

Municipality/Organization: Arlington, Massachusetts

EPA NPDES Permit Number: MA041027

MassDEP Transmittal Number: X251417

**Annual Report Number
& Reporting Period:** April 1, 2013 – March 31, 2014

NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2014)

Part I. General Information

Contact Person: Wayne A. Chouinard, PE **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: 

Printed Name: Adam W. Chapdelaine

Title: Town Manager

Date: _____

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 – None

Submitted on or before May 1, 2014

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 11	Planned Activities – Future
1-1	Place Educational Information on the Town's Website	Town Webmaster; Department of Public Works	Spring 2003 – Spring 2014 ➤ Post stormwater related information on the Town Hall website. ➤ Update website regularly.	The final Stormwater Management Program (SWMP) has been posted on the Town's website.	In 2013 the Engineering Division is continued a Stormwater Awareness Series to the public and broadcast on local public cable and covered by local media. Broadcast presentations are available on-demand online. The Department of Public Works has developed a webpage devoted to stormwater issues and related topics. Where additional informational sheets and supporting educational materials are available at the Town's Engineering website.
1-2	Conduct Household Hazardous Waste Collection Days	Arlington Recycling Committee; Department of Public Works	Spring 2003 – Spring 2014 ➤ 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.	The DPW co-sponsored 8 household hazardous waste collection days at the Minuteman Hazardous Product Facility in Lexington, MA, events were advertised in the <i>Arlington Advocate</i>, at town offices, on the Town's website and the Town email Notice System. The Town performs a year round battery collection program. Additionally, the Town held two community collection days. Collecting e-waste, CRT's, batteries and sharps etc. from between 300-400 vehicles.	Track the number and type of informational brochures distributed to Residents from the Public Works Offices. Send 8 press releases advertising the event to the <i>Arlington Advocate</i> and track whether they were published.

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11	Planned Activities – Future
1-3	Intensify the Existing Pet Waste and Waterfowl Management Campaign	Board of Health; Animal Control Officer; Spy Pond Committee	Spring 2004 – Spring 2014 ➤ 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.	The Board of Health continues to make available brochures regarding Pet Waste Management and Waterfowl Management through their office, the public libraries, and at various events in Town. The Spy Pond Committee continued an egg-adding program that was instituted by the Town. Dog Waste Receptacles have been installed and in use at all Public Parks.	Continue to educate the public 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. Include a link to pet waste fact sheets on Town Dog License web page.
1-4	Place Educational Information on Arlington Cable Television (ACTV)	Arlington Community Television; Department of Public Works	Fall 2004 – Spring 2014 ➤ 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.	PSA’s pertaining to “Oil Leak” and “Fertilizer” and others were included on the Stormwater Information web page. Information regarding town sponsored CRT/TV drop-offs were regularly shown on ACTV.	The Engineering Division will continue to provide and update tips for “Oil Leak” and “Fertilizer” usage on the Engineering website and will provide Bulletin Board PSA’s to ACMI for public outreach and viewing Track how frequently the PSA’s are broadcast on ACTV if possible.
1-5	Promote Water Conservation Practices for Homeowners	Department of Public Works	Spring 2003 – Spring 2014 ➤ Post water conservation posters at Town Hall and the public libraries. ➤ Include water conservation bill inserts with the water bill.	Posters promoting Water Conservation Practices and Educational displays were hung in the Town Hall and public libraries. Water Reducing Shower/Sink Heads were made available to Residents at the Public Works Offices. Residents were able to buy rain barrels and adjustable hose heads provided by the DEP at the Town sponsored/organized Ecofest Event in March 2013.	Continue to provide water conservation posters and information to residents of the Town of Arlington.

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11	Planned Activities – Future
1-6	Develop a Stormwater Press Release and Flyer Targeting Community Businesses	Town Webmaster; Department of Public Works	Fall 2005 – Spring 2014 ➤ 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.	Periodic emails on Stormwater Issues were sent to Town Mailing Lists.	To date, the Stormwater Awareness series has been covered in the Arlington Advocate & Arlington Patch. Local Cable, ACMi, has committed to record, broadcast and make available on-demand the series which will be available on the Town's Website. The series, targeted to residents and businesses will reach out to the public and Arlington Chamber of Commerce as well as local community groups.

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 11	Planned Activities – Future
2-1	Public Access to SWMP and Receipt of Comments	Town Webmaster; Department of Public Works	Winter 2003 – Spring 2014 ➤ 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 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.	Measurable Goals Achieved for Permit Year 11.
2-2	Educational Outreach for Spy Pond	Spy Pond Committee, Friends of Spy Pond Park, Planning and Community Development Department	Spring 2003 – Spring 2014 ➤ 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.	Educational outreach continued through distribution of fertilizer reduction flyers to homes in the Spy Pond Watershed and hosting booths at Arlington Town Day in September. Spy Pond-related information continues to be posted on the Spy Pond Committee and Town websites. A booth was staffed at "Town Day" and the annual "Eco-Fest" including photographs, printed material, handouts and demonstrations.	The fertilizer reduction flyer was recently re-designed for 2014. Measurable Goals Achieved for Permit Year 11. Continue Educational Outreach for Spy Pond.
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 2003 – Spring 2014 ➤ Track the number of cleanup volunteers and supporting businesses. ➤ Track the quantity and types of waste collected as a result of the cleanup event.	Spy Pond Trails Day is an annual event, which took place again in 2013. At this event, volunteers aided in removing invasive species, trail maintenance, stabilization and miscellaneous trash removal and cleanup. The Friends of Spy Pond organized monthly work days in 2012. These work days involved approximately 24 volunteers in the cleanup activities.	Measurable Goals Achieved for Permit Year 11. Continue to Sponsor and Track Cleanup Events at Spy Pond.

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11	Planned Activities – Future
2-4	Sponsor Storm Drain Marking Activities at Spy Pond	Spy Pond Committee, Planning and Community Development Department	Spring 2005 – Spring 2014 ➤ 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>.	No additional Storm Drain Markers were placed in 2013.	Institute monitoring and maintenance to previously installed markers as necessary. Identify potential watershed areas where similar marking activities can/should be instituted. Identify outfall tributary areas on GIS Stormwater Page
2-5	Sponsor Annual Clean-up at Arlington Reservoir	Arlington Reservoir Committee, Department of Public Works	Spring 2003 – Spring 2014 ➤ Track the number of cleanup volunteers and supporting businesses. ➤ Track the quantity and types of waste collected as a result of the cleanup event.	There were six (6) cleanup days held at the Arlington Reservoir in August of 2013. Cleanup included maintaining the wildlife habitat garden, weeding, brush trimming, invasive plant species removal, rubbish collection and spreading of wood chips by a numerous volunteers. Additional plantings included bulbs at the parking lot kiosk and (3) witch hazel trees in the area of the Habitat Garden	Measurable Goals Achieved for Permit Year 11.
2-6	Conservation Land Stewards	Arlington Conservation Commission	Spring 2003 – Spring 2014 ➤ 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.	The annual meeting of the Conservation Land Stewards was held in Fall 2013. The Conservation Commission is re-evaluating and considering ways to infuse energy into and participation in the Conservation Land Stewards Program. Twenty (20) new Land Steward volunteers added as well as a new coordinator.	Solicit new volunteers and interest in the Land Steward Volunteer Program. Continue to post 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.

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) -- Permit Year 11	Planned Activities -- Future
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 2004 – Spring 2014 ➤ 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>.	It was learned that the Joint Powers Agreement for the A-B-C Tri-Community Flooding Group had expired. An extension/renewal for another 5 years is underway at the State House. When re-instituted it will meet regularly and post the Notices, Agendas, and Minutes on the Town Website.	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.
2-8	Conduct Lawn Care/Landscaping Survey in Spy Pond Watershed	Spy Pond Committee, Planning and Community Development Department	Summer 2005 – Spring 2014 ➤ 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.	Vision 2020 included a survey with the Town Census during the previous year asking questions pertaining to living in Arlington. 2/3's of the respondents indicated that water bodies were important. The Fertilizer Reduction Flyer was updated and distributed to all homes in the Spy Pond Watershed. Information associated with lawn care/landscaping to reduce fertilizer use was included in flyers provided at the "EcoFest" Annual Forum and at Town Day.	Provide Lawn Care Fact Sheets to be aired as a Community bulletin Board on local ACMI Cable Station.

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 11	Planned Activities – Future
3-1	Maintain Outfall Location Map	Department of Public Works	Spring 2003 – Spring 2014 ➤ 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. Preliminary GIS Mapping has commenced and the accuracy of the locations for many outfalls has been improved.	Continue to update the Stormwater Outfall Location Map as required. Refine GIS Mapping of the Stormwater Drainage System and its Outfall Locations to include tributary areas.
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 2004 – Spring 2014 ➤ 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.	Continue to maintain the Stormwater By-Laws on the Town Website and update/revise as necessary.

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11	Planned Activities – Future
3-3	Implement an Illicit Discharge Detection and Elimination Plan	Department of Public Works	Winter 2004 – Winter 2007/2008 Revise Date to Spring 2007 – Spring 2014 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. ▲ ▲ ▲ ▲ ▲ ▲	Rehabilitation work associated with the Robbins Road area was completed previously. Sampling reports indicated additional investigation required. However, this is being delayed due to a major MWRA project that will replace as significant amount of sewer and drain line in Robbins Road. Future sampling and investigation in this area will be delayed until completion of MWRA Project. Sewer & Drainage rehabilitation work began in the area of the Ottoson School Outfall Tributary Area the re-lining and spot repairs for areas identified as potential cross-contamination locations. Town consultant monitored progress and administration of the construction project. Sampling and investigation continued for Mill Brook outfalls at Grove St and Beck & Ryder St.	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.

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11	Planned Activities – Future
3-4	Rehabilitate and Replace Sanitary Sewer Pipes	Department of Public Works	Spring 2003 – Fall 2005 Revise dates to Spring 2003 – Spring 2014 ➤ 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.	The Town continues to follow the developed 15 year plan to evaluate, design, and rehabilitate the entire Town's sanitary sewer system. In 2013, the Town completed the following Ph 5 Sewer rehabilitation work: - 11,218 linear feet of cured-in-place liners to remove infiltration and correct structural defects. - Grouting and cementitious lining of 538 vertical feet of sewer manholes to remove infiltration. - Grouting of 152 sewer services to remove infiltration. - Installation of 10 inflow dishes in manholes to remove inflow. - Installation of 72 linear feet of short liners to remove infiltration and correct structural defects. - 9,926 linear feet of root treatment to control root intrusion. - 1,733 linear feet of testing and grout sealing of pipe joints to remove infiltration	There is a 12-segment (town areas)-15 year plan to evaluate, design and rehabilitate the entire town's sanitary sewer system. The Town Consultant continues to develop and administer the program and update the Town at monthly progress meetings.

3-4	Rehabilitate and Replace Sanitary Sewer Pipes	Department of Public Works	Spring 2003 – Fall 2005 Revise dates to Spring 2003 – Spring 2014 ➤ 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.	(continued from previous pg.) In 2013, the Town completed the following Investigation Work: Smoke Testing Project: - 135,943 linear feet of smoke testing - 31 dye floods - 12 dye tests Sewer System Investigation: - 44,800 linear feet of light cleaning and television inspection - 253 manhole inspections	There is a 12-segment (town areas)-15 year plan to evaluate, design and rehabilitate the entire town's sanitary sewer system. The Town Consultant continues to develop and administer the program and update the Town at monthly progress meetings.
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3a. Additions

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) --- Permit Year 11	Planned Activities -- Future
3-5	Replacement and Maintenance of Mill Brook Culverts	Department of Public Works	Summer 2005 – Spring 2014 ➤ Replace Mill Brook Culvert near Grove Street. ➤ Maintain culvert as required. ➤ Replace Mill Brook Culvert near Brattle Lane. Summer 2006 – Spring 2014 ➤ Establish a fund for the maintenance of Town water bodies. ➤ Maintain water bodies as required.	Due to litigation a few minor activities (i.e. fence/guardrail installation) are yet to be completed on the Mill Lane and Brattle Street Culvert Replacement Projects. Approximately \$50,000 a year is used to fund "Article 24" projects. These projects include removing /treatment of weeds at Spy Pond and the Arlington Reservoir.	Complete construction activities for Mill Lane and Brattle Street Culvert Replacement Projects. Measurable Goals achieved for Permit Year 11. Continue to maintain water bodies as required.
3-6	Maintenance of Town Water Bodies	Department of Public Works			

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11	Planned Activities – Future
4-1	Develop a Site Inspection Form and Conduct Site Inspections	Department of Public Works (Engineering Section)	Spring 2005 – Spring 2014 ➤ 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 town directs construction contractors to clean out and refurbish their erosion controls. Large projects are required to provide inspection reports associated with SWPP to the Town on an on-going basis. Reports are archived by the Town.	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.
4-2	Develop and Implement a Citizen Tip Line	Department of Public Works, Town Webmaster	Fall 2005 – Spring 2014 ➤ 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 uses a web-based question and answer forum, which permits residents to make complaints or comments directly to town offices.	Continue to track the number of complaints received via the Citizen Tip Line. Continue to track the problems/incidents remedied as a result of the Citizen Tip Line.

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 11	Planned Activities – Future
5-1	Arlington Redevelopment Board Stormwater Design Guidelines	Planning and Community Development Department, Arlington Redevelopment Board	Spring 2014 ➤ Use DEP's handbook for BMPs. ➤ Direct developers and consultants to the BMP handbook through DEP's website.	The Environmental Design Review process continues to require proposed development to manage stormwater on-site to the maximum extent possible. During Permit Year 2013, there were 14 Projects that were reviewed by the Engineering Division for compliance with the Town of Arlington Stormwater Mitigation Bylaw. Developers and consultants are directed to DEP's website handbook for BMPs and Town Bylaw, Title V, Article 15.	Measurable Goals achieved for Permit Year 11.
Revised			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.		

5a. Additions

BMP ID #	BMP Description	Responsible Department/Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11	Planned Activities – Future
5-2	Conservation Commission Permits to Improve Stormwater Quality	Conservation Commission; Department of Public Works	Spring 2006 – Spring 2014 ➤ Issue permits for projects that will improve stormwater quality. ➤ Track the number of permits issued.	Permits issued: (1) All Redevelopment/New Development projects that fall under the Stormwater Regulations are permitted in accordance with these regulations.	Measurable Goals achieved for Permit Year 11. Continue to issue permits for projects that will improve stormwater quality

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 11	Planned Activities – Future
6-1	Develop a Formal Training Program for DPW Staff	Department of Public Works	Fall 2004 – Winter 2008/2009 Revise dates to Fall 2008 – Spring 2014 - 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.	No training program was established. Staffing constraints prevented full training. The town anticipates that the program will be initiated in the future.	Establish a formal training program for DPW employees. Conduct training sessions with all current employees and refresher training for employees after two years of employment Train all new DPW employees in accordance with the training program requirements. Track employee training activities and participants trained.
6-2	Catch Basin Cleaning Program	Department of Public Works	Spring 2003 – Spring 2014 - Track the catch basins that are cleaned each year, including the leaching catch basins, Vortech 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. Measurable Goals achieved for Permit Year 11.	Coordinate with GIS Department to create a labeling system for catch basins on the GIS stormwater data layer. Create a pilot tracking system to document catchbasin cleaning date and location using GIS.
6-3	Parking Lot and Street Sweeping Program	Department of Public Works	Spring 2003 – Spring 2014 - 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. Measurable Goals achieved for Permit Year 11.	Create a pilot tracking system to document street sweeping date and location using GIS.
6-4	Implement Stormwater Pollution Prevention Plan	Department of Public Works	Fall 2004 – Winter 2008/2009 Revise dates to Fall 2007 – Spring 2014 - 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 11.	Review the recommendations outlined in Table 5 of the SWPPP. Develop a schedule to implement these recommendations. Track progress in implementing recommendations.

BMP ID #	BMP Description	Responsible Department/ Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11	Planned Activities – Future
6-5	Vehicle and Equipment Cleaning Policy	Department of Public Works	Spring 2003 – Spring 2014 ➤ Continue to wash vehicles and equipment indoors. ➤ Incorporate policy requirements into the DPW employee-training program. ➤ Construct a new wash bay.	No training program was established. Staffing constraints prevented full training.	Incorporate policy requirements into the DPW employee-training program.
6-6	Develop a Landscaping and Lawn Care Policy	Department of Public Works	Spring 2005 – Winter 2008/2009 Revise dates to Spring 2006 – Spring 2014 ➤ Develop and implement a landscaping and lawn care policy. ➤ Place policy in the DPW employee-training manual. ➤ Document employee training and periodic re-training.	The DPW did not develop a landscaping and lawn care policy during Permit Year 11.	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	Summer 2004 – Fall 2006 Revise Dates to Summer 2004 – Spring 2014 ➤ Install new stormwater drainage system in Summer Street.	Summer Street drainage installation was completed during the Mass DOT Summer Street Improvements Project. No activities were planned for Permit Year 11.	Investigate and rehabilitate other stormwater system as necessary
6-8	Maintenance of the Detention Basin at Reed's Brook	Department of Public Works	Spring 2004 – Spring 2014 ➤ 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.	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	Summer 2005/2006 – Spring 2014 ➤ Develop plans for leaching catch basins. ➤ Install leaching catch basins.	One Leaching Catch Basins was installed on Lowell Street in 2013 for Permit Year 11.	Develop plans for & Install leaching catch basins at strategic locations when possible throughout Town, especially in permeable areas located in East Arlington.

BMP ID #	BMP Description	Responsible Department/ Person	Measurable Goal(s)	Progress on Goal(s) – Permit Year 11	Planned Activities – Future
6-10	Stormwater Best Management Practices	Planning and Community Development Department	Spring 2008 – Spring 2014 ➤ Develop plans for town rain gardens	Eco-friendly lawn and gardening tips were made at the “Ecofest” in 2013. In coordination with an EPA grant, the Town monitored and maintained the 1/3 acre permeable asphalt parking lot at Hurd Field. The Town is coordinating with the Mystic River Watershed Association to install 2 rain gardens in Spring 2013 at Hurd field & the Hardy School.	Continue maintaining and monitoring the three Town rain Gardens located at: - Spy Pond Park - Hardy Elementary School - Hurd Athletic Field Parking Lot Coordinate conceptual BMP Plans for three sites in Town through DEP 604b Water Quality Initiative Grant. Perform outreach to State Agencies to initiate consideration of stormwater BMP’s where applicable in Arlington.

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 11 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Future
Revised					
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 11.

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, 2011 through March 31, 2012)

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		
▪ days sponsored **	(#)	8
▪ 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					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	(#)	155
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	100
Mapping method(s)		
▪ Paper/Mylar	(%)	100 %
▪ CADD	(%)	5 %
▪ GIS – (on-going accuracy and confirmation check for condition, size & photo underway)	(%)	50 %
Outfalls inspected/screened **	(# or %)	As by EPA & 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) **	(#)	0
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 **	(#)	< 10

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	50
Site inspections (for proper BMP installation & operation) completed **	(# or %)	50 %
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 **	(#)	~ 1,000 +/-
Qty. of storm drain cleaned **	(%, LF or mi.)	As Needed
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	~ 600 +/-
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 vacator **		(%)	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)	30
Qty. of sand/debris collected by sweeping **		(lbs. or tons)	~ 2,250 SY
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 ln 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 %)
▪ 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 98% NaCl 2% Sand
Pre-wetting techniques utilized **	(y/n or %) 25
Manual control spreaders used **	(y/n or %) 83 %
Zero-velocity spreaders used **	(y/n or %) 17 %
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 %) -30%
% 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

Water Supply Protection

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