

DEPARTMENT OF PUBLIC WORKS

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MONTHLY REPORT January 2020

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

- Designing Complete Streets Grant School St sidewalk
- Designed and bid Main St Streetlight upgrades
- Updating the Facility CMMS System
- Completed design of High Street Water and drain improvements and advertised for bids
- Prepared and sent out RFPs for Main Street Reconstruction
- Construction of Sewer system repairs is progressing
- DPW repaired collapsed sewer on Washington St and replaced a section of sewer pipe on Littleton Road at Devenscrest
- Held two Municipal Resiliency Planning workshops
- Working on Water Master Plan Update Report
- Working on updating Water / Wastewater Emergency Response Plans
- Construction Administration for Highway Storage Garage
- Working on Right-of Way easements for East Main Street Reconstruction Project
- Working with Architect for Senior Center Feasibility Study to identify and evaluate potential sites
- Construction of the Grove Pond PFAS Treatment Plant.
- Design of Spectacle Pond Wellfield PFAS Treatment Plan
- Working with Parks Department on construction of Parks office / garage
- Working with Planning Department on updating subdivision regulations
- Working with Planning Board on review of Subdivisions
- Finalizing design of West Main Street Bridge Improvements
- Working with ASRSD Superintendent designing additional parking for High School
- Began construction of Wastewater Treatment Plant Improvements – Phase 2
- Quarterly water and sewer bills were prepared and sent out for 3 routes
- Sold Transfer Station permits and PAYT bags
- Processed Dig Safe Requests
- Processed and approved Road Opening Permits, Trench Permits and Water & Sewer Connection Permits

Highway / Stormwater Division

- Plowing and salting of roads and sidewalks for snow and ice treatment

- Removed debris / beaver blockages from culverts throughout Town
- Paved potholes, shoulders and utility trenches throughout town
- Installed new signs and / or repaired existing signs at various locations in town
- Equipment and vehicle maintenance
- DPW garage / facility maintenance
- Trash and recycling pickup at numerous locations in town
- Completed DIGSAFE mark-outs

Wastewater Division

- All NPDES permit requirements were in compliance for the month
- Contractor hauled sludge
- Cleaned UV Disinfection units
- Repaired sludge pumps
- Performed mechanical maintenance on pump stations
- Backwashed filter units
- Repaired Wastewater Division trucks
- 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

- Working with US Army Corp of Engineers for installation of temporary treatment at Grove Pond Wellfield
- Added data to H2O Water Reporting software and submitted monthly reports to MADEP
- Continued media cleaning and regeneration at Grove Pond and Spec Pond WTPs
- Maintenance of chemical feed systems at Grove Pond WTP
- Maintenance of chemical feed systems at Spec Pond 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

Solid Waste Division

- Normal transfer station operations including site clean-up, organization and monthly reports
- Working with organic food waste collection operation
- Brush chipping and hauling fall leaves to brush dump / compost area off Bishop Road
- Coordinated solid waste / recycling disposal including waste oil, scrap metals, textiles

Monthly Work Order Summary

Address		Work Type	Date	Division	Description
0	Oakridge Pump Station#1	Check Controls/Alarms	2/11/2016 14:40	Wastewater	had to reprime both pumps #1 and #2
25	Brook St	Check Controls/Alarms	12/13/2019 7:23	Wastewater	do stations for the week of dec 16 - dec 20
25	Brook St	Sampling	12/13/2019 7:24	Wastewater	do all sampling and lab for process control for week of 16 dec - 20 dec
25	Brook St	Misc Wastewater Work Order	12/13/2019 7:43	Wastewater	do maintenance on compressor for storage tanks
25	Brook St	Reports - Wastewater	12/13/2019 7:47	Wastewater	
25	Brook St	Misc Wastewater Work Order	12/13/2019 7:49	Wastewater	do maintenance on uv unit 2
27	Harvard Rd	Water Service Work	12/26/2019 14:20	Water	Drew tie card for new curb stop. Drew off existing building and telephone poles in case of building demolition.
45	Barnum Rd	Misc Water Work Order	12/26/2019 14:22	Water	Cleaned vehicles
	Groton St	Dig-Safe - Highway	12/27/2019 13:39	Administration	Dig-Safe - Highway
	Groton St	Dig-Safe - Water	12/27/2019 13:41	Administration	Dig-Safe - Water
100	Groton Rd	Dig-Safe - Highway	12/27/2019 14:24	Administration	Dig-Safe - Highway
100	Groton Harvard Road	Dig-Safe - Highway	12/27/2019 14:28	Administration	Dig-Safe - Highway
100	Groton Harvard Rd	Vendor Coordination	12/31/2019 10:33	Solid Waste	12/30/19 MSW trailer change out TBD
178	haymeadow	Final Read	1/2/2020 11:04	Water	
100	Groton Harvard Road	Leak Repair	1/2/2020 14:39	Water	repair water main break caused by National Grid.
99	barnum Rd	Misc Water Work Order	1/2/2020 14:41	Water	rounds, training
	East End	Misc Water Work Order	1/2/2020 14:42	Water	put on plows, plow for Highway
99	Barnum Rd	Misc Water Work Order	1/2/2020 14:43	Water	plow and shovel water facilities
99	Barnum Rd	Complaint/Investigation - Water	1/2/2020 14:44	Water	follow up on break with National Grid, check all Grid markouts in town
99	Barnum Rd	Misc Water Work Order	1/2/2020 14:46	Water	assist w/ plant maint. at Grove KOH pump feed system
99	Barnum Rd	Misc Water Work Order	1/2/2020 14:47	Water	work w/DEP on Coliform changes
99	Barnum Rd	Misc Water Work Order	1/3/2020 10:37	Water	plant maint, shut down plant , change chlorine injector quill,repair KOH leaking lines and fittings, clean chemical area after repairs, meet

					with FW Webb rep to change out defective parts
99	barnum Rd	Misc Water Work Order	1/3/2020 10:38	Water	rounds
99	Barnum Road	Misc Water Work Order	1/3/2020 10:39	Water	admin
45	Barnum Rd	Misc Water Work Order	1/6/2020 7:07	Water	Numbers at Grove and Spec. Plowed stand pipes and Spec. Dump. Tried to fix uranal. Started repairing old mud pump.
45	Barnum Rd	Misc Water Work Order	1/6/2020 7:10	Water	Chlorinate both stand pipes. Plowed both stand pipes again, after ice got soft. Finished repairing mud pump. Clean cl2 containment area at Grove. Charge battery in Chevy
45	Barnum Rd	Misc Water Work Order	1/6/2020 7:28	Water	Replaced injector quill for Pre - chlorine at Grove Pond WTP. Residual was lower than should be, and after quick investigation, quill found to be clogged.
45	Barnum Rd	Misc Water Work Order	1/6/2020 7:30	Water	Replaced check valve on quill on pre - chlorine injector.
45	Barnum Rd	Misc Water Work Order	1/6/2020 7:31	Water	Replaced coupler on ball valve on KOH system ball valve
11	Copeland Dr	Dig-Safe - Highway	1/7/2020 9:35	Administration	Dig-Safe - Highway
11	Copeland Dr	Dig-Safe - Wastewater	1/7/2020 9:36	Administration	Dig-Safe - Wastewater
11	Copeland Dr	Dig-Safe - Water	1/7/2020 9:37	Administration	Dig-Safe - Water
110	Pleasant St	Dig-Safe - Highway	1/8/2020 15:01	Administration	Dig-Safe - Highway
110	Pleasant St	Dig-Safe - Wastewater	1/8/2020 15:01	Administration	Dig-Safe - Wastewater
110	Pleasant St	Dig-Safe - Water	1/8/2020 15:18	Administration	Dig-Safe - Water
114	Pleasant St	Dig-Safe - Highway	1/8/2020 15:21	Administration	Dig-Safe - Highway
114	Pleasant St	Dig-Safe - Wastewater	1/8/2020 15:22	Administration	Dig-Safe - Wastewater
114	Pleasant St	Dig-Safe - Water	1/8/2020 15:22	Administration	Dig-Safe - Water
41	pingry way	Meter Testing	1/9/2020 9:36	Water	
18	/23 Westford rd	Final Read	1/9/2020 9:36	Water	
83	Washington	New Meter Installation	1/9/2020 9:36	Water	

64	W Main St	Pot Hole	1/9/2020 13:10	Administration	pot hole in front of house-house shakes when trucks hit pot hole
25	Brook St	Misc Water Work Order	1/9/2020 13:49	Water	prepare for and attend foremans meeting
11	Shirley St	Dig-Safe - Highway	1/9/2020 14:16	Administration	Dig-Safe - Highway
11	Shirley St	Dig-Safe - Wastewater	1/9/2020 14:17	Administration	Dig-Safe - Wastewater
99	Barnum Rd	Misc Water Work Order	1/9/2020 14:23	Water	daily lab, work with Sovereign setting up pfos plant for backwashing
99	Barnum Rd	Misc Water Work Order	1/9/2020 14:29	Water	train on admin, continue refilling water docs
99	Barnum Rd	Misc Water Work Order	1/9/2020 14:32	Water	lab, plant maint at grove
99	Barnum Rd	Misc Water Work Order	1/9/2020 14:33	Water	custodial
45	Barnum Rd	Misc Water Work Order	1/10/2020 10:55	Water	Replaced 4 way valve on chlorine pretreatment pump at Spec Pond plant. Cleaned containment area with hot water.
45	Barnum Rd	Misc Water Work Order	1/10/2020 10:57	Water	Drained and replaced coolant in Spec Pond generator. 6 gallons of coolant, 6 gallons of water.
45	Barnum Rd	Meter Testing	1/10/2020 10:59	Water	Broke down and sorted old sensus meters - approximately 25 meters
45	Barnum Rd	Misc Water Work Order	1/10/2020 11:00	Water	Picked up and delivered 2 loads of sand from PJ Keatings to Grove Pond plant
400	Groton Rd	Flushing	1/10/2020 11:00	Water	Flushed hydrant across from Autumn Ridge.
45	Barnum Rd	Misc Water Work Order	1/10/2020 11:01	Water	Flow test on Shaker Road
45	Barnum Rd	Grounds Maintenance - Water	1/10/2020 11:02	Water	Cleaned bathrooms, deep sink, and mopped floors
38	central ave	New Meter Installation	1/10/2020 11:04	Water	
52	Central Ave	Dig-Safe - Highway	1/10/2020 14:40	Administration	Dig-Safe - Highway
52	Central Ave	Dig-Safe - Wastewater	1/10/2020 14:40	Administration	Dig-Safe - Wastewater
52	Central Ave	Dig-Safe - Water	1/10/2020 14:41	Administration	Dig-Safe - Water
	intersection of Mulberry Cir & Hibiscus Ln	Service Req - Investigation - Highway	1/13/2020 7:40	Administration	manhole cover, which says "drain" is dislodged and only partially covering opening.
	intersection of Mulberry Cir & Hibiscus Ln	Repair Manhole	1/13/2020 7:41	Administration	manhole cover, which says "drain" is dislodged and only partially covering opening.
4	Mountain View	New Meter Installation	1/13/2020 11:42	Water	

4	juniper ridge	New Meter Installation	1/13/2020 11:42	Water	
74	w main st	Final Read	1/13/2020 11:42	Water	
25	Brook St	Misc Water Work Order	1/14/2020 11:34	Water	prepare for and attend foremans meeting
99	Barnum Rd	Misc Water Work Order	1/14/2020 11:35	Water	prepare for conduit job for vault
99	Barnum Rd	DEP Report	1/14/2020 11:36	Water	fix data and complete chemicals and chlorine reports
9	Washington St	Dig-Safe - Highway	1/15/2020 8:11	Administration	Dig-Safe - Highway
9	Washington St	Dig-Safe - Water	1/15/2020 8:12	Administration	Dig-Safe - Water
24	Washington St	Dig-Safe - Highway	1/15/2020 8:15	Administration	Dig-Safe - Highway
24	Washington St	Dig-Safe - Water	1/15/2020 8:15	Administration	Dig-Safe - Water
184	Willard St	Dig-Safe - Highway	1/15/2020 8:24	Administration	Dig-Safe - Highway
42	Littleton Rd	Dig-Safe - Water	1/15/2020 8:25	Administration	Dig-Safe - Water
99	barnum	Misc Water Work Order	1/15/2020 15:03	Water	backfill trench, restore area
99	Barnum Road	Misc Water Work Order	1/15/2020 15:04	Water	flush lines, pumps, clean chemical area
99	Barnum Rd	Grounds Maintenance - Water	1/16/2020 15:07	Water	Assisted electrician in digging trench from telephone pole to vault at Grove Pond WTP
99	Barnum Rd	Grounds Maintenance - Water	1/16/2020 15:08	Water	Washed and greased excavator
99	Barnum Rd	Grounds Maintenance - Water	1/16/2020 15:11	Water	Mopped floors, cleaned bathrooms, and vacuumed around office and lab.
30	Park St	Dig-Safe - Highway	1/16/2020 15:29	Administration	Dig-Safe - Highway
30	Park St	Dig-Safe - Wastewater	1/16/2020 15:30	Administration	Dig-Safe - Wastewater
30	Park St	Dig-Safe - Water	1/16/2020 15:31	Administration	Dig-Safe - Water
45	Barnum Rd	Misc Water Work Order	1/17/2020 10:41	Water	Numbers at Spec. Napa for new plow controller, install and test. Clean and organized service truck. McMaster Carr order
45	Barnum Rd	Misc Water Work Order	1/17/2020 13:57	Water	Clean cl2 area at Spec. Replace bad check valve on cl2 pump At spec. Change coolant in generator. Trip to Napa. Numbers at both plants.
45	Barnum Rd	Misc Water Work Order	1/17/2020 13:59	Water	Replace bad coolant hose on Spec generator. Order tires for 1 ton. Talked with Mike about 1 ton, and backhoe. Numbers at both plants

45	Barnum Rd	Misc Water Work Order	1/17/2020 14:59	Water	Numbers at Spec. Drop F 350 off for new tires. Dig Dylan's trench. Service line inspection Pheasant Run. Hooked up repaired KOH line. Prime and run pump.
45	Barnum Rd	Misc Water Work Order	1/17/2020 15:16	Water	Pleasant St expansion meeting. Checkered flag. Hydrant tagging and maintenance. Steam clean truck and small trailer.
45	Barnum Rd	Misc Water Work Order	1/17/2020 15:20	Water	Numbers at both plants. KOH, and Cl2 delivers . Broken KOH fill line at Spec, clean mess. Cl17 at both plants. Plows on trucks. Check Pfas plant.
99	Barnum Rd	Misc Water Work Order	1/21/2020 9:54	Water	Flush all lines and instruments grove chlorine, replace pre pump and dial in dose
99	Barnum Rd	Misc Water Work Order	1/21/2020 9:55	Water	check fluids, put on plows
	Grove	Misc Water Work Order	1/21/2020 9:57	Water	change out bag filters
45	Barnum Rd	Misc Water Work Order	1/22/2020 10:17	Water	Numbers at both plants. Cl2, KOH deliveries. Broken KOH fill pipe at Spec, cleaned mess. Replace cl17 at Spec. Put plows on trucks.
	Coffman Way	Dig-Safe - Highway	1/22/2020 11:18	Administration	Dig-Safe - Highway
	Coffman Way	Dig-Safe - Wastewater	1/22/2020 11:18	Administration	Dig-Safe - Wastewater
	Coffman Way	Dig-Safe - Water	1/22/2020 11:19	Administration	Dig-Safe - Water
99	Barnum Rd	Bact-T Sampling	1/22/2020 14:12	Water	plant maint,flush lines, instrumentation, finish plowing grove
99	Barnum Road	Bact-T Sampling	1/22/2020 14:13	Water	admin, train
99	Barnum Rd	Misc Water Work Order	1/22/2020 14:14	Water	work on organizing union files
	Spec pond	Misc Water Work Order	1/22/2020 14:21	Water	plant maint, meet with contractor to mark out electrical
25	Brook St	Misc Water Work Order	1/22/2020 14:22	Water	meet with new Union Rep
45	Barnum Rd	Misc Water Work Order	1/22/2020 15:02	Water	Numbers at both plants. Lab with Ryan. Checked damaged curb stop 3 Groto Harvard Rd. Met new union rep. Emptied CL2 catch can. Made 2 new drain lines for PH analyzer. Checked dig safe on Coffman way, and sandy pond/ rotary, for new phone poles.
25	Brook St	Misc Wastewater Work Order	1/23/2020 14:17	Wastewater	pull and install ras pump and rewire

25	Brook St	Reports - Wastewater	1/23/2020 14:19	Wastewater	finish and report dmr and toxicity report to EPA and DEP
24	Washington St	Pipe Replacement - Wastewater	1/24/2020 7:06	Wastewater	repair sewer main
28	Washington St	Repair Manhole	1/24/2020 7:08	Wastewater	expose manhole cover and raise structure
112	Pleasant St	Dig-Safe - Highway	1/24/2020 7:52	Administration	Dig-Safe - Highway
112	Pleasant St	Dig-Safe - Wastewater	1/24/2020 7:53	Administration	Dig-Safe - Wastewater
112	Pleasant St	Dig-Safe - Water	1/24/2020 7:53	Administration	Dig-Safe - Water
	Trevor Trail	Dig-Safe - Highway	1/24/2020 8:04	Administration	Dig-Safe - Highway
	Trevor Trail	Dig-Safe - Wastewater	1/24/2020 8:06	Administration	Dig-Safe - Wastewater
	Trevor Trail	Dig-Safe - Water	1/24/2020 8:06	Administration	Dig-Safe - Water
109	Oak Ridge Dr	Dig-Safe - Highway	1/24/2020 10:20	Administration	Dig-Safe - Highway
109	Oak Ridge Dr	Dig-Safe - Wastewater	1/24/2020 10:21	Administration	Dig-Safe - Wastewater
109	Oak Ridge Dr	Dig-Safe - Water	1/24/2020 10:21	Administration	Dig-Safe - Water
4	Bishop Rd	Dig-Safe - Highway	1/24/2020 10:47	Administration	Dig-Safe - Highway
4	Bishop Rd	Dig-Safe - Wastewater	1/24/2020 10:48	Administration	Dig-Safe - Wastewater
17	E Main St	Complaint/Investigation - Wastewater	1/24/2020 13:30	Wastewater	check out video of serve line, dip in pipe to be repaired in spring, homeowner sewer is flowing
105	Willard St	Dig-Safe - Highway	1/24/2020 14:40	Administration	Dig-Safe - Highway
105	Willard St	Dig-Safe - Wastewater	1/24/2020 14:40	Administration	Dig-Safe - Wastewater
105	Willard St	Dig-Safe - Water	1/24/2020 14:41	Administration	Dig-Safe - Water
8	Atherton St	Dig-Safe - Water	1/24/2020 14:52	Administration	Dig-Safe - Water
1	Willard St	Dig-Safe - Highway	1/24/2020 14:54	Administration	Dig-Safe - Highway
45	Barnum Rd	Misc Water Work Order	1/24/2020 15:08	Water	Numbers at both plants. Lab for Grove. Found broken curb stop 3 Groton School. Met new union rep. Emptied CL2 catch can. Made new drain lines for PH meter.
45	Barnum Rd	Misc Water Work Order	1/24/2020 15:12	Water	Numbers at both plants. Dump. F350 beat run to clear exhaust code. Get frozen stone out of f350 body. Observe AnD fix cl17. Dry water out of Grove vault. Flush Harvard rd and Wright rd

					Numbers and lab at Grove. Checked flushing stations at Harvard Rd, W Main, and reprogram the time. Fix curb stop 3 Groton School, and made tie card. Dig safe 107 Willard st for broken curb stop. Found gates on Copeland drive. Bag filters.
45	Barnum Rd	Misc Water Work Order	1/24/2020 15:17	Water	
53	E Main St	Dig-Safe - Highway	1/28/2020 13:07	Administration	Dig-Safe - Highway
53	E Main St	Dig-Safe - Wastewater	1/28/2020 13:08	Administration	Dig-Safe - Wastewater
53	E Main St	Dig-Safe - Water	1/28/2020 13:10	Administration	Dig-Safe - Water
45	Barnum Rd	Misc Water Work Order	1/28/2020 15:19	Water	Numbers at both plants. Check on digsafes around town. 72 W Main, upgrade meter, flush service line for 3 hrs. Lab for both plants
45	Barnum Rd	Misc Water Work Order	1/28/2020 15:23	Water	Whitness well one flush and performance test. Filled drill holes at Spec. Worked on fire line sheet for Pam. Changed out leaking CL2 pump at Spec and cleaned. Dump
82	w main	New Meter Installation	1/29/2020 10:11	Water	
121	littleton rd	Final Read	1/29/2020 10:12	Water	
99	Barnum Rd	Misc Water Work Order	1/29/2020 11:03	Water	prepare for foremans meeting
99	Barnum Road	Misc Water Work Order	1/29/2020 11:43	Water	admin
17	Oak Ridge Dr	Dig-Safe - Wastewater	1/30/2020 10:07	Administration	Dig-Safe - Wastewater