

DEPARTMENT OF PUBLIC WORKS

Mark L. Wetzel, P.E., Superintendent
Daniel Van Schalkwyk, Town Engineer
Pamela J. Martin, Business Manager



25 BROOK STREET
AYER, MASSACHUSETTS 01432
T: (978) 772-8240
F: (978) 772-8244

MONTHLY REPORT December 2017

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

Please note that in addition to a summary of our monthly work order report, we have attached a DPW project status report.

Engineering and Administration

- Presented DPW Five Year Capital Plan and submitted to Committee
- Working with Recreation Department on Perone Park garage and storage building
- Working with Recreation Department on Perone Park Walking Path Design
- Assisting Town Hall / MART with design for Depot Square and Commuter Parking Lot project including detailed site plan review
- Active involvement in Comprehensive Plan Committee. Completed work on the Transportation Workgroup section of the plan
- Construction Administration of DPW Administration Building Project (shop drawings)
- Working with MassDEP, EPA and Devens on the PFAS Water Quality issue at Grove Pond Wells. Developed action plan to address future regulation.
- Working on LED Streetlight Upgrade bidding and procurement, have procured lights, installation and controls. Waiting for delivery of lights to begin installation.
- Overseeing construction of Spec Pond Well 2 Replacement Well
- Coordinating design of West Main Street Bridge Improvements
- Coordinating design of Wastewater Treatment Plant Improvements – Phase 1 (Safety / Code related)
- Working with consultant on CCTV sewer inspection program for inflow and infiltration study
- Managing meter upgrade project including scheduling and computer account changes
- Quarterly water and sewer bills were prepared and sent out for 3 routes
- Sold (A LOT) of Transfer Station permits and PAYT bags
- Reviewed and responded to questions and issues related to water and sewer bills
- Processed and approved Road Opening Permits, Trench Permits and Water & Sewer Connection Permits

Highway / Stormwater Division

- See specific work order tasks attached **Work Order Summary**
- Prepared trucks, plows and equipment for plowing
- Ordered and mixed salt for winter
- Winterized mowers and paint machine
- Repaired pot holes and shoulders throughout town
- Installed new signs and / or repaired existing signs at various locations in town

- Repaired catch basins
- Continued town-wide street sweeping with new street sweeper
- DPW garage / facility maintenance
- Equipment and vehicle maintenance
- Trash and recycling pickup at numerous locations in town
- Completed DIGSAFE mark-outs

Wastewater Division

- See specific work order tasks attached **Work Order Summary**
- All NPDES permit requirements were in compliance for the month
- Total flow for the treatment plant was 41 million gallons with an average of 1.3 mgd and a maximum of 1.6 MGD
- Contractor hauled 22 loads of sludge
- Plant was in compliance for the month
- Implemented Mobile311 into daily Pumping Station maintenance
- Implemented Maintenance Edge into WWTP maintenance work orders
- Performed mechanical maintenance on pump stations
- Backwashed filter units
- Repaired Wastewater Division trucks
- Jetting and cleaning of sewer blockage at various locations in town
- Performed daily inspections of wastewater pumping stations
- Performed daily operations, laboratory testing and reporting for WWTP
- Completed DIGSAFE mark-outs
- Completed and **submitted** Monthly Operations Report for DEP and EPA

Water Division

- See specific work order tasks attached **Work Order Summary**
- Water Main break on Littleton Rd. Fixed in extreme cold weather
- Added data to H2O Water Reporting software and submitted monthly reports to MADEP
- Maintenance of chemical feed systems at Grove Pond WTP
- Maintenance of chemical feed systems at Spec Pond WTP
- Regenerated filters at Grove Pond Well WTP
- Continued radio water meter installations throughout Town
- Completed required DEP monthly coliform and chlorine sampling
- Completed meter readings and assisted customers with leak evaluations and dirty water issues
- Completed DIGSAFE mark-outs
- Normal water treatment duties including daily testing and reports, chemical adjustments, equipment maintenance

**2017 ANNUAL PUMPING REPORT FOR THE
AYER DPW WATER DIVISION**

From: 2017-12-01 To: 2017-12-31

Annual Statistical Data	Well 6 - Grove Pond	Well 7 - Grove Pond	Well 8 - Grove Pond	WT FGP - Raw Water	WT FGP - Finished Water	WT FGP - Backwash	Source Totals
Total Days Pumped - December 2017	30	29	28	29	0	28	31
Total Pumpage (MG) - December 2017	12.196	7.816	4.521	25.520	0	3.042	37.523
Total Pumping Days	30	29	28	29	0	28	31
Total Pumpage (MGY)	12.196	7.816	4.521	25.520	0.000	3.042	37.523
Average Daily Pumpage (MGD)	0.393	0.252	0.146	0.823	0.000	0.098	1.210
Maximum Daily Pumpage (MGD)	3,332.497	335.944	0.383	1.938	0.000	297.707	2.108
Maximum Daily Pumpage (Date)	2017-12-13	2017-12-11	2017-12-21	2017-12-21		2017-12-18	2017-12-21
Maximum Week Pumpage (MGW)	3,334.953	337.282	1.498	6.690	0.000	298.268	9.372
Maximum Week Pumpage (Date)	2017-12-07	2017-12-11	2017-12-13	2017-12-05		2017-12-18	2017-12-11

Solid Waste Division

- Normal transfer station operations including site clean-up, organization and monthly reports
- Extra time spent on maintaining compactor, loader and other equipment due to extreme cold weather
- Working with organic food waste collection operation
- Leaf hauling to brush dump / compost area off Bishop Road
- Coordinated solid waste / recycling disposal including waste oil, scrap metals, textiles

Monthly Work Orders Completed – By Division

Address		Work Type	Date	Division	Description
0	Pinger tank and control building	Site Inspection	12/4/2017	Engineering	Checking site status. Needs minor grading touch up, seeding on northeast side and fence.
	Riley Jayne Farm	Site Inspection	12/12/2017	Engineering	Inspected subdivision with Joanne Cristoff. Observed issues related to groundwater breakout on the south side of Trevor Trail Also discovered groundwater infiltration in the sewer system at SMH2 - notified Onyx to fix ASAP
	Nashua Street Extension	Site Inspection	12/12/2017	Engineering	Inspected conditions
100	Littleton Rd	Dig-Safe - Highway	12/1/2017	Highway	EMERGENCY DIG SAFE - Gas leak repair Nature of work: Repair gas leak
13	Highland Ave	Dig-Safe - Highway	12/1/2017	Highway	Nature of work: Install new front walkway, install rear patio, REM. Extent of work: Apprx. 6-12 Trees & Shrubs working front, right & rear of the prop.
231	Snake Hill Rd	Dig-Safe - Highway	12/4/2017	Highway	Nature of work: Demo house, cut & cap Water/Sewer//new. Extent of work: Foundation, water & sewer//working entire private property and St. to property. Area is pre-marked.
93	Groton Harvard Rd	Misc Highway Work Order	12/4/2017	Highway	Hauling Leaves for Transfer Station

	Pleasant St	Dig-Safe - Highway	12/7/2017	Highway	Nature of work: Pole replacement. Extent of work: Side of road Nearest cross St. Taft. Replace pole # 33 & 35. Area is pre-marked.
	Park St	Dig-Safe - Highway	12/8/2017	Highway	Nature of work: 5 Test Borings Extent of work: In Parking Lot and Rail Trail. Area is pre-marked.
26	Harvard Rd	Dig-Safe - Highway	12/12/2017	Highway	Nature of work: Emergency Gas Repairs Extent of work: Working in St, St to house & 50 ft. in all directions. Area
25	Brook St	Snow Plowing	12/13/2017	Highway	Saturday into Sunday morning 12/9 to 12/10/2017 we got are first plow able snow 5.5 inches
25	Brook St	Roadway Ice Operations	12/13/2017	Highway	Salting 12/12/2017 the whole town a little snow and some freezing rain and just rain.
14	Brook St	Sidewalk Snow Plowing	12/13/2017	Highway	12/10/2017 plowed sidewalks after the storm
	Sedgeway St	Dig-Safe - Highway	12/13/2017	Highway	Emergency Water Repair Working from Wright Rd to the end.
100	Groton Harvard Rd	Vendor Coordination	12/11/2017	Solid Waste	12/11/17 Single stream recycling schedule for Tuesday 12/12/17.
100	Groton Harvard Rd	Vendor Coordination	12/11/2017	Solid Waste	12/11/17 MSW trailer change out. to be determined
100	Groton Harvard Rd	Vendor Coordination	12/11/2017	Solid Waste	12/11/17 e-waste schedule for pick up today 12/11/17 or Thursday 12/14/17
	Berkshire Blvd	Dig-Safe - Highway	11/30/2017	Wastewater	Nature of work: Soil Borings Extent of work: In tire piles & near equipment building. Area is pre-marked.
100	Littleton Rd	Dig-Safe - Wastewater	12/1/2017	Wastewater	EMERGENCY DIG SAFE - Gas leak repair Nature of work:Repair gas leak
13	Highland Ave	Dig-Safe - Wastewater	12/1/2017	Wastewater	Nature of work: Install new front walkway, install rear patio, REM. Extent of work: Apprx. 6-12 Trees & Shrubs working front, right & rear of the prop.
231	Snake Hill Rd	Dig-Safe - Wastewater	12/4/2017	Wastewater	Nature of work: Demo house, cut & cap Water/Sewer//new. Extent of work: Foundation, water & sewer//working entire private property and St. to property. Area is pre-marked.

	Pleasant St	Dig-Safe - Wastewater	12/7/2017	Wastewater	Nature of work: Pole replacement. Extent of work: Side of road Nearest cross St. Taft. Replace pole # 33 & 35. Area is pre-marked. Start date: 12/13/17 Caller: Bud Farley 978-772-9961 Alt: 508-245-5511 Contractor: Verizon
	Park St	Dig-Safe - Wastewater	12/8/2017	Wastewater	Nature of work: 5 Test Borings Extent of work: In Parking Lot and Rail Trail. Area is pre-marked. Start date: 12/15/17 Caller: Chris Devillers 508-393-6900 Alt: 508-450-9858 Contractor: Northern Drill Serv.
26	Harvard Rd	Dig-Safe - Wastewater	12/12/2017	Wastewater	Nature of work: Emergency Gas Repairs Extent of work: Working in St, St to house & 50 ft. in all directions. Area is pre-marked. Caller: Bob D 877-304-1184 Contractor: National Grid - Boston Gas
	Sedgeway St	Dig-Safe - Wastewater	12/13/2017	Wastewater	Emergency Water Repair Working from Wright Rd to the end. Extent of work: In the road. Area is pre-marked. Caller: Scott S 978-772-8240
7	Hickory Way	Dig-Safe - Wastewater	12/14/2017	Wastewater	Nature of work: Gas Leak Repair Digging in Littleton Rd to repair leak to #7 Hickory Way. Extent of work: Street and Street to House. Area is pre-marked Start date: 12/20/17 Caller: Joy Hooper 781-907-4403 Alt: 617-212-1774 Contractor: Nat'l Grid
14	Brook St	Misc Wastewater Work Order	12/14/2017	Wastewater	take down, drain and wash filter 1
25	Brook St	Sampling	12/14/2017	Wastewater	do all sampling and lab work plus process control except when out or not on call for weekend
25	Brook St	Check Controls/Alarms	12/14/2017	Wastewater	do all station daily and record pump tomes and test pumps
8	Marshall St	Repair Manhole	12/14/2017	Wastewater	raise manhole, replace structure if necessary
29	Harvard Rd	Repair Manhole	12/14/2017	Wastewater	raise structure replace if necessary
25	Brook st	Misc Wastewater Work Order	12/14/2017	Wastewater	bleed all heat traps inspect and make sure heat in plant is working
25	Brook St	Misc Wastewater Work Order	12/14/2017	Wastewater	check all plows for any damage from last storm fix if necessary
25	Brook St	Misc Wastewater Work Order	12/14/2017	Wastewater	clean plant daily empty and remove trash

25	Brook St	Dig-Safe - Wastewater	12/14/2017	Wastewater	do all reports and paper work, send dmr and tox reports when due,
25	Brook st	Misc Wastewater Work Order	12/14/2017	Wastewater	wash down secondary classifiers
4	Pierce Ave	Dig-Safe - Wastewater	12/18/2017	Wastewater	Nature of work: Install post for solar array. Extent of work: Rear of the property. Area is pre-marked. Start date: 12/20/17 Caller: Megan Largo 518-858-7359 Alt:855-738-7200 Contractor: Solar Foundations USA
33	3rd St	Water Service Work	10/28/2016	Water	
0	Sandy Pond Rd	Water Service Work	11/30/2017	Water	
99	Barnum Rd	Misc Water Work Order	12/1/2017	Water	multiple labs, adjust KMNO4 dosages
136	Snake Hill Rd	Water Service Work	12/1/2017	Water	locate main , inspect new service for dog park
4	Willow Rd	Dig-Safe - Water	12/1/2017	Water	
30	Park St	Dig-Safe - Water	12/1/2017	Water	
137	Snake Hill Rd	Dig-Safe - Water	12/1/2017	Water	
99	Barnum Rd	Misc Water Work Order	12/1/2017	Water	top off fuel emergency generators
137	Snake Hill Rd	Water Service Work	12/1/2017	Water	inspect cut and cap main and hydrant removal
99	Barnum Rd	Bact-T Sampling	12/1/2017	Water	receive bulk chemical delivery, both plants
99	Barnum Rd	Misc Water Work Order	12/1/2017	Water	begin regenerating filter media, Grove pond plant
118	Sandy Pond Rd	Pipe Replacement - Water	12/1/2017	Water	fill main and bacteria sample
14	Mnt Laurel	Complaint/Investigation - Water	12/5/2017	Water	Complaint about dirty water in toilet tank. Toilet needs cleaning. Not a water dept problem
21	3rd St	Water Service Work	12/5/2017	Water	Picked up Brian's truck at Colonial Chevy
0	checked on contractors at pleasant st, Catania warehouse, Wright Rd	Water Service Work	12/5/2017	Water	
0	Sandy Pond Rd	Water Service Work	12/5/2017	Water	Started repairing hydrant 4H203
99	Barnum Rd	Misc Water Work Order	12/5/2017	Water	Prepare for and attend Foreman's meeting, admin.
99	Barnum Rd	Misc Water Work Order	12/5/2017	Water	lab
	Pingry Tank	Water Tank Inspection	12/5/2017	Water	inspect Washington St , Crabtree and Pingry
13	Highland Ave	Dig-Safe - Water	12/5/2017	Water	
99	Barnum Rd	Misc Water Work Order	12/5/2017	Water	admin
61	Wright Rd	Pipe Replacement - Water	12/5/2017	Water	out w/ contractor

					Worked with D'Amico construction, witnessed 2, blow off removal, and corporations capped. Backfilled and paved. Did swing ties on pipe location, and connection from ductile to plastic main. Turned off end of Wright Rd, turned on c.c. Main from Sandy Pond Rd, flushed water and air out of pipe. Turned on Wright Rd, while flushing. New Main is live. Vacuumed out gate boxes for, 4WG92, 56,57,59,66,73,74,75,72,71,70,68
0	wright Rd	Water Service Work	12/6/2017	Water	
16	Wright rd	New Meter Installation	12/6/2017	Water	Replace meter and radio
65	Littleton rd 23b	Final Read	12/6/2017	Water	Final
21	3rd St	Misc Water Work Order	12/6/2017	Water	Meter reading
11	forest st	Meter Testing	12/6/2017	Water	Data log
99	Barnum Rd	Misc Water Work Order	12/6/2017	Water	rounds, inspect standpipes and booster
99	Barnum Rd	DEP Report	12/6/2017	Water	admin
31	Central Ave	Dig-Safe - Water	12/6/2017	Water	
231	Snake Hill Rd	Dig-Safe - Water	12/6/2017	Water	
99	Barnum Rd	Misc Water Work Order	12/6/2017	Water	begin process of regenerating media at Grove
99	Barnum Rd	Misc Water Work Order	12/6/2017	Water	work on filters , regenerating media
99	Barnum St	Misc Water Work Order	12/6/2017	Water	lab
99	Barnum Rd	Misc Water Work Order	12/6/2017	Water	lab
21	3rd St	Grounds Maintenance - Water	12/6/2017	Water	leaves
111	Pleasant St	Dig-Safe - Water	12/7/2017	Water	
16	Wright Rd	Complaint/Investigation - Water	12/7/2017	Water	low pressure, follow up
0	Standpipe	Grounds Maintenance - Water	12/7/2017	Water	leaves
99	Barnum Rd	Misc Water Work Order	12/7/2017	Water	admin
99	Barnum Rd	Misc Water Work Order	12/7/2017	Water	regenerate media,lab
0	Wright Rd	Water Service Work	12/7/2017	Water	Reflushed main , after new Main was live all night
0	Shelly Ln	Water Service Work	12/7/2017	Water	Flushed water main
21	3rd St	Water Service Work	12/7/2017	Water	Made tie cards for new water main from Sandy Pond, to Wright Rd. Noted elbows, blow off valves, and where D.I. Transition to HDPE, on both sides. Walked route through woods to get a better idea of where pipe is located. Gave tie cards to Dan to scan
0	woodlands way	Water Service Work	12/7/2017	Water	Attempted to flush loop, that has been shut off for months, but couldn't find one gate. It was under a dust pile. Got a game plan, for good removal, once dirt is gone
21	3rd St	Water Service Work	12/7/2017	Water	Went through Eddy hydrant parts inventory. Made list of parts to order. Contacted Hal, at HR Prescott
31	Lincoln	Final Read	12/8/2017	Water	
49	willow rd	Final Read	12/8/2017	Water	

21	3rd St	Water Service Work	12/8/2017	Water	Drop off F350, talk about problems. Pick up F350, work on turn signal problem, talked about oil leak on f450
21	3rd St	Water Service Work	12/8/2017	Water	Repaired hydrant 4H203. Ordered hydrant parts from Hal at HR Prescott
21	3rd St	Water Service Work	12/8/2017	Water	Made list to restock distribution trailer, cleaned trailer
0	Snake hill Rd/ Flynn camp	Water Service Work	12/8/2017	Water	Cleaned out curb box, verified valve is off, put gate box top over broken curb box
16	Wright Rd	Water Service Work	12/8/2017	Water	Searched for curb stop, I think it in street, paved over
0	wright Rd c.c. water main	Water Service Work	12/8/2017	Water	Painted grade stakes blue, hammered them along trail to mark it
71	Shirley St	Shut Off	12/8/2017	Water	Shut off curb stop to house for winter. House is vacant
21	3rd St	Misc Water Work Order	12/8/2017	Water	Put plows on trucks. Installed plow markers on f350, checked out plows
25	Brook St	Bact-T Sampling	12/11/2017	Water	admin,prepare for and attend Foremans meeting, Insurance Advisory meeting, meet with employees
99	Barnum Rd	Misc Water Work Order	12/11/2017	Water	lab , adjust pumps
14	Brook St	Misc Water Work Order	12/11/2017	Water	clean vehicle
99	Barnum Rd	Misc Water Work Order	12/11/2017	Water	clean vehicle
25	Brook St	Misc Water Work Order	12/11/2017	Water	clean vehicle
16	Wright Rd	Complaint/Investigation - Water	12/11/2017	Water	locate buried shutoff
20	Calvin	New Meter Installation	12/13/2017	Water	
19	Groton school	Meter Calibration	12/13/2017	Water	
	Sedgeway St	Water Service Work	12/14/2017	Water	locate and excavate shutoff to turn off service
	end Nemco Way Spec Pond	Water Tank Inspection	12/14/2017	Water	rounds, inspect tanks and booster
99	Barnum Rd	Misc Water Work Order	12/14/2017	Water	multiple labs, individual filters, raw , finish adjust chemicals, flush chem lines and instrumentation
99	Barnum Rd	Misc Water Work Order	12/15/2017	Water	remove and put away all vehicles so contractor could work in new garage , clean when they left
99	Barnum Rd	Misc Water Work Order	12/15/2017	Water	multiple labs, adjust chem pumps, flush instrumentation
99	Barnum Rd	Misc Water Work Order	12/15/2017	Water	custodial at Grove
99	Barnum Rd	Misc Water Work Order	12/15/2017	Water	remove plow, wash truck
21	3rd St	Misc Water Work Order	12/15/2017	Water	Plowed both stand pipes, drove w3 to clean exhaust filter. Checked out plow, removed it from truck. Cut trees at 128 Washington St, in preparation for service line dig.
21	3rd St	Misc Water Work Order	12/15/2017	Water	Checked out w3 for state inspection, replaced one light and fixed dump alarm . Dropped off truck for inspection, picked it up end of day.

0	Sedgeway	Water Service Work	12/15/2017	Water	Worked on locating curb stop / service line, to shut camp off for winter
21	3rd St	Water Service Work	12/15/2017	Water	Trip to Moores and Napa
21	3rd St	Water Service Work	12/15/2017	Water	Made extra long ground wire for locating devices.
0	Sedgeway	Water Service Work	12/15/2017	Water	Confirmed curb box location, but valve wouldn't turn. Dug it up, shut off valve and confirm that it shuts off property's water. Installed new curb box, filled and compacted hole. Repaired box top, of old curb box to property, repaved. Cleaned tools out of truck
21	3rd St	Misc Water Work Order	12/15/2017	Water	Sick day
99	Barnum Rd	Misc Water Work Order	12/15/2017	Water	lab, inventory lab and office supplies, place orders
99	Barnum Rd	Misc Water Work Order	12/15/2017	Water	lab, batch chemicals
99	Barnum Rd	Misc Water Work Order	12/15/2017	Water	rounds, inspect standpipes, booster
	Brook St	Misc Water Work Order	12/19/2017	Water	Prepare for and attend Foreman's meeting
4	Pierce Ave	Dig-Safe - Water	12/19/2017	Water	
231	Snake Hill Rd	Complaint/Investigation - Water	12/19/2017	Water	out with contractor
25	Brook St	Misc Water Work Order	12/19/2017	Water	prepare for and attend safety meeting
99	Barnum Rd	Misc Water Work Order	12/19/2017	Water	lab, flush pumps and chlorine lines, clean cl 17
99	Barnum Rd	Misc Water Work Order	12/19/2017	Water	stock truck, prepare for dig
25	Brook St	Misc Water Work Order	12/19/2017	Water	attend safety meeting
128	Washington St	Water Service Work	12/19/2017	Water	excavate to locate buried shutoff, turn off service and backfill
99	Barnum Rd	Misc Water Work Order	12/19/2017	Water	clean vehicles and put away tools after dig
	new standpipe	Water Tank Inspection	12/19/2017	Water	inspect tanks and booster
99	Barnum Rd	Misc Water Work Order	12/19/2017	Water	lab, plant maint, unplug injector and flush and cal column permanganate pumps
99	Barnum Rd	Misc Water Work Order	12/20/2017	Water	bulk chemical delivery and rounds
99	Barnum Rd	Water Quality Sampling	12/20/2017	Water	PFAA
99	Barnum Rd	Misc Water Work Order	12/20/2017	Water	lab, fix plugged injector
99	Barnum Rd	Misc Water Work Order	12/20/2017	Water	custodial
16	Wright Rd	Water Service Work	12/20/2017	Water	locate ac water main
16	Wright Rd	Dig-Safe - Wastewater	12/21/2017	Water	Nature of work: Water repair. Extent of work: Working from property line to center of road. Area is pre-marked. Start date: 12/27/17 Caller: Greg Cormier 978-772-8240
25	Brook St	Misc Water Work Order	12/27/2017	Water	prepare for and attend Foremans meeting
99	Barnum Rd	Misc Water Work Order	12/27/2017	Water	lab
	new standpipe	Water Tank Inspection	12/27/2017	Water	Washington, Pingry and booster , rounds
0	Townwide	Grounds Maintenance - Water	12/27/2017	Water	plow and shovel hydrants, and all water facilities
	Standpipe	Water Tank Inspection	12/27/2017	Water	inspect all facilities, check heat
53	Nashua St	Misc Water Work Order	12/27/2017	Water	plow and shovel hydrants