



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. 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 meter 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 public ways and parking lots.



In 2023 Arlington welcomed residents to the new building of the Arlington Town Yard & Municipal Services campus on 51 Grove St.

Accomplishments

- Hired Director of Geographic Information Systems(GIS) position. The position will serve the DPW as well as other Town Departments.
- Coordinated the transition to new DPW facility at 51 Grove Street for Administration, Highway, Water/Sewer, and MER Divisions.
- Acquired new sidewalk snow clearing equipment with \$50,000 grant from the State.
- 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, (\$52,000), called the Recycling Dividend Program, with funding designed to continue to support waste diversion activities.

Solid Waste Collection

The Town is contracted with waste hauler, Republic Services. This contract provides weekly curbside and dumpster collection of solid waste and bulky items from residential and business locations. Solid waste is collected from the following municipal locations: Town Hall and eight other municipal buildings, Community Safety, three fire stations, two libraries, ten public schools, over twenty municipal parks, and approximately fifty public trash barrels. The bulky item collection program collects large items like couches and tables.

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 several years ago, 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. The Department maintains an electronic waste drop off programs by appointment during regular business hours and on select weekend dates as well.

Accomplishments

- Held Reuse & Recycling Center appointments year-round during the week and one weekend a month, serving approximately 3,500 appointments in the year.
- Recovered and prepared for donation; 128

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Materials	FY2021	FY2022	FY2023
Solid Waste	12,434	12,217	10,775
Single-Stream Recycling	5,028	4,716	4,542
Yard Waste	3,435	2,801	3,356
Electronic Waste	59.62	40.20	33.00
Appliances (units)	836	782	353

televisions to nonprofit organizations and social benefit projects with the expressed purpose of increasing access to public television for English Language Learners

- Received annually, since FY16, a MA Department of Environmental Protection (DEP) Sustainable Materials Recovery grant, (\$52,000), called the Recycling Dividend Program, with funding designed to continue to support waste diversion activities.
- Participated in the Minuteman Household Hazardous Waste collection event, offering eight annual opportunities for residents to divert toxic materials from the environment.
- Established FixIt Clinics as a routine activity, hosting events at least twice a year.
- Held bike donation events in collaboration with Arlington Scouts program and The Bike Connector, collecting over 200 bikes during two events.
- Hosted four secure document shredding events, free to the public.
- Hosted four medical sharps collection events in partnership with the Health Department, during Reuse & Recycling Center monthly events.
- Hosted a 5-week summer internship for seven Arlington High School students, plus a summer camp session with 6-9 graders through Arlington Community Education's Summer Fun program.
- Ran a successful Paint Recycling event as a fundraiser, saving hundreds of pounds of reusable latex paint from incineration and raising \$425 that was donated to the Housing Corporation of Arlington. This event was organized and carried out by summer high school interns.

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

2023 marked the twenty-sixth 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.



One of many traffic signal upgrades at Chestnut St, includes this solar powered pedestrian crosswalk.

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 Town capital projects including road rehabilitation, pavement preservation, water rehabilitation, sewer rehabilitation, storm water improvements, pavement markings, and curb ramp and sidewalk accessibility improvements.
- Road Rehabilitation: 5,037 ft.
- Pavement Preservation: 11,000 ft.

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- Sidewalks: 8,300 ft.
- Curbing (new and reset); 8,184
- Curb Ramps: 75
- Water Main Replacement: 4,997 ft.
- Sewer System: relining 6,599 ft., cleaning & inspection 3,602 ft.
- Catch Basins Cleaned: 2,512
- Aided Town Departments with technical input and site plan review for new and on-going projects, including private site development plans. Additional support provided for Town boards and committees including site plan review for Comprehensive Permits at 10 Sunnyside Ave., Thorndike Place, 1165R Mass Ave and 1021-1025 Mass Ave.
- Managed Street Opening Permit Program and monitored on-going utility construction projects. Work involves reviewing and administering work conditions and requirements including outreach, traffic management, trench repairs and annual trench inspection program.
- Issued 430 permits.
- Planned, managed, and coordinated maintenance and improvements through the Traffic Signal and Street Light Maintenance Contract, including:
 - Traffic Signal upgrades at Medford Street at Warren, and Mystic Street at Chestnut Street.
 - Coordination of identified traffic signal and street light maintenance issues received via email, phone and the Request/Answer Center (WebQA).
 - 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, via email, phone and WebQA
- Coordinated with Select Board Staff to manage reconstruction of private ways utilizing the Town's Betterment Program.
- Coordinated planning and review of projects, reports, and Town regulations with Arlington's Environmental Planner for water quality and flood mitigation improvements in conjunction with requirements of the EPA Municipal Separate Storm Sewer System (MS4) Permit.
- Assisted the Engineering Consultant in preparing the Annual MS4 Report and year 5 requirements including:
 - Town Phosphorus Control Plan
 - Stormwater Quality Improvement Plans
 - Stakeholder Outreach and Education



Entrance to the new building on Grove St., which houses Arlington Public Works and Inspectional Services.

Highway Division

The Highway Division of the Public Works Department maintains 102 miles of roads, 175 miles of sidewalks, 175 miles of curbing, eight parking lots, along with numerous guardrails, stairs, walls, and fences. 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 20 snow and ice events.

- Private contractors used for 7 events.
- 21 inches total snow for season.

Performance Measurements

- Repaired or replaced 27 catch basins.
- Cleaned approximately 2,512 catch basins (with the assistance of contracted help).
- Removed and installed 3,985 linear feet of sidewalk.
- Patched over 2,700 potholes.

Special Projects

- Placed 150 sand barrels town-wide for winter season.
- Constructed Parklets at several locations and on outdoor dining options.
- Provided 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.

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Arlington Water/Sewer Division repairing a water main.

Performance Measurements

- Replaced 792 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 46 locations.
- Repaired water service lines at 40 locations.
- Replaced 36 hydrants.
- Flushed over 172 locations to clear blockages from sewer mains and services.
- Sampled 14 locations weekly for water quality.
- Provided over 648 markouts for underground excavation work.

Motor Equipment Repair Division

The Motor Equipment Repair Division continues to maintain 105 over-the-road vehicles including two 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, one rubbish packer, one compressor truck, one generator truck, two welding trucks, six sedans, three vans and one small multi-use tractor.

Major Accomplishments

- Acquired new department vehicles – backhoe, forklift, street sweeper, large tree chipper
- Moved vehicle maintenance operations to new DPW Facility.

Performance Measurements

- Provided preventative maintenance and repairs on department motor vehicles, as well as vehicles assigned to other Town departments.
- Maintained snow and ice vehicles during events to keep operations running.

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. On Massachusetts Avenue the Division is responsible for installing event banners. Staff of the Division performs tree planting each spring and fall with a goal of 300 trees annually.

Performance Measurements

- Planted 302 trees. The number of planted trees exceeded the annual goal of 300 for a third year.
- Removed 311 trees due to failing health or storm-related damage.

Accomplishments

- Continued treatment of at-risk trees against Emerald Ash Borer insects. Treated 369 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 (fifth 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 Donald R. Marquis Minuteman Trail, Broadway Plaza, Menotomy Rocks Park, and twenty-one traffic islands. The Division is responsible for 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.
- Rebuilt Infield of Buck Field baseball facility with contracted help.

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

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cemetery that accommodates an average of 200 burials per year. 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	35	\$80,100
New Urn Grave Sales	1	\$350
Perpetual Care Sales	36	\$18,000
Grave Site Buy-backs	0	\$0
Earth Burials	122	\$122,000
Cremain Burials	78	\$22,000
Columbarium Sales	16	\$25,200
Columbarium Fees	15	\$1,500
Public Lot	0	\$0
Non-Resident Burials	89	\$44,500
Overtime, Holiday Surcharges	35	\$23,200
Mock Burial	0	\$0
Foundation Charge	32	\$6,400
Disinterments	0	\$0
Veteran Graves – earth/urn	4	\$1,100
Recording Fee	11	\$1,100
Bush Removal	3	\$225
Lot & Décoration	1	\$70
Niche cover replacement	1	\$400
Chapel Use, Misc.		\$100
Total Gross Revenues		\$346,245

Major Accomplishments

- In collaboration with Planning Department staff, completed hydraulic Study of Mill Brook through the limits of the Cemetery and beyond.
- Performed 122 earth burials and 78 cremains burials.

Recognitions

The following Public Works employees completed service to the Town and its residents in 2023 with over twenty-five years of service: Teresa DeBenedictis, Assistant Director, 26 years, Vincent Kilcommons, Junior Engineer, 46 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 all enjoy in Arlington.



ARLINGTON TREE COMMITTEE

The Arlington Tree Committee (ATC) was established in 2010 by the Arlington Select Board. The mission of the Arlington Tree Committee is to promote the protection, planting, and care of trees in Arlington. Visit us at Arlingtontrees.org

Working with Tree Warden

The Tree Committee met monthly with Arlington's Tree Warden to discuss ongoing Town tree-related issues and to provide support. This year, special emphasis was given to:

- Addressing heat-island issues in Arlington through tree planting in our hottest regions.
- Expanding tree planting in areas where trees were lost due to development.
- Planting more trees in areas with the lowest "tree equity scores."
- Analyzing and improving tree watering strategies,
- Testing for underground natural gas leakage prior to planting, and
- Hosting an Arbor Day event at the Robbins Library to demonstrate tree planting and care.

Funds collected as a result of the Arlington Tree Bylaw are being used to undertake some of these initiatives.

Adopt-a-Tree Program

To ensure the success of newly-planted street trees, ATC continued its Adopt-a-Tree program, designed to engage residents and businesses in tree watering efforts. Using Arlington's Tree Inventory map, volunteers select a street tree convenient to their home or workplace, and commit to watering it for the growing season. 55 new trees were adopted for the 2023 season.

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Arlington High School (AHS) Liaison

For the first time, an AHS student joined the Tree Committee as a Student Liaison. The student has adopted numerous trees, attended monthly ATC meetings, and been helpful in engaging students in various ATC programs.

Article 16 under Town Bylaws Title V Arlington Tree Protection and Preservation Bylaw

This year, the Tree Committee worked with the Tree Warden and the Department of Inspectional Services to implement the amended Article 16 (2022 Annual Town Meeting). The amended Article 16 came into effect in January of 2023. One of the more significant changes was that applicants are required to consult with a certified arborist or registered landscape architect to develop valid Tree Plans, along with the lowering of the diameter threshold for protected tree status to 6", from its prior 8".

Community Tree Canopy Program

To supplement street tree planting, ATC (with financial support from the Tree Division) continued its Community Tree Canopy program, offering native trees at discount prices to residents/businesses for planting on private property. 56 new trees were planted as part of this program in 2023.

Community Outreach

- Continued to maintain the arlingontrees.org website, an educational public resource about trees in Arlington.
- Maintained and grew a robust following on social media, including Facebook, Instagram, and Arlington Trees Google Group.
- Publicized the need to care for and water new trees.

- ATC representatives attended local meetings of Arlington Redevelopment Board, Zoning Board of Appeals, Conservation Commission, Parks and Recreation Commission, and Gas Leaks Task Force, to further promote the ATC mission of preserving and expanding our town tree canopy, ensuring that trees are a regular part of all planning discussions in the Town.
- Participated in an Arbor Day event in April, Arlington Heights Spring Fest in June, and Town Day in September.
- Joined Arlington Chamber of Commerce, to engage with Arlington businesses regarding trees and tree canopy promotion.
- Collaborated with MA Tree Org, a recently organized group of regional and local tree committees and tree groups, to share strategies and learned experiences.

Arlington Tree Committee Goals for 2024

- Expand the membership of the ATC.
- Increase student engagement in ATC initiatives.
- Expand targeted marketing of our Community Canopy Program (using GIS data) to encourage more people (particularly those near heat islands, as well as those who experienced tree loss in their neighborhoods) to consider planting new trees on private property.
- Engage a larger group of residents and students to participate in our Adopt-a-Tree program.
- Provide ATC "Year in Review" materials to Select Board, Planning Department, and Town Meeting members to ensure tree topics



Aerial view of the Arlington Town Yard & Municipal Services campus on Grove Street.