt mixture piles in covered bins. Sand pile covered by tarps	Salt = 300-400 cy; Sand = 8,000-9,000 cy; Sand/Salt Mixture = 4,000-5,000 cy	All salt is stored in covered bins; Sand pile is covered by tarps.	Stormwater discharged to swale and via catch basins with sediment sumps

Table 1 – Inventory of Exposed Materials & Summary of Potential Pollutant Sources (continued)
Town of Monroe
Department of Public Works
447 Purdy Hill Road
Monroe, Connecticut

Activity/Exposed Material	Location of Activity/Material	Associated Outfall Number	Associated Pollutants	Method of Storage/Extent of Exposure	Description of Storage (Tank type, size, etc.)	Control Measures Used to Minimize Exposure	Location & Description of Structural or non-Structural Measures to Control Pollutants/Treatment Devices to Treat Stormwater Runoff
Town of Monroe Vehicle & Equipment Storage Area	East & Southeast of Cold Storage Building	SITE 1 & 3	Oil & Grease	Vehicles parked on paved areas; Equipment stored on both paved and unpaved areas	Not applicable	Spill control equipment & kits available. Inspections conducted. Drip pans utilized as needed.	Stormwater discharged to swale
Town Vehicle Parking Area	North/northeast of Animal Control Building & South/southeast of Office Building	SITE 2	Oil & Grease	North/northeast parking area partially paved, south/southeast parking area paved	Not Applicable	Spill control equipment & kits available. Inspections conducted. Drip pans utilized as needed.	Stormwater discharged to swale via catch basins with sediment sumps
Town of Monroe Material Storage Areas	Northern Material Storage Area East of Main Driveway Southern Material Storage Area, South of Cold Storage Building	SITE 2 SITE 3	Suspended Solids Suspended Solids	Soil, gravel, reclaimed asphalt, concrete, mulch stored in bins or in piles in unpaved areas	Not Applicable	Piles of soil & asphalt covered by tarps	Stormwater discharged to swale via catch basins with sediment sumps Stormwater discharged to swale
Dumpsters	Eqpmt. Storage Area in Southern Areas of Property	SITE 1	Suspended Solids	Stored on pavement	Size varies	Dumpsters is covered when not in use and has drain plugs	Stormwater discharged to swale Stormwater discharged to swale via catch basins with sediment sumps

APPENDIX 3

Implementation of Plan Schedule

Appendix C - Implementation Plan Schedule

Town of Monroe Public Works
447 Purdy Hill Road
Monroe, Connecticut

Activity	Estimated Date of Completion	Actual Date of Completion
(1) Remove all used oil and vehicle maintenance fluids, containers, and tanks from the bus garage that were left behind by the previous occupants.	5-13-13	4-29-13
(2) Inspect the bins holding the salt and sand/salt mixture piles and ensure that the concrete blocks are grouted to each other, as well as the underlying pavement to prevent seepage.	4-16-13 Done	4-16-13
(3) Repair all catch basins to make sure stormwater properly flows into each basin.	4-11-13 Done	4-19-13
(4) Install sediment traps in the catch basins to reduce the potential for sediments entering into the drainage swale.	Have Filter Fabric over C.B. Grates + hay bale on C.B. # 1 opening	
(5) Install asphalt pavement or concrete beneath the entire area encompassing the Town's Recycling Shed. In addition, a minimum 4-inch foundation/lip containment wall shall be constructed to prevent any spills from exiting the structure and prevent any stormwater from entering the structure.	Waiting on estimate + Funding?	N/A

Name of Schedule Preparer: James R Robinson

Title: Foreman

APPENDIX 4

Employee Training Record

Record of Annual Employee Training Form

Stormwater Pollution Prevention Plan
Town of Monroe Public Works
447 Purdy Hill Road
Monroe, Connecticut

I have attended the annual employee training session and have read and understand the Public Works facility Stormwater Pollution Prevention Plan

Topics:_____

_____

_____

_____

Briefing Date:_____ Instructor(s):_____

Employees in Attendance (please print):

APPENDIX 5

Site Inspection Forms

Stormwater Pollution Prevention Plan
Routine Inspection Form - Monthly

Town of Monroe – Public Works Property
447 Purdy Hill Road
Monroe, Connecticut

This form must be filled out completely by a Pollution Prevention Team Member. The form must be signed by the inspector and must be kept with the SWPPP copy at the Public Works garage.

The inspection should be done during a rainfall event if possible to properly document conditions at the site.

Area	YES	NO	Comments
Maintenance Garage			
Evidence of spills or leaks inside building			
Evidence of spills or leaks outside building			
Heating oil AST in good working order			
Floor Drains/Oil Water Separator functioning properly			
Waste oil AST & containment pit in good working order			
Cold Storage Building			
Evidence of spills or leaks inside building			
Evidence of spills or leaks outside building			
Used Oil & Recycling Shed			
Evidence of spills or leaks inside building			
All wastes stored properly			
Evidence of spills or leaks outside building			
Former School Bus Garage – Public Works Office			
Evidence of spills or leaks inside building			
Evidence of spills or leaks outside building			
Diesel & Gasoline AST & pumps in good working order			
Heating Oil ASTs in good working order			
Animal Control Building			
Evidence of spills or leaks inside building			
Evidence of spills or leaks outside building			
Salt & Sand Piles in Northern Part of Property			
Evidence of spills or leaks			
Sand & salt exposed to elements			
Area need sweeping			
Catch Basins			
Functioning properly			
Sediment buildup observed			
Filled with trash, litter or other debris			

Stormwater Pollution Prevention Plan
Routine Inspection Form - Monthly

Town of Monroe – Public Works Property
447 Purdy Hill Road - Monroe, Connecticut

Area	YES	NO	Comments
Sand/Salt Mixture Pile South of Maintenance Garage			
Evidence of spills or leaks			
Sand & salt exposed to elements			
Area need sweeping			
Vehicle, Equipment & Material Storage Area - Southern			
Evidence of spills or leaks			
Public Works Dumpster			
Dumpster covered & drain plug(s) in place			
Stormwater Outfalls			
Evidence of spills or leaks			
Clear of debris and sediment build-up			
Town Vehicle Storage Areas			
Evidence of spills or leaks			
Material Storage Area - Northern Part of Property			
Evidence of spills or leaks			
Soil & asphalt piles covered			
Area need sweeping			

Inspector Name/Signature:_____ Weather:_____

Date:_____

☐ Check if No Changes from Previous Month Weather: _____

Inspector Name/ Signature:_____ Date:_____

☐ Check if No Changes from Previous Month Weather: _____

Inspector Name/Signature:_____ Date:_____

☐ Check if No Changes from Previous Month Weather: _____

Inspector Name/ Signature:_____ Date:_____

☐ Check if No Changes from Previous Month Weather: _____

Inspector Name/ Signature:_____ Date:_____

☐ Check if No Changes from Previous Month Weather: _____

Inspector Name/ Signature:_____ Date:_____

Semi-Annual Inspection Form

Town of Monroe – Public Works Property
447 Purdy Hill Road
Monroe, Connecticut

This form must be filled out completely by a Pollution Prevention Team Member. The form must be signed by the inspector and the Director of Public Works, and must be kept with the SWPPP copy at the Public Works garage.

The inspection should be done during a rainfall event to properly document conditions at the site. The inspector should have the current SWPPP, as well as the site plan (Figure 2 in the SWPPP). Prior to starting the inspection, the inspector should review the year's previous inspection reports, visual monitoring reports, analytical stormwater monitoring, maintenance records, and spill reports. Note any and all issues that may cause pollution.

Name of Inspector: _____ Title: _____

Date: _____

Weather: _____

Inspection Areas: *Maintenance Garage*:

(Circle One)		
	Evidence of spills or leaks inside building:	Yes / No
	Floor drains filled with debris:	Yes / No
	Interior spill kits need replenishing:	Yes / No
	Any new storage areas inside or outside of building:	Yes / No
	Evidence of spills or leaks outside building:	Yes / No
	Oil water separator tank and holding tank in need of pump-out:	Yes / No
	Septic tank in need of pump-out:	Yes / No
	Waste oil AST or containment pit need pump-out:	Yes / No
	Heating oil AST in need of repair:	Yes / No
	Generator and/or Diesel AST in need of repair	Yes / No
	Roof drains in need of repair:	Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments: _____

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Actions Taken/Recommended:

Cold Storage Building:

(Circle One) Evidence of spills or leaks inside building: Yes / No

Interior spill kits need replenishing: Yes / No

Any new storage areas inside or outside of building: Yes / No

Evidence of spills or leaks outside building: Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments:

Actions Taken/Recommended:

Used Oil & Recycling Shed:

(Circle One) Evidence of spills or leaks inside building: Yes / No

Interior spill kits need replenishing: Yes / No

Waste Oil AST or containment pit need pump-out Yes / No

Drain oil AST or containment pit need pump-out: Yes / No

Batteries not underlain by drip trays: Yes / No

Any new storage areas inside or outside of building: Yes / No

Evidence of spills or leaks outside building: Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments:_____

Actions Taken/Recommended:_____

Former School Bus Garage – Town Office Area:

(Circle One)	Evidence of spills or leaks inside building:	Yes / No
	Interior spill kits need replenishing:	Yes / No
	Septic tank in need of pump-out:	Yes / No
	Any new storage areas inside or outside of building:	Yes / No
	Evidence of spills or leaks outside building:	Yes / No
	Gasoline and Diesel fuel pumps & AST in need of repair:	Yes / No
	Interior Heating Oil ASTs:	Yes / No
	Generator & Diesel Tank in need of repair:	Yes / No
	Fuel pump area spill, kits need replenishing:	Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments:_____

Actions Taken/Recommended:_____

Animal Control Building:

(Circle One)		
	Evidence of spills or leaks inside building:	Yes / No
	Any new storage areas inside or outside of building:	Yes / No
	Evidence of spills or leaks outside building:	Yes / No
	Septic tank in need of pump-out:	Yes / No
	Roof drains in need of repair:	Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments:_____

Actions Taken/Recommended:_____

Salt & Sand Storage Area – Northern Portion of Property:

(Circle One)		
	Evidence of spills or leaks:	Yes / No
	Salt pile exposed to elements:	Yes / No
	Sand pile exposed to elements:	Yes / No
	Area need sweeping:	Yes / No
	Any new storage areas:	Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments:_____

Actions Taken/Recommended:_____

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Catch Basins:

(Circle One)		
	Catch basins in need of repairs:	Yes / No
	Area need sweeping:	Yes / No
	Sediment needs to be removed from sumps:	Yes / No
	Debris or litter needs to be removed:	Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments:_____

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Actions Taken/Recommended:_____

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Salt & Sand Mixture Area – South of Maintenance Garage:

(Circle One)		
	Evidence of spills or leaks:	Yes / No
	Salt/sand pile exposed to elements:	Yes / No
	Area need sweeping:	Yes / No
	Any new storage areas:	Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments:_____

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Actions Taken/Recommended:_____

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Vehicle, Equipment & Material Storage Area – Southern Portion of Property:

(Circle One) Evidence of spills or leaks: Yes / No

Any new storage areas: Yes / No

Potential leaking equipment & vehicles not underlain by drip pans: Yes / No

Soil and/or asphalt piles not covered by tarps: Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments:_____

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Actions Taken/Recommended:_____

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Public Works Dumpster:

(Circle One) Dumpster is not covered: Yes / No

Drain plug(s) not installed: Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments:_____

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Actions Taken/Recommended:_____

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Stormwater Outfalls

(Circle One) Evidence of spills or leaks: Yes / No

Any new discharges observed: Yes / No

Any sheen or foaming observed: Yes / No

Sediment buildup observed in swale: Yes / No

Trash or litter observed in swale: Yes / No

Evidence of soil erosion: Yes / No

Observations/Comments:_____

Actions Taken/Recommended:_____

Town Vehicle Storage Areas:

(Circle One) Evidence of spills or leaks: Yes / No

Any new storage areas: Yes / No

Potential leaking vehicles not underlain by drip pans: Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments:_____

Actions Taken/Recommended:_____

Material Storage Area – Northern Portion of Property:

(Circle One)	Evidence of spills or leaks:	Yes / No
	Any new storage areas:	Yes / No
	Soil and/or asphalt piles not covered by tarps:	Yes / No
	Area need sweeping:	Yes / No

If answered Yes to any item above, please explain below. If additional space is needed, please use the back of this sheet:

Observations/Comments: _____

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Actions Taken/Recommended: _____

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Based upon the results of this inspection the SWPPP needs revision(s): Yes / No

If yes, please contact Cardinal Engineering immediately at (203) 238-1969.

The undersigned acknowledge reviewing the contents of this form in regards to the comprehensive inspection that was conducted at the Public Works property. Any problems that were noted must be addressed immediately in order to prevent stormwater pollution.

Inspector Signature: _____ Date: _____

Public Works Director Signature: _____ Date: _____

APPENDIX 6

Site Monitoring Forms

Town of Monroe – Public Works Garage
447 Purdy Hill Road – Monroe, Connecticut

Visual Monitoring Form - Quarterly Collection

Sample Location:	Sample Site 1
Date/Time Sample Collected:	
Snow or Ice Melt in Sample: (yes/no)	
Sampler Name:	

Color:	Odor:	Clarity:
Floating Solids?	Settled Solids?	Suspended Solids?
Foam?	Oil Sheen?	Other Indicators of Pollution?

Sample Location:	Sample Site 2
Date/Time Sample Collected:	
Snow or Ice Melt in Sample: (yes/no)	
Sampler Name:	

Color:	Odor:	Clarity:
Floating Solids?	Settled Solids?	Suspended Solids?
Foam?	Oil Sheen?	Other Indicators of Pollution?

Sample Location:	Sample Site 3
Date/Time Sample Collected:	
Snow or Ice Melt in Sample: (yes/no)	
Sampler Name:	

Color:	Odor:	Clarity:
Floating Solids?	Settled Solids?	Suspended Solids?
Foam?	Oil Sheen?	Other Indicators of Pollution?

Notes: _____

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LES
Logical Environmental Solutions, LLC