

DEPARTMENT OF PUBLIC WORKS

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MONTHLY REPORT February, 2013

Below is a summary of the Ayer DPW's operations for the month of February. 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.

Administration

- We have been running CUSI Water & Sewer billing system in January and February and are close to "going live" with the new system
- We were awarded the \$40,000 grant from Massachusetts Clean Energy Center for the Wastewater Sludge Organics to Energy Feasibility Study. We received proposals from 3 engineering companies and selected CDM-Smith to work with us on this exciting project
- Working with MRPC to set up GIS mapping for the Town. Town GIS work group will be directing implementation
- Implemented the Commonwealth Connects Service Request program using Smart Phone App.
- As a result of the first "past due" notices to 25 highest delinquent water and sewer accounts, eight accounts paid, seven set up payment plans and second notices were mailed to the remaining unpaid accounts.
- Beginning the process of scanning DPW record plans a part of the MIIA grant
- Working on project bid documents including installing street signs, Spec Pond WTP, Filter Control Panel upgrade, WW Pumping Station telemetry upgrade
- Sent out water and sewer bills and sold trash bags

Highway Division

- Snow plowing, road treatment and snow removal on Feb. 1, 2, 3, 4, 8, 9, 10, 11, 12, 15, 16, 17, 18, 20, 24, 27
- Sidewalk plowing Feb. 4, 10, 11, 13, 14, 15, 25
- Patched/ filled 10 potholes at various locations
- General pre and post storm equipment clean-up and maintenance
- Replaced and or repaired traffic signs at multiple locations
- Received road salt and mixed with de-icing chemical
- Repaired sidewalk plow

Water Division

- Hired new Meter Reader / Water Technician, Scott Schwinger and began training
- Opened bids for Grove Pond WTP Upgrade project
- Ordered chemical feed equipment for Spectacle Pond Water Treatment Plant to replace outdated equipment
- Completed required DEP monthly coliform and chlorine sampling
- Completed Grove Pond Wells 1 & 2 cleaning and redeveloping

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- Grove Pond Water Treatment Plant annual maintenance including inspect filter media, air scour all 6 filters and replace chemical injection lines
- Repaired hydrant damaged by snow plowing operations
- Assisted Highway in snow plowing operations
- Completed meter readings and DIGSAFE requests
- 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
- Performing laboratory testing on sludge to increase solids content
- Hauled sludge to Upper Blackstone Sanitary District (Millbury)
- Assisted Highway in snow plowing operations
- TV inspection and repair of sewer blockage on Pleasant Street
- Sewer flushing at various locations in Town

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
- Assisted Highway in snow plowing operations