

DEPARTMENT OF PUBLIC WORKS

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MONTHLY REPORT November, 2012

Below is a summary of the Ayer DPWs operations for the month of November. In addition to the items below, there are many ongoing projects in various stages that the DPW staff are involved with. If additional detail or information is needed, please let us know.

Safety

- There were no job related injuries reported for the month
- A DPW Safety Committee Meeting was held on Nov. 2

Administration

- Continued implementation of new CUSI Water & Sewer billing system
- Prepared and submitted the preliminary FY14 DPW Operating Budget
- Submitted and were awarded grant application for Commonwealth Citizens Connect project. This project involves implementation of tools for residents to easily report issues to municipal departments (primarily DPW and public safety) and allow the departments to track progress and resolve these issues. Will be implemented in January.
- Submitted grant application for \$40,000 study to evaluate the feasibility of constructing a facility to convert the town's wastewater sludge to electricity.
- Sent out water and sewer bills
- Working on project bid documents including Street Signs, Spec Pond WTP Chemical Feed modifications, Filter Control Panel upgrade, WW Pumping Station telemetry upgrade

Highway Division

- Storm clean-up including sweeping and debris pick-up
- Replaced / repaired STOP signs at multiple locations
- Marked catch basin locations with paint to assist in location during storms
- Paved around misc. manhole frames to protect from plow damage
- Removed debris from beaver activity at culverts
- Worked on plow equipment to prepare for winter
- Repaired Salt Shed
- Winterized mowers, trimmers and paving equipment and put in storage
- Plowing and salting during first snowfall event (Nov.8)
- Town Hall clean-up for Veterans Day
- Pothole repairs, DIGSAFE mark-outs, street sweeping
- Received 6 trailers of salt and mixed with de-icing chemical
- Rotary work including coordination with MassDOT, leveled stump holes and removed excess material. Chipped brush in front of car wash
- Misc facilities maintenance, cleaning and organizing equipment

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Water Division

- Completed fall hydrant flushing
- Completed required DEP Quarter 4 sampling, monthly coliform and chlorine sampling.
- Completed beaver trapping program at Spectacle Pond WTP to prevent flooding of town wells
- Repaired water main leak on East Main Street
- Service repairs, cleaning and flushing at 4 locations in response to water quality, water pressure complaints
- Worked with prisoners at standpipe cutting trees and brush for DEP required road around fence
- Completed numerous meter upgrades, final meter readings and DIGSAFE requests
- Completed final mowing and leaf blowing at all water facilities
- Normal water treatment duties including daily testing and reports, chemical adjustments, equipment maintenance

Wastewater Division

- Performed daily inspections of Wastewater pumping stations
- Performed daily operations, laboratory testing and reporting for WWTP
- Hauled sludge to Upper Blackstone Sanitary District (Millbury)
- Completed smoke testing on sewers in Westford Road area. Identified 3 areas of infiltration
- Started filter cloth replacement on tertiary filters (to be completed with UV disinfection upgrade in December)
- Groton School Road Pumping Station bids came in over budget so we are evaluating alternative designs

Solid Waste Division

- Normal transfer station operations including site clean-up, organization and monthly reports
- Brush chipping and leave hauling to brush dump / compost area off Bishop Road
- Completed landfill monitoring
- Interviewed 3 candidates for Transfer Station Operator Position