

TOWNSHIP OF MONTCLAIR
STORMWATER POLLUTION PREVENTION PLAN

INTRODUCTION

The Township of Montclair is a suburban community with a 2000 census population of 38,658 residents living in a 6.16 square mile area in Essex County. Municipal facilities include 154 acres of parks (not including an additional 124 acres of County parks), 82 miles of municipal roads, 104 miles of sanitary sewer and 42 miles of storm sewers.

Montclair's storm sewer system is a vast network of underground pipes and open channels that were designed to prevent flooding. Runoff drains from the street, into the gutter, and enters the system through an opening in the curb called a catch basin or inlet. Catch basins serve as the neighborhood entry point in a journey to local streams and eventually to the Passaic River. Water entering the storm drain system receives no treatment or filtering process and is completely separate from Montclair's sanitary sewer system, which carries household wastewater to a sewage treatment plant before being reintroduced to the surface water system.

This Stormwater Pollution Prevention Plan outlines the methods the Township will employ to reduce surface water pollution from its municipal storm sewer system.

BACKGROUND

Water from rain and melting snow that flows over lawns, parking lots and streets is known as stormwater. This water, all called runoff, travels along gutters, into catch basins and through storm drain pipes and ditches, and eventually discharges into our streams and rivers untreated. Along the way, the runoff picks up trash (fast-food wrappers, cigarette butts, Styrofoam cups, etc.) and toxins (used motor oil, antifreeze, fertilizers, pesticides, pet droppings, etc.). The transport of these pollutants into local water bodies can result in the destruction of fish, wildlife, and habitats; threats to public health due to contaminated food and drinking water supplies; and losses of recreational and aesthetic values.

In response to USEPA's Phase II stormwater rules published in December 1999, the Department of Environmental Protection (NJDEP) has developed the Municipal Stormwater Regulation Program and new rules to facilitate the implementation of the program. This program addresses pollutants entering our waters from many storm drainage systems owned or operated by local, State, interstate or Federal government agencies. The US Environmental Protection Agency (USEPA) regulations refer to these systems as "municipal separate storm sewer systems" (MS4s).

NJDEP's revised stormwater rules were signed on January 5, 2004 by NJDEP Commissioner Bradley Campbell, and appeared in the February 2, 2004 edition of the New Jersey Register at 36 N.J.R. 813(a). In addition, on February 2, 2004 the Department issued four (4) final New Jersey Pollutant Discharge Elimination System (NJPDES) general permits: Tier A Municipal Stormwater General Permit (NJ0141852), Tier B Municipal Stormwater General Permit (NJ0141861), Public Complex Stormwater

Montclair Stormwater Pollution Prevention Plan

General Permit (NJ0141879), and Highway Agency Stormwater General Permit (NJ0141887).

Municipalities within the State are assigned to either Tier A or Tier B (see Tier Assignment Maps below). Tier A municipalities are generally located within the more densely populated regions of the state or along or near the coast. Tier B municipalities are generally more rural and in non-coastal regions. The permits address stormwater quality related issues to new and existing development and redevelopment by requiring the preparation of a stormwater program and implementation of specific permit requirements referred to as Statewide Basic Requirements (SBRs).

The Township of Montclair has been designated a Tier A municipality under the NJPDES Stormwater/ UIC rules (N.J.A.C. 7:14A). Montclair applied for and received authorization to operate the Township's MS4 effective April 1, 2004.

The newly adopted Stormwater Management Rules emphasize low impact building techniques that will prevent and minimize the impact of new development sites using both structural and non-structural techniques, such as minimizing land disturbance, minimizing impervious cover, infiltration basins and vegetative filters. The Rules set forth the required components of regional and municipal stormwater management plans and established the stormwater management design and performance standards for new (proposed) development. The design and performance standards for new development include groundwater recharge, runoff quantity controls, runoff quality controls, and Category One (surface waters) buffers. Details of the performance standards can be found in Subchapter 5 of the Stormwater Management Rules.

<p>Tier A Municipal Stormwater Regulation Program</p> <h2 style="text-align: center;">Stormwater Pollution Prevention Team Members</h2> <p style="text-align: center;">Number of team members may vary.</p>	<p>Completed by: Kimberli Craft, P.E. Title: Township Engineer Date: April 30, 2005 Municipality: Montclair County: Essex NJPDES #: NJG0150568 PI ID #: 208118</p>
<p>Stormwater Program Coordinator: Kimberli Craft, P.E. Title: Township Engineer Office Phone #: 973-509-5707 Emergency Phone #: 973-715-5840</p>	
<p>Public Notice Coordinator: Karen Kadus Title: Director of Planning and Community Development Office Phone #: 973-509-4953 Emergency Phone #:</p>	
<p>Post-Construction Stormwater Management Coordinator: Kimberli Craft Title: Township Engineer Office Phone #: 973-509-5707 Emergency Phone #:</p>	
<p>Local Public Education Coordinator: Gray Russell Title: Environmental Outreach / Code Enforcement Officer Office Phone #: 973-509-5721 Emergency Phone #:</p>	
<p>Ordinance Coordinator: Frank Leslie Title: Director of Administration, Code Enforcement and Environmental Affairs Office Phone #: 973-509-4999 Emergency Phone #:</p>	
<p>Public Works Coordinator: Robert Bianco Title: Superintendent of Public Works Office Phone #: 973-509-5713 Emergency Phone #:</p>	
<p>Employee Training Coordinator: Gray Russell Title: Environmental Outreach / Code Enforcement Officer Office Phone #: 973-509-5721 Emergency Phone #:</p>	
<p>Other: Illicit Connection Elimination Program: Frank Leslie Title: Director of Administration, Code Enforcement and Environmental Affairs Office Phone #: 973-509-4999 Emergency Phone #:</p>	
<p>Other: Alan Trembulak Title: Township Attorney Office Phone #: 973-509-4932 Emergency Phone #:</p>	

SPPP Form 2 - Public Notice

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Karen Kadus, Director of Planning and Community Development**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 1, 2005**

Date of most recent update: **June 7, 2005**

Briefly outline the principal ways in which you comply with applicable State and local public notice requirements when providing for public participation in the development and implementation of your stormwater program.

Ordinances that implement the goals of the stormwater management plan and pollution prevention plan will be discussed at a Planning Board meeting before they are forwarded to the Township Council for adoption. The Planning Board meetings are public meetings and are advertised in the local newspaper. Once forwarded to the Township Council, the ordinances are discussed at a Council conference meeting, and introduced with a first reading at a regular Council meeting. They then have a second reading and are adopted after a public hearing at a regular Council meeting. All Council meetings are open to the public, are advertised in the local newspaper, and public comment is requested and recorded before such ordinances are adopted.

The Planning Director is responsible for public notices of Planning Board meetings. The Township Clerk is responsible for public notice of all Township Council meetings and the publishing of all ordinances prior to adoption.

SPPP Form 3 – New Development and Redevelopment Program

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Kimberli Craft, Township Engineer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **April 30, 2005**

Describe in general terms your post-construction stormwater management in new development and redevelopment program (post-construction program), and how it complies with the Tier A Permit minimum standard. This description must address compliance with the Residential Site Improvement Standards for stormwater management; ensuring adequate long-term operation and maintenance of BMPs (including BMPs on property that you own or operate); design of storm drain inlets (including inlets that you install); and preparation, adoption, approval, and implementation of a municipal stormwater management plan and municipal stormwater control ordinance(s). Attach additional pages as necessary. Some additional specific information (mainly about that plan and ordinance(s)) will be provided in your annual reports.

To control stormwater from new development and redevelopment projects throughout Montclair Township (including projects we operate) we will do the following: We are already ensuring that all new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management (including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards) are in compliance with those standards. Our planning and zoning boards ensure such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law.

Since the EDPA, Montclair Township has not constructed any new development or redevelopment projects on Township property. If we decide to construct such a project before our municipal stormwater control ordinance takes effect, we will ensure adequate long-term operation and maintenance of BMPs for that project by requiring a project maintenance plan similar to the maintenance plan described in our draft of that ordinance, and by requiring and funding the implementation of that plan. We will also require any storm drain inlets that we install to comply with the design standard in Attachment C of our permit. Once that ordinance takes effect, we will ensure such operation and maintenance for any new development or redevelopment projects on our property by complying with the maintenance requirements in that ordinance. In addition, any storm drain inlets we install for such projects will comply with that ordinance's standard for such inlets.

Our planning board and municipal attorney have reviewed the Sample Municipal Stormwater Management Plan and Model Stormwater Control Ordinance in the NJ Stormwater BMP Manual, and have drafted a municipal stormwater management plan and municipal stormwater control ordinance similar to that sample and model. The plan and ordinance should be adopted by our planning board and Township Council, respectively, by the deadlines specified in the permit, and will be submitted to the county planning agency for approval. Once approved, the ordinance, which will be administered by our planning and zoning boards and code enforcement officer, will control stormwater from non-residential development and redevelopment projects. Where it is necessary to implement the municipal stormwater management plan, the approved ordinance will also control aspects of residential development and redevelopment projects that are not subject to the Residential Site Improvement Standards.

For any BMP that is installed in order to comply with the requirements of our post-construction

SPPP Form 3 – New Development and Redevelopment Program

program, Montclair Township will ensure adequate long-term operation as well as preventative and corrective maintenance (including replacement) of BMPs. For BMPs on private property that we do not own or operate, Montclair Township intends to do this by adopting and enforcing a provision in the municipal stormwater control ordinance that requires the private entity to perform the operation and maintenance, with penalties if the private entity does not comply. If, for example, the private entity does not perform the required maintenance, the Township can perform the maintenance and charge the private entity.

Montclair Township will also enforce, through the municipal stormwater control ordinance, compliance with the design standard in Attachment C of our permit to control passage of solid and floatable materials through storm drain inlets. Montclair Township expects that for most projects, such compliance will be achieved either by conveying flows through a trash rack as described in the “Alternative Device Exemptions,” or (for flows not conveyed through such a trash rack), by installation of the NJDOT bicycle safe grate and (if needed) a curb opening with a clear space no bigger than two inches across the smallest dimension.

SPPP Form 4- Local Public Education Program

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Gray Russell, Environmental Outreach and Code Enforcement Officer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **May 31, 2005**

Describe your Local Public Education Program. Be specific on how you will distribute your educational information, and how you will conduct your annual event. Attach additional pages with the date(s) of your annual mailing and the date and location of your annual event.

Montclair has initiated a comprehensive SPPP Local Public Education Program that is composed of four (4) distinct components:

- 1) **Creation, compilation, and dissemination of public information fact sheets, brochures and other written materials on topics including, but not limited to:**
 - a. **Stormwater, watersheds, and non-point source pollution (ex. attached);**
 - i. **NJ DEP (stormwater); US EPA (watersheds); Clean Ocean Action (storm drain stenciling)**
 - b. **Fertilizer/pesticide/IPM education (examples attached)**
 - i. **Healthy Lawns and Landscapes brochure (Chatham)**
 - ii. **Integrated Pest Management**
 - c. **Environmentally-friendly yard care, native plants (examples attached)**
 - i. **Home composting / yard waste recycling information (NYBG)**
 - d. **Proper disposal of wastes, including Household Hazardous Wastes**
- 2) **Planning and hosting Community Events**
 - a. **Stormwater / Watershed Workshop: March 25, 2004...100 participants**
 - i. ***We All Live Downstream*: description attached**
 - b. **Environmentally-friendly yard care / composting/ healthy landscapes**
 - i. ***Backyard Habitat Fair*: May, 2004...200-250 participants**
 - ii. ***Backyard Habitat Fair*: May 14, 2005...description attached**
- 3) **On-going Public Education and Demonstration Projects**
 - a. **Outreach classes/lectures on fertilizer/pesticides, compost, natives, etc.**
 - i. **Montclair Adult Education, Apr. 9, 2005: 30 students at Presby**
 - ii. **Montclair Garden Club, 2004 & March 2005: 35 students each**
 - b. **Permanent demonstration sites, to reduce fertilizer/pesticide/yard waste**
 - i. **Backyard Composting Demo Site at Presby Gardens**
 1. **Interpretive signage, self-guided, workshops**
 - ii. **Community Organic Garden: non-fertilizer/pesticides**
 1. **Adjacent to Compost Demo site at Presby**
 - c. **Media outreach and education: electronic and print**
 1. **New Township website (<http://www.to.montclair.nj.us/>)**
 2. **Public Access Cable TV Channel 34**
 3. **Email info-sharing and event announcements**
 4. **Montclair Times: P.R.; *Planet Montclair* articles**
- 4) **Stream Clean-Up events and publicity information; and, storm drain stenciling**
 - a. **Toney's Brook: Glenfield Park, 2004 & '05; MHS Amphitheater, '04;**
 - b. **Pearl Brook (Second River): Bonsal Preserve, 2004 and 2005**

SPPP Form 5 – Storm Drain Inlet Labeling

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Gray Russell, Environmental Outreach and Code Enforcement Officer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **December 1, 2005**

Describe your storm drain inlet labeling program, including your labeling schedule, the details of your long-term maintenance plan, and plans on coordinating with watershed groups or other volunteer organizations.

Montclair's storm drain inlet labeling program is comprised of a two-pronged implementation conducted by:

- a) community-based volunteer projects;**
- b) Township Department of Community Services (DCS).**

The volunteer projects are organized and overseen by the Township Environmental Coordinator, and they began in 2004. In the past year five (5) separate projects were completed, each one in a different neighborhood, covering more than two dozen streets and hundreds of storm drains.

A town map marking the respective projects has been created to track and quantify where labeling has taken place.

These projects were conducted by several different organizations. Two were Boy Scouts earning service projects for Eagle Scout awards. The third was a neighborhood group (Macopin Road Friends of Pearl Brook), the fourth project was completed by the Montclair High School Environmental Club, and the fifth was a church group.

All groups are given packets, provided by Clean Ocean Action, consisting of background information, tips, a materials kit list, and complete instructions on how to proceed.

Volunteers combine the labeling tasks with public outreach, and usually hand out the information throughout the neighborhoods in which they are working, or post flyers in storefront windows.

The stencils used by the volunteer groups read: "No Dumping", "Drains to Waterways", and a silhouette of a fish next to it. For our storm drain inlet labeling program we plan on coordinating with our local scouting groups and the high school environmental club. Where it is practical, they will do the labeling for us. In areas where it is not safe for the volunteer groups, our Community Services department will be doing the labeling. We will label all storm drain inlets that are along municipal streets, and those within plazas, parking areas, or maintenance yards that are operated by Montclair Township.

Where the labeling is done by the Community Services Department we will use plastic labels that can be applied using adhesive. We will be using these two different techniques because we feel that the volunteers who are doing the labeling will benefit the most from this program. The more opportunities they have to perform the storm drain labeling, the greater the benefit. However having our Community Services Department constantly labeling and re-labeling the same areas will be too labor intensive, so they will use the plastic labels that need only be applied once.

SPPP Form 6 – MS4 Outfall Pipe Mapping

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Kimberli Craft, Township Engineer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **April 30, 2005**

Explain how you will prepare your map (include its type and scale, and the schedule for the mapping process). Who will prepare your map (e.g., municipal employees, a consultant, etc.)?

The Montclair Township Engineering Bureau will use a GPS unit to locate the end of all outfall pipes operated by Montclair Township. They will identify and locate by GPS each outfall pipe that is located (see Outfall Pipe Stream Scouring Remediation Program). Montclair Township has been divided into three sectors: Section A is the area north of Watchung Avenue; Section B is the area between Bloomfield Avenue and Watchung Avenue and Section C is the area south of Bloomfield Avenue (See map).

Section A will be mapped by April 2006, Section B will be mapped by April 2007 and Section C will be mapped by April 2008. Once all outfall pipe locations are identified, a map will be developed displaying these outfall pipe locations, with an alphanumeric identifier at a scale of 1 inch = 100 feet. Toney's Brook and all other waterbodies receiving outfall pipe discharges will also be identified on the map.

SPPP Form 7 – Illicit Connection Elimination Program

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Kimberli Craft, Township Engineer and Frank Leslie, Administration, Code Enforcement & Environmental Affairs**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **May 31, 2007**

Describe your Illicit Connection Elimination Program, and explain how you plan on responding to complaints and/or reports of illicit connections (e.g., hotlines, etc.). Attach additional pages as necessary.

The Engineering Bureau will conduct the initial physical inspection of outfall pipes during the mapping phase (see Section 6 – MS4 Outfall Pipe Mapping). We will use the inspection form developed by Montclair (based on the NJDEP Illicit Connection Inspection Report Form) to conduct these inspections. Each of these forms will be kept with our SPPP records. Outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be rechecked again to locate the illicit connection.

If we are able to locate the illicit connection (and the connection is within Montclair Township) Engineering will refer the location to Code Enforcement, who will cite the responsible party for being in violation of our Illicit Connection Ordinance. In accordance with the ordinance, they will be directed to remove the connection immediately.

If after the appropriate amount of investigation, we are unable to locate the source of the illicit connection, we will submit the Closeout Investigation Form with our Annual Inspection and Recertification Report. If an illicit connection is found to originate from another public entity, Montclair Township will report the illicit connection to the Department.

SPPP Form 8 – Illicit Connection Records

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Frank Leslie, Administration, Code Enforcement & Environmental Affairs**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **April 30, 2005**

Prior to May 2, 2006

Note: *Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.*

Total number of inspections performed this year?

Number of outfalls found to have a dry weather flow?

Number of outfalls found to have an illicit connection?

How many illicit connections were eliminated?

Of the illicit connections found, how many remain?

May 2, 2006 – May 1, 2007

Note: *Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.*

Total number of inspections performed this year?

Number of outfalls found to have a dry weather flow?

Number of outfalls found to have an illicit connection?

How many illicit connections were eliminated?

Of the illicit connections found, how many remain?

May 2, 2007 – May 1, 2008

Note: *Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.*

Total number of inspections performed this year?

Number of outfalls found to have a dry weather flow?

Number of outfalls found to have an illicit connection?

How many illicit connections were eliminated?

Of the illicit connections found, how many remain?

May 2, 2008 – May 1, 2009

Note: *Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.*

Total number of inspections performed this year?

Number of outfalls found to have a dry weather flow?

Number of outfalls found to have an illicit connection?

How many illicit connections were eliminated?

Of the illicit connections found, how many remain?

SPPP Form 9 – Yard Waste Ordinance/Collection Program

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Robert Bianco, Superintendent of Public Works**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **October 15, 2005**

Please describe your yard waste collection program. Be sure to include the collection schedule and how you will notify the residents and businesses of this schedule. Attach additional pages as necessary.

After attempting to develop an alternative plan for yard waste collection that would allow residents to continue placing leaves in the street, Montclair Township has decided to prohibit non-containerized yard waste in the street. An ordinance was passed by the Council of the Township of Montclair enacting this change at their regular meeting of October 11, 2005

SPPP Form 10 - Ordinances

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title:

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **October 15, 2005**

For each ordinance, give the date of adoption. If not adopted, explain the development status:

Pet Waste: 82-18. Removal of dog feces. Added 5-12-1981 by Ord. No. 81

Are information sheets regarding pet waste distributed with pet licenses? Y N

Litter: § 292-2. Dumping of certain materials prohibited. [Amended 2-19-1991 by Ord. No. 91-7]

Improper Waste Disposal: Adopted 2-28-06

Wildlife Feeding: Adopted 2-28-06

Yard Waste: October 11, 2005.

Illicit Connections: Adopted 2-28-06

How will these ordinances be enforced?

Montclair code enforcement and police officers will enforce these ordinances. If someone is found to be in violation of an ordinance, they will be issued a written warning for a first time offense, and a summons carrying the potential for fines (dependent on final ordinance language) will be issued for subsequent offenses.

SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Kimberli Craft, Township Engineer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005**

Date of most recent update: **October 30, 2005**

What type of storm drain inlet design will generally be used for retrofitting?

On projects where curb is constructed, Montclair Township reconstructs the entire inlet and installs new NJDOT-approved bicycle-safe grates with "Eco" style head (type N as manufactured by Campbell Foundry). Curb projects may or may not include hot mix asphalt paving.

On projects where we pave the street with hot mix asphalt, we will retrofit the inlet in one of two ways. Depending on the age and condition of the existing inlet, we will replace the inlet head with the "Eco" style head (see above) or we will install a retrofit bar, also manufactured by Campbell, which reduces the inlet face opening. Both of these retrofits shall comply with NJDEP stormwater management regulations. A detail for each is included in this plan.

On "microsurfacing" pavement rehabilitation projects (application of 3/8" surface coating for wear), no inlets will be retrofitted.

Repaving, repairing, reconstruction or alteration project name	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains w/ hydraulic exemptions
Erwin Park & Holland Terrace curb construction	4/05				0
Jerome Place reconstruction	5/05				0
North Fullerton Avenue reconstruction	7/05	7/05	8/05		0
Warfield Street & Windsor Place reconstruction	7/05	7/05			0
Oakwood Avenue curb construction	6/05				0
Elston Road curb construction	6/05				0
Maple Avenue paving	9/05	9/05	9/05		0
Hartley Street paving	9/05	10/05	10/05		0
Brooklawn Road paving	9/05	10/05	10/05		0
Mount Hebron Road paving	10/05	10/05	10/05		0

Are you claiming any alternative device exemptions or historic place exemptions for any of the above projects? **No**. Please explain:

SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Kimberli Craft, Township Engineer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005**

Date of most recent update: **May 1, 2006**

What type of storm drain inlet design will generally be used for retrofitting?

On projects where curb is constructed, Montclair Township reconstructs the entire inlet and installs new NJDOT-approved bicycle-safe grates with "Eco" style head (type N as manufactured by Campbell Foundry). Curb projects may or may not include hot mix asphalt paving.

On projects where we pave the street with hot mix asphalt, we will retrofit the inlet in one of two ways. Depending on the age and condition of the existing inlet, we will replace the inlet head with the "Eco" style head (see above) or we will install a retrofit bar, also manufactured by Campbell, which reduces the inlet face opening. Both of these retrofits shall comply with NJDEP stormwater management regulations. A detail for each is included in this plan.

On "microsurfacing" pavement rehabilitation projects (application of 3/8" surface coating for wear), no inlets will be retrofitted.

Repaving, repairing, reconstruction or alteration project name	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains w/ hydraulic exemptions
Jerome Place reconstruction	5/05			0	0
North Fullerton Avenue reconstruction	7/05	7/05	8/05	24	0
Warfield St, Windsor Pl, Elston Rd & Oakwood Ave curb construction	7/05	7/05		32	0
Maple Avenue paving*	9/05	9/05	10/05	*	0
Hartley Street paving*	9/05	10/05	10/05	*	0
Brooklawn Road paving*	10/05	10/05	10/05	*	0
Mount Hebron Road paving*	9/05	10/05	10/05	*	0
Upper Mountain Avenue paving*	11/05	11/05	11/05	*	0
*Annual Paving Contract				35	0
Myrtle Avenue curb/gutter construction	2/06	2/06	4/06	4	0

Are you claiming any alternative device exemptions or historic place exemptions for any of the above projects? **No.** Please explain:

SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Kimberli Craft, Township Engineer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005**

Date of most recent update: **May 1, 2007**

What type of storm drain inlet design will generally be used for retrofitting?

On projects where the roadway was resurfaced with hot mix asphalt, inlets heads will be retrofitted in one of two ways. At most locations, inlet head and cover pieces were replaced with NJDOT-approved bicycle safe grates and the "Eco" style inlet type N as manufactured by Campbell Foundry. On streets that already have bicycle-safe grates, we installed an approved retrofit bar, also manufactured by Campbell to reduce the inlet face opening. Both of these inlet treatments comply with NJDEP stormwater management regulations.

Repaving, repairing, reconstruction or alteration project name	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains w/ hydraulic exemptions
Bellevue Avenue-Grove St. to Bloomfield Twp line			9/11/06	12	0
Club Road-Grove St. to Yantacaw Brook Rd.			9/8/06	2	0
Glenridge Ave-N. Willow St. to Grove St.			9/29/06	8	0
Highland Ave.-Claremont Ave. to Edgewood Rd.			6/9/06	23	0
Lackawanna Plaza			9/29/06	8	0
Lexington Avenue			8/31/06	4	0
Norman Road			10/11/06	9	0
North Mountain Ave.-Bloomfield Ave. to Club St.			9/22/06	22	0
North Mountain Ave.-Club St. to Watchung Ave.			10/25/06	12	2
Orange Road-Church Street/Hillside Avenue to Bloomfield Avenue			8/31/06	10	0
The Fairway			9/8/06	2	0
Union Street-Mulford Lane to Lloyd Rd.			9/1/06	4	0

Are you claiming any alternative device exemptions or historic place exemptions for any of the above projects? **No.** Please explain:

SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Kimberli Craft, Township Engineer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005**

Date of most recent update: **May 1, 2008**

What type of storm drain inlet design will generally be used for retrofitting?

On projects where the roadway was resurfaced with hot mix asphalt, inlets heads will be retrofitted in one of two ways. At most locations, inlet head and cover pieces were replaced with NJDOT-approved bicycle safe grates and the "Eco" style inlet type N as manufactured by Campbell Foundry (or approved equal) in compliance with the stormwater permit.

Repaving, repairing, reconstruction or alteration project name	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains w/ hydraulic exemptions
South Fullerton Avenue			10/07	1	0
Harrison Avenue			8/07	4	0
Grove-Walnut Street Business District			11/07	4	0
Russell Terr/Wilde Place			10/07	12	0
Northview Avenue			7/07	15	0
Edgemont Road			9/07	9	0
St. Lukes Place			7/07	9	0

Are you claiming any alternative device exemptions or historic place exemptions for any of the above projects? **No**. Please explain:

SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Kimberli Craft, Township Engineer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005**

Date of most recent update: **May 1, 2009**

What type of storm drain inlet design will generally be used for retrofitting?

On projects where the roadway was resurfaced with hot mix asphalt, inlets heads will be retrofitted in one of two ways. Inlet head and cover pieces are replaced with NJDOT-approved bicycle safe grates and the "Eco" style inlet type N as manufactured by Campbell Foundry (or approved equal) in compliance with the stormwater permit.

Locations marked by "*" below are in high pedestrian traffic locations and had inlet head pieces replaced by Township staff to reduce floatables passing into MS4.

Repaving, repairing, reconstruction or alteration project name	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains w/ hydraulic exemptions
Cottage Place			8/08	1	0
Munn Street			8/08	2	0
Lorraine Avenue			8/08	34	0
Roswell Terrace			7/08	2	0
Walnut Street			7/08	7	0
Montague Place			9/08	13	0
South Fullerton Avenue			11/08	17	0
South Park Street			9/08	2	0
Church Street			9/08	3	0
*Talbot Street, William Street , Dey Street, Central Avenue (Walnut Street to James Street)			11/08	25	0

Are you claiming any alternative device exemptions or historic place exemptions for any of the above projects? **No.** Please explain:

SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Kimberli Craft, Township Engineer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005**

Date of most recent update: **April 30, 2010**

What type of storm drain inlet design will generally be used for retrofitting?

On projects where the roadway will be resurfaced with hot mix asphalt, inlets heads will be retrofitted in one of two ways. Depending on the age and condition of the existing inlet, we will replace the inlet head and cover with NJDOT-approved bicycle safe grates and the "Eco" style inlet type N as manufactured by Campbell Foundry or we will install the retrofit bar, also manufactured by Campbell, which reduces the inlet face opening. Both of these retrofits shall comply with NJDEP stormwater management regulations.

Repaving, repairing, reconstruction or alteration project name	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains w/ hydraulic exemptions
South Park Street				5	0
South Fullerton Ave				22	0
Stonehenge Road				4	0
Pine Street				5	0

Are you claiming any alternative device exemptions or historic place exemptions for any of the above projects? **No.** Please explain:

SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Kimberli Craft, Township Engineer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005**

Date of most recent update: **April 26, 2011**

What type of storm drain inlet design will generally be used for retrofitting?

On projects where the roadway will be resurfaced with hot mix asphalt, inlets heads will be retrofitted in one of two ways. Depending on the age and condition of the existing inlet, we will replace the inlet head and cover with NJDOT-approved bicycle safe grates and the "Eco" style inlet type N as manufactured by Campbell Foundry or we will install the retrofit bar, also manufactured by Campbell, which reduces the inlet face opening. Both of these retrofits shall comply with NJDEP stormwater management regulations.

The township also reconstructed inlets, including new heads or installed face plates on existing bicycle-safe grates without paving.

Repaving, repairing, reconstruction or alteration project name	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains w/ hydraulic exemptions
Hawthorne Place			July 2010	12	0
Various Curb & Inlet Construction			July 2010	6	0
Llewellyn Road			August 2010	11	0
Porter Place			August 2010	5	0
Watchung Plaza, Chestnut & Park St			July 2010	4	0
Geoge St & Willard PI			April 2010	4	0
Portland PI			August 2010	9	0

Are you claiming any alternative device exemptions or historic place exemptions for any of the above projects? **No.** Please explain:

SPPP Form 12 – Street Sweeping and Road Erosion Control Maintenance

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Rob Bianco, Superintendent of Public Works**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **April 30, 2005**

Street Sweeping

Please describe the street sweeping schedule that you will maintain.

NOTE: Attach a street sweeping log containing the following information: date and area swept, # of miles swept and the total amount of materials collected.

Montclair Twp. has evaluated all of its streets to determine which areas will need to be swept monthly. These areas have been grouped together and each group will be assigned as appropriate to meet the minimum requirements.

Montclair Township intends on maintaining its existing street sweeping program for all other streets (that are not required by the permit), which includes sweeping all streets approximately once every six weeks. Our street sweeping log is attached

Road Erosion Control Maintenance

Describe your Road Erosion Control Maintenance Program, including inspection schedules. A list of all sites of roadside erosion and the repair technique(s) you will be using for each site should be attached to this form.

NOTE: Attach a road erosion control maintenance log containing the following information: location, repairs, date

Montclair Township will use the Community Services Department to monitor all their roads and streets for erosion problems during normal patrolling. All identified road erosion problems will be reported to the Superintendent of Public Works. Identified areas of erosion will be discussed and repairs prioritized in consultation with the Director of Community Services. Maintenance personnel will then be assigned to the areas of concern, and the identified areas will be repaired in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey.

All maintenance personnel will maintain an inspection log and the Superintendent will maintain a list of repairs and the dates completed.

The status of the Road Erosion Control Maintenance Program will be included in the Annual Report and Recertification.

SPPP Form 13 – Stormwater Facility Maintenance

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Rob Bianco, Superintendent of Public Works**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **January 13, 2006**

Please describe your annual catch basin cleaning program and schedule. Attach a map/diagram or additional pages as necessary.

Montclair Township will implement an annual catch basin cleaning program to maintain catch basin function and efficiency. All catch basins will be inspected once each year. If, at the time of inspection, no sediment, trash or debris is observed in the catch basin, then that catch basin will not be cleaned. All catch basins will be inspected yearly, even if they were found to be “clean” the previous year. At the time of cleaning, the catch basins will also be inspected for proper function. Maintenance will be scheduled for those catch basins that are in disrepair.

Please describe your stormwater facility maintenance program for cleaning and maintenance of all stormwater facilities operated by the municipality. Attach additional pages as necessary.

NOTE: Attach a maintenance log containing information on any repairs/maintenance performed on stormwater facilities to ensure their proper function and operation.

Montclair Township will implement a stormwater facility maintenance program to ensure that all stormwater facilities operated by the Township function properly. Montclair Township operates the following:

- catch basins**
- storm drains**

These stormwater facilities will be inspected annually to insure that they are functioning properly. In high risk areas, preventative maintenance will be performed on all stormwater facilities to ensure that they do not begin to fail.

SPPP Form 14 - Outfall Pipe Stream Scouring Remediation

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Kimberli Craft, Township Engineer**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **April 30, 2005**

Describe your stormwater outfall pipe scouring detection, remediation and maintenance program to detect and control active, localized stream and stream bank scouring. Attach additional pages as necessary.

NOTE: Attach a prioritized list of sites observed to have outfall pipe stream and stream bank scouring, date of anticipated repair, method of repair and date of completion.

We will be checking our outfall pipes at least once a year for signs of scouring. All sites will be placed on a prioritized list and repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not need NJDEP permits for those repairs may be done first.

Outfall inspections will commence as the locating and mapping of outfalls is implemented.

SPPP Form 15 – De-icing Material Storage

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Rob Bianco, Superintendent of Public Works**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **April 30, 2005**

Describe how you currently store your municipality's de-icing materials, and describe your inspection schedule for the storage area. If your current storage practices do not meet the de-icing material storage SBR describe your construction schedule and your seasonal tarping interim measures. If you plan on sharing a storage structure, please include its location, as well as a complete list of all concerned public entities. If you store sand outdoors, describe how it meets the minimum standard.

Montclair Township currently stores its de-icing salt in a covered facility located in the operations yard.

SPPP Form 16 – Standard Operating Procedures

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

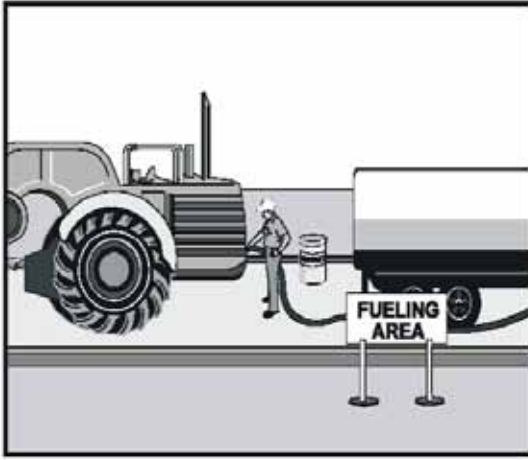
Team Member/Title: **Rob Bianco, Superintendent of Public Works**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **4/30/05**

Date of most recent update: **10/15/05**

BMP	Date SOP went into effect	Describe your inspection schedule
Fueling Operations (including the required practices listed in Attachment D of the permit)	11/1/05	We have only one fueling location, which is located in our primary municipal maintenance yard. It will be inspected once a month.
Vehicle Maintenance (including the required practices listed in Attachment D of the permit)	11/1/05	Monthly inspections will be held to ensure that the SOP is being met.
Good Housekeeping Practices (including the required practices listed in Attachment D of the permit) <i>NOTE: Attach inventory list required by Attachment D of the permit.</i>	11/1/05	Monthly inspections of the maintenance yards and ancillary operations will be held.



Township of Montclair Standard Operating Procedure Vehicle and Equipment Fueling

BMP Objectives

- ◆ Spill prevention, containment and countermeasures
- ◆ Pollution control

Introduction and Purpose

Vehicle and equipment fueling procedures and practices are designed to minimize surface or ground waters. Understanding the procedures for delivering fuel into vehicles, mobile fuel tanks, and storage tanks is critical for this purpose. Safety is always the priority.

Scope

These procedures are to be implemented at all maintenance yards with fueling, including mobile fueling operations.

Standard Procedures for Refueling Vehicles (General)

- ◆ Shut the engine off
- ◆ Ensure that the fuel is the proper type of fuel.
- ◆ Absorbent spill clean-up materials and spill kits shall be available in fueling areas and on mobile fueling vehicles and shall be disposed of properly after use.
- ◆ Nozzles used in vehicle and equipment fueling shall be equipped with an automatic shut-off to prevent overfill.
- ◆ Fuel tanks shall not be “topped off”.
- ◆ Mobile fueling shall be minimized. Whenever practical, vehicles and equipment shall be transported to the designated fueling area in the maintenance yard.
- ◆ Clearly post, in a prominent area of the facility, instructions for safe operation of fueling equipment, and appropriate contact information for the person(s) responsible for spill response.

Bulk Fueling

- ◆ Drip pans or absorbent pads shall be used under all hose and pipe connections and other leak-prone areas during bulk fueling.
- ◆ Block storm sewer inlets, or contain tank trucks used for bulk transfer, with temporary berms or temporary absorbent booms during the transfer process. If temporary berms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel must be within the temporary berms during the loading/unloading of bulk fuels.

Township of Montclair

Vehicle and Equipment Fueling, continued

- ◆ Protect fueling areas with berms and/or dikes to prevent run-on, runoff, and to contain spills.
- ◆ A trained employee must always be present to supervise during bulk transfer.

Spill Response

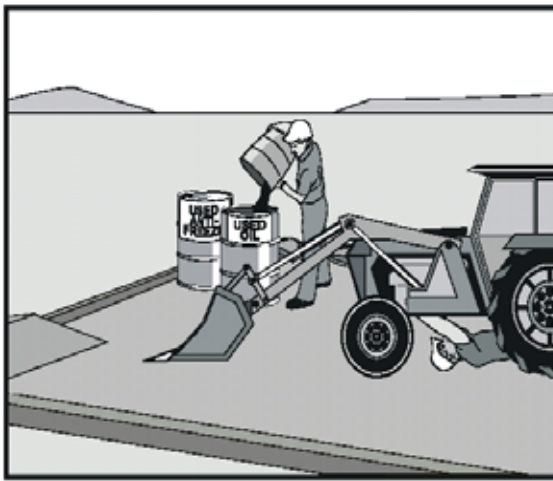
- ◆ Conduct cleanups of any fuel spills immediately after discovery.
- ◆ Uncontained spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and absorbent materials shall be swept up.
- ◆ Collected waste is to be disposed of properly.

Maintenance and Inspection

- ◆ Fueling areas and storage tanks shall be inspected monthly.
- ◆ Keep an ample supply of spill cleanup material on the site.
- ◆ Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair must be repaired or replaced immediately.
- ◆ The valve on the discharge pipe from the secondary containment area of the aboveground fuel storage tank in the Elm Avenue maintenance yard shall remain closed at all times except as described below. Visual inspections shall be performed before discharging stormwater through that valve, to ensure that fuel in that tank has not come into contact with the stormwater to be discharged.

Township of Montclair

Vehicle Maintenance, continued



Township of Montclair Standard Operating Procedure Vehicle Maintenance

BMP Objectives

- ◆ **Waste management**
- ◆ **Spill prevention, containment and countermeasures**
- ◆ **Pollution control**

Introduction and Purpose

This SOP contains the basic practices of vehicle maintenance to be implemented at all maintenance yards including maintenance activities at ancillary operations in Montclair Township. The purpose of this SOP is to provide a set of guidelines for the Montclair Township vehicle maintenance yards including maintenance activities at ancillary operations.

Scope

This SOP applies to all maintenance yards including maintenance activities at ancillary operations within the Township of Montclair.

Standard Procedures

- ◆ Conduct vehicle maintenance operation only in designated areas.
- ◆ When possible, perform all vehicle and equipment maintenance at an indoor location with a paved floor.
- ◆ Always use drip pans.
- ◆ Absorbent spill clean-up materials shall be available in maintenance areas and shall be disposed of properly after use.
- ◆ Maintenance areas shall be protected from stormwater run-on and runoff, and shall be located at least 50 feet downstream drainage facilities and watercourses.
- ◆ Use portable tents or construct a roofing-device over long-term maintenance areas and for projects that must be performed outdoors.
- ◆ Do not dump or dispose oils, grease, fluids, and lubricants onto the ground.
- ◆ Do not dump or dispose batteries, used oils, antifreeze and other toxic fluids into a storm drain or watercourse.

Township of Montclair

Vehicle Maintenance, continued

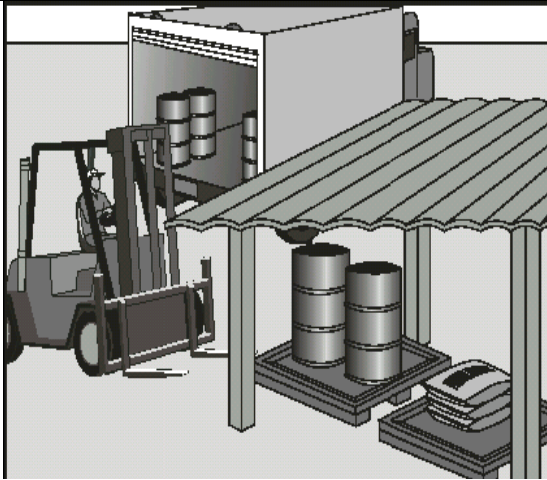
- ◆ Do not bury tires.
- ◆ Collect waste fluids in properly labeled containers and dispose of properly.

Spill Response and Reporting

- ◆ Provide spill containment dikes or secondary containment around stored oils and other fluid storage drum(s).
- ◆ Conduct cleanups of any fuel spills immediately after discovery.
- ◆ Spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and the rest of the area is to be swept.
- ◆ Collected waste is to be disposed of properly.

Maintenance and Inspection

- ◆ Periodically check for leaks and damaged equipment and make repairs as necessary.



Township of Montclair Standard Operating Procedure Good Housekeeping

BMP Goals:

- ◆ Proper Recycling
- ◆ Proper Waste Disposal
- ◆ Pollution Prevention

Introduction and Purpose

This SOP contains the basic practices of good housekeeping to be implemented at maintenance yards including maintenance activities at ancillary operations in Montclair Township. The purpose of this SOP is to provide a set of guidelines for the employees of Montclair Township for Good Housekeeping Practices at their maintenance yards including maintenance yards at ancillary operations.

Scope

This SOP applies to all maintenance yards including maintenance activities at ancillary operations in Montclair Township.

Standard Procedures (General)

- ◆ All containers should be properly labeled and marked, and the labels must remain clean and visible.
- ◆ All containers must be kept in good condition and tightly closed when not in use.
- ◆ When practical, chemicals, fluids and supplies should be kept indoors.
- ◆ If containers are stored outside, they must be covered and placed on spill platforms.
- ◆ Keep storage areas clean and well organized.
- ◆ Spill kits and drip pans must be kept near any liquid transfer areas, protected from rainfall.
- ◆ Absorbent spill clean-up materials must be available in maintenance areas and shall be disposed of properly after use.
- ◆ Place trash, dirt and other debris in the dumpster.
- ◆ Collect waste fluids in properly labeled containers and dispose of them properly.
- ◆ Establish and maintain a recycling program by disposing, papers, cans, bottles and trash in designated bins.

Handling Salt and Deicing Material

Township of Montclair

Good Housekeeping, continued

- ◆ During loading and unloading of salt and de-icing materials, prevent and/or minimize spills. If salt or de-icing materials are spilled, remove the materials using dry cleaning methods. All collected materials shall be either reused or properly discarded.
- ◆ Sweeping should be conducted once a week to get rid of dirt and other debris. Sweeping should also be conducted immediately following loading/unloading activities, when practical.
- ◆ Minimize the tracking of materials from storage and loading/unloading areas.
- ◆ Minimize the distance that salt and de-icing materials are transported during loading/unloading activities.
- ◆ Any materials that are stored outside must be tarped when not actively being used.
- ◆ If interim seasonal tarping is being implemented, de-icing materials may be stored outdoors only between October 15th through April 30th.

Spill Response/Reporting

- ◆ Conduct clean up of any spill(s) immediately after discovery.
- ◆ Spills are to be cleaned using dry cleaning methods only.

Maintenance and Inspection

- ◆ Periodically check for leaks and damaged equipment and make repairs as necessary.
- ◆ Perform monthly inspections of all (indoor and outdoor if applicable) storage locations.



SPPP Form 17 – Employee Training

Municipality: **Montclair**

County: **Essex**

NJPDES # : **NJG0150568**

PI ID #: **208118**

Team Member/Title: **Gray Russell, Environmental Outreach and Rob Bianco,
Superintendent of Public Works**

Effective Date of Permit Authorization (EDPA): **April 1, 2004**

Date of Completion: **April 30, 2005** Date of most recent update: **December 1, 2005**

Describe your employee training program. For each required topic, list the employees that will receive training on that topic, and the date the training will be held. Attach additional pages as necessary.

The Township of Montclair has designed an employee training program to improve knowledge of the new stormwater management regulations and a broader understanding of the underlying and related issues to which they pertain.

A computer-generated training program and additional outreach materials that are relevant to stormwater training will cover the following topics:

Course - Who will attend

- 1. Waste Disposal - Education hotline operators and Environmental Commission members**
- 2. Municipal Ordinances - code enforcement and police departments, Community Services employees**
- 3. Stormwater Facility Maintenance Community Services employees**
- 4. Road Erosion Control - Community Services employees**
- 5. Outfall Pipe Stream Scouring Remediation - Community Services employees**

The following topics will be part computer training, and part practical field training:

Course - Who will attend

- 1. Illicit Connection Elimination and Outfall Pipe Mapping - Community Services employees, hotline operator (field training will include procedures to properly conduct illicit connection detection and investigations)**
- 2. Maintenance Yard Operations and SOPs - Community Services employees**

Note: field training will include the SOPs for fueling, vehicle and equipment maintenance and general good housekeeping

Dates for the above training programs are yet to be determined.