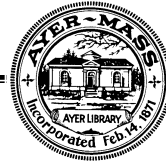


# DEPARTMENT OF PUBLIC WORKS

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## MONTHLY REPORT November, 2013

Below is a summary of the Ayer DPW's 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.

### Administration

- Completed procurement process for Water Meter Automated Read System. Selected TI-Sales of Sudbury, MA
- Sent out water and sewer bills and sold trash bags and transfer station stickers
- Completed Spill Prevention and Response training (Wastewater and Highway Divisions)
- Completed Wetlands Permitting for Victor Drive Culvert and Spec Pond Well Projects
- Beginning curbside solid waste evaluation with MassDEP Grant
- Completed draft wastewater NPDES discharge permit review and submitted comments to EPA
- Completed and submitted FY15 Capital and Operating Budgets
- Working with Crabtree Development LLC to obtain bids for Pingry Hill Water Tank project
- Completed water main inventory and improvement priority program
- Working with Stormwater Committee to finalize Stormwater fee structure and implementation
- Completed Design Report for West Main Street Pumping Station project

### Highway Division

- Installed additional street signs and replaced traffic signs at multiple locations
- Installed drainage improvements at Westford Road
- Graded, loamed and seeded shoulders on Washington St, Doug Rd and Snake Hill Rd
- Picked up Asphalt Recycler and began testing operation and mixes
- Repaired / rebuilt 3 catch basins
- Patched potholes and paved utility trenches
- Prepared sanders and plows for winter and mixed salt / de-icer liquid
- Treated icy roads (2 call-outs)
- Performed beaver dam debris removal at the usual locations
- Final mowing and brush cutting at Rotary, Town Hall, Police Station, rail-trail and roadways
- Equipment and vehicle maintenance
- Trash pickup at multiple locations in town
- Street sweeping in various locations and on Main St every Friday
- Tree trimming, loaming and seeding around DPW Administration Office area
- Cleaned culvert between Mill Street and West Main Street

### Water Division

- Grove Pond WTP Upgrade Project - Contractor is constructing the Water Treatment Plant Building and working on chemical feed systems Water Division is coordinating operations and temporary chemical feed systems.
- Completed filter air wash at Spec Pond WTP

Mark Wetzel P.E., Public Works Superintendent

- Replaced water service on Scully Road
- Replaced hydrants on Shirley St and Nashua St
- Repaired broken buried shut off Grove St, Town Park, Groton St
- Completed Fall hydrant flushing
- Identified, contacted and tested at additional Lead and Copper sampling locations required by MaDEP
- Cleaned backwash tank at Spec Pond WTP
- Kennedy rep meeting bad bushings in hydrants
- Loamed and seeded all hydrant replacement projects
- Completed annual source meter calibrations
- Continued hydrant inventory and inspections
- Completed required DEP monthly coliform and chlorine sampling and quarterly water quality testing
- Completed meter readings, meter replacements and assisted customers with leak evaluations
- Completed DIGSAFE requests
- Normal water treatment duties including daily testing and reports, chemical adjustments, equipment maintenance

#### **Wastewater Division**

- Wastewater Treatment Plant is operating efficiently and meeting discharge permit limits
- Met with SIUs to review proposed Industrial discharge limits and implementation process
- Began construction of Crabtree Wastewater Pumping Station Upgrade project
- Contractor mobilized and began construction of Groton School Rd Pumping Station Replacement
- Began evaluation of Central Ave Pumping Station odor problems
- Completed sewer jetting and inspection of Hill area
- Inspections of sewer installations at Pingry and Willows Subdivision
- TV inspection and hydro-jetting of sewers at various location
- Completed Gas Chlorine safety training
- Tested and serviced all generators
- Performed daily inspections of wastewater pumping stations
- Performed daily operations, laboratory testing and reporting for WWTP
- Hauled sludge to Upper Blackstone Sanitary District (Millbury) and Cranston RI

#### **Solid Waste Division**

- Normal transfer station operations including site clean-up, organization and monthly reports
- Worked with Recycling Committee on Town-wide Recycling Day event
- Brush chipping and leaf hauling to brush dump / compost area off Bishop Road