

Tier A Municipal Stormwater Regulation Program

# Stormwater Pollution Prevention Team Members

Number of team members may vary.

Completed by: [Wayne Johnson PE](#)

Title: [Newfield Borough Engineer](#)

Date: [January 13, 2022](#)

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES #: [NJG 0150754](#)

PI ID #: [171653](#)

Stormwater Program Coordinator: [Sam Barbagli](#)

Title: [Newfield Borough Public Works Superintendent](#)

Office Phone #: [\(856\) 697-4332](#)

Emergency Phone #: [\(856\) 697-3383](#)

Public Notice Coordinator: [Toni Van Camp](#)

Title: [Newfield Borough Municipal Clerk](#)

Office Phone #: [\(856\) 697-1100 ext 10](#)

Emergency Phone #: [\(856\) 697-3383](#)

Post-Construction Stormwater Management Coordinator: [Sam Barbagli](#)

Title: [Newfield Borough Public Works Superintendent](#)

Office Phone #: [\(856\) 697-4332](#)

Emergency Phone #: [\(856\) 697-3383](#)

Local Public Education Coordinator: [Sam Barbagli](#)

Title: [Newfield Borough Stormwater Program Coordinator](#)

Office Phone #: [\(856\) 697-4332](#)

Emergency Phone #: [\(856\) 697-3383](#)

Ordinance Coordinator:

Title: [Newfield Borough Code Enforcement Officer](#)

Office Phone #: [\(856\) 697-1100](#)

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Public Works Coordinator: [Sam Barbagli](#)

Title: [Newfield Borough Public Works Superintendent](#)

Office Phone #: [\(856\) 697-4332](#)

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Employee Training Coordinator: [Sam Barbagli](#)

Title: [Newfield Borough Stormwater Program Coordinator](#)

Office Phone #: [\(856\) 697-4332](#)

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Other: Borough Engineer: [Wayne Johnson PE](#)

Title: [Newfield Borough Engineer](#)

Office Phone #: [\(856\) 453-7755](#)

Emergency Phone #: [\(856\) 453-7755](#)

## SPPP Form 2 - Public Notice

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG0150754](#)

PI ID #: [171653](#)

Team Member/Title: [Toni Van Camp, Municipal Clerk](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

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

[For meetings where public notice is required under the Open Public Meetings Act \(“Sunshine Law,” N.J.S.A. 10:4-6 et seq.\), Newfield Borough provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, Newfield Borough provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. In addition, for municipal actions \(e.g., adoption of the municipal stormwater management plan\) subject to public notice requirements in the Municipal Land Use Law \(N.J.S.A. 40:55D-1 et seq.\), Newfield Borough complies with those requirements.](#)

# SPPP Form 3 – New Development and Redevelopment Program

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID #: [171653](#)

Team Member/Title: , [Code Enforcement Officer](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

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

SMP Adopted: 3/15/2006

SCO Adopted: 8/10/2006

County Approval: 7/24/2006

[To control stormwater from new development and redevelopment projects throughout Newfield Borough \(including projects we operate\) we will do the following:](#)

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

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

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

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

# SPPP Form 4 - Local Public Education Program

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID #: [171653](#)

Team Member/Title: [Sam Barbagli, Storm Water Program Coordinator](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

## Local Public Education Program

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

### Local Public Education Program

The Local Public Education Program will be modified to establish a point system, whereby Tier A municipalities shall accrue a total of ten (10) points annually by conducting educational activities chosen from a list provided in the permit, each having an assigned point value. Tier A Municipalities will now be able to choose from any of the following activities in completing the education requirement: develop and present stormwater themed educational classes/assemblies to local elementary, middle and/or high school classes; build a stormwater themed website for the municipality's website; produce and set-up a stormwater themed display at any municipal event; create and purchase a "take-away" item with a stormwater related message; establish a citizen stormwater advisory committee; utilize Department created stormwater educational materials for advertising to public; organize a stormwater themed poster contest with a local school district; conduct a training program for all elected municipal officials on the stormwater program; facilitate the planning and painting of a stormwater pollution themed mural at a local downtown/commercial area; distribute any of the Department's educational brochures, tip cards, or a municipally produced equivalent to every resident and business in the municipality; identify and enter into a partnership agreement with a local service group and carry out a minimum of two (2) stewardship/education activities; and/or distribute a letter from the mayor to every resident and business in the municipality highlighting the requirements and environmental benefits of the Improper Disposal of Waste local ordinances.

This change is proposed to give Tier A municipalities more options, potentially reduce the cost of compliance and to make the Local Public Education Program more effective. The list of approved activities and point totals for the Local Public Education BMP will be detailed in Attachment E of the renewal permit.

- The Borough of Newfield mails the NJDEP environmental brochure to our residents along with the Town Crier local Borough newspaper.
- The Borough has an annual environmental stormwater exhibit booth held each year in coordination with our Newfield Day celebration.
- The Borough holds annual environmental poster contest with local schools.
- NJDEP environmental brochures are distributed at the Borough Hall.

# SPPP Form 5 – Storm Drain Inlet Labeling

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID #: [171653](#)

Team Member/Title: [Sam Barbagli, Storm water Program Coordinator](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

## Storm Drain Inlet Labeling

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

[Under the NJPDES Stormwater Permit, storm drain inlet labeling is required in certain areas of the municipality:](#)

- [1. along municipal streets with sidewalks; and](#)
- [2. within plazas, parking areas and maintenance yards.](#)

[All storm drain inlets that are along municipal streets with sidewalks, and all storm drain inlets within plazas, parking areas, or maintenance yards that are operated by Newfield Borough have been labeled.](#)

[During our annual catch basin cleaning and inspection program, we will be checking these labels to ensure that they are still visible, and if they are not, the labels will be replaced as soon as possible.](#)

# SPPP Form 6 – MS4 Outfall Pipe Mapping

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID #: [171653](#)

Team Member/Title: [Sam Barbagli, Storm water Program Coordinator](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

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

[Gloucester County, through the Gloucester County Improvement Authority, has undertaken a countywide stormwater management program, to assist the municipalities in the county with their stormwater permit responsibilities. As part of that countywide program, Gloucester County has prepared the Stormwater outfall mapping required as part of the NJPDES Stormwater Permit.](#)

[Regional stormwater management planning efforts currently being conducted by Newfield Borough, mapping stormwater outfalls in portions of the upper Maurice River watershed. The outfall information is being obtained using a data logger and GPS, and will be available for use in the municipal stormwater program. In addition, the DVRPC developed a protocol for outfall data collection and mapping that can be used throughout the tri-county region.](#)

[The County, in consultation with Newfield Borough's Stormwater Program Coordinator and Department of Public Works personnel, has obtained the stormwater outfall data for Newfield Borough and utilized the County GIS and recent \(2002\) aerial photographic coverage of the county to prepare the required outfall maps. A field crew logged the outfalls using a data logger with GPS, following the DVRPC outfall logging protocol. The data generally includes: surface water body; outfall location, size, type, structural condition, and headwall arrangements; stream conditions \(e.g. bank scour\); and other hydraulic information \(i.e. dry weather flow conditions including flow rates, staining, odors, colors, turbidity, floatable material, temperature, deposits, vegetation, and algae\). Digital photograph\(s\) were also acquired and logged.](#)

[All outfall pipe locations are identified, map\(s\) have been developed displaying the outfall pipe locations, with alphanumeric identifiers, at a scale of 1 inch = 100 feet. All water bodies receiving outfall pipe discharges have been identified on the map\(s\). The attached map divides Newfield Borough into two sectors.](#)

[The outfall mapping GIS will also be used for implementation of the illicit connection elimination program and for the 24 outfall pipe scour detection, remediation and maintenance program.](#)

# SPPP Form 7 – Illicit Connection Elimination Program

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID #: [171653](#)

Team Member/Title: [Sam Barbagli, Storm water Program Coordinator](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update [January 13, 2022](#)

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

The Gloucester County Improvement Authority on April 1, 2007 finished mapping all of the 24 outfalls for the Borough of Newfield. Beginning 2008 the Borough of Newfield begin performing annual inspections these outfalls and will document that the inspections took place in their Annual Report and will document any repairs or special notes for these locations as needed in the maintenance and inspection logs.

The County will use the DEP Illicit Connection Inspection Report Form to conduct these inspections, and these forms will be kept with Newfield Borough's SPPP records. Field personnel will be trained to calibrate, maintain, and take field samples. If dry weather flow is evident during field logging, the field crew will test outfalls for surfactants; if positive, the field crew will test for ammonia and potassium to determine if the source is potentially sanitary sewage. If surfactants are negative, the field crew will test for fluoride to determine if the source is potentially potable water.

Contsact Newfield Borough Public Works (856) 697-4332 that is currently used for reporting spills and illegal dumping. This hotline will also be made available for reporting illicit connections.



## SPPP Form 8 – Illicit Connection Records

Municipality: <a href="#">Newfield Borough</a>	County: <a href="#">Gloucester</a>
NJPDES # : <a href="#">NJG 0150754</a>	PI ID #: <a href="#">171653</a>
Team Member/Title: <a href="#">Sam Barbagli, Storm water Program Coordinator</a>	
Effective Date of Permit Authorization (EDPA): <a href="#">April 1, 2004</a>	
Date of Completion: <a href="#">July 1, 2005</a> Date of most recent update: <a href="#">January 13, 2022</a>	

May 2, 2019 – May 1, 2020

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

Total number of inspections performed this year? 24

Number of outfalls found to have a dry weather flow? 0

Number of outfalls found to have an illicit connection? 0

How many illicit connections were eliminated? N/A

Of the illicit connections found, how many remain? N/A

Of the illicit connections found, how many remain? N/A

May 2, 2020 – May 1, 2021

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

Total number of inspections performed this year? 24

Number of outfalls found to have a dry weather flow? 0

Number of outfalls found to have an illicit connection? 0

How many illicit connections were eliminated? N/A

Of the illicit connections found, how many remain? N/A

Of the illicit connections found, how many remain? N/A

## SPPP Form 9 – Yard Waste Ordinance/Collection Program

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID #: [171653](#)

Team Member/Title: [Sam Barbagli, Public Works Director](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

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

[Newfield Borough](#) has considered the two options available, and has decided to develop a yard waste collection and disposal program instead of just adopting and enforcing an ordinance that prohibits placing non-containerized yard wastes in the street.

We will be conducting monthly collections of leaves during the months of November and December, plus one collection in April. During those months, each street has at least one collection per week. During the remainder of the year, we may hold additional yard waste collections, but no schedule has been determined for these. During the months when we are having collections, we will post our collection schedule and our ordinance requirements on our municipal web site, advertise in the town crier, and on the bulletin board in our municipal building.

Brush is picked up months of November and December, plus one collection in April. Storm damaged limbs are collected as necessary and one call notice is sent out prior to pick up.

The borough map divides [Newfield Borough](#) into three sectors. To develop collection schedules, we will be giving ourselves two weeks to do the collections in each sector.

[Newfield Borough](#) has adopted and will enforce a yard waste ordinance (see SPPP Form 10) that will prohibit all yard wastes from being placed at the curb or along the street more than seven days prior to our scheduled collections, unless they are bagged or otherwise containerized. The ordinance will also prohibit the placing of yard waste closer than 10 feet from any storm sewer inlet along the street, unless they are bagged or otherwise containerized.

## SPPP Form 10 - Ordinances

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID #: [171653](#)

Team Member/Title: [, Code Enforcement Officer](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

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

Pet Waste: [Adopted 9/28/2006](#)

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

Litter: [Adopted 9/28/2006](#)

Improper Disposal of Waste: [Adopted 9/28/2006](#)

Wildlife Feeding: [Adopted 9/28/2006](#)

Yard Waste: [Adopted 9/28/2006](#)

Illicit Connections: [Adopted 9/28/2006](#)

How will these ordinances be enforced?

[Our code enforcement officers and local police officers will enforce these ordinances. If someone is found to be in violation of an ordinance, they will be issued a written warning for first time offenses, and penalties will be issued for subsequent offenses.](#)

# SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality: [Newfield Borough](#) County: [Gloucester](#)  
 NJPDES # : [NJG 0150754](#) PI ID #: [171653](#)  
 Team Member/Title: [Sam Barbagli, Public Works Director](#)  
 Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)  
 Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

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

[For most projects Newfield Borough will use the NJDOT bicycle safe grate style and \(if needed\) a curb opening with a clear space no bigger than two inches across the smallest dimension.](#)

Repaving, repairing, reconstruction or alteration project name	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains w/ hydraulic exemptions
<a href="#">(dead end) from Cleaned and refitted 2 added 1 new</a>	<a href="#">Spring 2021</a>	<a href="#">June 2021</a>	<a href="#">June 2021</a>	<a href="#">3</a>	<a href="#">0</a>

Are you claiming any alternative device exemptions or historic place exemptions for any of the above projects? Please explain:

[Newfield Borough does not operate any alternative devices within the municipality. At this time we do not plan on installing any such devices for repaving, repairing, reconstruction or alteration projects. We also do not plan on claiming any historic place exemptions.](#)

# SPPP Form 12 – Street Sweeping and Road Erosion Control Maintenance

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID #: [171653](#)

Team Member/Title: [Sam Barbagli, Public Works Director](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

## Street Sweeping

Please describe the street sweeping schedule that you will maintain.

(NOTE: Attach a street sweeping log containing the following information: date and area swept, no. of miles swept and the total amount of materials collected.)

[Newfield Borough has evaluated all of its streets, and determined that there is only one minor area at the Borough plaza which need to be swept under the NJPDES Stormwater Permit criteria.](#)

[A log of dates & streets swept along with amount of material collected is available upon request.](#)

## Road Erosion Control Maintenance

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

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

[Newfield Borough will use the Public Works Department to monitor all its roads and streets for erosion problems during normal patrols. All identified road erosion problems will be reported to the Public Works Director. Identified areas of erosion will be prioritized for repairs. Maintenance personnel will then be assigned to the areas of concern, and the areas identified to have road erosion problems will be repaired in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. Maintenance personnel will maintain an inspection log, and the Public Works Director will maintain a list of all repairs and the dates completed. The status of the Road Erosion Control Maintenance Program will be included in the Annual Report and Recertification.](#)

# SPPP Form 13 – Stormwater Facility Maintenance

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID # : [171653](#)

Team Member/Title: [Sam Barbagli, Public Works Director](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

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

Newfield Borough has implemented an annual catch basin cleaning program to maintain catch basin function and efficiency. All catch basins will be inspected once each year for integrity and operation. If at the time of inspection the basin is determined to be in need of maintenance or repair that work will be scheduled or completed as time allows. The annual catch basin cleaning program began in April of 2005.

The Borough of Newfield has implemented an annual inlet cleaning program to ensure their functionality and efficiency. All catch basins are inspected once per year for the presence of sediment, trash, debris, or other foreign material. All inlets containing such materials will be cleaned out while those not containing such materials will not. Regardless, all inlets will also be inspected for proper function and structural stability. Inlets found to be in need of repairs will be logged in and scheduled for repair and/or replacement. Inlets in need of replacement shall be constructed in accordance with the Storm Drain Inlet Retrofitting Program. The program began in April 2005

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

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

[Newfield Borough has implemented a stormwater facility maintenance program to ensure that all stormwater facilities operated by the Township function properly. Newfield Borough operates the following:](#)

- [catch basins](#)
- [storm drains](#)
- [infiltration basins](#)
- [buffer strips](#)
- [swales](#)

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

# SPPP Form 14 - Outfall Pipe Stream Scouring Remediation

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID #: [171653](#)

Team Member/Title: [Sam Barbagli, Storm water Program Coordinator](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

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

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

[Gloucester County, through the Gloucester County Improvement Authority, is undertaking a countywide stormwater management program, to assist the municipalities in the county with their stormwater permit responsibilities. As part of that countywide program, Gloucester County is mapping the MS4 outfall pipes in Newfield Borough \(see SPPP Form 6\). At the same time, the County will be inspecting the outfalls as part of our illicit connection elimination program \(see SPPP Form 7\).](#)

[Concurrently with the outfall mapping and illicit connection inspections, the County will be checking all of our outfall pipes for signs of scouring. The data that will be collected under the DVRPC outfall logging protocol will include information on bank scour, which will be reported to our Stormwater Program Coordinator. Sites with stream scour will be placed on a prioritized list and repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not need NJDEP permits for those repairs may be done first.](#)

[We will follow each repair up with an annual inspection of the site to ensure that scouring has not resumed. Attached is a list of all sites with outfall pipe stream scouring, the date we plan on repairing the scouring, and the method of repair we will use. When repairs are completed we will note the date of that repair on this form.](#)

# SPPP Form 15 – De-icing Material and Sand Storage

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID #: [171653](#)

Team Member/Title: [Sam Barbagli, Public Works Director](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

## De-icing Material and Sand Storage

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

[Newfield Borough currently purchases salt through a cooperative purchase agreement with the Gloucester County Improvement Authority. Salt is obtained at the time of use by the vehicles that apply it to the roadway.](#)



# SPPP Form 16 – Standard Operating Procedures

Municipality: [Newfield Borough](#) County: [Gloucester](#)  
 NJPDES # : [NJG 0150754](#) PI ID #: [171653](#)  
 Team Member/Title: [Sam Barbagli, Public Works Director](#)  
 Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)  
 Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

<b>BMP</b>	<b>Date SOP went into effect</b>	<b>Describe your inspection schedule</b>
<b>Fueling Operations</b> (including the required practices listed in Attachment D of the permit)	<a href="#">July 1, 2005</a>	<a href="#">Newfield Borough has a fueling location at the Borough’s Public Works Yard located on Gorgo Lane, which will be inspected once a month.</a>  <a href="#">We will also perform visual inspections before discharging stormwater that has accumulated in the secondary containment area of all aboveground fuel storage tanks.</a>
<b>Vehicle Maintenance</b> (including the required practices listed in Attachment D of the permit)	<a href="#">July 1, 2005</a>	<a href="#">Monthly inspections will be held to ensure that the SOP is being met.</a>
<b>Good Housekeeping Practices</b> (including the required practices listed in Attachment D of the permit)  Attach inventory list required by Attachment D of the permit.	<a href="#">July 1, 2005</a>	<a href="#">Monthly inspections of all municipal maintenance yards and ancillary operations will be held.</a>

# **SPPP Inventory List**

## **Gorgo Lane Public Works Yard**

### **Year/Make/Model**

1999 F250 Utility Pickup  
2002 F250 4x4 Pickup  
1982 GMC Flat Bed Dump Truck  
1995 Ford Rear Loader  
1990 Mack Rear Loader  
2010 Mack One Arm  
2008 Case 580M 4x4 Backhoe  
2017 F450 Dump Body  
2018 F250 4x4 Pickup  
2000 F650 8yrd Dump Truck  
2016 Case L340 Loader

### **Item Description**

1200 Gallon Gasoline Tank w/ Pump  
1200 Gallon Diesel Tank w/ Pump  
Leaf Collection Shoot for 1995 Ford Rear Loader  
1-2 30yrd Rolloff Dumpster  
Ford Rototiller Attachment  
John Deere Brush Hog  
1 Forty Foot Sea Container  
1 Twenty Foot Sea Container

## TMDLs (Stormwater Program Coordinator)

### Incorporate TMDL Information Into SPPP (Stormwater Program Coordinator)

The Borough of Newfields Stormwater Program Coordinator shall review approved or adopted TMDL reports to identify stormwater related pollutants listed therein and associated with any segment of surface water bordering or within the Borough. The maintenance program shall be modified, as appropriate, to identify and address those specific sources of stormwater related pollutants and strive to eliminate their discharge to surrounding water bodies wherever practicable to do so.

[Find Forms](#) | [Contact Us](#)

## Total Maximum Daily Load (TMDL) Look-Up Tool

The tool was developed to allow New Jersey's municipal stormwater program coordinators to quickly identify Total Maximum Daily Load (TMDL) information in relation to Municipal Separate Storm Sewer Systems. It should also prove useful to others with an interest in water quality issues that affect our state.

**To use the TMDL Look-Up Tool**, go to the dropdown feature below and locate your municipality. The tool will display a list of watersheds and established, approved or adopted TMDL information associated with the selected municipality. To view the TMDL document and find Implementation strategies, click on the associated link: "View the TMDL Document". **Once you have opened the TMDL document you can locate the Implementation section using the table of contents and use this information to identify measures you can implement in your community.**

**Why use the TMDL Look-Up Tool?** This tool allows the user to quickly identify Total Maximum Daily Load (TMDL) information associated with any segment of surface water wholly or partially within or bordering the Tier A Municipality. Municipalities can use this information to assess and address local water quality issues in relation to operation of their Municipal Separate Storm Sewer System (MS4) as required under the [Tier A MS4 Master General Permit No. NJ0141852](#). Permittees are required to identify TMDL information for inclusion in municipal Stormwater Pollution Prevention Plans. Users may refer to the Implementation section of each TMDL report as a starting point for developing strategies to address identified pollutants at the local level.

County:  Municipality:

Please click Reset for a new search.

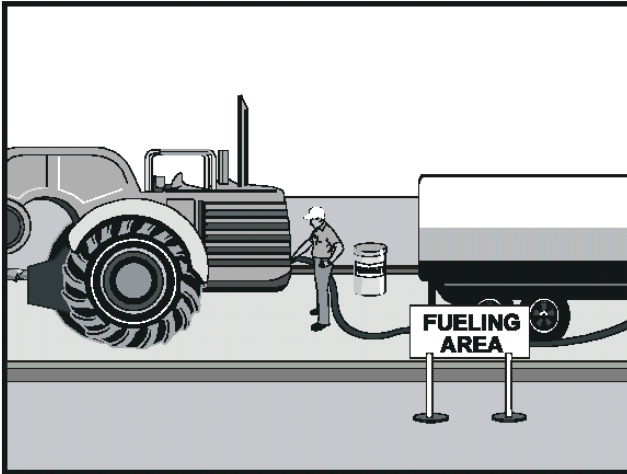
**A Guide to Abbreviations used in the TMDL Look-Up Tool**  
Hg = Mercury  
TP = Total Phosphorus  
DO = Dissolved Oxygen  
TSS = Total Suspended Solids

**What is a TMDL?** The TMDL may be viewed as a pollutant budget for an impaired waterbody. It is the maximum amount of a pollutant that a waterbody can receive and still meet surface water quality standards. The TMDL must be calculated so that water quality standards will be attained in consideration of critical conditions and seasonal variation and must include a margin of safety (MOS) to account for uncertainty. The TMDL is allocated among all of the sources of the pollutant, including point sources, nonpoint sources, and natural background. A TMDL implementation plan is developed to identify the suite of measures that are needed to reduce loads from each source to levels that will meet surface water quality standards. The measures include both regulatory and non-regulatory actions. Regulatory measures typically include effluent limitations or additional measures that are incorporated into wastewater or stormwater permits issued pursuant to the [New Jersey Pollutant Discharge Elimination System \(NJPDES\)](#) program. Non-regulatory measures include best practices for agricultural land use, riparian restoration, and promoting watershed stewardship activities such as rain gardens and rain barrels.

**What if there are water quality concerns in the lakes or streams in my town?** The town could target the implementation of its Stormwater Program, using guidance from the TMDL. For example, if a stream within a town has higher levels of phosphorus, the town could target increased educational efforts on the proper use of fertilizer, increased enforcement of pet waste and wildlife feeding ordinances and more frequent cleaning of catch basins in the part of town that drains to the impaired stream. Stream-side vegetative buffers and rain gardens could also be installed to filter out excess phosphorus. For a town with a river with higher levels of pathogens or coliform bacteria, the town could target its illicit connection detection and elimination program to the area of town that drains to the impaired river. If wildlife such as Canada geese are the suspected source, a goose management plan could be developed and implemented. For further guidance on identifying and reducing municipal storm water related pollutants please see the ["Total Maximum Daily Load \(TMDL\) Guidance for Tier A MS4 Permittees"](#).

For more information about TMDLs, see NJDEP's [Bureau of Environmental Analysis, Restoration and Standards](#) or *US Environmental Protection Agency's* TMDL web site at [www.epa.gov/tmdl](http://www.epa.gov/tmdl). You may also explore an interactive waterway assessment tool at USEPA's [How's My Waterway](#) website.

# Newfield Borough Standard Operating Procedures Vehicle and Equipment Fueling



## Newfield Borough Maintenance Yards With Fueling Operations

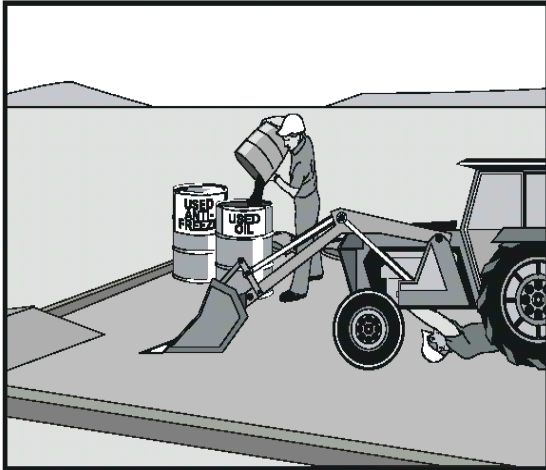
**Introduction and Purpose** Vehicle and equipment fueling procedures and practices are designed to minimize surface or ground waters. Understanding the procedures for delivering fuel into vehicles, mobile fuel tanks, and storage tanks is critical for this purpose. Safety is always the priority.

**Scope** These procedures are to be implemented at all maintenance yards with fueling. Including mobile fueling operations.

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

- Standards and Specifications (for bulk fueling)
- Drip pans or absorbent pads shall be used under all hose and pipe connections and other leak-prone areas during bulk fueling.
  - Block storm sewer inlets, or contain tank trucks used for bulk transfer, with temporary berms or temporary absorbent booms during the transfer process. If temporary berms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel must be within the temporary berms during the loading/unloading of bulk fuels.
  - Protect fueling areas with berms and/or dikes to prevent run-on, runoff, and to contain spills.
  - A trained employee must always be present to supervise during bulk transfer.
- Spill Response
- Conduct cleanups of any fuel spills immediately after discovery.
  - Uncontained spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and absorbent materials shall be swept up.
  - Collected waste is to be disposed of properly.
  - Contact the Newfield Borough Spill Response Team at 881-2300.
- Maintenance and Inspection
- Fueling areas and storage tanks shall be inspected monthly.
  - Keep an ample supply of spill cleanup material on the site.
  - Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair must be repaired or replaced immediately.

# Newfield Borough Standard Operating Procedure Vehicle Maintenance



## Newfield Borough Maintenance Yards BMP Objectives

- Waste Management
- Spill Prevention, Containment and Countermeasures
- Pollution Control

**Introduction and Purpose** This SOP contains the basic practices of vehicle maintenance to be implemented at all maintenance yards including maintenance activities at ancillary operations in Newfield Borough. The purpose of this SOP is to provide a set of guidelines for the Newfield Borough vehicle maintenance yards including maintenance activities at ancillary operations.

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

**Standards and Specifications**

- Conduct vehicle maintenance operation only in designated areas.
- When possible, perform all vehicle and equipment maintenance at an indoor location with a paved floor.
- Always use drip pans.
- Absorbent spill clean-up materials shall be available in maintenance areas and shall be disposed of properly after use.
- Maintenance areas shall be protected from stormwater run-on and runoff, and shall be located at least 50 feet downstream drainage facilities and watercourses.
- Use portable tents or construct a roofing-device over long-term maintenance areas and for projects that must be performed outdoors.

- Do not dump or dispose oils, grease, fluids, and lubricants onto the ground.
- Do not dump or dispose batteries, used oils, antifreeze and other toxic fluids into a storm drain or watercourse.
- Do not bury tires.
- Collect waste fluids in properly labeled containers and dispose properly.

Spill Response  
and Reporting

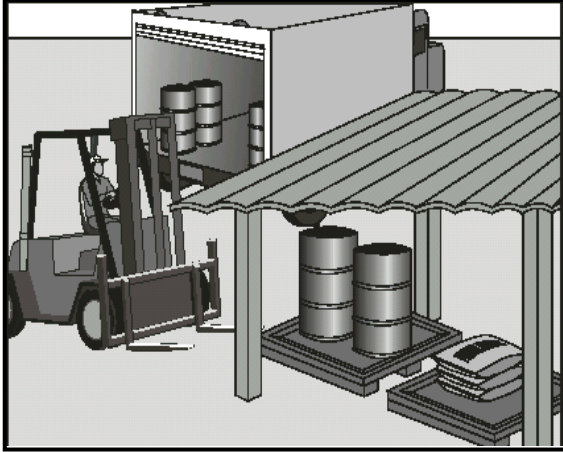
- Provide spill containment dikes or secondary containment around stored oils and other fluid storage drum(s).
- Conduct cleanups of any fuel spills immediately after discovery.
- Spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and the rest of the area is to be swept.
- Collected waste is to be disposed of properly.
- Contact the Newfield Borough Spill Response Team at 881-2300.

Maintenance  
and Inspection

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

# Newfield Borough Standard Operating Procedure Good Housekeeping

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## Newfield Borough Good Housekeeping Goals

- Proper Recycling
- Proper Waste Disposal
- Pollution Prevention

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

**Scope** This SOP applies to all maintenance yards including maintenance activities at ancillary operations in Newfield Borough.

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



Standards and Specifications (Salt and De-icing Material Handling)

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

Spill Response and Reporting

- Conduct clean up of any spill(s) immediately after discovery.
- Spills are to be cleaned using dry cleaning methods only.
- Contact the Newfield Borough Spill Response Team at 881-2300.

Maintenance and Inspection

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

# SPPP Form 17 – Employee Training

Municipality: [Newfield Borough](#)

County: [Gloucester](#)

NJPDES # : [NJG 0150754](#)

PI ID #: [171653](#)

Team Member/Title: [Sam Barbagli, Storm water Program Coordinator](#)

Effective Date of Permit Authorization (EDPA): [April 1, 2004](#)

Date of Completion: [July 1, 2005](#) Date of most recent update: [January 13, 2022](#)

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

The Borough of Newfield obtains its employee training through the E-JIFF and logs of training are kept on site and available upon request.

The training programs will include:

- Waste disposal
- Yard waste
- Illicit connection elimination
- Stormwater facility maintenance
- Road erosion control
- Maintenance yard operations
- Construction activity
- Post construction stormwater management in new development

Standard Operating Procedures:

1. Work Areas must be kept clean and free of spills. If a spill occurs it must be cleaned up.
2. Good house keeping practices must be followed in all public works yards.
3. Adhere to all PEOSHA programs.
4. Keep good records with your daily reports.
5. Report any road erosion.
6. No material is to be stored outside.

## **Maintenance of Stormwater Management Measures**

Stormwater Management Maintenance(2015)

This training is intended to give an overview of stormwater BMP functions and the maintenance requirements within the Stormwater Management rules and the MS4 permits.

[Presentation and Notes for the Video, Parts I & II](#)

[Video Part I: Introduction to Stormwater Management and Stormwater BMPs](#)

[Video Part II: Stormwater Management Maintenance Training](#)

In June 2009, the Stormwater Program Coordinator prepared a Maintenance Manual and trained the Public Works Supervisors on the various maintenance schedules and procedures associated therewith. The Maintenance Manual is reviewed with the Public Works Employees at the beginning of every calendar year and is updated on a routine basis with the activities performed by the Public Works Dept. Completed Maintenance Logs are included in the SPPP. In 2016, the Public Works Department viewed the DEP's Maintenance Yard Operation Video. A sign-in sheet has been included in the Maintenance Logs.

# SPPP Form 17 – Employee Training

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NJDEP issued amended Tier A MS4 Municipal Stormwater Permit that became effective Jan 1, 2018. Listed below are the new permit section that requires training of Board Members and governing body members pursuant to Part IV.B5.F of the final Tier A MS4 permit

Municipal Board and Governing Body Member Related Training: The Tier A Municipality shall ensure that municipal board and governing body members that review and approve applications for development and redevelopment projects, complete the “Asking the Right Questions in Stormwater Review Training Tool” posted at [www.nj.gov/dep/stormwater/training.htm](http://www.nj.gov/dep/stormwater/training.htm). This includes those individuals that review any projects for compliance with Part IV.B.4 (Post Construction) of this permit. Training must be completed by current municipal board and governing body members on or before EDPA + 6 months and by new members within six months of commencing duties. Once per term of service thereafter, municipal board and governing body members must review at least one of the tools offered under Post-Construction Stormwater Management found at the website above. The Tier A Municipality is required to maintain a list of the dates and names of training program participants in its SPPP.

## Training Log

• Mayor	Donald Sullivan	June 27, 2018
• Storm Water Coordinator	Sam Barbagli	March 15, 2021
• Borough Engineer	Wayne Johnson PE	June 26, 2018
• Borough Clerk	Toni Van Camp	March 12, 2021
• Borough PW Council	Scott Miller	March 15, 2021
• Borough Council	Michael Carrow	March 29, 2021
• Borough Council	Christiana Pierce	March 29, 2021

## Training Log Employees

• Storm Water Coordinator	Sam Barbagli	March 15, 2021
• Public Works	Jared Marandino	March 15, 2021
• Public Works	Zachary Ellison	November 29, 2021