



DEPARTMENT OF PUBLIC WORKS

The Arlington Department of Public Works (DPW) is comprised of seven divisions: Administration, Engineering, Highway, Water/Sewer Utilities, Motor Equipment Repair, Natural Resources, and Cemeteries. With a staff of 81, it is the goal of the Department to provide residents, boards, commissions, and other Town departments with superior Public Works services and support.

Administration

The Administration Division provides the following services: financial (including budget preparation and administration), invoice payment, invoice billing, grant management, water/sewer reading-billing, personnel and payroll management, customer service, contract administration, oversight of contracted solid waste/recycling and hazardous waste collection services, and oversight of contracted streetlight maintenance on ways and parking lots.

Accomplishments

- Continued oversight of DPW Facility construction.
- Held Reuse & Recycling Center appointments year round during the week and one weekend a month, serving approximately 3,500 appointments in the year.
- Received annually, since FY16, a MA Department of Environmental Protection (DEP) Sustainable Materials Recovery grant, (\$38,000), called the Recycling Dividend Program, with funding designed to continue to support waste diversion activities.
- Signed contract extension with waste hauler JRM, which is now Republic Services.

Solid Waste Collection

The Town is contracted with waste hauler, Republic Services. The Solid Waste Program provides weekly curbside and dumpster collection of solid waste and bulky items from residential and business locations. Services also include weekly collection of recyclables and yard waste. Solid waste is also collected from the following municipal locations: Town Hall and eight other municipal buildings, Community Safety, three fire sta-

tions, two libraries, ten public schools, over twenty municipal parks, and approximately fifty public trash barrels.

The Town also provides contracted dumpster trash collection at non-profit organizations, apartment complexes, and condominium complexes.



Recycling

With the advent of weekly mandatory recycling and the addition of weekly yard waste collection, in season, the Department saw a reduction in solid waste tonnage and an increase in the tonnage of materials recycled.

The Department hosts monthly Recycling Center events to collect harder-to-recycle materials that cannot be collected as part of our curbside program. At the Recycling Center, residents can drop off bulky rigid plastic items such as broken trash cans, recycling and storage bins, packing foam (expanded polystyrene coolers and the like), electronic waste/TVs/CRT computer monitors, scrap metal, clothing, textiles, books, and media such as CDs and DVDs.

Accomplishments

- Signed solid waste and recycling contract renewal with JRM/Republic Services, adding an additional collection truck for October and November yard waste collection and a second week of Christmas Tree collection.
- Adjusted bulky trash allowance to align with State waste ban laws by updating program rules and fees.
- Implemented a curbside textile collection program to assist residents in complying with the recent State imposed textile waste ban.
- Implemented a curbside mattress recycling program to assist residents with the recent State imposed mattress waste ban.
- Doubled the size of the popular Swap Shed project at the Reuse & Recycling Center.
- Expanded Reuse & Recycling Center week-day collections to include all materials that were originally only collected once a month at Ryder Street.
- Undertook new programs with Council on Aging to create secure document shredding and textile recycling campaigns.

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Recycling, Solid Waste, and Hazardous Waste Statistics (in tons unless specified)			
Materials	FY2020	FY2021	FY2022
Solid Waste	12,225	12,434	12,217
Single-Stream Recycling	5,170	5,028	4,716
Yard Waste	3,045	3,435	2,801
Electronic Waste	47.89	59.62	40.20
Appliances (units)	604	836	782

- Held bike donation events in collaboration with Arlington Scouts program and The Bike Connector, collecting over 200 bikes during two events.

Yard Waste Collection

Yard waste is collected curbside on a weekly schedule from mid-April through the first week of December. Additional recycling information can be found online at arlingtonma.gov/recycle.

Household Hazardous Waste Collection

2022 marked the twenty-fifth year of Arlington's membership in the regional household hazardous waste collection program. Eight monthly collection days were held from April through November. The program continues to collect large quantities of hazardous materials including pesticides, chemicals, used motor oil, antifreeze, oil-based paints and solvents, and household cleaning products. There were 487 carloads from Arlington collected this year.

Engineering Division

The Engineering Division continues to provide a wide variety of support services to other DPW divisions, various Town departments, commissions, contractors, public utilities, and to the general public. The Engineering Division works closely with the Highway, Water, and Sewer Divisions upgrading and improving the infrastructure of the Town by providing surveys, engineering design, construction plans, field layouts, and field inspection services. The Engineering Division also provides technical design and specification for municipal infrastructure improvements, oversees contracted maintenance of the Town's traffic signals, reviews and makes recommendations on the impacts of planned private construction projects, reviews and provides regulation on proposed private way projects and improvements.

Accomplishments

- Performed oversight and monitoring for capital projects including road rehabilitation, pavement preservation, water rehabilitation, sewer rehabilitation, storm water improvements, pavement markings, and curb ramp and sidewalk accessibility improvements.
- Provided assistance to departments with technical input and site plan review for new and on-going projects including: Arlington High School, DPW Facility, and Hurd Field Athletic Field Renovations. Additional support provided for Town Boards and Committees including site plan review for Comprehensive Permits at 1165R Massachusetts Avenue and 1021-1025 Massachusetts Avenue, 34 Dudley Street, and Colonial Village.
- Managed Street Opening Permit Program and monitored on-going utility construction projects by contractors and major utility providers in Town right of ways including Eversource, Verizon, and National Grid. Oversight was performed in cooperation with the Water Division and Police Department. This included reviewing and administering work conditions and requirements including outreach, traffic management, trench repairs, and annual trench inspection program. Permits issued in 2022 were 600.
- Planned, managed, and coordinated maintenance and improvements through the Traffic Signal and Street Light Maintenance Contract including: Traffic Signal upgrades at Broadway & Cleveland and Mass Avenue & Brattle Street.
- Coordination of identified traffic signal and street light maintenance issues received through email, phone, and web request center. Coordinated transfer requirements of streetlights with Traffic Signal and Street Light Maintenance Contractor through National Joint Utilities Notification System (NJUNS) for Double Pole Management system through phone, email, and Request/Answer Center.
- Provided design, technical resources, project review, and planning for the Water Distribution System including: Assistance to Water Division including the DEP sanitary sewer survey, site plan reviews, capital water planning, and collection and transfer of GIS data. On-going scanning and cataloging to digitize plans and records in electronic format including upgrades, organization, and increased

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usability of system in conjunction with GIS System.

- Coordinated planning and review of projects, reports, and Town regulations with the Department of Planning and Community Development Environmental Planner for water quality and flood mitigation improvements in conjunction with requirements of the EPA Municipal Separate Storm Sewer System (MS4) Permit.
- Assisted Engineering Consultant in preparing Annual MS4 Report and year 4 requirements including: Town Phosphorus Control Plan, Stakeholder Outreach and Education, improved Catch Basin cleaning program, and planning for Year 5 permit requirements.
- Managed and updated improvements to storm water infrastructure including: planning, design, and construction of 25 infiltration trenches. The 2022 Green Infrastructure Improvement Project was funded by a DEP Grant of \$148,500 and will remove contaminants from storm water runoff and improve water quality in the Mystic River in accordance with MS4 permit guidelines.



Pavement preservation on Medford Street, spring 2022.

Highway Division

The Highway Division of the Public Works Department maintains 102 miles of roads, 175 miles of sidewalks, 175 miles of curbing, and eight parking lots, along with numerous guardrails, stairs, walls, and fences. The division oversees solid waste services including trash/recycling collections, bulky items collection/disposal, waste fill disposal, and hazardous waste programs. The division also performs street sweeping services and maintains traffic lines, signs, and drainage systems (culverts, pipes, manholes, catch basins, and drain channels).



Street Sweeping – Swept all streets two times (spring and fall).

- Sweeping on main streets done weekly (twenty-eight times).

Snow and Ice Control – There were 21 snow and ice events.

- Private contractors used for 5 events.
- 52 inches total snow for season.

Performance Measurements

- Repaired or replaced 21 catch basins.
- Cleaned approximately 3,019 catch basins (with the assistance of contracted help).
- Removed and installed 5,775 linear feet of sidewalk.
- Patched over 1,600 potholes.
- Special Projects
- Placed 150 sand barrels town-wide for winter season.
- Constructed Parklets at several locations and on outdoor dining options.
- Coordination and support of ongoing DPW facility project.

Water/Sewer Division

The Water and Sewer Division continues to maintain 131 miles of water mains, 117 miles of sewer mains, 9 Sewer Lift Stations, 1,414 hydrants, and numerous valves, and service connections/shut offs. Additionally, the division reads usage meters and prepares quarterly bills on just under 13,000 accounts.

Performance Measurements

- Replaced 266 water meters.
- Provided water use data to the Town Treasurer for billing while changing out meters and electronic reporting equipment.
- Repaired water main leaks at 41 locations.
- Repaired water service lines at 54 locations.
- Replaced 30 hydrants.
- Flushed over 174 locations to clear blockages from sewer mains and services.
- Sampled 14 locations weekly for water quality.

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- Provided over 589 markouts for underground excavation work.



Water Division on site fixing a water main break.

Division assists with the execution of the holiday lights program. On Massachusetts Avenue, the Division is responsible for installing event banners.

Performance Measurements

- Planted 373 trees. The number of planted trees exceeded the annual goal of 300 for a second year. This was done to make up for a shortfall in FY20 related to the COVID-19 Pandemic.
- Removed 240 trees.



Accomplishments

- Continued treatment of at-risk trees against Emerald Ash Borer insects. Treated 351 trees.
- Maintained “Tree City USA” designation from the National Arbor Day Foundation. Arlington has been a Tree City USA community since 2001. Awarded a Growth Award (fourth year in a row) for additional work in protecting and providing for trees in Arlington.

Park Maintenance

The Division maintains thirty parks, twenty-six playgrounds, nineteen athletic field infrastructure open spaces, and public lands including: the Reservoir forested trails and beach facility, North Union Spray Pool, the Town Hall Gardens, the Donald R. Marquis Minuteman Trail, Broadway Plaza, the Robbins House gardens, Menotomy Rocks Park, and twenty-one traffic islands. The division also assists with the execution of the holiday lights program.

Performance Measurements

- Continued to put a priority on prompt graffiti removal.
- Maintained Town-owned sidewalks throughout the winter.

Motor Equipment Repair Division

The Motor Equipment Repair Division continues to maintain 105 over-the-road vehicles including three front end loaders, five backhoes, one mini-excavator, two tractors, nine heavy-duty dump trucks, nine small dump trucks, twenty-two pickup trucks, six utility body trucks, ten snow fighters, two street sweepers, two sewer-flushing trucks, and one rubbish packer.

Major Accomplishments

- Acquired new department vehicles; (2) 33,000gvw dump trucks w/plow, 1 ton pickup dump body with plow, large deck mower, and enclosed equipment trailer.
- Decommissioned older diesel vehicles replaced with new equipment funded through State grant funding. Grant amount awarded over \$275,000 applied to the purchase of four vehicles.

Performance Measurements

- Provided preventative maintenance and repairs on 150 motor vehicles, including vehicles assigned to other Town departments.
- Maintained snow and ice vehicles during events.

Natural Resources Division

The Natural Resources Division consists of the Forestry and Parks sections and is responsible for the proper management, care, and maintenance of Arlington’s public trees.

Forestry

During the year the division maintains Town trees including those along the Minuteman Bikeway, which runs from the Cambridge line to the Lexington line. The

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Cyclists enjoy a fall day on the Minuteman Bikeway, one of several areas the DPW's Parks Division maintains.

Cemeteries Division

The Cemetery Division is responsible for the care and maintenance of Mt. Pleasant Cemetery and the Old Burying Ground. Mount Pleasant Cemetery is an active cemetery. The Old Burying Grounds is an inactive, historical community cemetery. Three volunteer Cemetery Commissioners make recommendations to the Town Manager on rules, regulations, and fees.

Mount Pleasant Cemetery Service Types	Amount	Revenues Invoiced
New Earth Grave Site Sales	32	\$67,750
New Urn Grave Sales	3	\$1,050
Perpetual Care Sales	35	\$17,500
Grave Site Buy-backs	1	\$(1,500)
Earth Burials	118	\$118,000
Creman Burials	73	\$21,900
Columbarium Sales	22	\$32,000
Columbarium Fees	14	\$1,400
Public Lot	0	\$0
Non-Resident Burials	88	\$43,525
Overtime, Holiday Surcharges	34	\$21,900
Mock Burial	1	\$200
Foundation Charge	41	\$8,200
Disinterments	2	\$5,000
Veteran Graves – earth/urn	3	\$1,200
Recording Fee	9	\$900
Chapel Use, Misc.		\$105
Total Gross Revenues		\$339,130

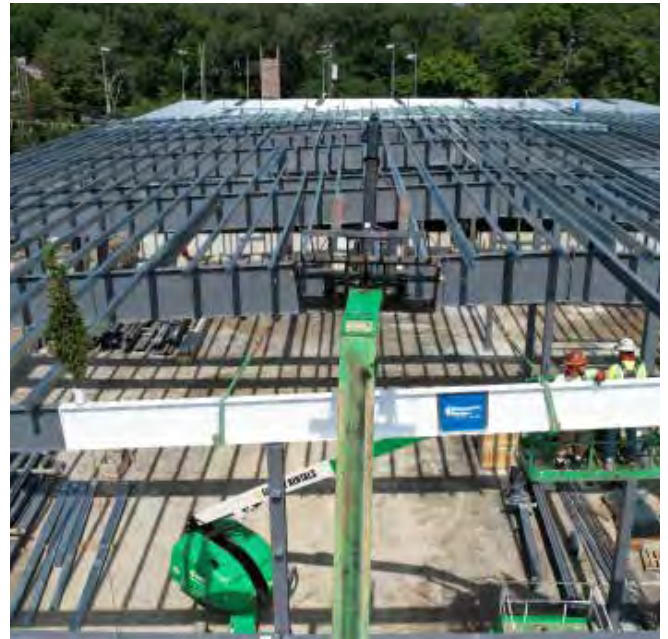
Major Accomplishments

- Developed improvements for roadway edge erosion.
- Acquired State funding to study Mill Brook hydraulics through the cemetery property.

Recognitions

The following Public Works employees completed service to the Town and its residents in 2022/early 2023, with over twenty-five years of service: Anthony Karmelowicz, Motor Equipment Operator III, 23 years; Jacqueline Kiley, Payroll/Administrative Assistant, 37 years; Kent Larson, Account/Operations Assistant, 29 years; Mark Mirra, Carpenter, 37 years; and Teresa De-Benedictis, Assistant Public Works Director, 36 years. The Town is grateful for their dedicated and loyal service.

In conclusion we would like to extend heartfelt thanks to our dedicated Public Works employees who keep our roads repaired and plowed, water flowing, our sewers running, our trash picked up, and our parks attractive. Their efforts are an important part of the high quality of life that we enjoy in our community.



The last steel beam is placed on the new Public Works Facility building. The new building is scheduled to open in 2023.