

DEPARTMENT OF PUBLIC WORKS

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MONTHLY REPORT May 2020

Below is a summary of the Ayer DPW's operations for the month of May. The Ayer DPW provides critical essential services to the Town of Ayer including water supply, wastewater collection and treatment, road safety, solid waste disposal, vehicle and equipment repairs and business operations.

Below is a summary of our monthly work project status and a summary of monthly work orders completed.

Engineering and Administration

- Prepared presentation for Annual Town Meeting
- Completed design Complete Streets Grant School St sidewalk
- Completed construction of High Street water and drain improvements
- Survey crew completed survey for Main Street Reconstruction
- Working on Water Master Plan Update Report
- Updated Water / Wastewater Emergency Response Plans
- Construction of the Grove Pond PFAS Treatment Plant.
- Design of Spectacle Pond Wellfield PFAS Treatment Plan
- Designed Spectacle Pond Replacement Well for June bid
- Working with Parks Department on construction of Parks office / garage
- Finalizing design of West Main Street Bridge Improvements
- Working with ASRSD for bidding of additional parking lot parking for High School
- 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 outside of Office with social distancing and mask requirements
- Processed Dig Safe Requests
- Processed and approved Road Opening Permits, Trench Permits and Water & Sewer Connection Permits

Highway / Stormwater Division

- Repaved Main Street
- Line painting throughout town
- Working on 0 Park Street Parking Lot upgrade
- Placed new American Flags on Main St
- Completed catch basin cleaning
- Completed street sweeping of all town streets
- Removed debris / beaver blockages from culverts 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

- Construction of Upgrade Phase 2 underway
- All NPDES permit requirements were in compliance for the month
- Contractor hauled sludge
- Cleaned UV Disinfection units
- 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

- Began Hydrant Flushing program throughout Town
- Coordination of PFAS Treatment plant construction
- Repaired leak at Sandy Pond Road
- Preparing MassDEP Annual Statistics Report
- 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
- Purchased new bulk plastic trailer
- Closed "Take it or Leave it" shed in response to emergency declaration

Monthly Work Order Summary

	Address	Work Type	Date	Division	Description
63	Main St	Repair Broken Sign	5/7/20	Highway	Fixed new crosswalk sing was lose and people were turning it sideways
11	Groton School Rd	Misc Highway Work Order	5/7/20	Highway	Picked up guard rail wood from tri Moore
0	Main Street	Misc Special Event	5/7/20	Highway	Put up Memorial Day banners on Main Street
0	Main Street	Street Flags	5/7/20	Highway	Put up new spinner flag poles and flags
1	mechanic st	Catch Basin Repair	4/29/20	Highway	Repaired basin and reset granite curbing and poured new section of sidewalk took 50 brick 10 bags of concrete
0	Main Street	Misc Special Event	5/7/20	Highway	Repaired cross walk sign hit by a car at townhall
25	Brook St	Misc Stormwater Work Order	5/8/20	Highway	Replaced rotted two inch adjustable rings on two storm drain covers on west Main Street by the fire station
0	highland and Lincoln street	Pot Hole	5/7/20	Highway	Resident called and said road was collapsing it was a pothole we patched it with cold patch
25	Brook St	Main St Trash	5/8/20	Highway	Steve and Bruce did main st trash and pond trash
0	new garage	Misc Special Event	4/29/20	Highway	
8	Groton st	Repair Broken Sign	5/28/20	Highway	Put up stop sign for rail trail at Groton st
25	Brook St	Misc Special Event	5/28/20	Highway	Dropped off water tank at new water tower for the Boy Scouts for planting of trees. Cut the both sides of access road to water tower with brush hog. And dropped off a load of loam
37	Bligh st	Misc Special Event	5/28/20	Highway	Steve and Bruce dug trench for electricians from building to power line pole start 5/27 on 5/28 started back to fill trench with 4" of sand put marking tape down then proceed to back fill with gravel and grade area. Also dropped off a load of Loam for Jeff to cover over trench area

25	Brook St	Routine Maintenance Work	5/18/20	Highway	Sharpened all chainsaws and cleaned clutches and air filters
25	Brook St	Misc Debris Removal	5/13/20	Highway	Cleaned up spoil pile in Dpw yard
25	Brook St	Misc Special Event	5/13/20	Highway	Picked up the rest of the guardrail post and planks. Cut post to proper length
0	park st	Misc Special Event	5/13/20	Highway	Lifted and reset 3 pieces of granite
25	Brook St	Street Flags	5/13/20	Highway	Fixed 3 flags down on the main st
2	Myrick St	Street Sweeping	5/1/20	Highway	Devens Creat area done 4/30
20	Fletcher St	Street Sweeping	5/14/20	Highway	Guys are out sweeping the East End and heading to Oak Ridge after that.
3	Markham Cir	Street Sweeping	5/1/20	Highway	Markham Circle done 4/30
8	Shaker Rd	Street Sweeping	5/1/20	Highway	Shaker Rd are 4/30
26	-28 Main Street	Road Striping & Marking	5/3/20	Highway	Started spring crosswalk painting on the Main Street
25	Brook St	Main St Trash	5/29/20	Highway	Guys did town trash plus the cemetery as asked
53	Willow Rd	Misc Highway Work Order	5/28/20	Highway	We haul a load of loan up to new water tank for the Boy Scouts tree planting
53	Willow Rd	Edging & Trimming	5/28/20	Highway	Wally is up at the new water tank stand pipe brush cutting for the Boy Scouts to plant trees
17	Bligh St	Misc Highway Work Order	5/28/20	Highway	Guys are back filling electrical trench at town parks new building to finish up work order.
25	E Main St	Road Striping & Marking	5/27/20	Highway	Painting white on Crosswalks and finishing up stop lines
36	Bligh St	Misc Highway Work Order	5/27/20	Highway	Digging electric trench for town parks new office and garage building 5/27
96	Pleasant St	Downed Tree Removal	5/22/20	Highway	Removed down tree lambs from road way and sidewalk
63	W Main St	Road Striping & Marking	5/22/20	Highway	Another night of crosswalk painting finished up the yellow paint 5/22
102	Oak Ridge Dr	Downed Tree Removal	5/21/20	Highway	Wally and Mike cut the down trees blocking the hiking trail on the back side of Mills Pond
14	E Main St	Mowing	5/21/20	Highway	Guys mowed the East Main St bridge 5/21
41	Shirley St	Pot Hole	5/21/20	Highway	Patched 3 potholes 5/20

19	Shirley St	Pavement Repair	5/21/20	Highway	Patched around catch basin repair 5/20
60	W Main St	Pot Hole	5/21/20	Highway	Patched 3 pot holes 5/20
60	W Main St	Pavement Repair	5/21/20	Highway	We patched around catch basin repair 5/20
174	W Main St	Mowing	5/21/20	Highway	We mowed the West Main St bridge area 5/19
26	Fox Run Dr	Mowing	5/21/20	Highway	We mowed the dog park 5/19
10	Harvard Rd	Mowing	5/21/20	Highway	We mowed the rotary area 5/20
2	Willow Rd	Mowing	5/19/20	Highway	We mowed Little Red School house
40	Jackson St	Downed Tree Removal	5/18/20	Highway	Down tree cleanup from storm damage
93	Pleasant St	Downed Tree Removal	5/18/20	Highway	Storm damage tree down removal and cleanup
91	Washington St	Downed Tree Removal	5/18/20	Highway	Storm cleanup down trees Washington St
1	Easy St	Street Sweeping	5/15/20	Highway	Guys swept all of the side roads off of Sandy Pond and Central Are ares 5/15
7	Hickory Way	Street Sweeping	5/15/20	Highway	Guys swept Pingry Hill area 5/15
	Grove Pond Pulpit Rock Bridge	Misc Highway Work Order	5/7/20	Engineering	Gaffitti - Please remove
71	E Main St	Misc Sidewalks	5/14/20	Engineering	Replace section of sidewalk
111	Haymeadow Ln	Complaint/Investigation - Water	5/22/20	DPW	water shut off in lawn sticks up 6-8 inches-they would like it lowered. Bill & Cheryl Hay 508-944-4397
9	Jackson St	Misc Highway Work Order	5/21/20	DPW	resident requests that shrubs, barberry & wild roses that are growing into street in front of there house be removed-they reference the 4' of the "Town's" property-I forwarded the email to you-please have a look
	Dig Safe at Various Locations	Dig-Safe	5/4/20	DPW	Ayer DPW didover 175 Dig Safe mark outs in May
23	High St	Bact-T Sampling	5/5/20	Water	High St Water Main Temporary
18	Gardner Ln	Crack Sealing	5/14/20	Highway	
2B	Samantha Ln	Pot Hole	5/19/20	DPW	Pot hole in middle of street. Resident asked that it be on the list for repair.
33	Washington St	Pot Hole	5/21/20	DPW	Resident complaint is the patch job has sunk in 2" afraid of wrecking her tires.
1	Sunflower Ct	Pump/Compressor Maintenance	5/21/20	Wastewater	
28	Mulberry Cir	Pump/Compressor Maintenance	5/21/20	Wastewater	monthly maintenance

25	Brook St	Grounds Maintenance - Wastewater	5/21/20	Wastewater	do grass mowing and grounds maintenance at all pump stations
25	Brook St	Daily Inspection	5/21/20	Wastewater	do dally pump station inspections
25	Brook St	Misc Wastewater Work Order	5/21/20	Wastewater	wash down filters and uv system
157	old W Main St	Complaint/Investigation - Wastewater	5/21/20	Wastewater	investigate sewer back up, cleared debris from manhole and sewer flowing
25	Brook St	Misc Wastewater Work Order	5/21/20	Wastewater	wash down secondary clarifiers
43	Park St	New Meter Installation	5/1/20	Water	1st Floor apartment - upgraded meter from 5/8 sensus to 5/8 Neptune. Required use of bushings to accommodate tail fittings. Ran new wire from meter to transmitter.
43	Park St	New Meter Installation	5/1/20	Water	2nd floor apartment- upgraded meter from 5/8 sensus to 5/8 Neptune. Required use of bushings to accommodate tail fittings. Ran new wire from meter to transmitter
43	Park St	New Meter Installation	5/1/20	Water	Apartment C - Upgrade meter from 5/8 sensus to 3/4 Neptune. Ran new wire from meter to radio transmitter
247	Woodland Way	Inspection - Water	5/1/20	Water	Final inspection sign off. Demo house for development
43	Park St	Final Read	5/1/20	Water	Final read apartment 1st floor
43	Park St	Final Read	5/1/20	Water	Final read apartment 2nd floor
43	Park St	Final Read	5/1/20	Water	Final read apartment C
26	Harvard Rd	Shut Off	5/1/20	Water	Turned Woodlawn Cemetary on at meter pit and Erie box in driveway
0	High St	Hydrant Replacement	5/15/20	Water	Handed out flyers with information pertaining to shut off for new fire hydrant. Gave flyers to residents on High St, Holmes St, and Williams St
45	Barnum Rd	New Meter Installation	5/15/20	Water	Upgraded meters at houses on High Street when hooking them up to new water main.

45	Barnum Rd	Water Service Work	5/15/20	Water	Turned on houses on high street and removed temporary water service lines.
153	Oak Ridge Dr	Final Read	5/15/20	Water	Final read from radio transmitter
86	Fox Run	New Meter Installation	5/15/20	Water	Installed new 3/4" meter and radio transmitter. Turned on water to property.
	barnum Rd	Grounds Maintenance - Water	5/29/20	Water	
	Spec	Misc Water Work Order	5/29/20	Water	rounds, inspect water facilities
99	Barnum Rd	Grounds Maintenance - Water	5/29/20	Water	mow, weedwhack
	Spec	Misc Water Work Order	5/29/20	Water	rounds, inspect water facilities
	Grove and Spec	Water Quality Sampling	5/28/20	Water	Qtr 2 sampling, train sampling technique, associated paperwork, bring to lab
	townwide	Water Quality Sampling	5/19/20	Water	collect remaining water samples, paperwork and bring to lab
	Townwide	Bact-T Sampling	5/19/20	Water	bac, ph and chlorine sampling, train
2	Barnum Rd	Water Quality Sampling	5/15/20	Water	Lead and Copper sampling, water ban patrol, numerous violators
	townwide	Water Quality Sampling	5/15/20	Water	collect Lead and Copper samples and bring to lab, PFOA sample standpipes
99	Barnum Rd	DEP Report	5/15/20	Water	work on monthly chemical addition reports
	townwide	Water Quality Sampling	5/6/20	Water	collect water samples, fill out required paperwork and deliver to lab
	townwide	Water Quality Sampling	5/6/20	Water	collect samples, fill out all required paperwork, deliver to lab
	Washington St	Misc Water Work Order	5/6/20	Water	inspect water facilities, rounds
66	Westford Rd	Water Service Work	5/26/20	Water	Open gate to fire line and flushed. Witnessed pressure test. Hooked up temporary meter for water only use
43	Highland	Water Service Work	5/26/20	Water	Vacuum around curb stop down to service line. Identified two curb stops underground. Investigated alternative route for new service line of old one can't be repaired

					Locate curb stop. Attempt shut off. Talked with plumber about fixing broken service line. Hooked up temporary service line from hydrant
43	Highland	Water Service Work	5/26/20	Water	
0	Comunity Garden	Water Service Work	5/26/20	Water	Installed new service line, curb stop, meter pit, yard hydrant
0	Raddison Rd	Water Service Work	5/26/20	Water	Fix broken hydrant. Cleaned and inspected gates at intersection Cambridge and Washington. Break out mower from winter storage.
45	Barnum Rd	Flushing	5/26/20	Water	Flush hydrants Westford Rd area
45	Barnum Rd	Water Service Work	5/26/20	Water	Hydrant tagging and maintenance. Groton Harvard Rd and Washington St