

DEPARTMENT OF PUBLIC WORKS

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MONTHLY REPORT April, 2013

Below is a summary of the Ayer DPW's operations for the month of April. 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 continue to implement the CUSI Water & Sewer billing system and have been having some minor conversion issues. All bills will now be in the new system
- Held kick-off meeting for Wastewater Sludge Organics to Energy Feasibility Study and will be scheduling our first public meeting for early June
- Began GIS Utility mapping with MRPC
- Completed scanning of DPW record plans a part of the MIIA grant and are setting up Web based document management system
- Completed bidding and quote process for street sign installation. Installation is scheduled to begin in mid-May
- Submitted Annual Stormwater NPDES MS4 Permit Report
- Mailed final water shut-of notices and placed door hangers for 6 customers. Shut offs scheduled for May 9. Sending out notices to next 25 past due accounts
- Sent out water and sewer bills and sold trash bags

Highway Division

- Replaced and or repaired traffic signs at multiple locations
- Repaired street sweeper and got other equipment ready for spring/summer
- Repaired snow plow damage at intersections and property
- Washed and stored snow plows, sanders and related equipment
- Completed garage facility improvements required for SPCC Plan
- Completed street and sidewalk sweeping throughout Town
- Repaired / rebuilt 6 catch basins
- Place 12 tons of hot mix asphalt in pot holes throughout town
- Performed beaver dam debris removal at the usual locations
- Procured services of Catch Basin Cleaning Contractor to begin in May
- Met with MassDOT to review Chapter 90 Paving and developed project requests / cost estimates for this season paving projects

Water Division

- Grove Pond WTP Upgrade project was started
- Contractor is installing new chemical feed equipment at Spectacle Pond Water Treatment Plant to replace outdated equipment
- Repaired water leak on Cambridge Street

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- Flushed hydrants on Mountain View, Pleasant and Groton Shirley Road in response to dirty water complaints
- Completed public notification / education for Lead and Copper Rule
- Completed required DEP monthly coliform and chlorine sampling
- Completed Spectacle Pond Wells 1A & 2 cleaning and redeveloping
- Completed meter readings and DIGSAFE requests
- Began Spring Hydrant flushing
- Constructed and installed "fire hydrant" bill payment box for Town Hall.
- Normal water treatment duties including daily testing and reports, chemical adjustments, equipment maintenance

Wastewater Division

- Completed annual performance reviews
- Performed facility evaluations for 19 wastewater pumping stations
- Performed laboratory testing and operations modifications to increase solids content of wastewater sludge for 2.5% to 4.2% (reduce sludge disposal costs)
- Completed wastewater operations evaluation (waiting for final report)
- Performed daily inspections of wastewater pumping stations
- Performed daily operations, laboratory testing and reporting for WWTP
- Hauled sludge to Upper Blackstone Sanitary District (Millbury)
- 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 Recycling Committee with Ayer Clean-up Day