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June 26, 2007

Ms. Ann Herrick - CIP
U.S. Environmental Protection Agency - Region 1
1 Congress Street, Suite 1100
Boston, MA 02114-2023

Subject: NPDES Phase II Small MS4 General Permit (MA041027)
Annual Report
Arlington, Massachusetts

Dear Ms. Herrick:

In accordance with the provisions of the National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4s), please find enclosed the 2006 Annual Report summarizing the status of Arlington's Stormwater Management Program. As required by the NPDES General Permit, a copy of this report has also been submitted to the Massachusetts Department of Environmental Protection, the co-permitting authority for the state of Massachusetts.

Please do not hesitate to contact me with any questions or comments regarding this submission.

Very truly yours,

FAY, SPOFFORD & THORNDIKE, LLC.
By

Dianne E. Velardocchia

Dianne E. Velardocchia, PE
Senior Engineer

Enclosures: NPDES PII Small MS4 General Permit
Annual Report

Cc: Teresa DeBenedictis. (for municipal dist.)
Assistant Director of Public Works
Arlington, MA

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Municipality/Organization:	**Arlington, Massachusetts**
EPA NPDES Permit Number:	**MA041027**
MassDEP Transmittal Number:	**W-040959**
Annual Report Number & Reporting Period:	**April 1, 2006 – March 31, 2007**

NPDES PII Small MS4 General Permit Annual Report
(Due: May 1, 2007)

Part I. General Information

Contact Person: Teresa DeBenedictis Title: Assistant Director of Public Works

Telephone #: 781-316-3103 Email: tdebenedictis@town.arlington.ma.us

Mailing Address: 730 Massachusetts Avenue, Arlington, MA 02476

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 TH

Printed Name: Brian Sullivan

Title: Town Manager

Date: 6/26/07

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 – Annual Report provided after May 1, 2007

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1-1	Place Educational Information on the Town's Website	Department of Public Works, Town Webmaster	**Spring '03 –Winter '07/08** ➢ Post stormwater related information on the Town Hall website. ➢ Update website regularly.	The final Stormwater Management Program (SWMP) was posted on website. Other stormwater related information was posted on Town Hall website.	The Town will continue posting stormwater related information on Town Hall website, including the SWMP Annual Report.
1-2	Conduct Household Hazardous Waste Collection Days	Department of Public Works, Arlington Recycling Committee	**Spring '03 –Winter '07/08** ➢ Sponsor 8 household hazardous waste collection days/yr. ➢ Develop the Arlington Recycling Program 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 *Arlington Advocate* and track whether they were published. ➢ Advertise the events on the Town's website.	The DPW sponsored 8 household hazardous waste collection days at the Minutemen Hazardous Product Facility in Lexington, MA. The events were advertised in the *Arlington Advocate* and on the Town's website. A brochure on Arlington's recycling program was distributed to new residents. The DPW hosted a booth at Arlington Town Day. In addition, as part of Earth Day, the DPW sponsored a Community Collection Day in May during which residents disposed of CRTs, appliances, paper products, old sneakers, DVDs, CDs, and VHS tapes.	The DPW will continue to sponsor 8 household hazardous waste collection days annually and advertise these events in the *Arlington Advocate* and on the Town's website. The DPW will continue to host a booth at Arlington Town Day. The DPW will continue distributing a brochure on Arlington's recycling program to residents. On May 5, 2007, the DPW sponsored a Community Collection Day during which residents disposed of CRTs, appliances, paper products, old sneakers, DVDs, CDs, and VHS tapes. Rain barrels were also sold to residents at this event.
1-3	Intensify the Existing Pet Waste and Waterfowl Management Campaign	Board of Health, Animal Control Officer	**Spring '04/'05/'06/'07** ➢ 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 *Arlington Advocate* and track whether it was published.	The Board of Health made the brochure on pet waste and waterfowl management available to the residents. Verbal warnings to residents feeding the geese were issued. The number of brochures distributed was not tracked.	The Board of Health will continue to make the brochure on pet waste and waterfowl management available to the residents. As required, warnings will be issued to residents feeding the geese. The number of brochures distributed will be tracked.
Revised			Removed "Track the number of violations issued annually."		

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
1-4	Place Educational Information on Arlington Cable Television	Department of Public Works, Arlington Cable Television	**Fall '04 –Winter '07/08** ➢ Obtain "Oil Leak" and "Fertilizer" PSAs from the Washington State Department of Ecology Water Quality Consortium. ➢ Track how frequently the PSAs are broadcast on ACTV.	The PSA's "Don't Feed the Storm Drain – Plop" and "Oil Recycling" were not broadcast on ACTV.	The PSA's "Don't Feed the Storm Drain – Plop" and "Oil Recycling" will be broadcast on ACTV during the permit year.
1-5	Promote Water Conservation Practices for Homeowners	Department of Public Works	**Spring '03 –Winter '07/08** ➢ Post water conservation posters at Town Hall and the public libraries. ➢ Include water conservation bill inserts with the water bill. ➢ Issue an annual press release to the *Arlington Advocate* to promote water conservation.	Posters were hung in the Town Hall and public libraries. Educational displays on water conservation were also posted at the libraries. Rain barrels were sold to residents. Tips for water conservation were included in the water bill. Water conservation was promoted in the *Arlington Advocate*. Rain gages and adjustable hose heads provided by the DEP were made available to the residents.	The DPW will continue posting water conservation posters at Town Hall and public libraries and including water conservation tips with the water bill. The DPW will issue an annual press release to the *Arlington Advocate* to promote water conservation. At DPW Day, brochures on water conservation will be distributed and dye tablets for toilets will be made available to residents. Rain gages and adjustable hose heads provided by the DEP will be made available to the residents.
1-6	Develop a Press Release and Flyer Targeting Community Businesses	Department of Public Works, Town Webmaster	**Fall '05/'07** **Revise Date to Fall '06/'07** ➢ Submit the press release to the *Arlington Advocate* and track whether it was published. ➢ Submit copies of the informational flyers to the Arlington Chamber of Commerce and track whether it was included in the newsletter. ➢ Post the informational flyer on the Town's website.	The educational stormwater press release was not developed during Permit Year 4.	The DPW will develop an educational stormwater press release targeting businesses in community for submission to *Arlington Advocate*. The press release will be converted to a flyer that will be posted on Town's website and will be given to ACC for inclusion in the bimonthly newsletter.
Revised			Implementation schedule revised as shown above.		

1a. Additions

No additions to report at this time.

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
2-1	Public Access to SWMP and Receipt of Comments	Department of Public Works, Town Webmaster	**Winter '03/04 – Winter '07/08** ➢ 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.	The DPW made the final SWMP available to the public via the Town's public libraries and website, as well as the DPW office at Town Hall and the DPW operations center.	The DPW will continue to make the final SWMP available to the public via the Town's public libraries and website, as well as the DPW office at Town Hall and the DPW operations center.
2-2	Educational Outreach for Spy Pond	Spy Pond Committee, Friends of Spy Pond Park, Planning and Community Development Department	**Spring '03 –Winter '07/08** ➢ Develop 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	Fertilizer flyers were developed and distributed in April. Spy Pond-related information was posted on Spy Pond website. There were booths at Arlington Town Day.	Educational outreach will continue by distributing fertilizer flyers and hosting booths at Arlington Town Day. Spy Pond-related information will continue to be posted on the Spy Pond website. Ecological gardening may be provided in Magnolia Park. In addition, the Spy Pond Committee will host the Spy Pond Splash on September 29, 2007. By providing demonstrations of water polo, kayaking and canoeing opportunities, and tours of Spy Pond, the Committee hopes to educate residents on the importance of this pond to the community.
Revised			Remove "Sponsor ecological gardening classes and track the number of participants" because of the unavailability of instructors.		
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.	**Spring '03/'04/'05/'06/'07** ➢ Track the number of cleanup volunteers and supporting businesses. ➢ Track the quantity and types of waste collected as a result of the cleanup event.	A clean-up of Spy Pond occurred on May 13, 2006 along the south side of the pond. Volunteers extended the stone paths that were constructed in Permit Year 3.	The Spy Pond Committee will sponsor the annual clean-up along the south side of the pond on May 12, 2007. Volunteer groups will improve eroded paths with stone steps, cut back invasive plants, and remove litter. During the clean-up a seminar on invasive species will be offered. Concurrently, the Friends of Spy Pond Park will sponsor a clean-up along the north side of Spy Pond.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
2-4	Sponsor Storm Drain Marking Activities at Spy Pond	Spy Pond Committee, Planning and Community Development Department	**Spring '05** ➢ 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 *Arlington Advocate*.	As part of a 319 Federal Grant, Arlington and Belmont jointly marked storm drains to Spy Pond during the Spring 2006 (end of Permit Year 3/beginning of Permit Year 4). This effort replaced some earlier markings that had been removed from the storm drains. The storm drain marking event was publicized via a press release to the *Arlington Advocate*.	No activities are planned for Permit Year 5.
2-5	Sponsor Annual Clean-up at Arlington Reservoir	Arlington Reservoir Committee, Department of Public Works	**Spring '03/'04/'05/'06/'07** ➢ Track the number of cleanup volunteers and supporting businesses. ➢ Track the quantity and types of waste collected as a result of the cleanup event.	A clean-up of Arlington Reservoir was conducted on April 22, 2006.	A clean-up of Arlington Reservoir was conducted on May 5, 2007.
2-6	Conservation Land Stewards	Arlington Conservation Commission	**Spring '03 – Winter '07/08** ➢ 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 *Arlington Advocate* and track whether it was published. ➢ Develop an informational brochure on the Land Steward Program and track the number of brochures collected by residents.	The annual meeting was held in Spring 2006. This meeting was advertised in the *Arlington Advocate* and on several local email lists. During the permit year, "Arlington Conservation Land" signs were installed at Turkey Hill and Great Meadows. Invasive plants were removed and the areas restored with native plants. The "Walking in Arlington" guide book was scanned and editing of the guide book commenced. Also during Permit Year 4, the Conservation Land Stewards had a Town Day booth to increase neighborhood awareness and appreciation of conservation lands.	The Annual Meeting was held on April 9, 2007 and it was advertised in the "Arlington Advocate" and a number of email lists.. On April 30, 2007 and May 5, 2007 clean-ups were held at the Crusher Lot adjacent to the Ottoson Middle School. On June 2, 2007, a clean-up will be held at Meadowbrook Park. Invasive plants will be removed and replaced with native plants at a number of conservation land sites. Updating of the guide book "Walking the Open Spaces of Arlington" will continue. The Conservation Land Stewards will have a Town Day booth and will coordinate the cleanup of conservation sites throughout Town.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
2-7	A-B-C Stormwater Flooding Board to Address Issues in the Little River and Alewife Brook Areas	Board of Selectmen, Town Webmaster	**Spring '04 – Winter '07/08** ➢ 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 *Arlington Advocate*.	Data collection and analysis activities occurred along the Alewife Brook. The Board funded a USGS gage on the Alewife Brook. Other efforts of the Board focused on developing future studies and obtaining funding to conduct studies. Information regarding the Board's activities was posted in the *Arlington Advocate*.	Data collection and analysis will continue along the Alewife Brook. Efforts to obtain funding for future studies will continue. Information regarding the Board's activities to be posted in the *Arlington Advocate*.
2-8	Conduct Lawn Care/Landscaping Survey in Spy Pond Watershed	Spy Pond Committee, Planning and Community Development Department	**Summer '05/'06** ➢ Develop and distribute survey. ➢ Send a press release explaining the lawn care/landscaping survey to the *Arlington Advocate*. ➢ Track the number of completed surveys. ➢ Compile surveys to develop future educational outreach materials.	The survey done under a 319 Federal Grant was compiled and the results were used to develop future educational outreach materials. The results of the survey indicated that most people do not use rain barrels. Consequently, an educational program encouraged residents in the Spy Pond watershed to use rain barrels as a means of improving the water quality in Spy Pond.	During Permit Year 5, educational outreach efforts will continue to fulfill the requirements of the grant.

2a. Additions

No additions to report at this time.

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
3-1	Maintain Outfall Location Map	Department of Public Works	**Spring '03 – Winter '07/08** ➢ Update the outfall location map if there are any changes to the stormwater drainage system during the permit term.	Updated the outfall location map as required.	Update the outfall location map as required.
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	**Spring '04 – Winter '07/08** ➢ Review Town's existing General and Zoning Bylaws. ➢ Draft revised 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 to Town Meeting for adoption. ➢ Post revised bylaws on Town's website.	The Town tried to pass Article 7 at Town Meeting 2006, which would have amended the bylaws to control stormwater runoff at new development and redevelopment sites Townwide. The measure was rejected.	The Town passed Article 10 at Town Meeting 2007, which amends the bylaws to require that new development and redevelopment does not increase stormwater flow from the property. The bylaw will apply for (1) all development of a previously undeveloped vacant lot where the impervious area exceeds 500 square feet, and (2) alteration of a developed property resulting in an increase to the impervious area of a lot by more than 350 square feet. Project proponents will need to provide a stormwater plan for addressing the additional runoff to the Engineering Department for review and approval. The Town is currently waiting for approval from the Attorney General, and hopes to implement the new bylaw by November 2007. The Town also passed Article 8 which expands the types and applications of porous pavement.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
3-3	Implement an Illicit Discharge Detection and Elimination Plan	Department of Public Works	**Winter '04/'05 – Winter '07/08** **Revise Date to Spring '07 – Winter '07/08** ➢ 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.	During the summer 2006, 5000 ft each of sanitary sewer and storm drain tributary to Mystic Bank were cleaned and televised. The study identified exfiltration of wastewater from damaged sewer mainlines into the storm drains, as well as three service connections to the storm drain system that may contribute to illicit discharges, along Ridge Street and Columbia Road. Sampling was also conducted at an outfall in the Ryder Street area. Results indicated contamination from sanitary sewage upstream of the outfall.	The existing Illicit Discharge Detection and Elimination Plan will be reviewed and modified as required to be consistent with the NPDES Phase II regulations. Because of staffing changes, the plan for identifying and eliminating illicit discharges is currently under review. However, the Town anticipates conducting sewer rehabilitation during Permit Year 5.
Revised			Implementation schedule revised as shown above.		
3-4	Rehabilitate and Replace Sanitary Sewer Pipes	Department of Public Works	**Spring '03 – Fall '05** **Revise dates to Spring '03 – Fall '06** ➢ Rehabilitation/replacement of sanitary sewer pipes exfiltrating wastewater. ➢ Maintain documentation of construction activities and re-sampling.	Follow up sampling was conducted in the Cross Street and Hemlock Street areas after sewer rehabilitation. Outfalls in the Hemlock St. area indicate continued contamination, likely from leaking sanitary sewer service connections. The sewer on Highland Ave. was replaced. Televising and cleaning of sewers in the Spy Pond watershed area was conducted.	Because of staffing changes, the plan for sewer televising, cleaning and rehabilitation is currently under review. However, the Town anticipates conducting these activities during Permit Year 5.
Revised			Implementation schedule revised as shown above.		

3a. Additions

3-5	Replacement and Maintenance of Mill Brook Culvert	Department of Public Works	**Summer '05 – Winter '07/08** ➢ Replace Mill Brook Culvert near Grove Street. ➢ Maintain culvert as required.	The existing section of the culvert was maintained and repaired as necessary.	The DPW is planning to replace a section of the existing culvert at Mill Lane. The remaining sections of the existing culvert will be maintained and repaired as necessary.
3-6	Maintenance of Town Waterbodies	Department of Public Works	**Summer '06 – Winter '07/08** ➢ Establish a fund for the maintenance of Town waterbodies. ➢ Maintain waterbodies as required.	The Town passed Art. 24 at Town Meeting 2006, which established a special fund to provide maintenance, treatment, water quality monitoring activities and oversight of the Town's waterbodies.	The Town is currently awaiting approval from the Attorney General. Upon approval, the Town will prioritize projects to be conducted at the Town's waterbodies.

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
3-2	Revision of Existing General and Zoning Bylaws			See Section 3: Illicit Discharge Detection and Elimination	
4-1	Develop a Site Inspection Form and Conduct Site Inspections	Department of Public Works (Engineering Section)	**Spring '05 – Winter '07/08** ➢ Develop an ESC Site Inspection Form. ➢ 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.	The Engineering Department reviewed and inspected proposed development plans for stormwater runoff controls and ESC best management practices. However, this was not a formalized program based on Town regulations. Records were maintained.	Passage of Article 10 at Town Meeting 2007 (see BMP 3-2) formalized the Engineering Department's role of reviewing and inspecting proposed development plans for stormwater runoff controls and ESC best management practices. The Engineering Department will now develop regulations for reviewing proposed development and conducting inspections during construction.
Revised			An ESC Site Inspection Form will not be developed. The Engineering Department currently reviews and inspects proposed projects for stormwater runoff controls and ESC best management practices, but it is not a formalized process based on Town regulations. This BMP is being revised to formalize the process based on Town Meeting warrant articles for 2005 and 2006.		
4-2	Develop and Implement a Citizen Tip Line	Department of Public Works, Town Webmaster	**Fall '05 – Winter '07/08** ➢ 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.	The Town currently has a software program, Trackwise, to receive and route calls from citizens. The program was modified to accept calls regarding stormwater issues.	The Town will transition to a new system, Web QA, which will permit residents to make stormwater complaints/comments on the Town's website.

4a. Additions

No additions to report at this time.

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

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
3-2	Revision of Existing General and Zoning Bylaws			See Section 3: Illicit Discharge Detection and Elimination	
5-1	Arlington Redevelopment Board Stormwater Design Guidelines	Planning and Community Development Department Arlington Redevelopment Board	**Spring '04** ➢ Obtain approval of the handbook by the Arlington Redevelopment Board. ➢ Track the distribution of handbook to developers.	At Town Meeting 2006, the Environmental Design Review process was revised to require the proposed development to manage stormwater on-site to the maximum extent possible.	No activities are planned for Permit Year 5.
Revised			The Town is currently re-evaluating the need for this BMP in light of the proposed changes to Environmental Design Review Standards (See BMP 3-2) and possible future stormwater management related warrant articles. The Town believes that developers and their consultants should be familiar with stormwater BMPs and not require a handbook from the Town.		

5a. Additions

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
5-2	Conservation Commission Permits to Improve Stormwater Quality	Conservation Commission	**Spring '06 – Winter '07/08** ➢ Issue permits for projects that will improve stormwater quality. ➢ Track the number of permits issued.	The following permits were issued for projects that included stormwater management or site development to improve stormwater runoff quality: (1) Spy Pond Park Project – slope stablization of area, along with the installation of Vortechnics and Stormceptor devices (2) Spy Pond Path Project – installation of granite access points (3) 1013 Mass Ave – installation of a sewer connection (4) BBQ Barn Restaurant – installation of a stormwater infiltration system (5) Brattle St Condominiums – installation of a stormwater infiltration system (6) Armstrong Ambulance on Mystic St – installation of stormwater storage for landscaping use (7) Acorn Park Drive – pavement removal (8) Symmes Hospital Redevelopment – implementation of stormwater management and creation of a conservation easement on Symmes Woods and Skyline Park.	The Conservation Commission will continue to issue permits that will improve stormwater quality. The number of permits will be tracked.

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6-1	Develop a Formal Training Program for DPW Staff	Department of Public Works	**Fall '04 – Winter '07/08** **Revise dates to Fall '07 – Winter '07/08** ➢ 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 participation trained. ➢ Conduct refresher training for employees after every two years of employment.	A formal training program was not developed because of staff turnover.	The DPW will develop a formal training program for DPW employees and commence training sessions.
Revised			Implementation schedule revised as shown above.		
6-2	Catch Basin Cleaning Program	Department of Public Works	**Spring '03 – Winter '07/08** ➢ Track the catch basins that are cleaned each year, including the leaching catch basins, Vortechnic devices and oil/water separator. ➢ Maintain a log of the disposed materials	The DPW completed the annual catch basin cleaning program as scheduled. The DPW maintained a log of disposed materials.	The DPW will continue the annual catch basin cleaning program.
6-3	Parking Lot and Street Sweeping Program	Department of Public Works	**Spring '03 – Winter '07/08** ➢ Track the streets and lots that are swept each year. ➢ Maintain a log of the disposed materials	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.	The DPW will continue annual parking lot and street sweeping program. Using GIS, the grid system and sweeping schedule will be placed on the Town's website so that residents will know when streets will be swept.
6-4	Implement Stormwater Pollution Prevention Plan	Department of Public Works	**Fall '04 – Winter '07/08** **Revise dates to Fall '07 – Winter '07/08** ➢ Review the recommendations outlined in Table 5 of the SWPPP. ➢ Develop a schedule to implement these recommendations. ➢ Track progress in implementing recommendations.	No activities were performed during Permit Year 4 because of staff turnover.	The DPW will review the recommendations outlined the SWPPP. The DPW will develop a schedule of implementation of the recommendations and begin implementation.
Revised			Implementation schedule revised as shown above.		

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6-5	Vehicle and Equipment Cleaning Policy	Department of Public Works	**Spring '03 – Winter '07/08** ➢ Continue to wash vehicles and equipment indoors. ➢ Incorporate policy requirements into the DPW employee-training program. ➢ Construct a new wash bay.	The DPW washed vehicles and equipment indoors to the extent possible.	An indoor car/vehicle wash facility will be constructed and it is anticipated that it will operational by October 2007. The wash water will be treated and discharged to the sewer system. Prior to completion of this facility, the DPW will continue to wash vehicles and equipment indoors to the extent possible.
6-6	Develop a Landscaping and Lawn Care Policy	Department of Public Works	**Spring '05 – Winter '07/08** **Revise dates to Spring '06 – Winter '07/08** ➢ Develop and implement a landscaping and lawn care policy. ➢ Place policy in the DPW employee-training manual. ➢ Document employee training and periodic re-training.	No activities were performed during Permit Year 4 because of staff turnover.	The DPW will develop and implement a landscaping and lawn care policy. The policy will be incorporated into the DPW employee training manual.
Revised			Implementation schedule revised as shown above.		
6-7	Replace Stormwater Drainage System Along Summer Street	Department of Public Works	**Summer '04 – Fall '06** ➢ Install new stormwater drainage system in Summer Street. ➢ Maintain records of water quality sampling from the detention basin.	Installation of the new stormwater drainage system in Summer Street was completed during Permit Year 4.	No activities are planned for Permit Year 5.
Revised			Remove measurable goal, "Maintain records of water quality sampling from the detention basin."		
6-8	Maintenance of the Detention Basin at Reed's Brook	Department of Public Works	**Spring '04 – Winter '07/08** ➢ 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. ➢ Maintain records of water quality sampling from the detention basin.	The DPW commenced maintenance activities for the detention basin at the Reed's Brook site. Water quality sampling was not conducted.	The DPW will continue maintenance activities for the detention basin at the Reed's Brook site. It is not anticipated that water quality sampling will be conducted.
Revised			Add measurable goal, "Maintain records of water quality sampling from the detention basin."		

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
6-9	Install Leaching Catch Basins In Spy Pond Watershed	Planning and Community Development Department Department of Public Works	**Summer '05/06** ➢ Develop plans for leaching catch basins. ➢ Install leaching catch basins.	As part of a 319 Federal Grant, Arlington and Belmont jointly installed 11 leaching catch basins and 4 baffle manholes along the southern side of Spy Pond (end of Permit Year 3/beginning of Permit Year 4). With a DCR grant, Town installed 5 leaching catch basins along the west and north sides of Spy Pond.	No activities are planned for Permit Year 5.

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 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
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 4.

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, 2006 through March 31, 2007)

Programmatic

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

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	
Stream teams established or supported	(# or y/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		
▪ days sponsored **	(#)	
▪ community participation **	(# or %)	
▪ material collected **	(tons or gal)	
School curricula implemented	(y/n)	

Legal/Regulatory

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with "**X**")					
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control					
▪ Post-Development Stormwater Management					
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	(%)	
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	
Illicit discharges identified **	(#)	
Illicit discharges identified (Since beginning of permit coverage)	(#)	
Illicit connections removed **	(#); and (est. gpd)	
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

Construction

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

Post-Development Stormwater Management

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

Operations and Maintenance

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

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

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

Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	
Integrated Pest Management (IPM) Practices Implemented	(y/n)	

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % $CaCl_2$ % $MgCl_2$ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized **	(y/n or %)	
Manual control spreaders used **	(y/n or %)	
Zero-velocity spreaders used **	(y/n or %)	
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	
Storage shed(s) in design or under construction	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	
• Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	