



OPERATION & MAINTENANCE REPORT

Parcel H Development
0 & 301 Bartlett Street



Site Locus – Not to Scale

Prepared: 12/24/2019

Revised: 12/22/2022

Revised: 02/16/2023

CLIENT:

The Gutierrez Company
200 Summit Drive, Suite 400
Burlington, MA 01803

PREPARED BY:

Allen & Major Associates, Inc.
Timothy J. Williams, PE
100 Commerce Way, Suite 5
Woburn, Massachusetts 01801



OPERATION & MAINTENANCE REPORT

Parcel H Development
0 & 301 Bartlett Street
Map 51 Parcel 3 & Map 66 Lot 16
Northborough, MA

PROPONENT:

The Gutierrez Company
200 Summit Drive, Suite 400
Burlington, MA 01803

PREPARED BY:

Allen & Major Associates, Inc.
Timothy J. Williams, PE
100 Commerce Way, Suite 5
Woburn, Massachusetts 01801

ISSUED:

12/24/2019

REVISED:

12/22/2022

02/16/2023

A&M PROJECT NO.:

1145-09

Parcel H Development
Northborough, MA

*A&M Project # 1145-09
December 24, 2019
Revised through February 16, 2023*

OPERATION AND MAINTENANCE PLAN

In accordance with the standards set forth by the Stormwater Management Policy issued by the Department of Environmental Protection (DEP), Allen & Major Associates, Inc. (A&M) has prepared the following Operation and Maintenance plan for the Parcel H Warehouse Development Stormwater Management System (SMS).

This plan is broken in to two major sections. The first section describes construction-related erosion and sedimentation controls. The second section is devoted to a post-development operation and maintenance plan. An operation and maintenance schedule has been included with this report.

Stormwater Management System Owner: The Gutierrez Company
200 Summit Drive, Suite 400
Burlington, MA 01803

Emergency Contact Information:

- The Gutierrez Company (Owner) Phone (781) 272-7000
- Allen & Major Associates, Inc. (Site Civil Engineer) Phone (781) 935-6889
- Northborough Public Works Phone (508) 393-5030
- Northborough Conservation Commission Phone (508) 393-5015
- Northborough Fire Department (business line) Phone (508) 393-5037

STORMWATER MANAGEMENT SYSTEM INTRODUCTION

The stormwater management system (SMS) for this project is owned by The Gutierrez Company (or current owner) and shall be legally responsible for long-term operation and maintenance for this SMS as outlined in this Operation and Maintenance (O&M) Plan. Should ownership of the SMS change the succeeding owner will be presented with this O&M Plan and supporting attachments at or before legal conveyance of ownership and will assume the obligations of the O&M Plan.

In the event that the SMS will be operated and maintained by an entity other than that listed in this document, the applicant shall provide a plan and easement deed that provides a right of access for the legal entity to be able to perform said operation and maintenance functions. In the event the SMS will serve multiple lots/owners, the applicant shall also provide a copy of the legal instrument (deed, homeowner's association, utility trust or other legal entity) that establishes the terms of and legal responsibility for the operation and maintenance of the entire SMS.

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DEMOLITION & CONSTRUCTION MAINTENANCE PLAN

1. Contact the Northborough Conservation Agent at least three (3) days prior to start of demolition and/or construction activities.
2. Install Erosion Control measures as shown on the Plans prepared by A&M. The Northborough Conservation Agent shall approve the installation of hay bales and silt fencing prior to the start of any site demotion work. Install Construction fencing if determined to be necessary at the commencement of construction.
3. Install construction entrances & hay bales and silt fence at the locations shown on the Erosion Control & Demolition Plan prepared by A&M.
4. Site access shall be achieved only from the designated construction entrances.
5. Stockpiles of materials subject to erosion shall be stabilized with erosion control matting or temporary seeding whenever practicable, but in no case more than 14 days after the construction activity in that portion of the site has temporarily or permanently ceased.
6. Install silt sacks and hay bales around each drain inlet prior to any demotion and or construction activities.
7. All erosion control measures shall be inspected weekly and after every rainfall event. Records of these inspections shall be kept on site for review.
8. All erosion control measures shall be maintained, repaired or replaced as required or at the direction of the owner's engineer, the Town Engineer, or the Town Conservation Agent.
9. Sediment accumulation up-gradient of the hay bales, silt fence, and stone check dams greater than 6" in depth shall be removed and disposed of in accordance with all applicable regulations.
10. If it appears that sediment is exiting the site, silt sacks shall be installed in all catch basins adjacent to the site. Sediment accumulation on all adjacent catch basin inlets shall be removed and the silt sack replaced if torn or damaged.

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11. Install stone check dams on site during construction as needed. Refer to the erosion control details. Temporary sediment basins combined with stone check dams shall be installed on site during construction to control and collect runoff from upland areas of this site during demolition and construction activities.
12. The contractor shall comply with the Sedimentation and Erosion Control Notes as shown on the Site Development Plans and Specifications.
13. The stabilized construction entrances shall be inspected weekly, and records of inspections kept. The entrances shall be maintained by adding additional clean, angular, durable stone to remove the soil from the construction vehicle's tires when exiting the site. If soil is still leaving the site via the construction vehicle tires, adjacent roadways shall be kept clean by street sweeping.
14. Dust pollution shall be controlled using on-site water trucks and or an approved soil stabilization product.
15. During demolition and construction activities Status Reports on compliance with this O&M Document shall be submitted weekly to the Conservation agent. The report shall document any deficiencies and corrective actions taken by the applicant.

POST CONSTRUCTION MAINTENANCE PLAN

The SMS shall be inspected immediately after construction. An Operation & Maintenance Plan Schedule in the form attached to this Operation & Maintenance Plan will be kept "the Schedule") summarizing inspections, maintenance, and any corrective actions taken. The Schedule will include the date on which each inspection or maintenance task was performed, a description of the inspection findings or maintenance completed, and the name of the inspector or maintenance personnel performing the task. If a maintenance task requires the clean-out of any sediments or debris, the location where the sediment and debris was disposed after removal will be indicated. The Schedule will be made accessible to MA Department of Environmental Protection, the Northborough Town Engineer and the Northborough Conservation Agent upon request.

Inspection and Maintenance Frequency and Corrective Measures:

In accordance with MA DEP Stormwater Handbook: Volume 2, Chapter 2; the following areas, facilities, and measures will be inspected, and the identified deficiencies will be corrected. Clean-out must include the removal and legal disposal of any accumulated sediments, trash, and debris. In any and all cases, operations, inspections, and maintenance

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activities shall utilize best practical measures to avoid and minimize impacts to wetland resource areas outside the footprint of the SMS.

Structural Pretreatment BMPs: Regular maintenance of these BMPs is especially critical because they typically receive the highest concentration of suspended solids during the first flush of a storm event.

Deep Sump Catch Basins:

Inspect catch basins 2 times per year (specifically after foliage and snow season) to ensure that the catch basins are working in their intended fashion and that they are free of debris. Structures will be skimmed of floatable debris at each inspection and sediment will be removed when or before sump is determined to be 50% full. If the basin outlet is designed with a hood to trap floatable materials (i.e., Snout), check to ensure watertight seal is working.

Proprietary Stormwater Separator (Water quality unit):

Inspect and clean these units in strict accordance with manufacturers' recommendations and requirements. Clean the units using the method specified by the manufacturer. Vactor trucks are typically used to clean these units. Clamshell buckets typically used for cleaning catch basins are almost never allowed by manufacturers. Sometimes it will be necessary to remove sediment manually.

The proprietary stormwater separator shall be maintained as stated in this appended Maintenance Plan and as follows: the system shall be inspected annually and shall be cleaned using a vacuum truck in accordance with the manufacturer's instructions and at a minimum annually. Sediment shall be removed when the depth in the chamber reaches 12 inches. During the first year of operation, inspection shall occur monthly and during periods of heavy contaminant loading (e.g. – construction, winter sanding, soil disturbances, or fuel spills). All records of annual maintenance shall be provided to the Northborough Conservation Agent electronically via e-mail.

Detention BMPs:

Stormwater Facilities:

Maintenance of upstream pre-treatment measures is critically important to the function of BMPs. Pre-treatment BMPs should be inspected for sediment and floatable debris accumulation and maintained at least twice per year (every other month recommended) and after every major storm event.

Surface Structures (Storm Water Infiltration Basins):

The surface structures will be inspected within the first three months after construction within 72 hours of a half-inch storm event to ensure it is draining properly. Thereafter, the bottom should be inspected for sediment, trash, and debris at least twice per year. Trash, debris, and visible sediment should be removed. The

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system should also be inspected annually within 72 hours of a half-inch storm event to ensure it is draining properly. Inspections shall be logged in the attached Schedule and said Schedule shall be submitted to the Northborough Town Engineering Department and Conservation Agent annually.

Basins shall be maintained and inspected as stated in this Operation and Maintenance Plan and as follows:

- a. During the growing season, the side slopes shall be mowed at least twice with additional cutting performed as needed. Wetland plants shall be allowed to grow along the wet basin bottom, except such plants that interfere with the inlet or outlet control devices shall be removed.
- b. All tree saplings shall be removed from embankments and the pond bottom.
- c. The inlet and outlet shall be inspected for erosion and sedimentation; riprap shall be repaired promptly in the event of erosion. The outlets shall not be opened unless all sediment has been removed from the basin.
- d. The basins shall be inspected for sediment accumulation four (4) times per year and any accumulated sediments shall be removed annually, or whenever an infiltration basin is observed to have accumulated 3-inches or more of sediment at any time in any part of the infiltration basin. Such sediment shall be removed promptly, without waiting for the annual renewal date. All accumulated sediments shall be disposed of in accordance with current applicable local, state and federal guidelines and regulations. Sediment removal and other pond maintenance activities shall not be considered as a wetland alteration under the Massachusetts Wetlands Protection Act or the Northborough Wetlands Bylaw, however the Conservation Commission shall be notified of all such activities. Outlet control valves used to allow water to drain out of the basin (such as during a dry weather inspection) shall only be opened after all sediment has been cleaned from the basin.

Other BMPs and Accessories:

Culverts:

Inspect culverts 2 times per year (preferably in Spring and Fall) to ensure that the culverts are working in their intended fashion and that they are free of debris. Remove any obstructions to flow; remove accumulated sediments and debris at the inlet, at the outlet, and within the conduit and to repair any erosion damage at the culvert's inlet and outlet.

Vegetated Areas:

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Inspect slopes and embankments early in the growing season to identify active or potential erosion problems. Replant bare areas or areas with sparse growth. Where rill erosion is evident, armor the area with an appropriate lining or divert the erosive flows to on-site areas able to withstand the concentrated flows.

Roadways and Parking Surfaces:

Clear accumulations of winter sand in parking lots and along roadways at least once a year, preferably in the spring. Accumulations on pavement may be removed by pavement sweeping. Accumulations of sand along road shoulders may be removed by grading excess sand to the pavement edge and removing it manually or by a front-end loader.

LANDSCAPED MANAGEMENT PLAN

It should be recognized that this is a general guideline towards achieving high quality and well-groomed landscaped areas. The grounds staff / landscape contractor must recognize the shortcomings of a general maintenance program such as this and modify and/or augment it based on weekly, monthly, and yearly observations. In order to assure the highest quality conditions, the staff must also recognize and appreciate the need to be aware of the constantly changing conditions of the landscaping and be able to respond to them on a proactive basis.

Additional care must be taken in landscape areas that are functioning as BMP drainage structures. These areas have been specifically designed to treat and convey stormwater and shall be maintained as such. These areas include the Sediment Forebay and Detention Basin and are illustrated on the attached Grading & Drainage Plan.

Fertilizer

Maintenance practices should be aimed at reducing environmental, mechanical and pest stresses to promote healthy and vigorous growth. When necessary, pest outbreaks should be treated with the most sensitive control measure available. Synthetic chemical controls should be used only as a last resort to organic and biological control methods. Fertilizer, synthetic chemical controls and pest management applications (when necessary) should be performed only by licensed applicators in accordance with the manufacturer's label instructions when environmental conditions are conducive to controlled product application.

Only slow-release organic fertilizers should be used in the landscaped areas to limit the amount of nutrients that could enter downstream resource areas. Fertilization of developed areas on site will be performed within manufacturers labeling instructions. Additionally, the fertilizer will include a slow release element and be Phosphorous free.

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Suggested Aeration Program

In-season aeration of lawn areas is good cultural practice and is recommended whenever feasible. It should be accomplished with a solid thin tine aeration method to reduce disruption to the use of the area. The depth of solid tine aeration is similar to core type but should be performed when the soil is somewhat drier for a greater overall effect.

Depending on the intensity of use, it can be expected that all landscaped lawn areas will need aeration to reduce compaction at least once per year. The first operation should occur in late May following the spring season. Methods of reducing compaction will vary based on the nature of the compaction. Compaction on newly established landscaped areas is generally limited to the top 2-3" and can be alleviated using hollow core or thin tine aeration methods. The spring aeration should consist of two passes at opposite directions with 1/4" hollow core tines penetrating 3-5" into the soil profile. Aeration should occur when the soil is moist but not saturated. The cores should be shattered in place and dragged or swept back into the turf to control thatch. If desired the cores may also be removed and the area top-dressed with sand or sandy loam. If the area drains on average too slowly, the topdressing should contain a higher percentage of sand. If it is draining on average too quickly, the top dressing should contain a higher percentage of soil and organic matter.

Landscape Maintenance Program Practices:

Lawn

- Mow a minimum of once a week in spring, to a height of 2" to 2 1/2" high. Mowing should be frequent enough so that no more than 1/3 of grass blade is removed at each mowing. The top growth supports the roots; the shorter the grass is cut, the less the roots will grow. Short cutting also dries out the soil and encourages weeds to germinate.
- Mow approximately once every two weeks from July 1st to August 15th depending on lawn growth.
- Mow on a ten-day cycle in fall, when growth is stimulated by cooler nights and increased moisture.
- Do not remove grass clippings after mowing. (Except in Drainage BMP's)
- Keep mower blades sharp to prevent ragged cuts on grass leaves, which cause a brownish appearance and increase the chance for disease to enter a leaf.
- Supplemental irrigation of lawn areas should provide 1" of water per week in two watering's per week—when no natural rainfall has occurred.
- Shrubs
- Mulch not more than 3" depth with shredded pine or fir bark.

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- Hand pruning shall be performed annually based on the natural growth characteristics of each species to keep plants from overgrowing walks and windows. NO SHEARING OF SHRUBS IS PERMITTED. Typically, pruning of each variety shall be immediately after blooming.
- Fertilize with ½ lb. slow-release fertilizer (see above section on Fertilizer) every second year.
- Hand prune evergreen shrubs only as needed to remove dead and damaged wood and to maintain the naturalistic form of the shrub. Never mechanically shear evergreen shrubs.
- Trees
- Provide aftercare for new tree plantings for the first three years.
- Do not fertilize trees, it artificially stimulates them (unless tree health warrants).
- Water once a week for the first year; twice a month the second, once a month the third year.
- Prune trees on a four-year cycle.

Grassland Management Protocol

During the first three growing seasons the native grasslands should mowed one or two times with a sickle bar mower to suppress weed species. The blade shall be set between 5”-10” as directed. If weed growth is not rampant, the first mowing should be done in mid-July. More than one mowing may be necessary over the course of the first and second growing season if extensive weed growth is evident. During the third year of growth, one mowing shall be performed in late July. No rotary mowers shall be used. All cuttings should be removed and disposed of away from the planted area until the grassland habitat is fully established.

No fertilizers shall be used after planting. The low nitrogen available from the soil is an important factor in suppressing many potential invasive species from establishing in the grassland restoration areas.

Herbicides shall only be used where non-grass herbaceous species comprise more than 30 percent of vegetative cover based as determined from monitoring. Appropriate broad-leaf herbicides should be used only according to their directions.

Supplemental Seeding shall be done in areas where the primary seeding has not been successful as directed by the monitor.

Maintenance Phase

By the fourth growing season, the planted grasslands should be reaching maturity. At this

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time, half of the grassland habitat area should be mown annually in mid- August to maintain the grassland habitat, limiting the opportunity for shrubs and late-blooming forbs to spread, and allowing the grasses time to recover before dormancy.

MANAGEMENT OF DEICING CHEMICALS AND SNOW

It will be the responsibility of the snow removal contractor to properly dispose of transported snow according to the current Massachusetts DEP, Bureau of Water Resources – Snow Disposal Guideline, governing the proper disposal of snow. It will be the responsibility of the snow removal contractor to follow these guidelines and all applicable laws and regulations. A copy of the Massachusetts DEP Snow Disposal Guideline has been included with this Operation and Maintenance Plan for reference. The site's maintenance staff (or its designee) will be responsible for the clearing of the sidewalk and building entrances. The site may be required to use a de-icing agent such as potassium chloride (or approved equal) to maintain a safe walking surface; however, these are to be used at the minimum amount practicable. The de-icing agent for the walkways and building entrances will be kept within the storage rooms located within the buildings. De-icing agents will not be stored outside.

INCIDENT PREVENTION AND RESPONSE PLAN

Pre-Incident Preparations

- Each of the catch basins on-site shall be equipped with one oil absorbent catch basin pillow, installed according to the manufacturer's recommendations. See the attached Grading and Drainage plan for catch basin locations.
- Install Complete Environmental Products, Inc., (CEP) Poly Pillow Part #PIL10, or an equal, to remove floating hydrocarbons within the catch basins. See below for more information on the poly pillow.
- Every catch basin has been installed with a snout to retain hydrocarbons within the catch basins for capture by the pillows.
- Pillows shall be inspected a minimum of every six (6) months and replaced as needed. Deteriorated, used or torn pillows shall be properly disposed of, and additional pillows shall be obtained and installed.
- Have contact information for Clean Harbors Emergency Response Line in a conspicuous location on-site.

CLEAN HARBORS EMERGENCY RESPONSE LINE: 1-(800) 645-8265

In case of Incident:

- Immediately close the master shut off valves to the stormwater basins.
- Call Clean Harbors Emergency Response Line (see phone number above).
- Check to ensure that the pillows are properly installed and install fresh pillow if

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- needed.
- Spill Hazards of pesticides, paints, and solvents shall be remediated using the Manufacturers' recommended spill cleanup protocol.
 - Vehicle fluids and liquid fuel spill shall be remediated according to the local and state regulations governing fuel spills.
 - The owner shall have the following equipment and materials on hand to address a spill clean-up:
 - at least one spare poly pillow (or approved equal) for each catch basin on site; brooms, dust pans, mops, rags, gloves, absorptive material, sand, sawdust, plastic and metal trash containers.
 - All spills shall be cleaned up immediately after discovery.
 - Spills of toxic or hazardous material shall be reported to the Massachusetts Department of Environmental Protection at 888-304-1133.
 - In case of fire, call the Northborough Fire Department at (508) 393-1537

Post Incident:

- Have Clean Harbors Emergency Response on site as soon as possible to remove used pillows and vacuum any standing water within the premises and dispose of standing water and used pillows in accordance with all Local, State and Federal regulations.
- The Town Engineer and Conservation Agent shall be notified and afforded the opportunity to inspect the site.
- All catch basin sumps shall be cleaned as required and vacuumed, and contents disposed in accordance with all Local, State and Federal Regulations.
- Infiltration basins shall be cleaned, and contents disposed in accordance with all Local, State and Federal Regulations.
- Provide written reports of the incident and cleanup to the Town of Northborough Engineering Department and Conservation Commission within 30 days of the incident.
- The Spill Prevention Plan shall be periodically reviewed and updated as needed.

Oil Absorbent Catch Basin Pillows:

Complete Environmental Products, Inc., Poly Pillows Part #PIL10, or an approved equal, shall be installed in all catch basins. Poly pillows are ideal for spill control, containment, or for skimming oil from water. Oil absorbent catch basin pillows work in conjunction with oil snouts which are permanently installed in all catch basins on site to mitigate potential contaminants, including oil, oil products or other hydrocarbons from exiting the catch basins. The poly pillows (or approved equal) shall be inserted in all catch basins. The use of heavy-duty polypropylene covers makes them resistant to tearing.

OPERATION & MAINTENANCE PLAN SCHEDULE

Project: Parcel H Warehouse/Distribution Center Development

Address: 0 & 301 Bartlett Street
Northborough, MA

Party Responsible for O & M Plan: The Gutierrez Company

Address: 200 Summit Drive, Suite 400
Burlington, MA 01803

Date: 12/24/2019

Revised: 2/16/2022

Plan schedule be submitted to Town of Northborough Engineering Dept. and Conservation Agent annually

Phone: 781-272-7000

Structure or Task	Maintenance Activity	Schedule/Notes	Annual Maintenance Cost	Inspection Performed		Comments on Findings during Inspection & Maintenance
				Date:	By:	
Street Sweeping	Sweep, power broom or vacuum paved areas.	Sweep paved areas as needed, but not less than four times annually.	\$2,000			
		Submit information that confirms that all street sweepings have been disposed in accordance with state and local requirements				
Deep Sump Catch Basins(s)	Clam shell or vacuum sumps	Inspect at least twice annually. Clean when sediment is within 2 feet of the outlet invert.	\$500			
		Submit information that confirms that all catch basin sediments have been disposed in accordance with state and local requirements				
Proprietary Stormwater Separator	Vactor trucks or manual cleaning. Clean units in accordance with manufacturers recommendations and requirements. Clam shell not recommended for these units.	Inspect in accordance with manufacturers requirements, but no less than monthly for the first year following installation, and no less than once a year thereafter. Remove sediment and other trapped pollutants at frequency or level specified by manufacturer or when the sediment depth in the chamber reaches 12 inches.	\$2,000			
Storm Water Management System						
Surface Basins	Inspect 4 times per year to ensure it is draining properly. Inspect inlets, outlets and riprap and repair immediately	Perform every other month as well as after every storm event over 1/2". See also note #1 below.	\$2,500			
	Side slopes mowed at least twice during growing season					
	Inspect system bottoms and remove any accumulated sediment greater than 3 inches	Four times per year. However, whenever an infiltration basin is observed to have accumulated 3-inches or more of sediment at any time in any part of the infiltration basin, then such sediment shall be removed promptly, without waiting for the annual renewal date.				
Outlet Control Structure(s)	Vacuum.	Periodic cleaning of Outlet Control Structures as needed.	\$500			
Mosquito Control	CB management targeted larviciding treatment to CB's and all storm drains to control mosquitoes in their aquatic stages.	Surveillance is a non chemical inspection method that involves classification of mosquito breeding sites, larval presents, and survey.	\$100			
Snow Storage	Debris shall be cleared from the site and properly disposed of at the end of the snow season, but shall be cleared no later than May 15.	Avoid dumping snow removal over catch basins, in detention ponds, sediment forebays, rivers, wetlands, and flood plain. It is also prohibited to dump snow in any gravel swales.	\$800*			

Note #1 - During the first year of operation, all of the BMP's shall be inspected during and after large storm events to ensure they are functioning properly.

Note #2 - Annual Maintenance Costs are estimated. Costs may be more or less than indicated.

* Per snow event assuming four (4) hours of snow plowing by front end loader truck.



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

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Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Kathleen A. Theoharides
Secretary

Martin Suuberg
Commissioner

Massachusetts Department of Environmental Protection Bureau of Water Resources Snow Disposal Guidance

Effective Date: December 11, 2020

Applicability: Applies to all federal, state, regional and local agencies, as well as to private businesses.

Supersedes: Bureau of Resource Protection (BRP) Snow Disposal Guideline No. BRPG97-1 issued December 12, 1997 and BRPG01-01 issued March 8, 2001; Bureau of Water Resources (BWR) snow disposal guidance issued December 21, 2015 and December 12, 2018.

Approved by: Kathleen Baskin, Assistant Commissioner, Bureau of Water Resources

PURPOSE: To provide guidelines to all government agencies and private businesses regarding snow disposal site selection, site preparation and maintenance, and emergency snow disposal options that are protective of wetlands, drinking water, and water bodies, and are acceptable to the Massachusetts Department of Environmental Protection (MassDEP), Bureau of Water Resources.

APPLICABILITY: These Guidelines are issued by MassDEP's Bureau of Water Resources on behalf of all Bureau Programs (including Drinking Water Supply, Wetlands and Waterways, Wastewater Management, and Watershed Planning and Permitting). They apply to all federal agencies, state agencies, state authorities, municipal agencies and private businesses disposing of snow in the Commonwealth of Massachusetts.

INTRODUCTION

Finding a place to dispose of collected snow poses a challenge to municipalities and businesses as they clear roads, parking lots, bridges, and sidewalks. While MassDEP is aware of the threats to public safety caused by snow, collected snow that is contaminated with road salt, sand, litter, and automotive pollutants such as oil also threatens public health and the environment.

As snow melts, road salt, sand, litter, and other pollutants are transported into surface water or through the soil where they may eventually reach the groundwater. Road salt and other pollutants can contaminate water supplies and are toxic to aquatic life at certain levels. Sand washed into

This information is available in alternate format. Contact Michelle Waters-Ekanem, Director of Diversity/Civil Rights at 617-292-5751.

TTY# MassRelay Service 1-800-439-2370

MassDEP Website: www.mass.gov/dep

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waterbodies can create sand bars or fill in wetlands and ponds, impacting aquatic life, causing flooding, and affecting our use of these resources.

There are several steps that communities can take to minimize the impacts of snow disposal on public health and the environment. These steps will help communities avoid the costs of a contaminated water supply, degraded waterbodies, and flooding. Everything that occurs on the land has the potential to impact the Commonwealth's water resources. Given the authority of local government over the use of the land, municipal officials and staff have a critically important role to play in protecting our water resources.

The purpose of these guidelines is to help federal agencies, state agencies, state authorities, municipalities and businesses select, prepare, and maintain appropriate snow disposal sites before the snow begins to accumulate through the winter. Following these guidelines and obtaining the necessary approvals may also help municipalities in cases when seeking reimbursement for snow disposal costs from the Federal Emergency Management Agency is possible.

RECOMMENDED GUIDELINES

These snow disposal guidelines address: (1) site selection; (2) site preparation and maintenance; and (3) emergency snow disposal.

1. SITE SELECTION

The key to selecting effective snow disposal sites is to locate them adjacent to or on pervious surfaces in upland areas or upland locations on impervious surfaces away from water resources and drinking water wells. At these locations, the snow meltwater can filter into the soil, leaving behind sand and debris which can be removed in the spring. The following conditions should be followed:

- Within water supply Zone A and Zone II, avoid storage or disposal of snow and ice containing deicing chemicals that has been collected from streets located outside these zones. Municipalities may have a water supply protection land use control that prohibits the disposal of snow and ice containing deicing chemicals from outside the Zone A and Zone II, subject to the Massachusetts Drinking Water Regulations at 310 CMR 22.20C and 310 CMR 22.21(2).
- Avoid storage or disposal of snow or ice in Interim Wellhead Protection Areas (IWPA) of public water supply wells, and within 75 feet of a private well, where road salt may contaminate water supplies.
- Avoid dumping snow into any waterbody, including rivers, the ocean, reservoirs, ponds, or wetlands. In addition to water quality impacts and flooding, snow disposed of in open water can cause navigational hazards when it freezes into ice blocks.
- Avoid dumping snow on MassDEP-designated high and medium-yield aquifers where it may contaminate groundwater.
- Avoid dumping snow in sanitary landfills and gravel pits. Snow meltwater will create more contaminated leachate in landfills posing a greater risk to groundwater, and in gravel pits, there is little opportunity for pollutants to be filtered out of the meltwater because groundwater is close to the land surface.

- Avoid disposing of snow on top of storm drain catch basins or in stormwater drainage systems including detention basins, swales or ditches. Snow combined with sand and debris may block a stormwater drainage system, causing localized flooding. A high volume of sand, sediment, and litter released from melting snow also may be quickly transported through the system into surface water.

Recommended Site Selection Procedures

It is important that the municipal Department of Public Works or Highway Department, Conservation Commission, and Board of Health work together to select appropriate snow disposal sites. The following steps should be taken:

- Estimate how much snow disposal capacity may be needed for the season so that an adequate number of disposal sites can be selected and prepared.
- Identify sites that could potentially be used for snow disposal, such as municipal open space (e.g., parking lots or parks).
- Select sites located in upland locations that are not likely to impact sensitive environmental resources first.
- If more storage space is still needed, prioritize the sites with the least environmental impact (using the site selection criteria, and local or MassGIS maps as a guide).

Snow Disposal Mapping Assistance

MassDEP has an online mapping tool to assist in identifying possible locations to potentially dispose of snow. MassDEP encourages municipalities to use this tool to identify possible snow disposal options. The tool identifies wetland resource areas, public drinking water supplies and other sensitive locations where snow should not be disposed. The tool may be accessed through the Internet at the following web address:

<https://maps.env.state.ma.us/dep/arcgis/js/templates/PSF/>.

2. SITE PREPARATION AND MAINTENANCE

In addition to carefully selecting disposal sites before the winter begins, it is important to prepare and maintain these sites to maximize their effectiveness. The following maintenance measures should be undertaken for all snow disposal sites:

- A silt fence or equivalent barrier should be placed securely on the downgradient side of the snow disposal site.
- Wherever possible maintain a 50-foot vegetated buffer between the disposal site and adjacent waterbodies to filter pollutants from the meltwater.
- Clear debris from the site prior to using the site for snow disposal.
- Clear debris from the site and properly dispose of it at the end of the snow season, and no later than May 15.

3. SNOW DISPOSAL APPROVALS

Proper snow disposal may be undertaken through one of the following approval procedures:

- Routine snow disposal – Minimal, if any, administrative review is required in these cases when upland and pervious snow disposal locations or upland locations on impervious surfaces that have functioning and maintained stormwater management systems have been identified, mapped, and used for snow disposal following ordinary snowfalls. Use of upland and pervious snow disposal sites avoids wetland resource areas and allows snow meltwater to recharge groundwater and will help filter pollutants, sand, and other debris. This process will address the majority of snow removal efforts until an entity exhausts all available upland snow disposal sites. The location and mapping of snow disposal sites will help facilitate each entity's routine snow management efforts.
- Emergency Certifications – If an entity demonstrates that there is no remaining capacity at upland snow disposal locations, local conservation commissions may issue an Emergency Certification under the Massachusetts Wetlands Protection regulations to authorize snow disposal in buffer zones to wetlands, certain open water areas, and certain wetland resource areas (i.e. within flood plains). Emergency Certifications can only be issued at the request of a public agency or by order of a public agency for the protection of the health or safety of citizens, and are limited to those activities necessary to abate the emergency. See 310 CMR 10.06(1)-(4). Use the following guidelines in these emergency situations:
 - Dispose of snow in open water with adequate flow and mixing to prevent ice dams from forming.
 - Do not dispose of snow in salt marshes, vegetated wetlands, certified vernal pools, shellfish beds, mudflats, drinking water reservoirs and their tributaries, Zone IIs or IWPA's of public water supply wells, Outstanding Resource Waters, or Areas of Critical Environmental Concern.
 - Do not dispose of snow where trucks may cause shoreline damage or erosion.
 - Consult with the municipal Conservation Commission to ensure that snow disposal in open water complies with local ordinances and bylaws.
- Severe Weather Emergency Declarations – In the event of a large-scale severe weather event, MassDEP may issue a broader Emergency Declaration under the Wetlands Protection Act which allows federal agencies, state agencies, state authorities, municipalities, and businesses greater flexibility in snow disposal practices. Emergency Declarations typically authorize greater snow disposal options while protecting especially sensitive resources such as public drinking water supplies, vernal pools, land containing shellfish, FEMA designated floodways, coastal dunes, and salt marsh. In the event of severe winter storm emergencies, the snow disposal site maps created by municipalities will enable MassDEP and the Massachusetts Emergency Management Agency (MEMA) in helping communities identify appropriate snow disposal locations.

If upland disposal sites have been exhausted, the Emergency Declaration issued by MassDEP allows for snow disposal near water bodies. In these situations, a buffer of at

least 50 feet, preferably vegetated, should still be maintained between the site and the waterbody. Furthermore, it is essential that the other guidelines for preparing and maintaining snow disposal sites be followed to minimize the threat to adjacent waterbodies.

Under extraordinary conditions, when all land-based snow disposal options are exhausted, the Emergency Declaration issued by MassDEP may allow disposal of snow in certain waterbodies under certain conditions. *A federal agency, state agency, state authority, municipality or business seeking to dispose of snow in a waterbody should take the following steps:*

- Call the emergency contact phone number [(888) 304-1133)] and notify the MEMA of the municipality's intent.
- MEMA will ask for some information about where the requested disposal will take place.
- MEMA will confirm that the disposal is consistent with MassDEP's Severe Weather Emergency Declaration and these guidelines and is therefore approved.

During declared statewide snow emergency events, MassDEP's website will also highlight the emergency contact phone number [(888) 304-1133)] for authorizations and inquiries. For further non-emergency information about this Guidance you may contact your MassDEP Regional Office Service Center:

Northeast Regional Office, Wilmington, 978-694-3246

Southeast Regional Office, Lakeville, 508-946-2714

Central Regional Office, Worcester, 508-792-7650

Western Regional Office, Springfield, 413-755-2114

Chapter 5 Miscellaneous Stormwater Topics

Mosquito Control in Stormwater Management Practices

Both aboveground and underground stormwater BMPs have the potential to serve as mosquito breeding areas. Good design, proper operation and maintenance and treatment with larvicides can minimize this potential.

EPA recommends that stormwater treatment practices dewater within 3 days (72 hours) to reduce the number of mosquitoes that mature to adults, since the aquatic stage of many mosquito species is 7 to 10 days. Massachusetts has had a 72-hour dewatering rule in its Stormwater Management Standards since 1996. The 2008 technical specifications for BMPs set forth in Volume 2, Chapter 2 of the Massachusetts Stormwater Handbook also concur with this practice by requiring that all stormwater practices designed to drain do so within 72 hours.

Some stormwater practices are designed to include permanent wet pools. These practices – if maintained properly – can limit mosquito breeding by providing habitat for mosquito predators. Additional measures that can be taken to reduce mosquito populations include increasing water circulation, attracting mosquito predators by adding suitable habitat, and applying larvicides.

The Massachusetts State Reclamation and Mosquito Control Board (SRMCB), through the Massachusetts Mosquito Control Districts, can undertake further mosquito control actions specifically for the purpose of mosquito control pursuant to Massachusetts General Law Chapter 252. The Mosquito Control Board, <http://www.mass.gov/agr/mosquito/>, describes mosquito control methods and is in the process of developing guidance documents that describe Best Management Practices for mosquito control projects.

The SRMCB and Mosquito Control Districts are not responsible for operating and maintaining stormwater BMPs to reduce mosquito populations. The owners of property that construct the stormwater BMPs or municipalities that “accept” them through local subdivision approval are responsible for their maintenance.¹ The SRMCB is composed of officials from MassDEP, Department of Agricultural Resources, and Department of Conservation and Recreation. The nine (9) Mosquito Control Districts overseen by the SRMCB are located throughout Massachusetts, covering 176 municipalities.

Construction Period Best Management Practices for Mosquito Control

To minimize mosquito breeding during construction, it is essential that the following actions be taken to minimize the creation of standing pools by taking the following actions:

- **Minimize Land Disturbance:** Minimizing land disturbance reduces the likelihood of mosquito breeding by reducing silt in runoff that will cause construction period controls to clog and retain standing pools of water for more than 72 hours.
- **Catch Basin inlets:** Inspect and refresh filter fabric, hay bales, filter socks or stone dams on a regular basis to ensure that any stormwater ponded at the inlet drains within 8 hours after precipitation stops. Shorter periods may be necessary to avoid hydroplaning in roads

¹ MassDEP and MassHighway understand that the numerous stormwater BMPs along state highways pose a unique challenge. To address this challenge, the 2004 MassHighway Stormwater Handbook will provide additional information on appropriate operation and maintenance practices for mosquito control when the Handbook is revised to reflect the 2008 changes to the Stormwater Management Standards..

caused by water ponded at the catch basin inlet. Treat catch basin sumps with larvicides such as *Bacillus sphaericus* (Bs) using a licensed pesticide applicator.

- **Check Dams:** If temporary check dams are used during the construction period to lag peak rate of runoff or pond runoff for exfiltration, inspect and repair the check dams on a regular basis to ensure that any stormwater ponded behind the check dam drains within 72 hours.
- **Design construction period sediment traps** to dewater within 72 hours after precipitation. Because these traps are subject to high silt loads and tend to clog, treat them with the larvicide Bs after it rains from June through October, until the first frost occurs.
- **Construction period open conveyances:** When temporary manmade ditches are used for channelizing construction period runoff, inspect them on a regular basis to remove any accumulated sediment to restore flow capacity to the temporary ditch.
- **Revegetating Disturbed Surfaces:** Revegetating disturbed surfaces reduces sediment in runoff that will cause construction period controls to clog and retain standing pools of water for greater than 72 hours.
- **Sediment fences/hay bale barriers:** When inspections find standing pools of water beyond the 24-hour period after a storm, take action to restore barrier to its normal function.

Post-Construction Stormwater Treatment Practices

- Mosquito control begins with the environmentally sensitive site design. Environmentally sensitive site design that minimizes impervious surfaces reduces the amount of stormwater runoff. Disconnecting runoff using the LID Site Design credits outlined in the Massachusetts Stormwater Handbook reduces the amount of stormwater that must be conveyed to a treatment practice. Utilizing green roofs minimizes runoff from smaller storms. Storage media must be designed to dewater within 72 hours after precipitation.
- Mosquito control continues with the selection of structural stormwater BMPs that are unlikely to become breeding grounds for mosquitoes, such as:
 - **Bioretention Areas/Rain Gardens/Sand Filter:** These practices tend not to result in mosquito breeding. If any level spreaders, weirs or sediment forebays are used as part of the design, inspect them and correct them as necessary to prevent standing pools of water for more than 72 hours.
 - **Infiltration Trenches:** This practice tends not to result in mosquito breeding. If any level spreaders, weirs, or sediment forebays are used as part of the design, inspect them and correct them as necessary to prevent standing pools of water for more than 72 hours.
- Another mosquito control strategy is to select BMPs that can become habitats for mosquito predators, such as:
 - **Constructed Stormwater Wetlands:** Habitat features can be incorporated in constructed stormwater wetlands to attract dragonflies, amphibians, turtles, birds, bats, and other natural predators of mosquitoes.
 - **Wet Basins:** Wet basins can be designed to incorporate fish habitat features, such as deep pools. Introduce fish in consultation with Massachusetts Division of Fisheries and Wildlife. Vegetation within wet basins designed as fish habitat must be properly managed to ensure that vegetation does not overtake the habitat. Proper design to ensure that no low circulation or “dead” zones are created may reduce the potential for mosquito breeding. Introducing bubblers may increase water circulation in the wet basin.

Effective mosquito controls require proponents to design structural BMPs to prevent ponding and facilitate maintenance and, if necessary, the application of larvicides. Examples of such design practices include the following:

- **Basins:** Provide perimeter access around wet basins, extended dry detention basins and dry detention basins for both larviciding and routine maintenance. Control vegetation to ensure that access pathways stay open.
- **BMPs without a permanent pool of water:** All structural BMPs that do not rely on a permanent pool of water must drain and completely dewater within 72 hours after precipitation. This includes dry detention basins, extended dry detention basins, infiltration basins, and dry water quality swales. Use underdrains at extended dry detention basins to drain the small pools that form due to accumulation of silts. Wallace indicates that extended dry extended detention basins may breed more mosquitoes than wet basins. It is, therefore, imperative to design outlets from extended dry detention basins to completely dewater within the 72-hour period.
- **Energy Dissipators and Flow Spreaders:** Currier and Moeller, 2000 indicate that shallow recesses in energy dissipators and flow spreaders trap water where mosquitoes breed. Set the riprap in grout to reduce the shallow recesses and minimize mosquito breeding.
- **Outlet control structures:** Debris trapped in small orifices or on trash racks of outlet control structures such as multiple stage outlet risers may clog the orifices or the trash rack, causing a standing pool of water. Optimize the orifice size or trash rack mesh size to provide required peak rate attenuation/water quality detention/retention time while minimizing clogging.
- **Rain Barrels and Cisterns:** Seal lids to reduce the likelihood of mosquitoes laying eggs in standing water. Install mosquito netting over inlets. The cistern system should be designed to ensure that all collected water is drained into it within 72 hours.
- **Subsurface Structures, Deep Sump Catch Basins, Oil Grit Separators, and Leaching Catch Basins:** Seal all manhole covers to reduce likelihood of mosquitoes laying eggs in standing water. Install mosquito netting over the outlet (CALTRANS 2004).

The Operation and Maintenance Plan should provide for mosquito prevention and control.

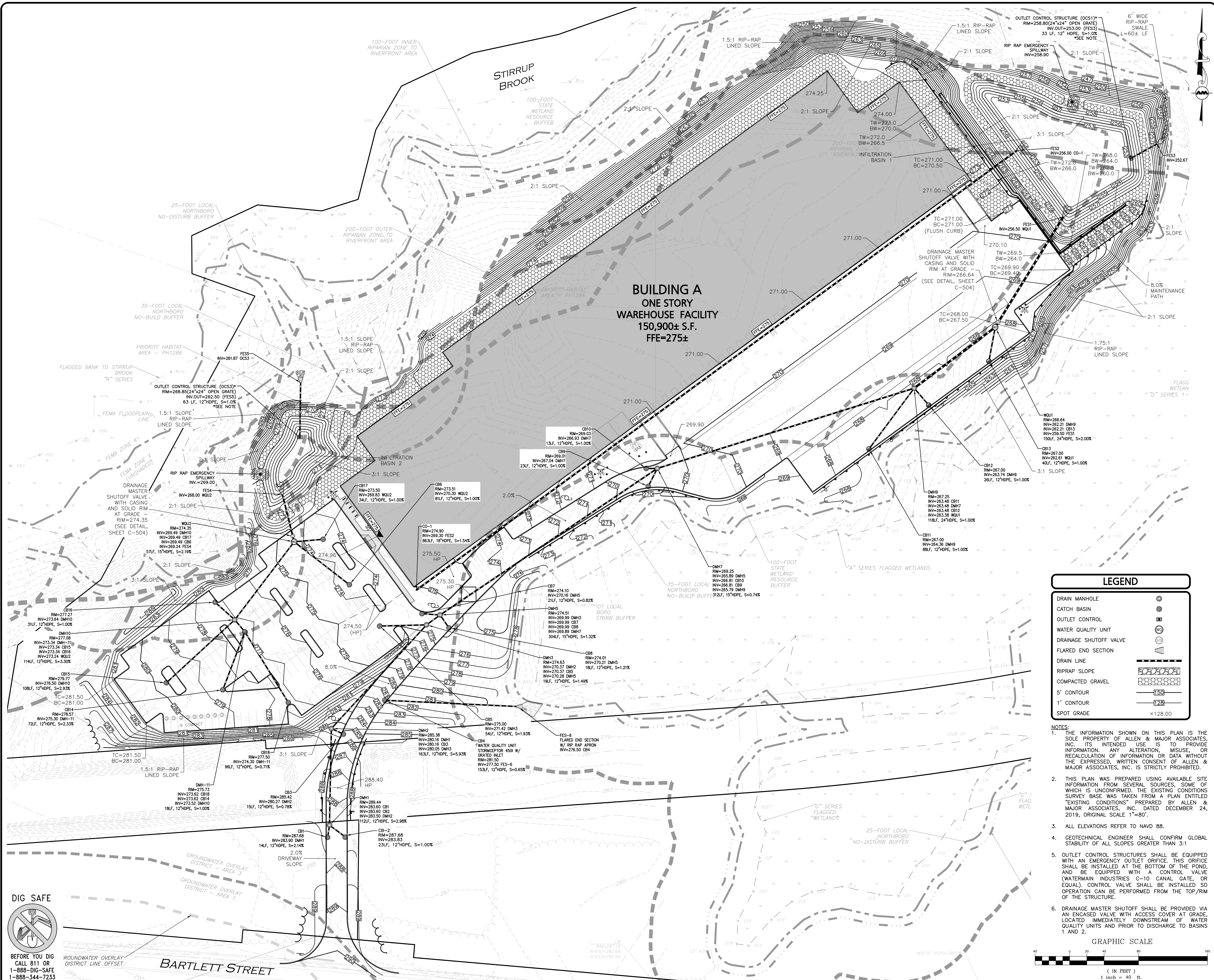
- **Check dams:** Inspect permanent check dams on the schedule set forth in the O&M Plan. Inspect check dams 72 hours after storms for standing water ponding behind the dam. Take corrective action if standing water is found.
- **Cisterns:** Apply *Bs* larvicide in the cistern if any evidence of mosquitoes is found. The Operation and Maintenance Plan shall specify how often larvicides should be applied to waters in the cistern.
- **Water quality swales:** Remove and properly dispose of any accumulated sediment as scheduled in the Operation and Maintenance Plan.
- **Larvicide Treatment:** The Operation and Maintenance Plan must include measures to minimize mosquito breeding, including larviciding.
- The party identified in the Operation and Maintenance Plan as responsible for maintenance shall see that larvicides are applied as necessary to the following stormwater treatment practices: catch basins, oil/grit separators, wet basins, wet water quality swales, dry extended detention basins, infiltration basins, and constructed stormwater wetlands. The Operation and Maintenance Plan must ensure that all larvicides are applied by a licensed pesticide applicator and in compliance with all pesticide label requirements.
- The Operation and Maintenance Plan should identify the appropriate larvicide and the time and method of application. For example, *Bacillus sphaericus* (*Bs*), the preferred

larvicide for stormwater BMPs, should be hand-broadcast.² Alternatively, Altosid, a Methopren product, may be used. Because some practices are designed to dewater between storms, such as dry extended detention and infiltration basins, the Operation and Maintenance Plan should provide that larviciding must be conducted during or immediately after wet weather, when the detention or infiltration basin has a standing pool of water, unless a product is used that can withstand extended dry periods.

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² *Bacillus thuringiensis israelensis* or *Bti* is usually applied by helicopter to wetlands and floodplains



PRELIMINARY LIST OF PERMITS & WAIVERS

THE PROPOSED PROJECT IS A DISTRIBUTION WAREHOUSE DEVELOPMENT. THE FOLLOWING IS A PRELIMINARY LIST OF REQUIRED PERMITS AND WAIVERS SOUGHT. AS THE DEVELOPMENT PROGRESSES, ADDITIONAL WAIVERS AND PERMITS MAY BE ADDED.

THE APPLICANT ANTICIPATES THE FOLLOWING PERMITS SHALL BE REQUIRED:

NORTHBOROUGH PERMITS:

- SITE PLAN APPROVAL WITH SPECIAL PERMIT FOR GWOP (PLANNING BOARD)
- ORDER OF CONDITIONS (NOI)
- SPECIAL PERMIT
- EARTH REMOVAL PERMIT
- DESIGN REVIEW COMMITTEE APPROVAL

NORTHBOROUGH WAIVERS:

- N/A

TOWN OF NORTHBOROUGH, MA
PLANNING BOARD SITE PLAN APPROVAL

WITH SPECIAL PERMIT APPROVAL

SIGNATURE

DATE



PROFESSIONAL ENGINEER FOR
ALLEN & MAJOR ASSOCIATES, INC.

3	2023-02-16	REISSUED FOR SITE PLAN APPROVAL
2	2022-12-22	ISSUED FOR SITE PLAN APPROVAL
1	2020-02-24	SUBMITTED FOR SITE PLAN REVIEW

APPLICANT/OWNER:

THE GUTIERREZ COMPANY
200 SUMMIT DRIVE, SUITE 400
BURLINGTON, MA 01803

PROJECT:

PARCEL H DEVELOPMENT
BARTLETT STREET
MAP 51 LOT 3 &
MAP 66 LOT 16
NORTHBOROUGH, MA

PROJECT NO.	1145-09	DATE:	2019-12-24
SCALE:	1"=40'	DWG. NAME:	C-1145-09

DESIGNED BY: DMR CHECKED BY: CMQ

PREPARED BY:



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