

Pollution Prevention for Municipal Facilities

Updated August 2024

General

As part of the MS4 Stormwater Program, the City of Church Hill is required to develop and implement an operations and maintenance program to prevent or reduce pollutant runoff from municipal operations.

Training

Employees responsible for operations and maintenance of municipal facilities shall be provided sufficient training to identify and prevent or reduce stormwater pollution. New employees should be trained within 6 months of their hire date. Existing employees should have training or re-training at least once every 5 years.

Operations and Maintenance Plans

An Operations and Maintenance Plan shall be prepared for City owned or maintained facilities:

- Public streets and public storm drain systems
- Public parking lots
 - Downtown area
 - City Hall Parking Lot
 - Main Street
- Public buildings and their parking lots
 - City Hall and Post Office
 - Senior Center
 - Fitness Center
 - Church Hill Library
 - Farmer's Market
- Municipal Garage
 - Public Works
 - Wastewater
- Parks and trails
 - Castle Park
 - Derrick Park
 - Jaycee Park
 - Sally Park
 - Taylor Park
 - Holliston Mills Park

The Operations and Maintenance Plan should include standard operating procedures for day to day operations, periodic inspections, and other items as may be appropriate.

Annual Inspection

The Stormwater Coordinator, or designee, shall perform an annual inspection of all City owned and maintained facilities using the "Pollution Prevention Inspection Checklist". Any deficiencies shall be noted and resolved in a timely manner.

Documentation

Records shall be maintained of training dates and attendees, inspections, and Operation and Maintenance Plans.