



TOWN OF ARLINGTON
Department of Public Works
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Engineering Division

March 24, 2014

US. EPA New England, Region 1
5 Post Office Square, Suite 100
Boston, MA 02109-3912
Attn: Cindy Brown

RE: 2014 Town of Arlington Stormwater Awareness Series

Hi Cindy,

The EPA Soak Up the Rain presentation will be the first of the 2014 Season. We are changing the location this year so that it can be recorded in the local cable station so I wanted to give you an update on what to expect.

As you know the series is designed to educate residents on Stormwater and the impacts on runoff, water quality, flood control and prevention, erosion and other stormwater related impacts within the Town of Arlington. Information is provided by stormwater professionals for the purpose of increasing awareness of these issues within the Town and to provide information for residents to help understand how the surrounding environment affects, and impacts, the local water resources and what can be done to reduce these impacts.

The presentations are video recorded by Arlington Community Media, Inc.(ACMI), the local cable station; and the presentations are planned for an hour. The goal is to provide an education and outreach opportunity for residents on the topic of stormwater aimed at providing useful information and ideas that residents may be able to implement at home. A question and answer session is provided at the end of presentations but for video/cable purposes the recorded portion presentation will end at 1 hour and the camera will be shut off. Presenters are free to take an opportunity to promote their firms, accomplishments, etc especially as they relate to sustainable, green infrastructure and low impact development techniques.

The presentations for 2014 will take place at the ACMI studio located at 85 Park Ave. in Arlington. The room holds between 20-30 people, additional seating is available if necessary. Typically I arrive between 6-6:30pm. All equipment will be provided for you including a laptop, projector and screen. ACMI will provide microphones and record your presentation for future On-Demand viewing.

The EPA Soak Up the Rain presentation is scheduled for April 8, 2014 at 7:00pm

The Town also provides notice of the event to the Arlington Advocate and on the Town website which sometimes these get picked up by the Boston Globe as well. Please feel free to promote through your own company and marketing resources as well.

I already have the biographies provided by you and Anne last fall and eventually just need a copy of the power point presentation.

If you need copies of handouts for those attending please forward them to me ahead of time. Also, if you have a power point presentation it will be helpful to provide a copy as the cable station uses the file to include in the video. If you bring this on a memory stick I will transfer it to the laptop on the night of the event.

The following link is to our Stormwater Awareness Series website if you are interested in checking out what we have presented so far.

http://www.arlingtonma.gov/Public_Documents/ArlingtonMA_DPW/engineering/stormwater/awareness/index

I look forward to seeing you on April 8th, 2014. Please feel free to call with any questions you may have.

Sincerely,

A handwritten signature in blue ink, appearing to read "Wayne Chouinard". The signature is written in a cursive style and is positioned above the typed name.

Wayne Chouinard, PE
Town Engineer