SOUTHERN MAINE COMMUNITY COLLEGE
Municipal Separate Storm Sewer System
2022-2027 State/Federal General Permit
Permit # MER042004

YEAR 3 (2024-2025) ANNUAL COMPLIANCE REPORT

2 Fort Road
South Portland, ME 04206

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Environmental Health and Safety Coordinator

SUBMITTED ELECTRONICALLY
SEPTEMBER 2025

INTRODUCTION

This is the annual compliance report for Southern Maine Community College (SMCC) as required under the *General Permit for the Discharge of Stormwater from Small State and Federally Owned Municipal Separate Storm Sewer Systems* (MS4) issued by the Maine Department of Environmental Protection (DEP).

The information herein reflects stormwater activities and compliance for the period from July 1, 2024 to June 30, 2025. This time period will be referred to as Permit Year 3 (PY3).

The Stormwater Management Plan and the General Permit require SMCC address six Minimum Control Measures or MCMs. For each MCM, SMCC has defined specific Best Management Practices (BMP's) which will be implemented in according with the schedule of compliance established in the college's Modified Stormwater Management Plan dated September 23, 2022.

MCM 1 - EDUCATION/OUTREACH PROGRAM

Southern Maine Community College is a member of the Casco Bay Interlocal Stormwater Working Group (ISWG) – pronounced "izzy-wig". ISWG is a coalition of 14 MS4 municipalities and two nested colleges in the greater Portland and Saco. This coalition is facilitated by the Cumberland County Soil and Water Conservation District (CCSWCD).

Southern Maine Community will fulfill the requirements for the Public Education/Outreach Program (MCM1) through participation in ISWG.

BMP 1A: Outreach to Raise Awareness Campaign

Message: "Water that lands on our roads, roofs, and other hard surfaces picks up pollutants and carries them to our local waterbodies without being treated."

Tool 1: Think Blue Maine Website Content updated in December 2024 by adding timing specificity by storm and seasonally to the "Road Salt" webpage. Website traffic: 747; updated February 2025 by creating a new "Lawmaker" webpage. Website traffic: 2,542.

In PY4, additional SEO measures will be incorporated into the Think Blue Maine website to align with AI scraping for search engines.

Tool 2: 12 posts on Think Blue Maine Instagram account on 10/15/24, 10/16/24, 10/30/24, 11/13/24, 11/27/24, 12/25/24, 1/8/25, 2/12/25, 3/26/25, 4/16/25, 5/7/25, 5/21/25, 6/5/25, 6/11/25, 6/18/25. Post engagement: 48 Post Views: 6,908

Tool 3: Social media ad on Think Blue Maine Instagram account from 2/26/25-5/27/25. Ad engagement: 462 People reached: 15,034

BMP 1B: Outreach to Change Behavior Campaign

Behavior Change - Ages 25-34

Message: "Dispose of dog waste as a solid waste, so it does not end up in our stormwater. Once in the stormwater, dog waste contributes nutrients, bacteria, and pathogens to our ponds, lakes, streams, rivers, and bays, which can lower property values, harm our drinking water, and hinder recreational and economic opportunities."

Tool 1: 12 posts shared on Think Blue Maine Instagram account on 10/15/24,10/17/24, 10/28/24, 11/11/24, 11/25/24, 12/9/24, 12/23/24, 1/6/25, 1/20/25, 2/4/25, 2/17/25, 3/3/25, 3/24/25, 4/7/25, 4/21/25 Post Engagement: 28 Post Views: 4,475

Tool 2: 90-day Instagram ad(s), 3 video ads: 1/2/25-2/1/25 Ad engagement: 3,158 Views: 11,158; 2/27/25-3/29/25 Ad engagement: 266 Views: 2,453; 1/6/25-2/6/25 Ad engagement: 2,467 Views: 10,827

Tool 3: 3 Outreach Events 7/20/24, 8/1/24, 8/25/24, 9/13/24 with 169 interactions in age group.

Pet waste bag refill rolls distributed (branded item for both BMP 1.2 audiences): 806
Pet waste rack cards distributed (branded item for both BMP 1.2 audiences): 544
Field survey second survey deposits (for both BMP 1.2 audiences): 1 deposit on the Willard Beach & Spring Point Trail in South Portland.
Catch basins with dog waste (for both BMP 1.2 audiences): SMCC observed ZERO catch basins with dog waste during PY3 drain cleaning.

Behavior Change - Ages 35-55

Message: "Dispose of dog waste as a solid waste, so it does not end up in our stormwater. Once in the stormwater, dog waste contributes nutrients, bacteria, and pathogens to our ponds, lakes, streams, rivers, and bays, which can lower property values, harm our drinking water, and hinder recreational and economic opportunities."

Tool 1: 12 posts shared on Think Blue Maine Facebook account 10/16/24, 10/22/24, 11/5/24, 11/19/24, 12/3/24, 12/17/24, 1/1/25, 1/14/25, 2/4/25, 3/11/25, 4/1/25, 4/15/25, 4/22/25, 5/6/25, 5/20/25 Post Engagement: 33 Post Views: 1,294

Tool 2: 3 Outreach Events 7/20/24, 8/1/24, 8/25/24, 9/13/24 163 interactions in age group.

Tool 3: 90-day Facebook ad: 2/27/25-5/28/25 Ad engagement: 492, People reached: 13,148

BMP 1C: Effectiveness Evaluation

As stated in BMP 1A, additional SEO measures will be incorporated into the Think Blue Maine website to align with AI scraping for search engines. Diversification in 1.1 and 1.2 social media and online posts, videos, and ads will continue in PY4 to maximize changing algorithms and audience-preferred platforms.

The Effectiveness Evaluation – PY5 is not applicable this permit year.

Non-Permit Required Activities Which Took Place During PY3

Throughout PY2, SMCC continued to link our intranet to the Think Blue Maine.org website and the Cumberland County Soil & Water Conservation District YardScaping website as resources for our employees.

On 8.7.2024, a new pet waste pick-up station was installed on campus along with a trash barrel for pet waste. Located by Parking Lot G, the new station abuts a sandy beach like area which is popular with dog walkers. *Photos above.*

MCM 2 - Public Involvement and Participation

Southern Maine Community will fulfill the requirements for the Public Education/Outreach Program (MCM2) through participation in ISWG.

BMP 2A: Public Notice Requirement

In PY3, SMCC had no stormwater activities which required Public Notice.

A copy of SMCC's Stormwater Management Plan (SWMP) which contains our Notice of Intent (NOI) is posted on the "Consumer Information" section of the SMCCME.edu website under the section titled "Health & Safety."

Details on the college's participation in ISWG and information on ISWG meetings is posted on the Environmental Health & Safety portlet of the my.smccme.edu website which is accessible to staff, students, and the general public.

ISWG met on: 7/18/24, 9/19/24, 11/21/24, 1/16/25, 3/20/25, and 5/15/25. The SMCC EH&S Coordinator attended all six ISWG Meetings. ISWG meetings are public noticed through the CCSWCD website.

BMP 2B: Public Event

92 people participated in April Stools Day on April 19, 2025. SMCC partnered with the City of South Portland at Willard Beach and talked to dog walkers and provided educational resources and proper disposal tools. On 4/8/2025 SMCC hung event fliers on prominent bulletin boards on campus and the event was advertised through the college's website and social media accounts on 4/14/2025. The event was promoted on Cumberland County Soil & Water Conservation District's Meta account on 4/16/2025.

MCM 3 - Illicit Discharge Detection And Elimination (IDDE) Program

Southern Maine Community College continues to implement its Illicit Discharge Detection and Elimination (IDDE) program, which includes:

- A Watershed-based map of the stormwater infrastructure,
- Maintain a Non-Stormwater Discharge Procedure
- A written IDDE Plan which describes:
  - Inspections of the infrastructure during dry weather
  - Investigations of potential illicit discharges,
  - A Quality Assurance Project Plan (QAPP)
- A list of outfalls that have the potential to cause illicit discharges during wet weather.

Below is a summary of how SMCC meet MCM3 during PY3.

BMP 3A: Maintain the College's Non-Stormwater Discharge Procedure

On 7.15.2024 the EHS Coordinator reviewed the SMCC Non-Stormwater Discharge Procedure for accuracy and found updates or revisions were not required.

BMP 3B: Creation of a Written IDDE Plan

A written IDDE Plan, which includes a QAPP was written in 2022 and submitted with the Modified Stormwater Management Plan on September 23, 2022. One title change (From Dean of Administration to VP of Operation) was made to this document on 10.2.2024. Revisions were not made to the plan's procedures.

BMP 3C: Stormwater Infrastructure Map

On 10.3.2024, SMCC reviewed its online stormwater infrastructure map and determined revisions were not necessary. There have been no changes to the college's stormwater infrastructure.

BMP 3D: Dry Weather Inspections

During PY3, SMCC inspected each of its six outfalls. A summary table of inspection findings is located in the table below. For formatting purposes, several fields were omitted.

Inspection Date	Outfall ID	Temp.	Wind Present	3 Day Precipitation	Pipe Flow	Seepage Flow	Sediment	Structure Condition	Color	Debris	Odor	Water Clarity	Solids	Notes
7/10/2024	WB_11	76	No	0	None	None	Open	Poor						Photos taken
7/10/2024	BW_12	76	Yes	0	None	None	Open	Good						Good condition photo taken
7/10/2024	BW_10	76	Yes	0	None	None	1/4 Full	Good						Rocks in pipe due to tide. Plastic rim damage has not changed. Photo taken
7/10/2024	BW_11	76	Yes	0	None	None	1/2 Full	Good						Sand in pipe due to tide. Photo taken
10/2/2024	WB_12	62	Yes	0	None	None	Open	Fair						First Inspection since January storm. Rocks at front but not blocking outlet - photo taken and few rocks removed. Bank not stable loose rock and debris.
1/6/2025	WB_15	19	Yes	0	Trickle	None	Open	Good	Clear	None				Missed low tide by minutes. Flow as documented in prior reports

BMP 3E: Wet Weather Assessment

This goal must be achieved by September 30, 2027.

BMP 3F: Review of Allowable Non-Stormwater Discharges

On 7.15.2024. the EHS Coordinator reviewed campus activities and confirmed there have been no new significant contributors identified during PY3.

Non-Permit Required Activities Which Took Place During PY3

- During the January 2024 storms, outfall WB_12 was blocked by a large tree which fell in the vicinity. This was highlighted in the PY2 report. After SMCC removed the tree on 7.25.24, Outfall

WB_12 could not be visually located as the storm significantly eroded the bank where this outfall resides.

- The location of WB_12 was identified on 9.27.24 after 1.77 inches of rain fell in the area exposing the 8" outfall pipe.

Photos below show WB_12 on 9.27.24 (left) and location of WB_12 (right)

- On 6.30.2025, SMCC completed a review of the stormwater outfalls outside the dry weather inspection parameter of < 0.25 inches rain in prior 72 hours. Observations were:

Inspection Date	Outfall ID	Temp.	Wind Present	3 Day Precipitation	Pipe Flow	Seepage Flow	Sediment	Structure Condition	Color	Debris	Odor	Water Clarity	Solids	Notes
6/30/2025	WB_12	75	No	0.85	None	None	Open	Good						In good order
6/30/2025	WB_11	75	No	0.85	None	None	Open	Poor						No flow photo taken
6/30/2025	WB_15	75	No	0.85	Trickle	None	Open	Good	Clear	None	None	Clear	No	Waves from boats could not get front view of outfall pipe despite low tide
6/30/2025	BW_11	71	No	0.85	None	None	1/4 Full	Good						Good
6/30/2025	BW_10	75	Yes	0.85	None	None	1/4 Full	Good						Large rocks in pipe inspector could not easily remove
6/30/2025	BW_12	75	Yes	0.85	None	None	Open	Good						Good

MCM 4 - Construction Site Stormwater Runoff Control

SMCC must implement and enforce a program to minimize or eliminate pollutants in any stormwater runoff to the regulated small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of stormwater discharges from construction activity disturbing less than one acre must be included in the program if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more.

SMCC does not anticipate new development or redevelopment projects of this scale will occur during this permit cycle.

Below is a summary of how SMCC met MCM4 during PY3.

BMP 4A: Erosion and Sediment Control Procedure

The SMCC College Construction Site Stormwater Control Statement was written on 8.14.2023 to align internal erosion sediment control procedures with the City of South Portland's Regulation No 2. A copy of this statement was provided in the PY2 report which is available online.

BMP 4B: Erosion and Sediment Control Procedure

On 8.14.2023 the EHS Coordinator notified the Interim Dean of Administration, the Interim Facilities Manager and Interim President of the new South Portland Regulation No 2 for erosion sediment control and Inspection requirements on disturbed areas over 2,000 sqft. A copy of this statement was provided in the PY2 report which is available online.

SMCC anticipates building a greenhouse as part of the Horticulture Program during PY4. The greenhouse and disturbed land will be less than 3,000 square feet. Erosion sediment controls and inspection requirements will follow South Portland Regulation No. 2.

BMP 4C: Procedures to Notify Construction Site Developers and Operators

There were no new development or redevelopment projects on campus during PY3.

During PY1, SMCC created the "SMCC Contractor's Corner" with links to relevant stormwater related procedures and policies. This portal is used to educate contractor who are bidding on jobs or working on campus. On May 5, 2025 the information within the Contractor's Corner was moved to the new SMCC Sharepoint site and is accessible to individuals outside the organization: https://www.smccme.edu/contractorscorner

BMP 4D: Construction Site Stormwater Recordkeeping

There were no new development or redevelopment projects on campus during PY3.

Effective 8.14.2023, SMCC will follow South Portland Regulation No 2 with regard to erosion control practices and inspections. This is documented in the college's Construction Site Stormwater Control Statement referenced above.

MCM 5 - Post-Construction Stormwater Management in New Development and Redevelopment

SMCC must implement and enforce a program to address post construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development that discharge into the MS4.

SMCC does not anticipate new development or redevelopment projects of this scale will occur during this permit cycle.

Below is a summary of how SMCC meet MCM5 during PY3.

BMP 5A: Required LID Techniques

The Southern Maine Community College Low Impact Development Statement is located in the college's PY1 Annual Report. Changes to this document were not required during PY3.

BMP 5B: Post Construction BMP Inspections

The post-construction BMP's on SMCC property were installed before July 1, 2008 and/or are under 1 acre in size. This permit requirement is not currently applicable.

SMCC will ensure that future/new post-construction stormwater BMP's installed after the date of this SWMP and which fall under the scope of MCM4 and MCM5, are inspected, managed, and documented following the requirements of this permit.

Non-Permit Required Activities Which Took Place During PY3

- Stillwater Engineering was hired to inspect Stormwater BMPs installed prior to July 1, 2008. The college wished to have an additional set of eyes on the BMPs to ensure in house inspections were not missing critical points. The contractor was on site 11.7.2024 to complete this task. Observations were as follows:

Unit Name	Result 11.7.24 Inspection
Spring Point Stormtreat System	Good shape, remove woody plants from No-Mow Zone.
Hildreth Stormwater Retention/Infiltration Basin	Good shape, use geotextile fabric and riprap to minimize soil erosion at inlet.
Spring Point Rain Garden	Good shape, the area doesn't need as much mulch in basin
Parking Lot D Infiltration Area	Good shape, watch the amount of sediment and debris accumulating - rake it out if/when it impedes ability to drain
Parking Lot B Infiltration Area	Good shape, watch the amount of sediment and debris accumulating - rake it out if/when it impedes ability to drain

- On 6.23.2025, SMCC completed an improvement to CB_5009 at the Hildreth Stormwater Retention/Infiltration Basin. Crushed rock was installed from the road to CB_5010 to minimize surface flow and soil erosion. A riser was installed at CB_5009 so the drain cover would no longer be covered by soil. *Photo below left is before improvement. Right photo taken 6.23.25*


MCM 6 - Pollution Prevention/Good Housekeeping For Facility Operations

The objective of this program is to mitigate or eliminate pollutant runoff from state and federal facility roads, other paved surfaces, infrastructure and facility operations on property that is owned or managed by the permittee.

In 2014, the DEP determined that SMCC did not require a stormwater pollution prevention plan (SWPPP). Our operations have not changed. SMCC will continue to operate via a written Stormwater O&M Plan.

Below is a summary of how SMCC meet MCM6 during PY3.

BMP 6A: Stormwater O&M Plan

SMCC operates via a written Stormwater O&M plan which was revised in September 2022 to align with the MS4 Permit and the Modified SWMP. This plan was reviewed n 7.15.2025 and several areas were reorganized for end user clarity. Several minor revisions were also made:

- incorporate several general housekeeping requirements for all employees,
- additional Facilities spill call #
- include several non O&M tasks such as adherence to City of South Portland Planning Board Regulation #2 and the college's Non-Discharge Procedure for continuity.
- Removed hydrant line flushing as this is performed by Portland Water District

A revised copy of the Storwmater O&M Plan is incorporated here as Attachment A.

BMP 6B: Stormwater O&M Plan Training

During PY3, SMCC Facilities Stormwater O&M training was conducted in person. On August 9, 2024 twenty one Facilities staff attended in-person Stormwater O&M Plan Training. A copy of the training presentation is attached as Appendix A.

BMP 6C: Annual Street Sweeping

For PY3, a property maintenance company was contracted to sweep SMCC owned paved streets and parking lots. The contracted vendor used a vacuum truck with water for dust control to sweep roads and parking areas. The work was performed on April 25th, April 27th and May 18th. The collected sand and debris was disposed of off site.

BMP 6D: Catch Basin Management

In PY 3, 52 drains were inspected and cleaned in June (6/11/25, 6/16/25 and 6/19/25). Pet waste bags were not observed in the catch basins. All basins were found to be in good condition and no maintenance is necessary. Data from this task is shown in the abbreviated table below.

ID #	Location Information	Sump Depth	Sediment Depth	Is Sediment ≥50% of Sump?	List Debris or Pollution Present	Explain Maintenance and/or Other Comments
CB-7200	Seawall Center	24	0 - 6 inches	No	None	
CB-7201	Seawall Center Ocean	24	0 - 6 inches	No	None	
CB-5001	Lighthouse Building MCCS	24	0 - 6 inches	No	None	condition not listed on report
CB-7199	Lighthouse Building Seawall	24	0 - 6 inches	No	None	
CB-7202	Seawall MMFish	24	0 - 6 inches	No	None	
CB-3309	Parking Lot D- swale inlet	27	0 - 6 inches	No	Other	light sediment
CB-3310	Parking Lot C/Slocum Drive - inlet	28	0 - 6 inches	No	Other	light sediment, condition not noted on form, vendor cleaned off rotation
CB-3312	Spring Point- Rear inlet	18	0 - 6 inches	No	None	
CB-3313	Spring Point- rear infiltration	24	0 - 6 inches	No	None	
CB-4779	Spring Point- rear infiltration (right)	24	0 - 6 inches	No	None	
CB-4780	Spring Point- rear infiltration (left)	24	0 - 6 inches	No	None	
CB-4783	Parking Lot C- Swale N	24	0 - 6 inches	No	Other	light sediment, chunks of tar removed from

						basin, condition not listed
CB-4784	Parking Lot C- Swale S	36	0 - 6 inches	No	Other	light sediment
CB-4996	Slocum Dr- Parking lot SS	48	0 - 6 inches	No	Other	light sediment, vendor cleaned off schedule
CB-5006	Jewett- central entrance	36	0 - 6 inches	No	None	
CB-6885	Jewett- North side	24	0 - 6 inches	No	None	
CB-6886	Jewett- South Side	36	0 - 6 inches	No	None	Could not access basin to clean but stuck to detect minimal debris
DM-3311	Parking Lot C- drain	24	0 - 6 inches	No	Other	light sediment
CB-4781	Spring Point-Stairwell	24	0 - 6 inches	No	None	
CB-6617	Campus Center at Cates	24	0 - 6 inches	No	None	
CB-7136	Pickett Parking lot (bar)	24	0 - 6 inches	No	Other	Leaves
CB-7137	Pickett Parking lot (broadway)	24	0 - 6 inches	No	Other	light sediment
DM-6469	Pickett Street Lot A leading to SoPo Connector	36	0 - 6 inches	No	Other	Leaves
DM-6470	Pickett Parking lot (street facing front right)	36	0 - 6 inches	No	Other	Leaves
DM-6471	Pickett Parking lot (street facing front centeR)	36	0 - 6 inches	No	Other	light sediment
DM-6472	Pickett Parking lot (street facing front left)	36	0 - 6 inches	No	Other	light sediment
DM-6473	Pickett Parking lot (street facing rear left)	36	0 - 6 inches	No	Other	light sediment
DM-6474	Pickett Parking lot (street facing rear center)	36	0 - 6 inches	No	Other	light sediment
DM-6475	Pickett Parking lot (street facing rear right)	36	0 - 6 inches	No	Other	light sediment
CB-5106	Fort Road- Fort Building Sump	No	0 - 6 inches	No	Other	Rocks
CB-9999	Sodexo Dinning Hall	18	0 - 6 inches	No	None	Corrosion at structure
CB_9997	Staff Parking Lot BB FRENCH DRAIN	No	0 - 6 inches	No	None	

CB-0827	Parking Lot B- swale inlet	48	0 - 6 inches	No	Other	light sediment, vendor cleaned off rotation
CB-1341	Parking Lot M- CSEC	24	0 - 6 inches	No	Other	light sediment, vendor cleaned off rotation
CB-5002	Bunker Lane- yard	36	0 - 6 inches	No	None	Vendor cleaned off rotation
CB-5003	Bunker lane	Invert	0 - 6 inches	No	None	Vendor cleaned off rotation
CB-5004	Bunker lane	Invert	0 - 6 inches	No	None	condition not listed on report
CB-5005	Bunker Lane	Invert	0 - 6 inches	No	None	Vendor cleaned off rotation
CB-5017	Parking Lot B- inlet	18	0 - 6 inches	No	Other	light sediment
CB-6883	Parking Lot B- swale inlet	36	0 - 6 inches	No	Other	light sediment
CB-6884	Fort Building	No	0 - 6 inches	No	None	
DM-4811	CSEC Bay door front grass	Invert	0 - 6 inches	No	None	
DM-4812	CSEC WB11 Parking Lot Center	Invert	0 - 6 inches	No	None	Vendor cleaned out of rotation
DM-5980	CSEC Bay door rear	36	0 - 6 inches	No	Other	light sediment
DM-6377	Automotive in grass (roof drain)	6	0 - 6 inches	No	None	
CB-5009	Shoreway Ln-	24	0 - 6 inches	No	None	
CB-5012	Shoreway Ln- Pavillion	24	0 - 6 inches	No	None	
CB-5013	Parking Lot II- CSEC	24	0 - 6 inches	No	None	
CB-5103	Shoreway Ln- Lot EE	24	0 - 6 inches	No	None	
CB-5104	Campus Center Dr- Sign post at east end	24	0 - 6 inches	No	None	
CB-5107	Campus Center Dr- at sign post by café	18	0 - 6 inches	No	None	
CB-5014	Field beyond softball field	24	0 - 6 inches	No	None	

CB-5779	Field at outfall 11 sign	24	0 - 6 inches	No	None	Vendor listed as CB_5799 by accident

Excess accumulation of sediment is greater than or equal to 50% of the sump filled. Drains determined to have excess sediment are shown in the table below and will be cleaned following the stipulations of BMP 6D Measurable Goal 2 within the college's SWMP.

ID #	Location Information	PY1	PY2	PY3	PY4	PY5
CB-5001	Lighthouse Building MCCS	Cleaned	Excess Sediment	Cleaned		
CB-5107	Campus Center Dr- at sign post by café	Excess Sediment	Cleaned	Cleaned		
CB-7199	Lighthouse Building Seawall	Excess Sediment	Excess Sediment	Cleaned		
CB-7200	Seawall Center	Cleaned	Excess Sediment	Cleaned		
CB-9999	Sodexo Dinning Hall	Excess Sediment	Excess Sediment	Cleaned		

BMP 6E: Stormwater Structure Repairs

SMCC will evaluate and implement a schedule for repairing or upgrading the conveyances, structures and outfalls under SMCC's jurisdiction in accordance with the necessity of needed repairs or maintenance. Repairs did not occur during PY3.

Non-Permit Required Activities Which Took Place During PY3

The following additional stormwater related items were addressed on campus:

- August 2, 2024 SMCC Campus Security and the EH&S Coordinator performed their annual campus and beach clean-up. The group collected 4 bags of trash. The campus is in really good shape and only 5 bags of bagged pet waste were observed and picked-up.

- August 2024 SMCC removed the damaged waste cooking oil drum from Culinary Arts loading dock, cleaned cooking oil staining (water was captured and disposed in sanitary drain), and replaced the metal drum with a poly drum. *Photo before on left & after on right.*

- September 10, 2024 the rear of the dining hall where CB_9999 is located has been cleared up. The storage sheds were relocated which should decease leaf accumulation in this space each fall & minimize sediment build up in this catch basin.

- 10.9.2024 SMCC Facilities weeded and improved the curb at the Café. A filter fabric barrier was applied and covered with crushed rock to prevent ongoing soil erosion onto pavement and toward CB_5107. Crushed rock significantly reduced the amount of sediment flowing onto pavement during storms. *Photo before on left & after on right.*


- 2.24.25 the EH&S Coordinator notified Facilities that strong winds blew trash from the Spring Point Dormitory dumpsters and initiated a conversation to find a solution to this ongoing problem. Waste Management installed a closed door roll off on 5.19.2025! *Photo before on left & after on right.*


- On March 27, 2025 SMCC Grounds Supervisor Jeff Kelley and Facilities Project Manager Mitch Boden attended the Cumberland County Soil & Water Conservation District and Maine DEP Erosion Control Practices course.
- A new secondary containment unit for storage of waste cooking oil was installed at the café on 6.24.25 after observing that the original unit was no longer structurally sound and allowed rainwater to fill the containment basin. *New grey & yellow containment unit center left. Old unit right.*

- Between July 1, 2024 and June 30, 2025, 94 new hire employees (including student workers) completed the online awareness course "SMCC Campus Stormwater Pollution Prevention for Staff"
- Between July 1, 2024 and June 30, 2025, 15 new hire Facilities staff members completed the online awareness course "SMCC Stormwater Pollution Prevention Training for Facilities" which provides a brief overview of SMCC's stormwater program and O&M Plan. Content differs from the annual Stormwater O&M Plan training discussed above.
- During Permit Year 4, four employees who manage the SMCC Culinary Arts Program and the McKernan Conference Center completed the online awareness course "SMCC Stormwater Pollution Prevention for Food Services" to refresh staff on proper management of waste cooking oil and other potential stormwater pollutants. A copy of the material is attached in Appendix B.

Duly Authorized Representatives

The following positions are deemed duly authorized representatives with the authority to sign and certify documents under the current permit:

- EH&S Coordinator
- Director of Human Resources
- Vice President of Operations

Permit Year 3 MS4 Annual Report Certification Statement

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature & Title

9/4/2025
Date

Attachment A

Stormwater Operations & Maintenance Plan

Revised: July 2024

Environmental, Health & Safety

Southern Maine Community College
2 Fort Road
South Portland, ME 04106
Phone: 207.741.5932

Contents Page

A. PURPOSE

This Operation and Maintenance Plan (O&M Plan) is designed to support the Southern Maine Community College South Portland (SMCC) General Permit for the Discharge of Stormwater from State or Federally Owned Municipal Separate Storm Sewer Systems (MS4 Permit) by:

- Identifying potential stormwater pollutants
- Documenting procedures to minimize stormwater pollution from activities conducted on SMCC campus including spill response
- Outlining specific stormwater infrastructure maintenance or inspections required by SMCC's MS4 Permit and/or the related Stormwater Management Plan to include timelines and procedures

As verified by the Maine DEP Division of Water Quality Management in 2014, this document will be followed in lieu of a Stormwater Pollution Prevention Plan (SWPPP) required of Minimum Control Measure (MCM) 6 within the MS4 Permit.

B. Responsibilities

1. SMCC will review this plan annually for additions and/or procedural changes.
2. Facilities will provide this O&M Plan, or applicable sections, to Contractors.
3. Contractors are expected to follow these BMP's or similar best practices.
4. This document is applicable to all staff and contractors who perform tasks with the potential to create stormwater pollutants listed in Section D.
5. SMCC employees and contracted service providers may find they have responsibilities documented across multiple sections of this O&M Plan.
6. SMCC's expectation is that all applicable staff and contractors will make their best effort to prevent stormwater pollution on campus.
7. Consult with the Environmental Health and Safety Coordinator, at 207.741.5932, if there is a question on applicability.

C. General Good Housekeeping Practices For Everyone

1. Dispose of all dirty water into a sink or drain connected to the sanitary sewer
2. Do not pour dirty water on the ground or into a storm drain
3. Maintain each dumpster so the area around it is free of waste
4. Close dumpster lids/doors after putting waste inside
5. Don't rinse dirt, oil, chemicals or grease onto the pavement

D. Inventory of Potential Pollutant Sources

	POTENTIAL STORMWATER POLLUTANTS										
Operations	Fats	Fuel	Oils	Greases	Fertilizer pesticides	General Trash	Sediment & Debris	Mop or Waste Water	Salt & Deicers	Solvents	Spills
Cutting, Grinding, Drilling, Sawing and All Paving							X	X			X
Deicing, Snow Removal, Salt Shed Management									X		
Food Services	X		X	X		X					X
Landscaping Activities					X		X				
Outdoor Chemical Storage and Use		X									X
Rubbish Storage						X					X
Vehicles and Equipment: Washing, Storage, Fueling		X	X	X				X		X	X

E. Operations and Maintenance Procedures

Review best management practices for all potential stormwater pollutants associated with the activity to be performed. One activity may have multiple O&M Procedures. Applicable to all faculty, staff and contractors who perform tasks with the potential to create stormwater pollutants listed in the table above (Section C).

1) Cutting, Grinding, Drilling, Sawing and All Paving

The procedures in this section apply to wet sawing, grinding, cutting, drilling, or paving of brick, stone, asphalt, concrete and other hard materials/surfaces.

- Cutting, Grinding, Drilling or Sawing Procedures
  - Do not allow wet sawing, grinding, cutting or drilling wastewater to enter storm drains without first being filtered
  - Block drains: locate all nearby storm drains, culverts and catch basins through which slurry or wastewater may enter. Prevent unfiltered wastewater

from entering storm drains by placing straw bales, straw wattles (fiber rolls) or similar filtering material around storm structures
    - Sediment shall not be allowed to remain on the pavement after the operation has ceased. Sweep or shovel up the debris and sediment then dispose of the collected material in the proper location
    - Dispose of all filter material appropriately. Do not leave the items to be washed out by rain or left to dry
    - Water used for cleaning tools or equipment must be captured and properly disposed of in a sanitary sewer or a dedicated concrete washout bin
    - Do not leave wastewater to be washed away by rain or left to dry

- All Paving Procedures
    - Prior to the start of any paving activity, an in drain sediment catcher will be installed in each bar or grate style storm drain or catch basin within the work zone. Sediment catchers are not required inside storm drains with a solid lid.
    - The sediment catcher will remain in place until the project is complete
    - The sediment catcher and all collected debris will be removed and properly disposed in a dumpster
    - Collected sediment and debris is not permitted to be left on the ground beside the drain or dumped in the grass
    - All lose paving material and debris will be swept from the vicinity of storm drains with solid lids and disposed in a dumpster

2) <u>Deicing and Snow Removal, Salt Shed Storage Procedures</u>

A. Deicing and Snow Removal:
    - Snow Removal: snow removal is preferred to de-icing with chemicals
    - Deicers: Select deicers and anti-icers that have the least adverse impact to the environment and apply only as needed using the minimum quantities
    - Sweep or clean up accumulated deicing and anti-icing materials and grit from roadways as soon as possible when the road surfaces clear
- At the end of each storm season, Facilities will calculate and document the amount of deice material and salt used. EH&S may request the data for inclusion in the MS4 Annual Report.

B. Salt Shed Storage Procedures:
    - The Facilities supervisor shall determine how much salt is to be applied to the roadways and parking lots for each event
    - Loaders and sanding equipment should not be overloaded in order to eliminate material being spilt
    - The area in front of the shed is to be swept following each salt delivery

- The area in front of the shed is to be swept after each loading/transfer and salt event. This will take place after the roads have been cleared and the event is winding down or prior to the end of the shift
- The shed will be visually inspected on a monthly basis to evaluate the integrity of the floor

3) Food Services

A. General Housekeeping
- Dump mop or cleaning water into a sink connected to a sanitary sewer
- Never dump mop water, chemicals, or cleaners on the ground outside or into a storm drain
- Do not dump ice or melted water into a stormdrain or onto the pavement
    - Ice or melted water should go down an interior sink drain
- Do not leave uncovered barrels, buckets, containers, boxes, or pails outside. Turn the containers upside or cover them to prevent rainwater from collecting
- All returnable/recyclable bottles (ME deposit) must be bagged and stored inside a shed or under an awning to prevent contact with rainwater

B. Dumpsters and Compost Bin Management
- Maintain the area around each dumpster or compost bin so it is free of waste
- Ensure dumpster and compost bin lids are kept closed when not in use
- Report signs of a damaged or leaking dumpsters to Facilities promptly
- Notify the compost vendor of damaged or leaking storage containers

C. Fat, Oil, Grease (FOG) Storage
- All FOG must be collected and stored in appropriate containers
- When not in use, containers must be fully closed to prevent entry of precipitation
- FOG collection containers with a capacity of 55 gallons or more must have secondary containment. Secondary containment must be maintained free of debris, rainwater and spilled grease
- All grease containers and surrounding areas shall be maintained in a clean, sanitary condition at all times
- FOG disposal will occur in a timely manner and collection containers will not be left to overflow
- Every effort should be made to prevent spilled liquid from entering into a nearby drain. Clean smalls spills and drips promptly
- Large FOG spills will be reported to Campus Security promptly

5) Landscaping Activities

A. Application of Fertilizers and Pesticides
- Where practical, utilize a professional pest control or landscaping company to apply materials
- If fertilizers or pesticides must be applied, selection must be in line with the City of South Portland Pesticide Ordinance and used in accordance with label instructions, the Federal Insecticide, Rodenticide and Fungicide Act (FIFRA) and applicable State laws
- Apply products according to manufacturer instructions
- Apply only the amount of product needed to do the job right. Make every effort not to apply fertilizer or pesticides in direct vicinity of a stormdrain
    - Consult EH&S for assistance locating stormdrains in the area
- Store fertilizer or pesticides in closed containers which are clearly labeled
- Do not store containers outside, uncovered or near stormdrains
- Visually inspect the storage area for leaks, spills, residue or trash
- Clean small spills right away
- Report large spills to Campus Security promptly

B. Mowing, Weed wacking, Leaf blowing
- Mow only as low as needed for the area's intended use
- Keep mower blades sharpened
- Mow in a pattern which will deposit the grass clippings into the grass and not onto paved surfaces
- Sweep or blow grass clippings off the paved surfaces and return them to the grassed area or the appropriate dumpster
- Do not use leaf blowers to blow grass clippings, leaves or debris into storm drains. Blow matter back into the grass or collect into a pile where it will be collected and properly disposed

C. Stockpile Management and Excavating/Digging
- Stockpiles are mounds of dirt, fill or mulch
- Cover stockpiles with tarps when not in use and secure tarp from wind
- Maintain the area around each stockpile and sweep frequently to minimize dirt and mulch from washing into a nearby stormdrain
- When digging or excavating in an area where storm drains are located, apply sediment filter sock(s) around the perimeter of the work area at the end of each shift and when work is complete
    - Consult EH&S for assistance locating stormdrains in the area
    - Reseed or plant the work area
    - Retain the sediment filter sock(s) until the soil is stabilized

- When removing the filter sock(s), sweep sediment that built up around filter socks and dispose properly

6) Outdoor Chemical Storage and Use

A. Portable container storage and use
- All portable containers are to be stored inside when not in use
- Whenever using a portable container for fueling, ensure that sufficient spill materials are within close proximity
- Ensure the transfer of fluid does not take place over or around a storm drain
- Use a funnel when fueling mowers, weed wackers and all other power equipment

B. Storage of liquids in outdoor above ground storage tanks (ASTs)
- SMCC Maintains a Spill Pollution Control & Countermeasure Plan (SPCC) which governs the storage of petroleum products in outdoor ASTs.

7) Rubbish Storage (Dumpsters, Compactors, and Roll-off bins)

- Maintain the area around each dumpster so it is free of debris
- Ensure dumpsters are kept closed or covered when not in use
- Do not dispose of bulk liquids into a dumpster or compactor
  - Contact EH&S for disposal guidance
- Keep container drains plugged
- Report signs of damage or leaks to Facilities promptly

8) Vehicle and Equipment Fueling, Washing and Storage

A. Vehicle and Equipment Washing
- It is SMCC's policy that all fleet vehicles and equipment are washed off site at a commercial car wash facility
- If a vehicle or piece of equipment is rinsed off, it shall be done on a grassy area with no storm drains in the vicinity of rinse site
  - Consult EH&S for assistance locating storm drains in the area

B. Vehicle and Equipment Storage
- Inspect parking areas for stains /leaks on a regular basis
  - Clean small leaks promptly with absorbent
  - Report spills to Campus Security
- Sweep parking lots and storage areas to collect any debris
- Use dry mop methods when cleaning the Facilities shop floors
- Use drip pans or absorbents for leaking vehicles or equipment
  - Promptly repair leaking vehicles or equipment

- Park vehicles and store equipment in their designated areas
- Prior to operating a vehicle that was parked over night or for an extended period, conduct a walk around to ensure there are no leaks
- Do not park vehicles or store equipment over storm drains
- Avoid parking vehicles on the grass

C. Vehicle and Equipment Fueling

- Fuel carefully to minimize drips or spills on the ground
- Use a funnel when fueling mowers, weed wackers and all other power equipment
- Clean all spills and drips immediately and properly dispose of the material
- Ensure spill supplies (spill pads, sorbent, etc.) are within close vicinity of the fueling area
- Fuel on a paved area if you must fuel while in the field & never on the grass
- Never "top off" fuel tanks
- Never hose down a fuel spill
- Never fuel near a storm drain or any body of water
- Never leave equipment or vehicles unattended when fueling
- Use dry mop methods when cleaning the fueling area floor

D. Vehicle and Equipment Maintenance

- It is SMCC's policy that fleet vehicles are taken off site (dealer or garage) for repairs and normal/routine maintenance
- Vehicles shall be inspected regularly for leaks or potential hazards
- Routine maintenance of power equipment shall be conducted in the following manner:
    - Follow the manufacturer's instructions and maintenance plans
    - Change fluids indoors using a drip pan, spigot and funnel as needed
    - Equipment will be taken out of service if there are any leaks or potential hazards present
    - Spill materials will be close at hand while maintenance is being performed

E. Spill Response Procedure Overview

The complete spill response procedure is located with the school's SPCC plan. For spills with the direct potential to impact SMCC's stormwater management system, which the discoverer can not safely contain and easily clean themselves:

- Discoverer will notify Security at 207-741-5553

2a) Security will notify Facilities at 207-741-5636 or 207-210-2863

2b) Security will notify the Facility Manager

3) Facilities will evaluate the spill

i. Facilities has the ability to clean petroleum spills under 5 gallons which are on pavement and do not threaten land, water or health/safety
ii. Facilities will activate SMCC's Emergency Response Vendor if the spill is beyond their capabilities

4) Additional notifications will be made, by the person in charge, to the South Portland Fire Dept., South Portland Water District, US Coast Guard and Maine DEP as appropriate

F. Other Stormwater Facilities

Other facilities can include both structural and non-structural stormwater facilities, such as green stormwater infrastructure elements including trees, vegetation, and soil. All of these facilities require maintenance to ensure their functionality is maintained. Frequency and level of maintenance varies based on the facility location, function, and exposure to impacts.

G. Additional Stormwater Requirements

Items below are applicable to Facility staff, the EH&S Coordinator, and contractors. If/as applicable, the reader shall reference the Minimum Control Measure (MCM) referenced at the start of each section for additional details and direction.

1) Procedure on Non-Stormwater Discharges to Storm Sewerage (MCM3)

It is Southern Maine Community College's procedure that discharges to storm drains and other conveyances of the college stormwater collection system are not permitted or to be minimized depending upon the nature of the potential discharge.

Non permitted potential discharges include but are not limited to the following:

- Leakage from motor vehicles, other than *de minimus* drippage;
- Leakage from petroleum storage tanks;
- Dumping of any kind of grease, chemicals, cleaning products, solvents, and similar items;
- Dumping of solid and hazardous wastes;
- Filter rinses;
- Wash water of any kind.

Discharges to be minimized include runoff containing road sand and salt used to treat campus-owned roadways and parking lots during the winter.

This procedure applies as well to discharges to campus ditches, drains, and marine waters.

2) Dry Weather Outfall Inspections (MCM3)

SMCC will perform a visual Dry Weather Outfall Inspection of each Outfall under SMCC's jurisdiction once per year: WB-15, WB-12, WB-11, BW-11, BW-10 and BW-12. The inspector should aim to perform this task during a period of low tide so all basins are visible. All inspections will occur during a period of dry weather.

Dry Weather is defined as less than 0.25 inch of rain, ice or snow melt in a 72 hour period (3 days).

The precipitation rate can be determined by viewing the 3 Day History for zip code 04106 located on the National Weather Service (NOAA) website or similar.

EH&S staff utilizes an electronic ArcGIS inspection form or a paper inspection form designed by SMCC to capture relevant details.

Refer to the SMCC Illicit Discharge Detection Elimination (IDDE) Plan for steps to take if an outfall is observed to be flowing.

Inspection results will be presented, in condensed format, within each MS4 Annual Report

3) City of South Portland Planning Board Regulation #2 (MCM 4)

SMCC has aligned its Erosion Sediment Control and Inspection Procedures with the City of South Portland revised Planning Board Regulation #2 which requires Erosion and Sediment Control Standards for all construction activity which results in 2,000 square feet (or more) of disturbed area as defined in the City's Code of Ordinances, Chapter 27, Section 27-201. SMCC's contractors will be responsible for the creation, approval, and implementation of the Erosion and Sedimentation Control (ESC) Plan as/if required by Regulation #2 and will be held accountable to perform all tasks within the ESC.

4) Post-Construction BMP Inspections (Chapter 500 and South Portland)

To align with Chapter 500 and post-construction rules enacted by South Portland, once each year, SMCC will inspect and document stormwater and erosion control measures on campus.

Post-Construction BMP Installation Details		
Unit Name	**Date of Installation**	**DEP Permit #**
Spring Point Stormtreat System*	12/2007	L-7520-22-I-A
Hildreth Stormwater Retention/Infiltration Basin*	12/2007	L-7520-22-I-A
Spring Point Rain Garden*	12/2007	L-7520-22-I-A
Parking Lot D Infiltration Area*	12/2007	L-7520-22-I-A
Pickett Street Parking Lot StormTECH Isolator Row Treatment System**	8/2014	< 1 acre
Parking Lot B Infiltration Area*	9/2005	L-007520-22-H-B

*Maine Stormwater Management Rules (Chapter 500).

** South Portland *Stormwater Management Performance Standards (Section 27-1536)*

Because the StormTECH Treatment System discharges to the City of South Portland, an outside Inspector is required. An annual inspection report, on a specific form, is due to the City of South Portland by July 15th. The EH&S Coordinator will maintain a copy of this report.

SMCC staff can perform all other inspections themselves following these Post-Construction BMP inspection procures:

- Inspect during a rain event if warranted
- A specific socket is needed to open and access the StormTreat system. The necessary tools are maintained by Facilities (socket and ratchet)
- Utilize the college's Post-Construction BMP Inspection Report and document all observations
- Take photos of each area inspected and incorporate them into the report
- Required maintenance such as stabilizing banks, reseeding or removing woody vegetation shall be documented via a work order for Facilities to complete the necessary tasks
- Track work orders through to completion
- In addition to the inspection report, inspection details must be maintained on the Post-Construction BMP Inspection Log which is an overview of the inspection
- BMP inspections required under Chapter 500 will be reported to the DEP every 5 years on forms provided by the agency.

5) Construction activity disturbing one acre or more (MCM5)

Construction site developers and operators must review and abide by the requirements for registration under the Maine Construction General Permit (MCGP) and Maine Chapter 500, Stormwater Management. Southern Maine Community College's Low Impact Development Statement must be applied to all new and redevelopment sites on the South Portland Campus disturbing greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development.

6) Sweeping Campus Parking Lots and Roadways (MCM6)

This task is required under the MS4 Permit. SMCC's schedule is

- Sweep all roadways and parking lots in the spring, after the snow melt, removing debris left over from the winter operation. This task must be completed no later than June 30th of each year.

If SMCC Facilities staff perform this task, they will follow the points below:

- A collector is attached to the sweeper unit and the debris collected from sweeping shall be dumped into the construction debris dumpster
- Waste shall not be dumped into the trash compactor or regular waste dumpsters
- If the collection unit is damaged or not being used, the debris shall be manually swept up and taken to the construction debris dumpster
- Debris will not be intentionally swept into any catch basin
- Effort will be made to track the estimated amount of debris collected during each sweeping event (in yards) for purpose of reporting to the DEP. The following format is recommended:

Date	# Hours Sweeping	Estimated Amount (in yards)	Area(s) Swept

4) Catch Basin and Stormwater Structure Cleaning and Evaluation (MCM6)

- Each year, SMCC will evaluate and clean, as necessary catch basins and stormwater structures within its MS4 boundaries:
    - Stormwater structures with excess sediment (Greater than 50%) will be cleaned at the frequency stipulated in MCM6
- SMCC will contract with a catch basin vendor to perform this task
    - EHS must request the vendor bring flex hose when necessary
    - A detailed map of drains to be inspected and cleaned will be provided to the vendor prior to the start of work

    - The vendor will collect and document each basin inspection/cleaning on SMCC's Catch Basin Inspection Form
- EHS will maintain appropriate data in SMCC's Master Storm Drain Clean Out Inspection Database
- EHS will scan and retain digital copies of all SMCC Catch Basin Inspection Forms
- The data will be presented, in condensed format, within each MS4 Annual Report

Appendix A

Stormwater Pollution Prevention

Facilities role at Southern Maine Community College

What is Stormwater?

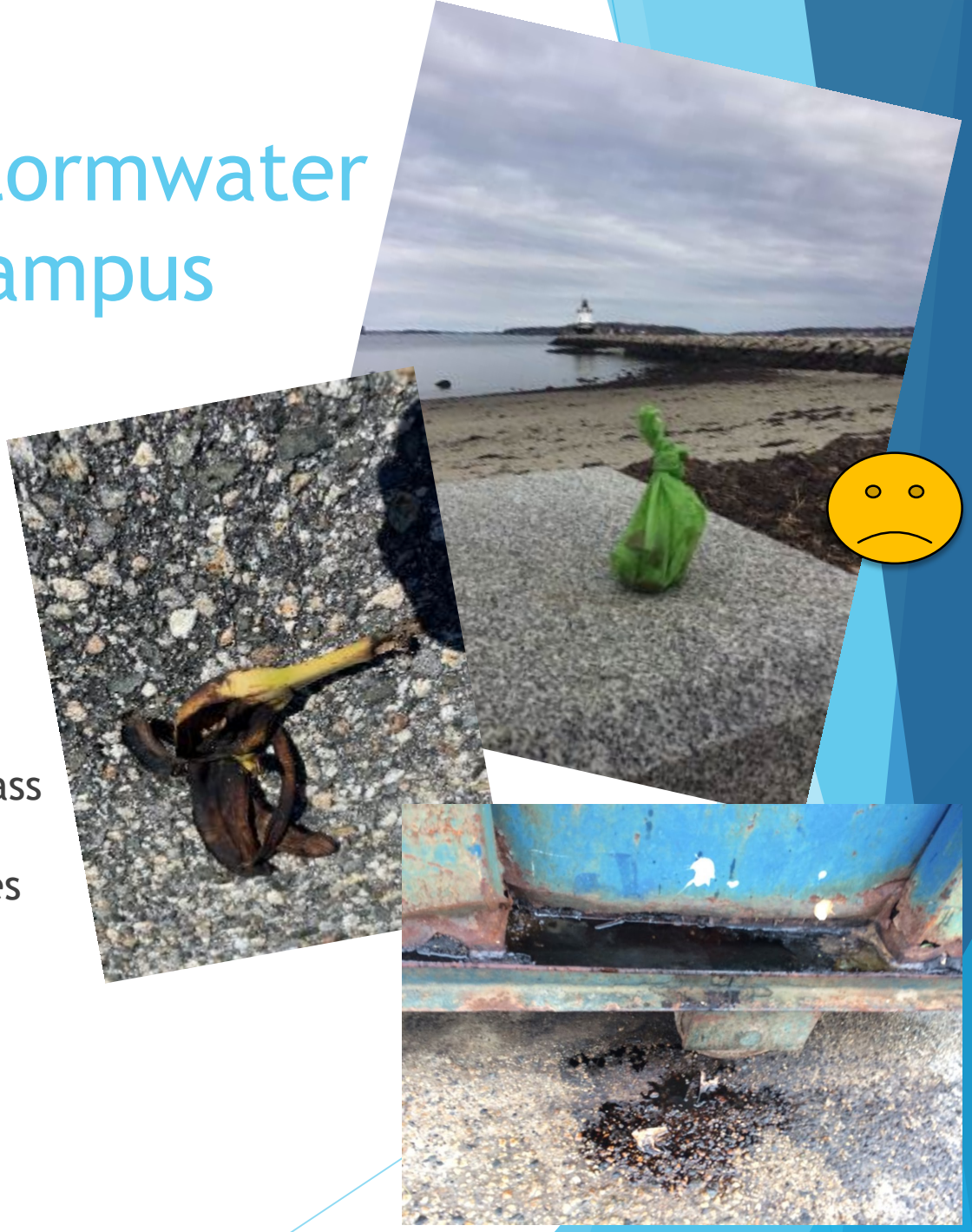
- Stormwater is rain or snow melt that runs over impervious surfaces such as streets, parking lots, driveways, and roof tops.
- All properties with impervious surfaces generate stormwater runoff.

Factoid:

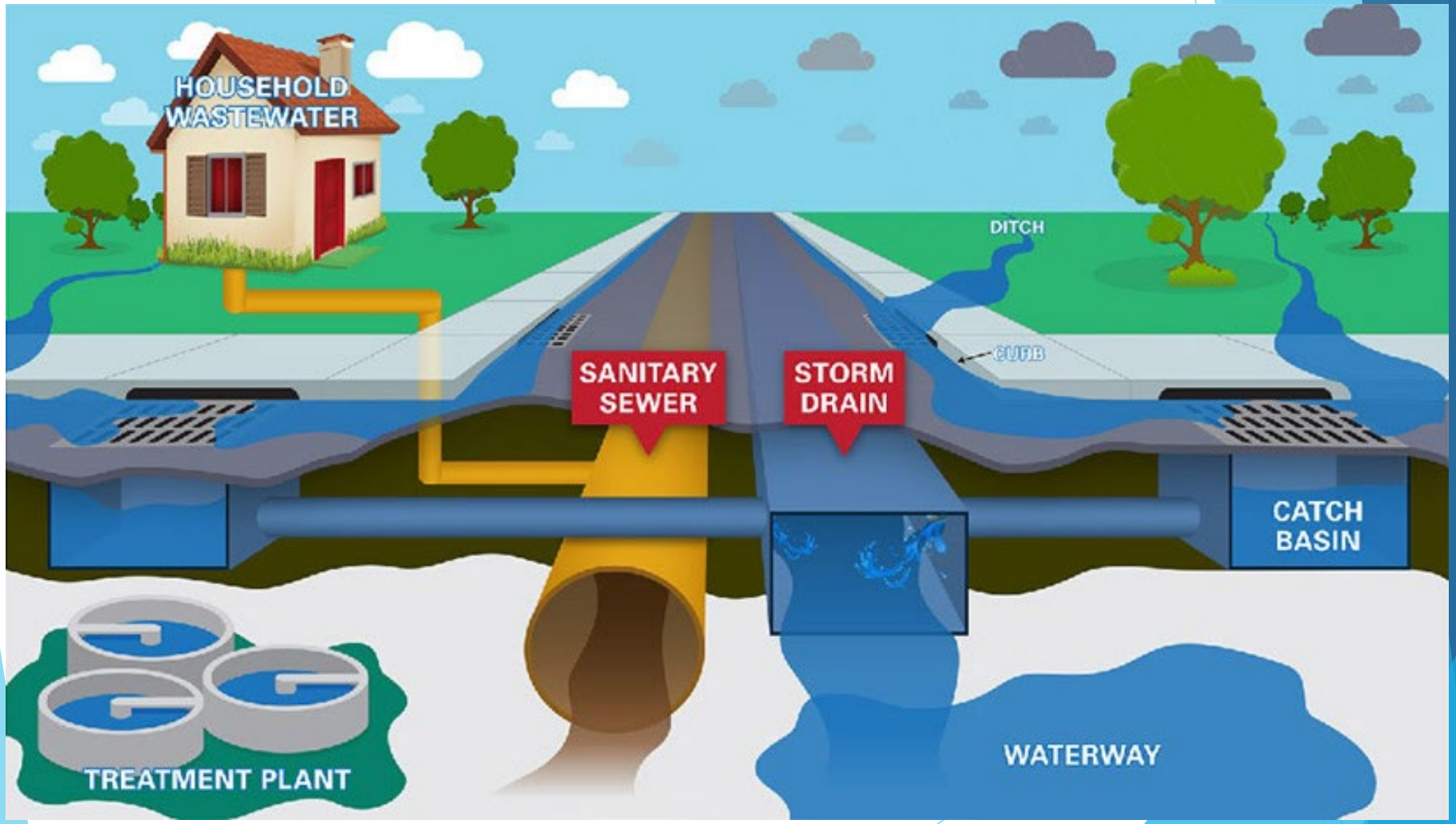
41% of the South Portland campus is impervious

Examples of Stormwater Pollution on Campus

- Road salt
- Mop or wash water
- General trash
- Leaking dumpsters
- Paint or chemicals including gasoline and oil
- Organic materials such as grass clippings, mulch, loose soil, food waste, or dirt and leaves
- Pet waste

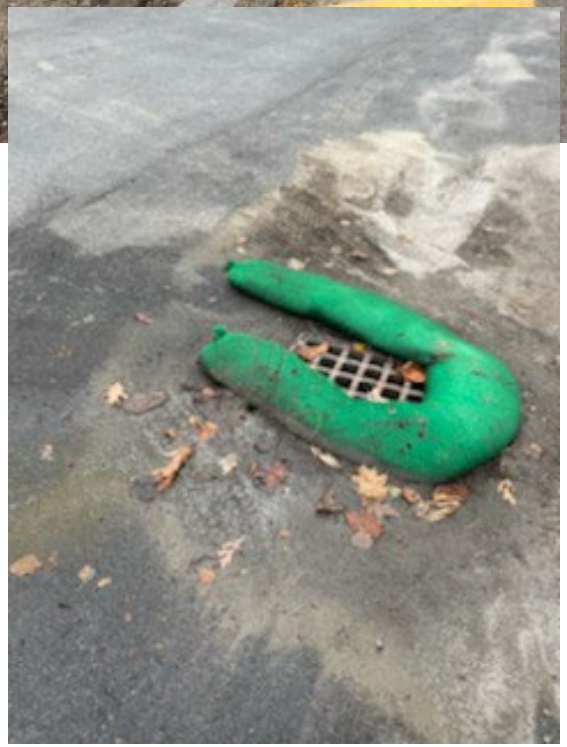


Why is Stormwater Pollution a Problem?



What is the #1 stormwater pollutant in Maine??

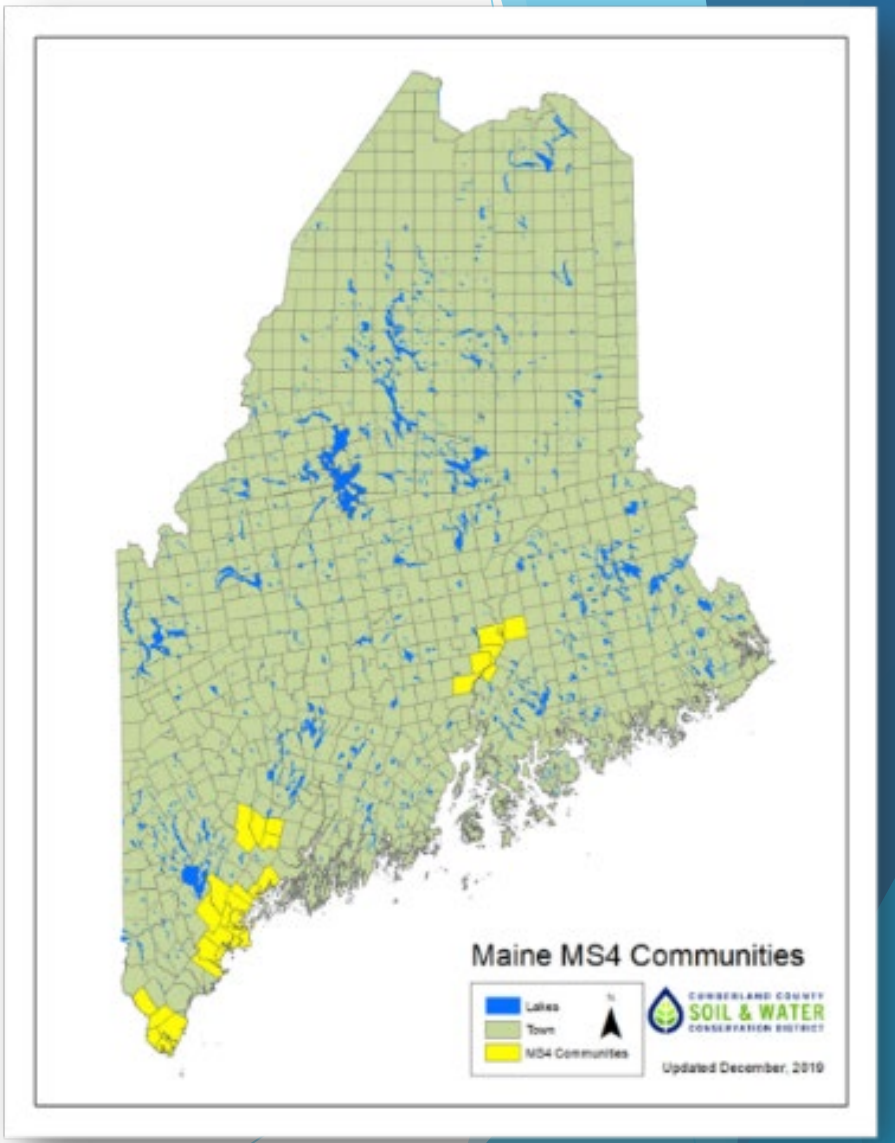

#1 STORMWATER
POLLUTANT IN MAINE



Stormwater + YOU!

The MS4 Permit

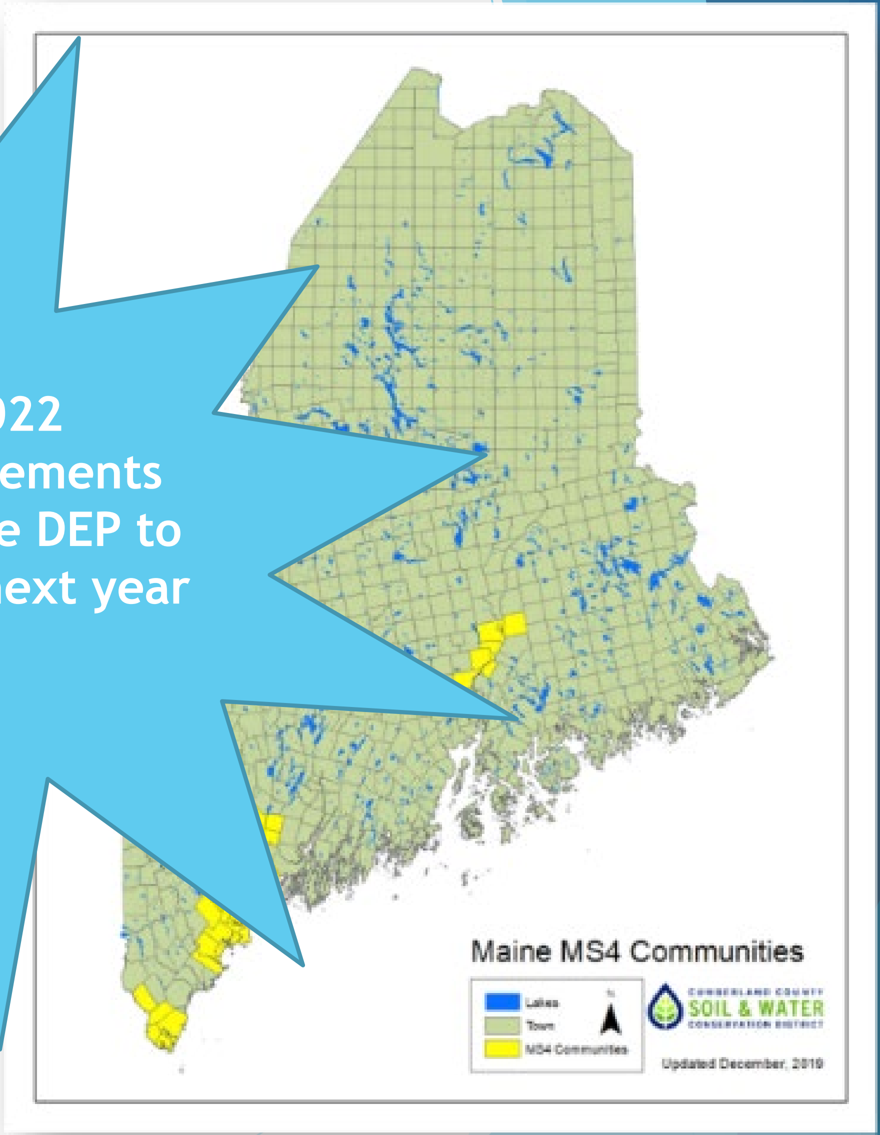
- MS4 stands for
  - **M**unicipal **S**eparate **S**torm **S**ewer **S**ystems
- SMCC operates under a government issued MS4 permit to discharge stormwater to the Casco Bay
- SMCC is one of 11 federal or state owned entities governed by a MS4 Stormwater Permit
- 6 Minimum Control Measures (MCM) contain steps SMCC must follow



The MS4 Permit

- MS4 stands for
  - M… icipal Separate … orm Sew… tems
- SMCC opera… governm… to d… Casco B…
- SMCC is… stat… by a MS4 Storm…
- 6 Minimum Co…ntrol M…ures (MCM) contain steps …CC must follow

New permit in 2022
More stringent requirements
AND we can expect the DEP to inspect us within the next year or two



MCM 1 & MCM 2
Education, Outreach & Public Involvement

INTERLOCAL STORMWATER WORKING GROUP

- Interlocal Stormwater Working Group (ISWG)
  - Pet waste education & awareness
  - Chloride use and reduction

MCM 3 Illicit Discharge Detection & Elimination

We know where stormwater flows

MCM 3 Illicit Discharge Detection & Elimination cont.

- Inspect stormwater outfalls
- Maintain a Non-Stormwater Discharge Procedure
- Identify and minimize *new* non-stormwater discharges

SMCC Non-stormwater Discharge Procedure

SOUTHERN MAINE COMMUNITY COLLEGE
envision a future

PROCEDURE ON NON-STORMWATER DISCHARGES TO STORM SEWERAGE

It is Southern Maine Community College's procedure that discharges to storm drains and other conveyances of the college stormwater collection system are not permitted or to be minimized depending upon the nature of the potential discharge.

Non permitted potential discharges include but are not limited to the following:

- Leakage from motor vehicles, other than *de minimus* drippage;
- Leakage from petroleum storage tanks;
- Dumping of any kind of grease, chemicals, cleaning products, solvents, and similar items;
- Dumping of solid and hazardous wastes;
- Filter rinses;
- Wash water of any kind.

Discharges to be minimized include runoff containing road sand and salt used to treat campus-owned roadways and parking lots during the winter.

This procedure applies as well to discharges to campus ditches, drains, and marine waters.

APPROVED 9/4/2019

SMCC Non-stormwater Discharge Procedure

Only rain down the drain

PROCEDURE ON NON-STORMWATER DISCHARGES TO STORM SEWERAGE

It is [illegible]thern [illegible]ine Community College's procedure that discharges to storm drains and other conv[illegible]ances of [illegible]he college stormwater collection system are not permitted or to be minimized depen[illegible]ding upon the nature of the potential discharge.

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- Leakage from petroleum storage tanks;
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- Filter rinses;
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Non permitted potential discharges include but ar[illegible]

- Leakage from motor vehicles, other than [illegible]
- Leakage from petroleum storage tanks;
- Dumping of any kind of grease, chemicals[illegible]s;
- Dumping of solid and hazardous wastes;
- Filter rinses;
- Wash water of any kind.

Wash water contains detergents, surfactants or solvents and are designed to remove dirt, oil, paint, grease and other pollutants from objects

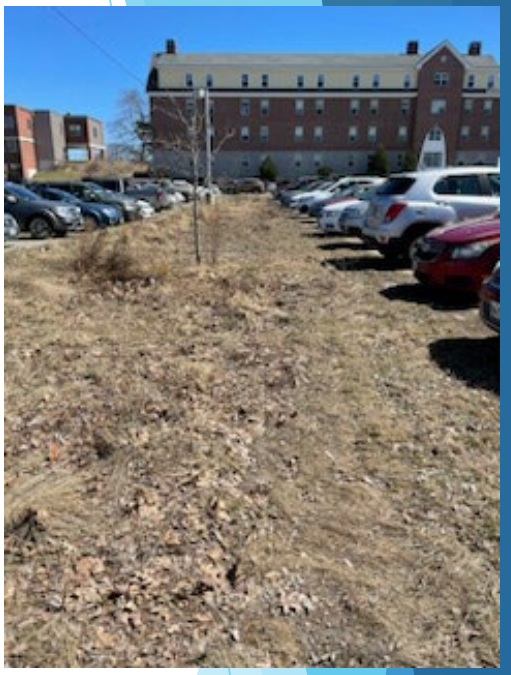
Discharges to be minimized include runoff containing road sand and salt used to treat campus-owned roadways and parking lots during the winter.

This procedure applies as well to discharges to campus ditches, drains, and marine waters.

APPROVED 9/4/2019

MCM4 & MCM5
Construction Site Runoff Control

- The college must follow the City of South Portland stormwater sediment control rules
- The college must install Low Impact Development (LID) structures for all future new construction or redevelopment sites
  - Rain garden or infiltration swale
- The college must maintain and inspect existing LID structures on a schedule



MCM 6 Pollution Prevention & Good Housekeeping for Facility Operations

- Street sweeping
- Storm drain inspections & cleaning
- Training
- Stormwater Operation & Maintenance Plan

Stormwater Operations & Maintenance Plan

- The Stormwater Operation & Maintenance Plan:
  - Required by our MS4 Permit
  - Identifies activities which create stormwater pollution
  - Includes best management practices (BMPs) to minimize stormwater pollution from identified activities on campus
  - Applies to staff **and** contractors who perform tasks with the potential to create stormwater pollutants
- The O&M Plan is located on the internet, posted at Facilities and available from the EH&S Coordinator

Stormwater O&M Plan

	POTENTIAL STORMWATER POLLUTANTS											
Operations	Fats	Fuel	Oils	Greases	Fertilizer pesticides	General Trash	Sediment & Debris	Mop or Waste Water	Salt & Deicers	Solvents	Spills	
Cutting, Grinding, Drilling, Sawing and All Paving							x	x			x	
Deicing, Snow Removal, Salt Shed Management									x			
Food Services	x		x	x		x					x	
Landscaping Activities					x		x					
Outdoor Chemical Storage and Use		x									x	
Rubbish Storage						x					x	
Vehicles and Equipment: Washing, Storage, Fueling		x	x	x				x		x	x	

General Housekeeping

- Dispose of all dirty water into a sink or drain connected to the sanitary sewer
- Do not pour dirty water on the ground or into a storm drain
- Maintain each dumpster so the area around it is free of waste
- Close dumpster lids/doors after putting waste inside
- Don’t rinse dirt, oil, chemicals or grease onto the pavement

Salt Shed Management

- Keep up the good work! Please continue following our salt shed housekeeping procedures

Landscaping Activities

- Mowing
  - Keep blades sharpened
  - Mow only as low as needed for the area's intended use
  - Mow in a pattern which will deposit grass clippings INTO the grass not onto paved surfaces
  - Sweep or blow grass clippings off the paved surfaces and return them to the grassed area OR dumpster

Landscaping Activities

Landscaping Activities

- Stockpile Management, Excavating or Digging
  - Tarp piles when not in use and secure tarp from wind
  - Sweep frequently to minimize dirt and mulch from washing into storm drains

Landscaping Activities

- When digging or excavating, apply sediment socks around the perimeter of the work area
  - Reseed or plant the work area
  - Retain sediment filter socks until soil is stabilized

Landscaping Activities

- When reseeding bare areas, apply sediment socks around the perimeter of the work OR cover the area with landscape straw

Cutting, Grinding, Drilling, Sawing & Paving

- The O&M Plan has best practices for cutting, grinding, drilling and sawing of pavement, brick, stone, asphalt, concrete and any other hard material/surface
- There are also procedures for paving
- Look to the O&M plan for requirements if you must perform one of these tasks

Vehicle Maintenance

- It is SMCC policy that fleet vehicles are taken off site for repair and maintenance
- Vehicles shall be inspected regularly for leaks & hazards

Equipment Maintenance

- Routine maintenance of power equipment
  - Follow manufacturer instructions
  - Change fluids indoors using a drip pan, spigot & funnel as needed
  - Take equipment out of service if there is a leak or hazard present
  - Keep spill supplies on hand

Fueling

- Vehicle and Equipment Fueling
  - Fuel carefully & use a funnel
  - Don’t “Top Off” fuel tanks
  - Don’t fuel near a storm drain
  - Keep spill supplies on hand
  - Clean all spills and drips immediately

Vehicle & Equipment Washing & Rinsing

- SMCC policy is to **wash** all fleet vehicles and equipment at a commercial car wash facility. Commercial carwashes collect dirty water and dispose of it properly.
- IF a vehicle or piece of equipment is **rinsed off**, it shall be done in a grassy area with no storm drains in the vicinity of the rinse site.
  - **Rinsing** does not involve the use of detergents, cleaners, or solvents

Can you think of a grassy area to rinse things off?

Stormwater Summary

- SMCC must comply with a state issued MS4 Permit
- There are simple ways to control stormwater pollution
- Follow the college's Stormwater O&M Plan
  - **Everyone knows their job and does it well**
  - Work smarter (and safer) not harder
  - A task may need a little reengineering or some out-of-the-box thinking
  - Talk to your supervisor or the EH&S Coordinator if you have an idea or want to brainstorm on a solution

Appendix B

Stormwater Pollution Prevention

and Food Services

What is Stormwater?

- Stormwater is rain or snow melt that runs over impervious surfaces such as streets, parking lots, driveways, and roof tops.
- All properties with impervious surfaces generate stormwater runoff.

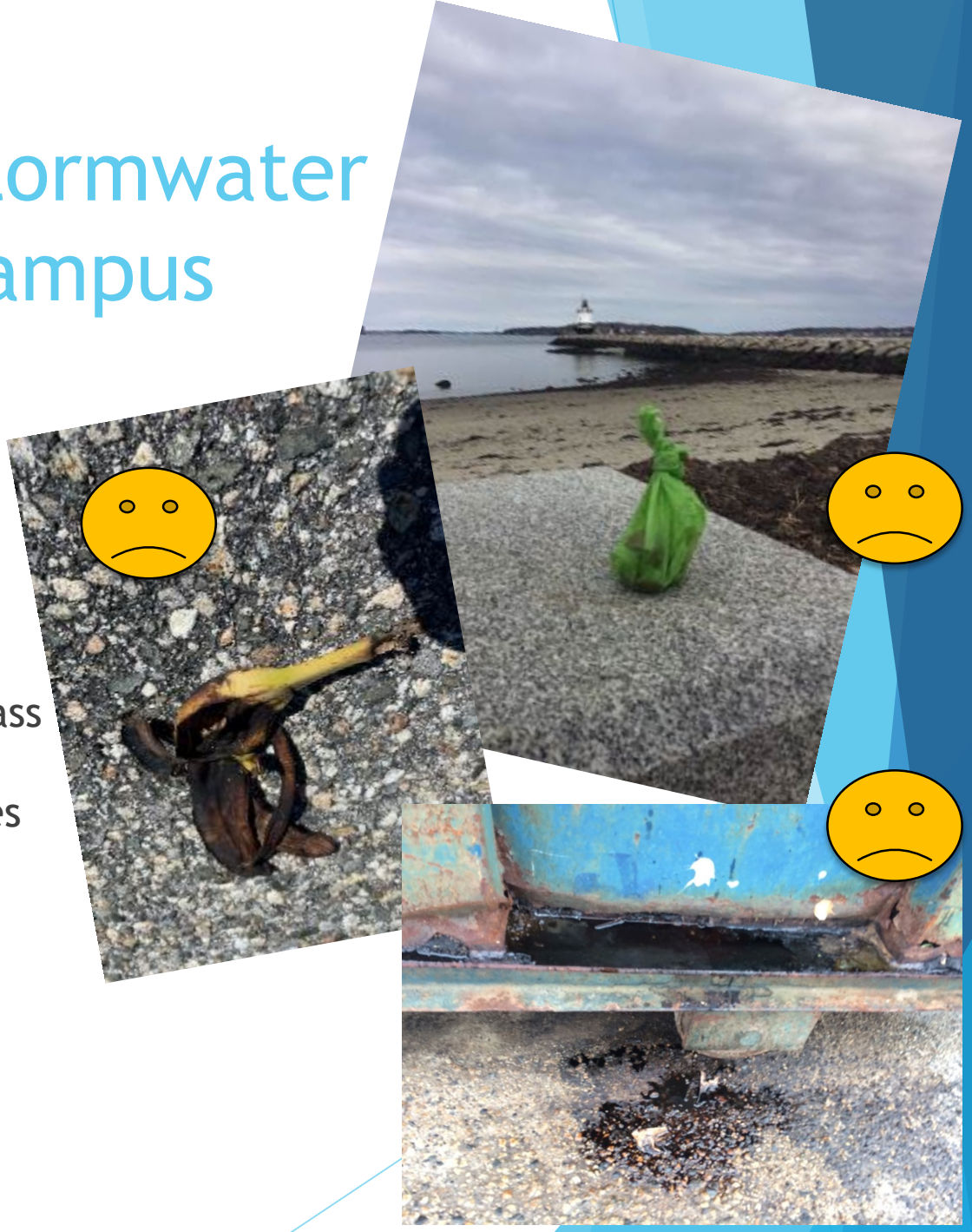
Factoid:

41% of the South Portland campus is impervious

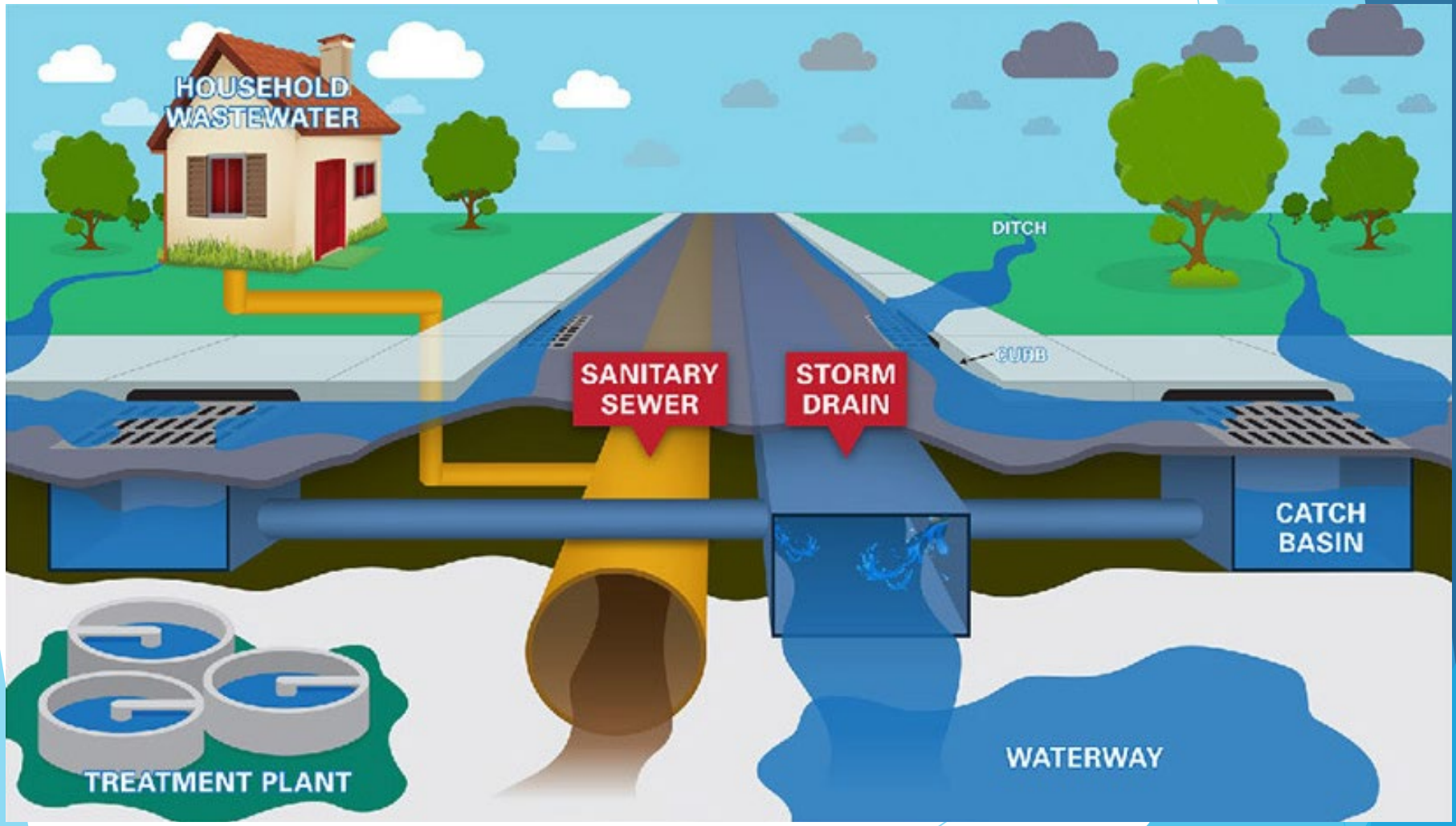
From the South Portland ME website

Examples of Stormwater Pollution on Campus

- Mop or wash water
- General trash
- Leaking containers
- Paint or chemicals including gasoline and oil
- Organic materials such as grass clippings, mulch, loose soil, food waste, or dirt and leaves
- Pet waste



Why is Stormwater Pollution a Problem?

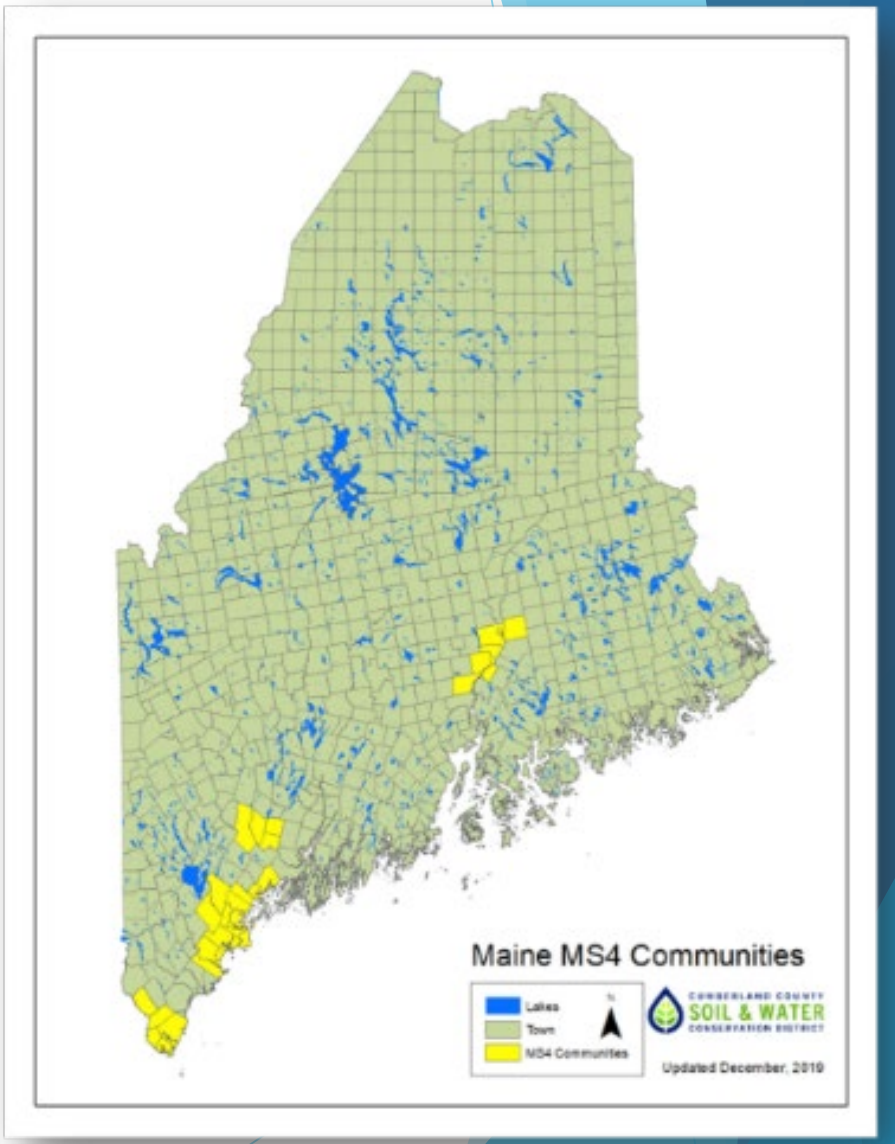


Why is Stormwater Pollution a Problem?

Stormwater + YOU!

The MS4 Permit

- MS4 stands for
  - **M**unicipal **S**eparate **S**torm **S**ewer **S**ystems
- SMCC operates under a government issued MS4 permit to discharge stormwater directly into the Casco Bay.
- SMCC employees and contractors must follow the college's Stormwater Operations & Maintenance (O&M) Plan.



Stormwater O&M Plan

	POTENTIAL STORMWATER POLLUTANTS											
Operations	Fats	Fuel	Oils	Greases	Fertilizer pesticides	General Trash	Sediment & Debris	Mop or Waste Water	Salt & Deicers	Solvents	Spills	
Cutting, Grinding, Drilling, Sawing and All Paving							x	x			x	
Deicing, Snow Removal, Salt Shed Management									x			
Food Services	x		x	x		x		x			x	
Landscaping Activities					x		x					
Outdoor Chemical Storage and Use		x									x	
Rubbish Storage						x					x	
Vehicles and Equipment: Washing, Storage, Fueling		x	x	x				x		x	x	

General Housekeeping

- Dump mop or cleaning water into a sink connected to a sanitary sewer.
- Never dump mop water, chemicals, or cleaners on the ground outside or into a storm drain.
- Do not dump ice or melted water into a stormdrain or onto the pavement.
  - Ice or melted water should go down an interior sink drain
- Do not leave uncovered barrels, buckets, containers, boxes, or pails outside. Turn the containers upside or cover them to prevent rainwater from collecting.
- All returnable/recyclable bottles (ME deposit) must be bagged and stored inside a shed or under an awning to prevent contact with rainwater.

Dumpster and Compost Bin Management

- Maintain the area around each dumpster or compost bin so it is free of waste.
- Ensure dumpster and compost bin lids are kept closed when not in use
- Report signs of a damaged or leaking dumpsters to Facilities.
- Notify your compost or grease vendor of damaged or leaking storage containers.

Fat, Oil, Grease (FOG) Storage

- All FOG must be collected and stored in appropriate containers.
- FOG collection containers with a capacity of 55 gallons or more must have secondary containment. Secondary containment must be maintained free of debris, rainwater and spilled grease.
- When not in use, containers must be **fully closed** to prevent entry of precipitation or spills.
- All grease containers and surrounding areas shall be maintained in a clean, sanitary condition at all times.

Fat, Oil, Grease (FOG) Storage
Cont.

- Each department will dispose of FOG in a timely manner and collection containers will not be left to overflow
- Every effort should be made to prevent spilled liquid from entering a nearby drain.
- Clean smalls spills and drips promptly.
- Large FOG spills must be reported to Campus Security.
  - SMCC Security @ 207.741.5553

Stormwater Summary

- SMCC must comply with a state issued MS4 Permit.
- There are easy ways to stop stormwater pollution.
- Follow the college's Stormwater O&M Plan:
  - Ice or melted water should go down an interior sink drain
  - Collect and store FOG and compost properly
  - Maintain waste storage areas
- Questions? Talk to your Supervisor or the EH&S Coordinator!
  - EH&S Coordinator 207.741.5932
  - A copy of the Stormwater O&M Plan is available on the EH&S portal under the "Staff" tab