

Municipality/Organization: Arlington, Massachusetts

EPA NPDES Permit Number: MA041027

MassDEP Transmittal Number: W-040959

**Annual Report Number
& Reporting Period:** April 1, 2010 – March 31, 2011

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2011)

Part I. General Information

Contact Person: Wayne Chouinard **Title:** Town Engineer

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Certification:

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: Brian F. Sullivan

Printed Name: Brian Sullivan

Title: Town Manager

Date: 5/26/11

Part II. Self-Assessment

The Town of Arlington has completed the required self-assessment and has determined that our municipality is in compliance with all permit conditions, except for the following provisions.

Part II.F – Failed to submit Annual Report on or before May 1, 2011. Submitted on May 27, 2011

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
1-1	Place Educational Information on the Town's Website	Town Webmaster; Department of Public Works	<p>Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Post stormwater related information on the Town Hall website. ➤ Update website regularly. 	<p>The final Stormwater Management Program (SWMP) has been posted on the Town's website.</p> <p>Other stormwater related information is regularly posted on the Town's website to provide public outreach.</p>	Continue to update the Town Website regularly with stormwater related postings.
1-2	Conduct Household Hazardous Waste Collection Days	Arlington Recycling Committee; Department of Public Works	<p>Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Sponsor 8 household hazardous waste collection days/yr. ➤ Develop the <u>Arlington Recycling Program</u> brochure and distribute to all Arlington residents via a mass mailing on an annual basis. ➤ Track the number and type of informational brochures collected by Arlington residents at the DPW and at the booth at Arlington Town Day. ➤ Send 8 press releases advertising the event to the <i>Arlington Advocate</i> and track whether they were published. ➤ Advertise the events on the Town's website. 	<p>The DPW sponsored 8 household hazardous waste collection days at the Minuteman Hazardous Product Facility in Lexington, MA. These events were advertised in the <i>Arlington Advocate</i>, through postings at town offices, and on the Town's website.</p> <p>A postcard calendar on Arlington's recycling program was distributed to residents through mailings and made available at Town Offices.</p> <p>Additionally, the Town held two community collection days.</p>	<p>Track the number and type of informational brochures distributed to Residents from the Public Works Offices.</p> <p>Send 8 press releases advertising the event to the <i>Arlington Advocate</i> and track whether they were published.</p>

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
1-3	Intensify the Existing Pet Waste and Waterfowl Management Campaign	Board of Health; Animal Control Officer; Spy Pond Committee	<p>Spring 2004 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Track the number of brochures distributed. ➤ Educate Animal Control Officer on the importance of pet waste and waterfowl management. ➤ Develop an informational press release on pet waste and waterfowl management for the <i>Arlington Advocate</i> and track whether it was published. 	<p>The Board of Health distributed approximately 50 brochures regarding Pet Waste Management and Waterfowl Management through their office, the public libraries, and at various events in Town.</p> <p>Additionally, reminders not to feed waterfowl were published in the local newspaper, the <i>Arlington Advocate</i>.</p> <p>The Spy Pond Committee continued an egg-adding program that was instituted by the Town.</p> <p>A dog was employed to chase waterfowl and deter them from various public spaces in Town.</p> <p>Dog Waste Receptacles have been installed and in use at all Public Parks.</p>	<p>Continue to educate the public on the importance of pet waste and waterfowl management.</p> <p>Develop an informational press release on Pet Waste and Waterfowl Management for the <i>Arlington Advocate</i> and track whether it was published.</p>
1-4	Place Educational Information on Arlington Cable Television (ACTV)	Arlington Community Television; Department of Public Works	<p>Fall 2004 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Obtain "Oil Leak" and "Fertilizer" PSA's from the Washington State Department of Ecology Water Quality Consortium. ➤ Track how frequently the PSA's are broadcast on ACTV. 	<p>The PSA's "Oil Leak" and "Fertilizer" were not broadcast on ACTV.</p> <p>Information regarding town sponsored CRT/TV drop-offs were regularly shown on ACTV.</p>	<p>Obtain information and tips for "Oil Leak" and "Fertilizer" Bulletin Board PSA's from the Massachusetts Department of Environmental Protections Website.</p> <p>Track how frequently the PSA's are broadcast on ACTV.</p>

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
1-5	Promote Water Conservation Practices for Homeowners	Department of Public Works	<p style="text-align: center;">Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Post water conservation posters at Town Hall and the public libraries. ➤ Include water conservation bill inserts with the water bill. 	<p>Posters promoting Water Conservation Practices and Educational displays were hung in the Town Hall and public libraries.</p> <p>Water Reducing Shower/Sink Heads were made available to Residents at the Public Works Offices.</p> <p>Water conservation bill inserts were mailed with Water Bills.</p> <p>Residents were able to buy rain barrels and adjustable hose heads provided by the DEP at the Town sponsored/organized Ecofest Event in May 2010.</p>	<p>Continue to include water conservation bill inserts with the water bill and promote water conservation practices through various postings and medias.</p>
1-6	Develop a Stormwater Press Release and Flyer Targeting Community Businesses	Town Webmaster; Department of Public Works	<p style="text-align: center;">Fall 2005 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Submit the press release to the <i>Arlington Advocate</i> and track whether it was published. ➤ Submit copies of the informational flyers to the Arlington Chamber of Commerce (ACC) and track whether it was included in the newsletter. ➤ Post the informational flyer on the Town's website. 	<p>A Final educational stormwater press release was not developed during Permit Year 8.</p> <p>This press release is currently being developed and is in the Preliminary Draft Stages.</p>	<p>Submit the Final press release to the <i>Arlington Advocate</i> and track whether it was published.</p> <p>Submit copies of the informational flyers to the Arlington Chamber of Commerce (ACC) and track whether it was included in the newsletter.</p> <p>Post the informational flyer on the Town's website.</p>

1a. Additions

No additions to report at this time.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
2-1	Public Access to SWMP and Receipt of Comments	Town Webmaster; Department of Public Works	<p>Winter 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Make draft SWMP available to the public for the review and comment period. ➤ Finalize SWMP. ➤ Make the final SWMP accessible to the public via the Town's public libraries and website. 	<p>The Town Website continues to host the Final SWMP for public use. The Final SWMP is also available to the public via the Town's public libraries and DPW Offices.</p>	Measurable Goals Achieved for Permit Year 8.
2-2	Educational Outreach for Spy Pond	Spy Pond Committee, Friends of Spy Pond Park, Planning and Community Development Department	<p>Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Develop "Reduce Fertilizer Flyer" and track the number of volunteers involved in its distribution. ➤ Develop door hanger and track the number of volunteers involved in its distribution. ➤ Post Spy Pond-related information on the Spy Pond website and update website regularly. ➤ Host booths at Arlington Town Day. 	<p>Educational outreach continued through distribution of fertilizer reduction flyers to residents in the Spy Pond Watershed and hosting booths at Arlington Town Day in September.</p> <p>Spy Pond-related information continues to be posted on the Spy Pond Committee and Town websites.</p> <p>An "EcoFest" forum was held in May 2010 and will include tables hosted by Town groups highlighting their projects, and local gardening and landscaping businesses (including composting and other sustainable gardening practices).</p>	<p>Measurable Goals Achieved for Permit Year 8.</p> <p>Continue Educational Outreach for Spy Pond.</p>
2-3	Sponsor Annual Cleanup at Spy Pond	Spy Pond Committee, Friends of Spy Pond Park, Department of Public Works, Planning and Community Development Dept.	<p>Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Track the number of cleanup volunteers and supporting businesses. ➤ Track the quantity and types of waste collected as a result of the cleanup event. 	<p>Trail Day is an annual event, which took place in May 2010. At this event, volunteers aided in removing invasive species, bank stabilization and miscellaneous trash removal and cleanup.</p> <p>Additionally, the Spy Pond Committee organized 7 monthly work days in 2010. These work days involved approximately 100 volunteers in the cleanup activities and two (2) church groups.</p>	<p>Measurable Goals Achieved for Permit Year 8.</p> <p>Continue to Sponsor and Track Cleanup Events at Spy Pond.</p>

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
2-4	Sponsor Storm Drain Marking Activities at Spy Pond	Spy Pond Committee, Planning and Community Development Department	<p>Spring 2005 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Identify areas where marking will take place and establish schedule for the activity. ➤ Track the number of storm drains marked each year. ➤ Track the number of volunteers assisting in the marking activity. ➤ Provide maintenance to previously installed markers as necessary. ➤ Publicize storm drain marking event(s) via a press release to the <i>Arlington Advocate</i>. <p>Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Track the number of cleanup volunteers and supporting businesses. ➤ Track the quantity and types of waste collected as a result of the cleanup event. 	Established Storm Drain Markings in the Spy Pond Watershed have been monitored and replaced as needed.	Provide maintenance to previously installed markers as necessary. Identify potential watershed areas where similar marking activities can/should be instituted.
2-5	Sponsor Annual Clean-up at Arlington Reservoir	Arlington Reservoir Committee, Department of Public Works	<p>Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Track the number of Land Steward volunteers. ➤ Maintain records of major activities, such as clean-ups, at individual sites. ➤ Develop an informational press release on the Land Steward Program for the <i>Arlington Advocate</i> and track whether it was published. ➤ Develop an informational brochure on the Land Steward Program and track the number of brochures distributed by residents. 	<p>A cleanup of Arlington Reservoir was conducted in August of 2010. This cleanup included brush trimming, invasive plant species removal, and rubbish collection.</p> <p>No annual meeting of the Conservation Land Stewards was held in 2010. However, the program was advertised at Town Day and Eco-Fest. These events each resulted in 4-5 new volunteers becoming involved in the organization.</p> <p>The Conservation Land Stewards are continuing to coordinate and manage individual volunteers on parcels throughout town to coordinate cleanups, post “No Dumping” signs, and walk sites to monitor them for potential cleanup or maintenance activities.</p>	Measurable Goals Achieved for Permit Year 8
2-6	Conservation Land Stewards	Arlington Conservation Commission	<p>Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Track the number of Land Steward volunteers. ➤ Maintain records of major activities, such as clean-ups, at individual sites. ➤ Develop an informational press release on the Land Steward Program for the <i>Arlington Advocate</i> and track whether it was published. ➤ Develop an informational brochure on the Land Steward Program and track the number of brochures distributed by residents. 	<p>Continue to track the number of Land Steward volunteers.</p> <p>Develop an informational press release on the Land Steward Program for the <i>Arlington Advocate</i> and track whether it was published.</p> <p>Develop an informational brochure on the Land Steward Program and track the number of brochures distributed by residents.</p>	<p>Measurable Goals Achieved for Permit Year 8</p> <p>Continue to track the number of Land Steward volunteers.</p> <p>Develop an informational press release on the Land Steward Program for the <i>Arlington Advocate</i> and track whether it was published.</p> <p>Develop an informational brochure on the Land Steward Program and track the number of brochures distributed by residents.</p>
2-7	A-B-C Stormwater Flooding Board to Address Issues in the Little River and Alewife Brook Areas	Board of Selectmen, Town Webmaster	<p>Spring 2004 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Execute the Environmental Joint Powers Agreement. ➤ A-B-C Stormwater Flooding Board to meet throughout the permit term. ➤ Information and status of Board’s activities to be reported on Town website and in the <i>Arlington Advocate</i>. 	<p>The A-B-C Stormwater Flooding Board met several times to discuss community related issues and receive input from the public pertaining to flooding and other relates issues.</p>	<p>Execute the Environmental Joint Powers Agreement.</p> <p>A-B-C Stormwater Flooding Board to meet throughout the permit term.</p> <p>Information and status of Board’s activities to be reported on Town website.</p>

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
2-8	Conduct Lawn Care/Landscaping Survey in Spy Pond Watershed	Spy Pond Committee, Planning and Community Development Department	<p>Summer 2005 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Develop and distribute survey. ➤ Send a press release explaining the lawn care/landscaping survey to the <i>Arlington Advocate</i>. ➤ Track the number of completed surveys. ➤ Compile surveys to develop future educational outreach materials. 	<p>A survey was not developed during Permit Year 8.</p> <p>Information associated with lawn care/landscaping to reduce fertilizer use was included in flyers provided at the “EcoFest” Forum in May.</p>	<p>Develop and distribute a Lawn Care/Landscaping Survey.</p> <p>Send a press release explaining the lawn care/landscaping survey to the <i>Arlington Advocate</i>.</p> <p>Track the number of completed surveys.</p> <p>Compile surveys to develop future educational outreach materials.</p>

2a. Additions

No additions to report at this time.

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
3-1	Maintain Outfall Location Map	Department of Public Works	<p>Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Update the outfall location map if there are any changes to the stormwater drainage system during the permit term. 	The Stormwater Outfall Location Map has been updated as required.	<p>Continue to update the Stormwater Outfall Location Map as required.</p> <p>Develop GIS Mapping of the Stormwater Drainage System and its Outfall Locations.</p>
3-2	Revision of Existing General and Zoning Bylaws	Planning and Community Development Department, Arlington Conservation Commission, Engineering Division of the Department of Public Works	<p>Spring 2004 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Review Town's existing General and Zoning Bylaws. ➤ Passed bylaws so that they fulfill the regulatory requirements of NPDES Phase II Minimum Control Measures 3, 4, and 5. ➤ Have revised bylaws available for public comment to gauge public acceptance and revise as necessary. ➤ Present revised bylaws at Town Meeting for adoption. ➤ Stormwater bylaws on Town's website. 	The Town's Stormwater By-Laws are posted on the Town Website.	<p>Continue to maintain the Stormwater By-Laws on the Town Website and update/revise as necessary.</p>
3-3	Implement an Illicit Discharge Detection and Elimination Plan	Department of Public Works	<p>Winter 2004 – Winter 2007/2008</p> <p>Revise Date to Spring 2007 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Develop an Illicit Discharge Detection and Elimination Plan. ➤ Conduct dry-weather field screening of outfalls and track the number of surveys indicating a possible illicit connection. ➤ Trace the source of potential illicit discharges. ➤ Track the number of illicit connections found. ➤ Track the number of illicit connections repaired/replaced. ➤ Report on the success of obtaining alternative funding to assist in illicit connection removal. 	<p>The Town consultant performed stormwater sampling along Mill Brook. Sample locations were in conjunction with locations specified by MA DEP. Sampling dates were in September 2010 and March 2011.</p> <p>Design plans were prepared to address inflow and infiltration along portions of Robbins Road and the vicinity. Design improvements include a variety of point source repairs and pipe lining in conjunction with previously identified potential sources of contamination.1</p>	<p>Develop an Illicit Discharge Detection and Elimination Plan.</p> <p>Conduct dry-weather field screening of outfalls and track the number of surveys indicating a possible illicit connection.</p> <p>Trace the source of potential illicit discharges.</p> <p>Track the number of illicit connections found.</p> <p>Track the number of illicit connections repaired/replaced.</p> <p>Report on the success of obtaining alternative funding to assist in illicit connection removal.</p>

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
3-4	Rehabilitate and Replace Sanitary Sewer Pipes	Department of Public Works	<p>Spring 2003 – Fall 2005</p> <p>Revise dates to Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Rehabilitation/replacement of sanitary sewer pipes exfiltrating wastewater. ➤ There is a 12-segment (town areas)-15 year plan to evaluate, design and rehabilitate the entire town's sanitary sewer system. 	<p>The Town continues to follow the developed 15 year plan to evaluate, design, and rehabilitate the entire Town's sanitary sewer system.</p> <p>In 2010-2011, the Town completed repairs to sewer service laterals and mains on Nicod Street, Forest Street, Overlook Road, and Summer Street.</p>	<p>There is a 12-segment (town areas)-15 year plan to evaluate, design and rehabilitate the entire town's sanitary sewer system.</p>

3a. Additions

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
3-5	Replacement and Maintenance of Mill Brook Culverts	Department of Public Works	<p>Summer 2005 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Replace Mill Brook Culvert near Grove Street. ➤ Maintain culvert as required. ➤ Replace Mill Brook Culvert near Brattle Lane. 	<p>Major Construction activities for Mill Lane and Brattle Street Culvert Replacements were completed in 2010. Minor activities (i.e. fence/guardrail installation) are to be completed in the Spring of 2011</p> <p>Approximately \$15,000 a year is used to fund "Article 24" projects. These projects include removing /treatment of weeds at Spy Pond and the Arlington Reservoir.</p>	<p>Complete construction activities for Mill Lane and Brattle Street Culvert Replacement Projects.</p> <p>Measurable Goals achieved for Permit Year 8.</p> <p>Continue to maintain water bodies as required.</p>
3-6	Maintenance of Town Water Bodies	Department of Public Works	<p>Summer 2006 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Establish a fund for the maintenance of Town water bodies. ➤ Maintain water bodies as required. 	<p>Approximately \$15,000 a year is used to fund "Article 24" projects. These projects include removing /treatment of weeds at Spy Pond and the Arlington Reservoir.</p>	<p>Measurable Goals achieved for Permit Year 8.</p> <p>Continue to maintain water bodies as required.</p>

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
4-1	Develop a Site Inspection Form and Conduct Site Inspections	Department of Public Works (Engineering Section)	<p>Spring 2005 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Track the frequency of inspections conducted for each site. ➤ Track the completion of inspection forms. ➤ Track the number of failed ESC BMPs discovered on each site. ➤ Develop a formalized program to review and inspect proposed development plans for stormwater runoff controls and ESC best management practices. ➤ Maintain records of the reviews and inspections. 	<p>The town directs construction contractors to clean out and refurbish their erosion controls. Formal records are not maintained on this directive. However, several projects do have written construction-monitoring reports.</p>	<p>Track the frequency of inspections conducted for each site.</p> <p>Track the completion of inspection forms.</p> <p>Track the number of failed ESC BMPs discovered on each site.</p> <p>Develop a formalized program to review and inspect proposed development plans for stormwater runoff controls and ESC best management practices.</p> <p>Maintain records of the reviews and inspections.</p>
4-2	Develop and Implement a Citizen Tip Line	Department of Public Works, Town Webmaster	<p>Fall 2005 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Establish the Citizen Tip Line. ➤ Advertise the Citizen Tip Line. ➤ Track the number of complaints received via the Citizen Tip Line. ➤ Track the problems/incidents remedied as a result of the Citizen Tip Line. 	<p>The Town uses a web-based question and answer forum, which permits residents to make complaints or comments directly to town offices.</p> <p>During Permit Year 8, there were 2,314 requests submitted through the Request/Answer Center. During this same time frame, 2,221 requests were addressed.</p>	<p>Continue to track the number of complaints received via the Citizen Tip Line.</p> <p>Continue to track the problems/incidents remedied as a result of the Citizen Tip Line.</p>

4a. Additions

No additions to report at this time.

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

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
5-1	Arlington Redevelopment Board Stormwater Design Guidelines	Planning and Community Development Department, Arlington Redevelopment Board	<p>Spring 2004</p> <ul style="list-style-type: none"> ➤ Use DEP's handbook for BMPs. ➤ Direct developers and consultants to the BMP handbook through DEP's website. 	<p>The Environmental Design Review process continues to require proposed development to manage stormwater on-site to the maximum extent possible.</p> <p>During Permit Year 8, there were 20 development and/or redevelopment projects that were reviewed by the Engineering Department for compliance with the Town of Arlington Stormwater Bylaw.</p> <p>Developers and consultants are directed to DEP's website handbook for BMPs and Town Bylaw, Title V, Article 15.</p>	Measurable Goals achieved for Permit Year 8.
Revised			<p>The measurable goals for this BMP have been modified to reflect the Town's decision to direct developers and contractors to information provided through DEP relative to stormwater BMPs.</p>		

5a. Additions

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
5-2	Conservation Commission Permits to Improve Stormwater Quality	Conservation Commission, Department of Public Works	<p>Spring 2006 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Issue permits for projects that will improve stormwater quality. ➤ Track the number of permits issued. 	<p>Permits issued:</p> <p>(1) All Redevelopment/New Development projects that fall under the Stormwater Regulations are permitted in accordance with these regulations.</p> <p>(2) Wellington Park – Redevelop park to include infiltration chambers for tennis courts.</p>	<p>Measurable Goals achieved for Permit Year 8.</p> <p>Continue to issue permits for projects that will improve stormwater quality</p>

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Department/ Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
6-1	Develop a Formal Training Program for DPW Staff	Department of Public Works	<p>Fall 2004 – Winter 2008/2009 Revise dates to Fall 2008 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Establish a formal training program for DPW employees. ➤ Conduct training sessions with all current employees. ➤ Train all new DPW employees in accordance with the training program requirements. ➤ Track employee training activities and participants trained. ➤ Conduct refresher training for employees after every two years of employment. 	<p>No training program was established. Staffing constraints prevented full training.</p> <p>The town anticipates that the program will be initiated this year.</p>	<p>Establish a formal training program for DPW employees.</p> <p>Conduct training sessions with all current employees and refresher training for employees after two years of employment</p> <p>Train all new DPW employees in accordance with the training program requirements.</p> <p>Track employee training activities and participants trained.</p>
6-2	Catch Basin Cleaning Program	Department of Public Works	<p>Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Track the catch basins that are cleaned each year, including the leaching catch basins, Vortechmic devices and oil/water separator. ➤ Maintain a log of the disposed materials. 	<p>The DPW completed the annual catch basin cleaning program as scheduled. The DPW maintained a log of disposed materials.</p>	<p>Measurable Goals achieved for Permit Year 8.</p>
6-3	Parking Lot and Street Sweeping Program	Department of Public Works	<p>Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Track the streets and lots that are swept each year. ➤ Maintain a log of the disposed materials. 	<p>The DPW completed annual parking lot and street sweeping program as scheduled. The Town has been divided into 35 districts and this grid system is used to schedule the street sweeping. The DPW maintained a log of disposed materials.</p>	<p>Measurable Goals achieved for Permit Year 8.</p>
6-4	Implement Stormwater Pollution Prevention Plan	Department of Public Works	<p>Fall 2004 – Winter 2008/2009 Revise dates to Fall 2007 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Review the recommendations outlined in Table 5 of the SWPPP. ➤ Develop a schedule to implement these recommendations. ➤ Track progress in implementing recommendations. 	<p>No activities were performed during Permit Year 8.</p>	<p>Review the recommendations outlined in Table 5 of the SWPPP.</p> <p>Develop a schedule to implement these recommendations.</p> <p>Track progress in implementing recommendations.</p>
6-5	Vehicle and Equipment Cleaning Policy	Department of Public Works	<p>Spring 2003 – Spring 2011</p> <ul style="list-style-type: none"> ➤ Continue to wash vehicles and equipment indoors. ➤ Incorporate policy requirements into the DPW employee-training program. ➤ Construct a new wash bay. 	<p>No training program was established. Staffing constraints prevented full training.</p>	<p>Incorporate policy requirements into the DPW employee-training program.</p>

BMP ID #	BMP Description	Responsible Department/ Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8	Planned Activities – Future
6-6	Develop a Landscaping and Lawn Care Policy	Department of Public Works	<p>Spring 2005 – Winter 2008/2009 Revise dates to Spring 2006 – Spring 2011 Develop and implement a landscaping and lawn care policy. Place policy in the DPW employee-training manual. Document employee training and periodic re-training.</p>	The DPW did not develop a landscaping and lawn care policy during Permit Year 8.	Develop and implement a landscaping and lawn care policy. Place policy in the DPW employee-training manual. Document employee training and periodic re-training.
6-7	Replace Stormwater Drainage System Along Summer Street	Department of Public Works	<p>Summer 2004 – Fall 2006 Revise Dates to Summer 2004 – Spring 2011 Install new stormwater drainage system in Summer Street.</p>	No activities were planned for Permit Year 8.	Install new stormwater drainage system in Summer Street.
6-8	Maintenance of the Detention Basin at Reed's Brook	Department of Public Works	<p>Spring 2004 – Spring 2011 Develop a maintenance plan for the detention basin at the Reed's Brook site. Educate DPW employees on the proper maintenance of the detention basin and document training and periodic re-training. Maintain records of maintenance activities.</p>	The DPW continued regular inspection activities for the detention basin at the Reed's Brook site.	Educate DPW employees on the proper maintenance of the detention basin and document training and periodic re-training. Maintain records of maintenance activities.
6-9	Install Leaching Catch Basins In Spy Pond Watershed	Planning and Community Development Department, Department of Public Works	<p>Summer 2005/2006 – Spring 2011 Develop plans for leaching catch basins. Install leaching catch basins.</p>	Leaching Catch Basins were not installed in Permit Year 8.	Develop plans for & Install leaching catch basins at strategic locations throughout Town.
6-10	Stormwater Best Management Practices	Planning and Community Development Department	<p>Spring 2008 – Spring 2011 Develop plans for town rain gardens</p>	<p>The program to develop rain gardens didn't get funded. Therefore, no new rain gardens were installed.</p> <p>However, eco-friendly lawn and gardening tips were made at the "Ecofest" forum in May 2010.</p> <p>Additionally, a few sites throughout town are being evaluated for installation of a Public Rain Garden.</p>	Develop plans & install for town rain gardens.

6a. Additions

No additions to report at this time.

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

NOT APPLICABLE TO THE TOWN OF ARLINGTON

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

The Town of Arlington did not collect and/or analyze any data during Permit Year 8.

Part V. Program Outputs & Accomplishments (OPTIONAL)

(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2010 through March 31, 2011)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	N
Annual program budget/expenditures **	(\$)	
Total program expenditures since beginning of permit coverage	(\$)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		319 Grant

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	N
Stream teams established or supported	(# or y/n)	N
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
<ul style="list-style-type: none"> ▪ days sponsored ** ▪ community participation ** ▪ material collected ** 	(# or %)	8
School curricula implemented	(tons or gal)	
	(y/n)	

Legal/Regulatory

Regulatory Mechanism Status (indicate with "X")	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control					
▪ Post-Development Stormwater Management					X
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control					
▪ Post-Development Stormwater Management					

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	100
Estimated or actual number of outfalls	(#)	140
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100
Mapping method(s)		
▪ Paper/Mylar	(%)	100 %
▪ CADD	(%)	5 %
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	As by FST & MyRWA
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	As by FST & MyRWA
Illicit discharges identified **	(#)	As by FST & MyRWA
Illicit discharges identified (Since beginning of permit coverage)	(#)	As by FST & MyRWA
Illicit connections removed **	(#); and (est. gpd)	As by FST & MyRWA
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	As by FST & MyRWA
% of population on sewer	(%)	100
% of population on septic systems	(%)	0

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	1
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	100
Site inspections completed **	(# or %)	10
Tickets/Stop work orders issued **	(# or %)	
Fines collected **	(# and \$)	
Complaints/concerns received from public **	(#)	3

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	30
Site inspections (for proper BMP installation & operation) completed **	(# or %)	80 %
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	N
Low-impact development (LID) practices permitted and encouraged	(y/n)	Y

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	1
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	1
Qty of structures cleaned **	(#)	1500 +/-
Qty. of storm drain cleaned **	(%, LF or mi.)	As Needed
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	450 +/-
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Landfill

Basin Cleaning Costs			
• Annual budget/expenditure (labor & equipment)**		(\$)	Completed in House
• Hourly or per basin contract rate **		(\$/hr or \$ per basin)	Completed in House
• Disposal cost**		(\$)	
Cleaning Equipment			
• Clam shell truck(s) owned/leased		(#)	1
• Vacuum truck(s) owned/leased		(#)	2
• Vacuum trucks specified in contracts		(y/n)	N
• % Structures cleaned with clam shells **		(%)	98
• % Structures cleaned with vector **		(%)	2

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	3
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	3
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	1000
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	Landfill
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	Completed In House
• Hourly or lane mile contract rate **	(\$/hr. or In mi.)	Completed In House
• Disposal cost**	(\$)	
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	3
• Vacuum street sweepers owned/leased	(#)	0
• Vacuum street sweepers specified in contracts	(y/n)	0
• % Roads swept with rotary brush sweepers **	%	100
• % Roads swept with vacuum sweepers **	%	0

Reduction (since beginning of permit coverage) in application on public land of:
 ("N/A" = never used; "100%" = elimination)

▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	N/A
▪ Pesticides	(lbs. or %)	N/A
Integrated Pest Management (IPM) Practices Implemented		
	(y/n)	

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used **	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	98% NaCl 2% Sand
(also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)		
Pre-wetting techniques utilized **	(y/n or %)	25
Manual control spreaders used **	(y/n or %)	100
Zero-velocity spreaders used **	(y/n or %)	0
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	30%
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	-25%
% of salt/chemical pile(s) covered in storage shed(s)	(%)	100
Storage shed(s) in design or under construction	(y/n or #)	No
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	Yes