

TOWN OWNED FACILITY INVENTORY AND RELEVANT PROCEDURES

1.0 VEHICLES AND EQUIPMENT

The DPW Garage contains an internal tight tank designed to accept pumped wash water from DPW truck washing operations conducted inside the garage. Runoff enters the system through floor drains and is pumped to the tight tank unit until such time that the tank fills and DPW personnel contact a third party septic hauler to pump the tight tank.

Outdoor washing operations are limited to the rinsing of grass material from mowers, or other materials which would easily clog the tight tank pump system. In these cases, the washout area is swept daily with a mechanical sweeper as part of the sweeper operator's daily duties. This material is kept in the sweeper until the next day when the sweeper is emptied at the temporary street sweeping storage yard on Main Street.

The majority of the town's regularly sized vehicles are washed at a third party car wash with the use of pre-purchased car wash tickets. This includes all police and fire cruisers and sedans, and town administration vehicles.

1.1 STORAGE OF MUNICIPAL VEHICLES IN NEED OF REPAIR

Guidelines referencing proper vehicle maintenance storage procedures are presented in the DPW's "Draft Comprehensive Employee Safety Guidelines", which have been approved by the Assistant Town Manager / Director of Human Resources and Town Counsel and are dated February 12, 2020. This document has been prepared by DPW management in conjunction with the worker's union safety sub-committee and the Town of Wilmington Safety Committee. The guidelines are currently awaiting final approval by the Town Manager and have been delayed due to COVID-19 related obligations.

The guidelines contain provisions for the storage of municipal vehicles in need of repair:

From "Comprehensive Employee Safety Guidelines", section 10.13:

- 10.13 Vehicles that are awaiting repair may be stored outside as long as exposure to the elements will not cause an unsafe condition or allow chemicals, fuel, or other liquids to washout into yard uncontained. Any leaking vehicles shall be stored inside with proper spill pads in place, or if must be stored outside, will contain safeguards to absorb leaking materials and prevent runoff from infiltrating the ground or migrating over impervious surfaces.