

<p>PUTNAM VALLEY CENTRAL SCHOOL DISTRICT PUTNAM VALLEY, NY</p>	<p>WORKSHOP PART ONE: GOOD HOUSEKEEPING/POLLUTION PREVENTION</p> <p>1. Training Requirements The Phase II Stormwater regulations require all staff performing daily housekeeping activities, such as building and grounds maintenance, winter snow removal, new construction and land disturbances, and stormwater system maintenance, receive training in pollution prevention and good housekeeping.</p> <p>2. Program Awareness The quizzes/ multiple choice questions, in this document, are presented to determine staff understanding/awareness of the stormwater management program.</p> <p>3. Training Documentation In order to ensure that district operations and maintenance staff have received training in pollution prevention and good housekeeping, please provide the following records to CFE Consulting Services, LLC (CFE), after staff have taken the required training and have answered the quiz questions:</p> <ul style="list-style-type: none"> • Date of training • Staff training attendance sheet • Comments on staff understanding/awareness of the stormwater program <p>4.Implementing Phase II Stormwater Program Phase II MS4s (Municipal Separate Storm Sewer Systems) are required to train staff on ways to protect stormwater, particularly when maintaining MS4 infrastructure and performing daily housekeeping activities, such as building and grounds maintenance, winter snow removal, new construction and land disturbances, and stormwater system</p>
<p>MS4PY3 SWMP: TRAINING WORKSHOP FOR O & M STAFF</p>	
<p>FEBRUARY 18, 2013</p>	
<p>PART 1 - GOOD HOUSEKEEPING/ POLLUTION PREVENTION</p> <p>PART 2 - TRAINING PROGRAM QUIZ</p>	
<p>FOR MORE INFORMATION CONTACT YOUR STORMWATER COORDINATOR:</p> <p>DOUGLAS JUDSON AT: 845-526-7854 or at djudson@pvcsd.org</p>	

maintenance. Prudent stormwater practices include:

- Developing inspection and maintenance procedures and schedules for **Stormwater Best Management Practices (BMPs)**
- Implementing BMPs to treat pollutants from maintenance areas, storage yards, sand and salt storage areas, and waste transfer stations
- Establishing procedures for properly disposing of pollutants removed from the MS4

5. What is an MS4?

An MS4 is a system of conveyances, owned by a state, city, town, or public entity, including school districts that **discharge stormwater to waters of the U.S.** The conveyance system is:

- Designed or used for collecting or conveying stormwater
- Is not a combined sewer
- Is not part of a Publicly owned Treatment works (POTW)

6. The Phase II Stormwater Program

The Phase II Stormwater regulations were finalized and issued on December 8, 1999 and became **effective on March 10, 2003.**

7. Local School District Decision Tree for MS4 Determination

In 2006 the New York State Department of Environmental Protection (NYSDEC), the state agency

for administering the Phase II Stormwater regulations in New York State, issued **“decision tree for MS4 determination”** for local school districts. Based on the decision tree, the district is subject to the Phase II program requirements if the school property meets all of the following criteria:

- School property has more than a single building
- The school property is located wholly or partially within the automatically Designated Urbanized Areas of the New York State
- The school property has more than 1000 daytime student/staff population

8. Implementation of Phase II Stormwater Regulations

School districts designated as MS4s are required to develop and implement a stormwater management program by addressing the six (6) basic elements or “minimum control measures”:

- Public Education and Outreach (MCM #1)
- Public Involvement and Participation (MCM #2)
- Illicit Discharge Detection and Elimination (MCM #3)
- Construction site Runoff Control (MCM#4)
- Post-Construction Stormwater Management (MCM#5)
- Pollution Prevention/Good Housekeeping (MCM#6)

MS4s must develop stormwater management programs to reduce pollutants to the maximum extent practicable (MEP) by addressing the six (6) basic elements or “minimum control measures” noted above.

9. Potential Stormwater Pollutants

Potential stormwater pollutants include:

- **Sediment** from soil erosion caused by the wearing away of land surface by wind or water, from disturbed/exposed soil surfaces such as at construction sites
- **Trash** such as paper, plastic bottles, food containers, etc., from parking and storage areas

- **Metals** from vehicle maintenance and repair activities
- **Bacteria** from waste handling and disposal, failing septic leaching fields and pet and geese/bird droppings
- **Oil and greases** from vehicle and equipment fueling facilities, improperly maintained student/staff cars and trucks in parking areas
- **Fertilizers, pesticides, insecticides and herbicides** applied to lawns and gardens
- **Salt, de-icing materials and sand** used during the winter season

10. Pollution Prevention Measures

1. Material Inventory Update

Keep an updated material inventory of all materials associated with:

- Buildings and grounds maintenance
- Winter snow removal operations
- Storm sewer conveyance maintenance
- New construction and land disturbance activities
- Note any changes in material orders from year to year and reasons for increase or decrease in the use of materials

2. Spill Prevention Measures

Whenever a spill occurs:

- Notify your supervisor and record date, type of spill and location of spill
- Note spill prevention measure that was undertaken to clean up spill

3. Spill Cleanup

After spill has been cleaned up:

- Promptly dispose clean up materials and spill materials in a closed container
- Dispose spill material in accordance with local and state laws
- If a Third Party Contractor has been hired to clean up spill, make sure that the Contractor certifies that he will comply with the State stormwater regulations.

The potential pollutants listed below are likely to be associated with the following district facilities and/or activities and operations:

FACILITIES/ OPERATIONS	POTENTIAL POLLUTANTS							
	SEDIMENT	NUTRIENTS	TRASH	METALS	BACTERIA	OIL/ GREASES	FERTILIZER S, PESTICIDES, ETC.	SALT/ SAND/ DEICERS
1. Buildings & Grounds Operations	x	x	x	x	x	x	x	x
2. Parking Lots/Driveways	x	x	x	x		x		x
3. Septic Leaching Fields		x			x			
4. Vehicle & Equipment Fueling				x		x		
5. Outdoor Loading & Unloading	x		x	x		x		
6. Outdoor Storage of Liquids			x	x		x		
7. Landscape Activities (Lawns & gardens)		x					x	
8. Winter Operations	x							x
9. Land Disturbances, Construction activities	x		x			x		

WORKSHOP PART TWO: TRAINING PROGRAM QUIZ

PART I - STAFF TRAINING PROGRAM QUIZ

1. The stormwater regulations require all staff, performing daily housekeeping activities, such as building and grounds maintenance, winter snow removal, new construction and land disturbances, and stormwater system maintenance, receive training in pollution prevention and good housekeeping. Select your choice below.
 - True
 - False
2. Interior building renovation construction requires pollution prevention training. Select your choice below.
 - True
 - False

PART II - PHASE II STORMWATER PROGRAM REGULATIONS QUIZ

1. Prudent stormwater practices include BMPs. Select your choice below.
 - True
 - False
2. The MS4 conveyance system is designed or used for collecting or conveying stormwater. Select your choice below.
 - True
 - False
3. The Phase II Stormwater regulations were finalized and issued on December 8, 1999 and became effective on March 10, 2003. Select your choice below.
 - True
 - False

4. Based on the decision tree, the district is subject to the Phase II program requirements if the school property meets all of the following criteria:

- A. School property has more than a single building
- B. The school property is located wholly or partially within the automatically Designated Urbanized Areas of the New York State
- C. The school property has more than 1000 daytime student/staff population

Select your choice below.

- True
- False

5. School districts designated as MS4s are required to develop and implement a stormwater management program by addressing the six (6) basic elements or “minimum control measures”:

- A. Public Education and Outreach(MCM #1)
- B. Public Involvement and Participation (MCM #2)
- C. Illicit Discharge Detection and Elimination (MCM #3)
- D. Construction site Runoff Control (MCM#4)
- E. Post-Construction Stormwater Management (MCM#5)
- F. Pollution Prevention/Good Housekeeping (MCM#6)

Select your choice below.

- True
- False

PART III - POTENTIAL STORMWATER POLLUTANTS QUIZ

1. Stormwater potential pollutants associated with winter snow/de-icing operations include fertilizers, herbicides and pesticides. Select your choice below.

- True
- False

2. Stormwater potential pollutants associated with failing septic leaching fields include oils and greases. Select your choice below.

- True
- False

3. Stormwater potential pollutants associated with vehicles and equipment fueling include, sediment, metals and oils and greases. Select your choice below.

- True
- False

4. Sediment is primarily generated from soil erosion caused by the wearing away of land surface by wind or water, from disturbed/exposed soil surfaces such as at construction sites. Select your choice below.

- True
- False

5. Stormwater pollution from landscape activities include the leaching of unused fertilizers, pesticides, and herbicides applied to lawns, gardens and shrubs. Select your choice below.

- True
- False

6. Stormwater pollution from buildings & grounds generally include sediment, nutrients, trash, metals, bacteria, oil/greases, fertilizers/pesticides, salt/sand and de-icing chemicals. Select your choice below.

- True
- False

PART IV – POLLUTION PREVENTION MEASURES QUIZ

1. When a large spill occurs the following is necessary. Small spills do not have to be recorded.

- Notify your supervisor and record date, type of spill and location of spill
- Note spill prevention measure that was undertaken to clean up spill

Select your choice below.

- True
- False

2. After spill has been cleaned up:

- Promptly dispose clean up materials and spill materials in a closed container
- Dispose spill material in accordance with local and state laws
- If a Third Party Contractor has been hired to clean up spill, make sure that the Contractor certifies that he will comply with the State stormwater regulations.

Select your choice below.

- True
- False