



MONTHLY REPORT March 2018

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

- Completed and submitted Oak Street and Pleasant Street Road and Utility Improvements for CDBG grant application
- 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
- Reviewed sections of Master Plan.
- Construction administration and inspection of DPW Administration Building Project (foundation construction)
- Designed Devenscrest Drainage Improvements
- Designed High Street and Williams Street Culvert replacements
- Working with MassDEP, EPA and Devens on the PFAS Water Quality issue at Grove Pond Wells. Developed action plan to address future regulation:
 - Completed water quality testing,
 - Completed treatment design report
 - Completed water supply alternative analysis
 - Shut off GP Well 8 and activated GP Well 1
- Completed implementation of Spectacle Pond Well 2 Replacement Well
- Bid and started cleaning and redevelopment of Spectacle Pond Well 1A
- Began installation of LED Streetlight Upgrade
- Overseeing construction of Ayer Dog Park
- Coordinating design of West Main Street Bridge Improvements
- Working with MAPC on on-line permitting program
- Meetings with MRPC – MPO to program the East Main Street TIP project
- Completed design of Wastewater Treatment Plant Improvements – Phase 1 (Safety / Code related) and advertised for bids
- Began planning for 2018 Youthworks program
- Managing meter upgrade project including emphasis on commercial meters
- Quarterly water and sewer bills were prepared and sent out for 3 routes
- Sold 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**
- Several Nor'Easters occurred during the month
- Plowing and salting of roads, schools and Town buildings
- Equipment maintenance and cleaning of plows, sanders and trucks
- Ordered and mixed salt
- Repaired pot holes and shoulders throughout town
- Installed new signs and / or repaired existing signs at various locations in town
- DPW garage / facility 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 46 million gallons with an average of 1.5 mgd and a maximum of 1.8 MGD
- Contractor hauled 25 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
- Reactivated GP Well 1
- 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
- Began working on DEP Annual Statistics Report

2018 ANNUAL PUMPING REPORT FOR THE AYER DPW WATER DIVISION

From: 2018-03-01 To: 2018-03-31

Annual Statistical Data	WTFGP - Finished Water	WTFSP - Finished Water	Well 6 - Grove Pond	Well 7 - Grove Pond	Well 8 - Grove Pond	WTFGP - Finished Water	Source Totals
Total Days Pumped - March 2018	0	0	31	31	2	0	31
Total Pumpage (MG) - March 2018	0	0	11.225	10.355	0	0	45.844
Total Pumping Days	0	0	31	31	2	0	31
Total Pumpage (MGY)	0.000	0.000	11.225	10.355	0.000	0.000	45.844
Average Daily Pumpage (MGD)	0.000	0.000	0.362	0.334	0.000	0.000	1.479
Maximum Daily Pumpage (MGD)	0.000	0.000	5.347	0.422	0.018	0.000	2.061
Maximum Daily Pumpage (Date)			2018-03-23	2018-03-05	2018-03-16		2018-03-09
Maximum Week Pumpage (MGW)	0.000	0.000	7.483	2.626	0.018	0.000	10.962
Maximum Week Pumpage (Date)			2018-03-23	2018-03-04	2018-03-10		2018-03-09

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
- Completed Annual Report
- Working with organic food waste collection operation
- Xmas Tree grinding and 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	Street Name	Work Type	Date Flagged	Division	Description
100	Groton Harvard Rd	Vendor Coordination	3/7/18	Solid Waste	3/5/18 universal waste change out Tuesday 3/6/18
100	Groton Harvard Rd	Vendor Coordination	3/7/18	Solid Waste	3/5/18 MSW trailer change out to be determined
100	Groton Harvard Rd	Vendor Coordination	3/7/18	Solid Waste	3/5/18 Single stream recycling change out
100	Groton Harvard Rd	Vendor Coordination	2/26/18	Solid Waste	2/26/18. MSW change out scheduled for Wednesday 2/28/18
100	Groton Harvard Rd	Vendor Coordination	2/26/18	Solid Waste	2/26/18 Single stream recycling schedule for Tuesday 2/27/18
25	Brook St	Equipment Preparation	3/20/18	Highway	
25	Brook St	Equipment Preparation	3/20/18	Highway	

25	Brook St	Edging & Trimming	3/20/18	Highway	
25	Brook St	Downed Tree Removal	3/19/18	Highway	Guys are going around town picking up and chipping tree branches and trees that came down in the heavy snow storms
3	Main St	Snow Removal	3/16/18	Highway	Snow removal off of the Main Street for Town business
4	Sculley Rd	Snow Removal	3/16/18	Highway	Had Bruce widen road for big truck traffic
15	W Main St	Main St Trash	3/16/18	Highway	Guys did Friday Main Street trash
25	Brook St	Edging & Trimming	3/16/18	Highway	Cutting and cleaning up crap trees and brush around light pole in DPW yard to clear around yard light in back of Main garage building
25	Brook St	Routine Maintenance Work	3/16/18	Highway	Cleaned and washed trucks and sanders
25	Brook St	Repair Work	3/16/18	Highway	Mike is checking out H2 one ton for oil leak and Wally is wiring a new electrical plug for small sander
14	Brook St	Snow Plowing	3/12/18	Highway	
14	Brook St	Sidwalk Snow Plowing	3/12/18	Highway	
14	Brook St	Snow Plowing	3/12/18	Highway	
4	Winterberry Ln	Downed Tree Removal	3/6/18	Highway	We are removing and cleaning up 8 downed trees that fell from wind damage around sewer lift station up on Winter Berry for sewer dept.
112	Washington St	Service Req - Follow Up - Highway	3/1/18	Highway	Got 2 more callins to help with heating oil leak at Page Hill Top School Sunday
112	Washington St	Service Req - Investigation - Highway	3/1/18	Highway	Got called in Saturday to check out a resident call of colored water in the brook behind there house it turned to be a heating oil leak from Page Hill Top School
18	Oak Ridge Dr	Catch Basin Repair	2/21/18	Highway	Guys did a catch basin repair by culvert that caved in
7	Markham Circle	Catch Basin Repair	3/29/18	Highway	Need to repair catch basin
34A	Bligh St	Pot Hole	3/5/18	Highway	pot holes in street at end of driveway for 34A, aka 34 1/2 Bligh Street
	Faulkner St	Pot Hole	3/2/18	Highway	multiple pot hole repairs at corner of Faulkner & Church & at the entrance to Faulkner.
26	Atherton St	Misc Street Maintenance	3/2/18	Water	year old water trench has sunk according to resident
38	Williams St	Replace Sign	2/28/18	Highway	resident would like Williams Street sign put back up-third request.
25	Brook St	Dig-Safe - Wastewater	3/28/18	Administration	DigSafe
25	Brook St	Dig-Safe - Highway	3/28/18	Administration	DigSafe
	Nashua St	Dig-Safe - Wastewater	3/27/18	Administration	DigSafe
	Nashua St	Dig-Safe - Highway	3/27/18	Administration	DigSafe
	Nashua St	Dig-Safe - Wastewater	3/22/18	Administration	DigSafe
	Nashua St	Dig-Safe - Highway	3/22/18	Administration	DigSafe
	Church St	Dig-Safe - Wastewater	3/22/18	Administration	DigSafe
	Church St	Dig-Safe - Highway	3/22/18	Administration	DigSafe
1	Sculley Rd	Dig-Safe - Wastewater	3/16/18	Administration	DigSafe
1	Sculley Rd	Dig-Safe - Highway	3/16/18	Administration	DigSafe

	Central Ave	Dig-Safe - Wastewater	3/15/18	Administration	DigSafe
	Central Ave	Dig-Safe - Highway	3/15/18	Administration	DigSafe
	W Main St	Dig-Safe - Wastewater	3/15/18	Administration	DigSafe
	W Main St	Dig-Safe - Highway	3/15/18	Administration	DigSafe
4	Pierce Ave	Dig-Safe - Wastewater	3/9/18	Administration	DigSafe
4	Pierce Ave	Dig-Safe - Highway	3/9/18	Administration	DigSafe
38	Norwood Ave	Dig-Safe - Wastewater	3/7/18	Administration	DigSafe
38	Norwood Ave	Dig-Safe - Highway	3/7/18	Administration	DigSafe
30	Central Ave	Dig-Safe - Wastewater	3/5/18	Administration	DigSafe
30	Central Ave	Dig-Safe - Highway	3/5/18	Administration	DigSafe
11	E Main St	Pot Hole	3/5/18	Administration	DigSafe
65	Nashua St	Dig-Safe - Wastewater	3/1/18	Administration	DigSafe
65	Nashua St	Dig-Safe - Highway	3/1/18	Administration	DigSafe
	Groton St	Dig-Safe - Wastewater	3/1/18	Administration	DigSafe
71	Nashua St	Dig-Safe - Wastewater	2/28/18	Administration	DigSafe
62	-71 Nashua St	Dig-Safe - Highway	2/28/18	Administration	DigSafe
1	Old Towne Rd	Dig-Safe - Wastewater	2/28/18	Administration	DigSafe
65	Wright Rd	Dig-Safe - Wastewater	2/28/18	Administration	DigSafe
65	Wright Rd	Dig-Safe - Highway	2/28/18	Administration	DigSafe
9	Pearl St	Dig-Safe - Highway	2/27/18	Administration	DigSafe
	Groton St	Dig-Safe - Highway	2/27/18	Administration	DigSafe
11	Groton School Rd	Dig-Safe - Highway	2/26/18	Administration	DigSafe
25	Brook St	Dig-Safe - Wastewater	2/23/18	Administration	DigSafe
25	Brook St	Dig-Safe - Highway	2/23/18	Administration	DigSafe
99	Barnum Rd	Misc Water Work Order	3/20/18	Water	admin
99	Barnum Rd	Misc Water Work Order	3/20/18	Water	prepare for SS
99	Barnum Rd	Misc Water Work Order	3/19/18	Water	inventory and order lab supplies
99	Barnum Rd	Misc Water Work Order	3/19/18	Water	lab, and dosing
99	Barnum Rd	Misc Water Work Order	3/19/18	Water	plant maint, repair transfer pump
	end Nemco Way Spec Pond	Misc Water Work Order	3/19/18	Water	rounds, bulk chemical delivery
99	Barnum Rd	Misc Water Work Order	3/19/18	Water	admin and gather water info for filter expert
25	Brook St	Misc Water Work Order	3/19/18	Water	clean truck
30	Central Ave	Dig-Safe - Water	3/19/18	Water	DigSafe
25	Brook St	Misc Water Work Order	3/19/18	Water	prepare for and attend foremans meeting
	Pingry Tank	Water Tank Inspection	3/15/18	Water	inspect all facilities, rounds
21	3rd St	Water Service Work	3/15/18	Water	Shovel and plowed hydrants, cut low hanging and broken branches where needed
7	Sedgeway Rd	Complaint/Investigation - Water	3/15/18	Water	Investigate low pressure call, found faulty pressure reducer
99	Barnum Rd	Misc Water Work Order	3/15/18	Water	lab, dosing
21	3rd St	Misc Water Work Order	3/15/18	Water	Plowed and shoveled hydrants and stand pipes a Spec road
21	3rd St	Misc Water Work Order	3/15/18	Water	Plow snow
21	3rd St	Misc Water Work Order	3/15/18	Water	Cut fallen trees on access road to Spec, plowed road. Inspected front end noise on w3, ordered parts. Run w3 on highway to clean exhaust filter, to clear dash light
99	Barnum Rd	Misc Water Work Order	3/14/18	Water	lab, dosing

14	Central Ave	Complaint/Investigation - Water	3/14/18	Water	dirty water, hot water heater
1	Standish Ave	Misc Water Work Order	3/14/18	Water	plow and shovel hydrants townwide, plow water facilities and shovel
1	Ledgeway St	Misc Water Work Order	3/14/18	Water	plow
21	Wright Rd	Misc Water Work Order	3/14/18	Water	plow
27	Wright Rd	Misc Water Work Order	3/14/18	Water	plow
99	Barnum Rd	Bact-T Sampling	3/14/18	Water	coliform, ph and chlorine sampling
25	Brook St	Misc Water Work Order	3/14/18	Water	admin, prepare for and attend Foremans meeting
99	Barnum Rd	Misc Water Work Order	3/8/18	Water	Lab dose
0	Townwide	Misc Water Work Order	3/8/18	Water	Plow shovel facilities make electrical damage at Spec accessible for power company
21	3rd St	Water Service Work	3/7/18	Water	Clean truck, hydrant mapping and maintenance
118	Hemlock Rd	Inspection - Water	3/7/18	Water	Final inspection and meter read
0	Fitchburg Rd, Groton School Rd area	Water Service Work	3/7/18	Water	Hydrant mapping and maintenance
0	Woodland way	Water Service Work	3/7/18	Water	Turned on loop, and flushed water main. Main has been off all winter. Walked through woods to inspect for wash out damage, there was none.
21	3rd St	Misc Water Work Order	3/7/18	Water	Dump run. Replace cutting edge on all water trucks, inspected plows.
99	Barnum Rd	Water Quality Sampling	3/7/18	Water	PFOS, TOC/DOC sampling
99	Barnum Rd	Water Tank Inspection	3/7/18	Water	rounds, inspect all facilities
99	Barnum Rd	Misc Water Work Order	3/7/18	Water	multiple labs
99	Barnum Rd	Misc Water Work Order	3/7/18	Water	isolate filter #3 at Grove, regenerate media
99	Barnum Rd	Misc Water Work Order	3/7/18	Water	work on new coliform sampling plan, sample schedule and pfos
25	Brook St	Misc Water Work Order	3/7/18	Water	inspect trucks, install new cutting edges, prep for storm
99	Barnum Rd	Misc Water Work Order	3/7/18	Water	lab
65	Nashua st	Dig-Safe - Water	3/5/18	Water	
30	central ave	Dig-Safe - Water	3/5/18	Water	
25	Brook St	Misc Water Work Order	3/5/18	Water	Prepare for and attend Foremans meeting
99	Barnum Rd	DEP Report	3/5/18	Water	admin, E-ASR
21	3rd St	Misc Water Work Order	3/2/18	Water	Put plows on truck. Worked on Husqvarna chop saw, couldn't fix it, brought it to Toreku tractor.
1	Angaurd Ln	Complaint/Investigation - Water	3/2/18	Water	Dirty water complaint. Flushed line, removed meter head so they can flush for the weekend
21	3rd St	Misc Water Work Order	3/2/18	Water	Repaired and modified water/ hydrant diffuser
0	Grove Pond	Grounds Maintenance - Water	3/2/18	Water	Met with garage door guys, to fix and inspect doors
0	Dow, Brook St	Valve Exercise	3/2/18	Water	Cleaned, exercise, data log gates. Walked cross country water lines from Brook St to W Main

21	3rd St	Misc Water Work Order	3/2/18	Water	Finished paint on backhoe.
21	3rd St	Misc Water Work Order	3/2/18	Water	Worked on rust and paint on backhoe
0	Grove Pond	Grounds Maintenance - Water	3/2/18	Water	Worked on retention basin. Checked out generator, for low coolant alarm. Worked on rust and paint on backhoe
0	Grove Pond	Grounds Maintenance - Water	3/2/18	Water	Cut trees, built retention basin, for well 8. Return loader. Cleaned garage
99	Barnum Rd	Misc Water Work Order	3/2/18	Water	admin
100	Washington St standpipe	Misc Water Work Order	3/2/18	Water	rounds
99	Barnum Rd	Misc Water Work Order	3/2/18	Water	lab
33	Shirley St	Water Quality Sampling	3/2/18	Water	repeat Lead and Copper
31	washington st	Water Quality Sampling	3/2/18	Water	repeat Lead and Copper
71	nashua st	Dig-Safe - Water	3/2/18	Water	
99	Barnum Rd	Misc Water Work Order	2/27/18	Water	plant maint, lab
99	Barnum Rd	Misc Water Work Order	2/27/18	Water	plant maint, rounds, lab
99	Barnum Rd	Misc Water Work Order	2/27/18	Water	get all facilities in order work with EII prep for DEP
25	Brook St	Misc Water Work Order	2/27/18	Water	admin, prepare for and attend foremans meeting
21	3rd St	Misc Water Work Order	2/27/18	Water	Dump run, cut trees and made a retention basin for well 8, clean garage, return loader
21	3rd St	Misc Water Work Order	2/27/18	Water	Backhoe maintenance
99	Barnum Rd	Grounds Maintenance - Water	2/12/18	Water	look for and repair coolant leak, generator Grove wells
21	3rd St	Grounds Maintenance - Water	11/2/17	Water	
21	3rd St	Misc Water Work Order	10/20/17	Water	
135	Oak Ridge	Complaint/Investigation - Water	10/17/17	Water	
0	Bishop Rd	Water Service Work	10/17/17	Water	
21	3rd St	Water Tank Inspection	10/17/17	Water	
21	3rd St	Misc Water Work Order	9/26/17	Water	Post flushing notices
0	Spec	Misc Water Work Order	9/26/17	Water	Inspect culvert thru out day
18	westford road 8	Final Read	2/27/18	Water	
55	Littleton rd 8c	Final Read	2/27/18	Water	
41	Littleton rd	New Meter Installation	2/27/18	Water	