



MONTHLY REPORT August 2020

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

Staffing

The DPW has had numerous staffing changes in the month of August.

- As a result of Rick Linde's retirement, Scott Schwinger was promoted to the Water Division Assistant Foreman
- Ryan Januskiewicz was promoted to Water Division Water Treatment Operator
- Jamie Pinard was hired as the Water Distribution System Operator
- Ken Harwood Retired as the Wastewater Division Assistant Foreman
- David Nelson Jr. was promoted to Wastewater Division Assistant Foreman
- Tim Lahtinen was promoted to Wastewater Division Plant Operator
- DPW has two vacancies – Water Meter Technician / laborer and Wastewater Division Collection System Operator

Engineering and Administration

- Completed and bid School St sidewalk
- Working on Water Master Plan Update Report
- Construction of the Grove Pond PFAS Treatment Plant.
- Completed design of Spectacle Pond Wellfield PFAS Treatment Plan and advertised for bids
- Completed design of Groton Shirley Road Water and Sewer Improvements
- Designed Wright Road Water Main Replacement
- Working on design of WWTP Alum Pacing System
- Upgrading SCADA computers and software for both Water and Wastewater Systems
- Completed revisions to Ayer Stormwater Regulations for approval by the Planning Board
- Started design of FY21 Sewer System Rehab project
- Began construction of Spectacle Pond Replacement Well
- Advertised for bids for West Main Street Bridge Improvements project
- Construction of Wastewater Treatment Plant Improvements – Phase 2
- Quarterly water and sewer bills were prepared and sent out for 2 routes
- Sold Transfer Station permits and PAYT bags outside of Office with social distancing and mask requirements
- Processed **148** Dig Safe Requests for Water, Sewer and Highway (note that this requires someone from each division to review records, examine filed conditions and mark out the utilities.

- Processed and approved Road Opening Permits, Trench Permits and Water & Sewer Connection Permits

Highway / Stormwater Division

- Repaved Washington Court, sections of Norwood Ave, Groton Harvard Rd, Sandy Pond Rd
- Repaired sidewalk on Washington St from Groton Harvard Rd to Hospital
- Mowing and weed-wacking throughout Town
- 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

Location		Work Type	Date	Division	Description
2	Eagles Nest Ln	Dig-Safe - Water	7/6/2020	Dig-Safe	20202801078 - Install irrigation Work entire property. Area is NOT premarked. Start date: 7/9/2020 Caller: Chris 540-656-0503
49	Norwood Ave	Pot Hole	7/23/2020	Highway	Resident called - a few deep pot holes are near the end of road on Norwood Ave. going towards Washington St.
25	Brook St	Downed Tree Removal	8/5/2020	Highway	2 guys are out with the Town Tree Warden cleaning up tree damage from bad storms 7/4/2020
91	Littleton Rd	Edging & Trimming	8/5/2020	Highway	The guys brush cut Littleton Rd to town line both sides 7/4
12	Wright Rd	Edging & Trimming	8/5/2020	Highway	The guys brush cut part of Wright Rd 7/4
3	Willow Rd	Catch Basin Repair	8/12/2020	Highway	The guys repaired catch basin on the corner on Willow Rd
26	C Harvard Rd	Misc Debris Removal	8/12/2020	Highway	Guys cleaned up car accident debris off of front lawn of condo.
65	Sandy Pond Rd	Catch Basin Repair	8/12/2020	Highway	The guy repaired and reset both catch basins on each corner of Samantha Lane
152	Washington St	Edging & Trimming	8/18/2020	Highway	Received request from resident to trim weeds on sidewalk on Washington Street from the Schools to the Hospital.
60	W Main St	Pavement Repair	8/18/2020	Highway	Paved around a catch basin repair
11	Columbia St	Pot Hole	8/18/2020	Highway	Patched many potholes on side of road pavement
28	Cambridge St	Pot Hole	8/18/2020	Highway	Patched potholes 3 of them
179	Washington St	Edging & Trimming	8/18/2020	Highway	Guys are starting to weed wack Washington St sidewalk 8/18/2020
59	Sandy Pond Rd	Pavement Repair	8/18/2020	Highway	Patched around 2 catch basin repairs and patch to area's on side of road
43	Washington St	Misc Highway Work Order	8/18/2020	Highway	Guys loam and seeded behind tele pole on 44 Washington St
88	Central Ave	Road Striping & Marking	8/18/2020	Highway	Painted new stop line on Groton Harvard Rd new pavement 8/18/2020
32	Main St	Road Striping & Marking	8/18/2020	Highway	Painting temp crosswalk on Washington & Main St 8/19/2020
23	Washington St	Road Striping & Marking	8/18/2020	Highway	Painted temp crosswalk on Washington and Cambridge St by church for school kid 8/19/2020
51	Pleasant St	Road Striping & Marking	8/18/2020	Highway	Painted new stop line at Washington Court and Pleasant St 8/19/2020
0	snake hill road	Edging & Trimming	8/20/2020	Highway	Brush hog by the dog park to route 2a
0	Bennett's crossing	Edging & Trimming	8/20/2020	Highway	Brush hog guard rails and sidewalk sections and by electric box by pump station
0	Norwood ave	Edging & Trimming	8/20/2020	Highway	Brush hog both sides of road
25	Brook St	Misc Special Event	8/25/2020	Highway	Watered all state trees at rotary 8/25/2020

25	Brook St	Misc Special Event	8/25/2020	Highway	Add water to flower pots by the V down by rotary 8/25/2020
25	Brook St	Street Flags	8/25/2020	Highway	The guys repaired 5 of the American flags on the Main St 8/24/2020
2	Willow Rd	Road Striping & Marking	8/26/2020	Highway	We paint a Stop line and Stop at Willow and Sandy Pond Rd
141	Washington St	Road Striping & Marking	8/26/2020	Highway	Painting STOP at Groton Harvard Rd and Washington St
141	Washington St	Mowing	8/26/2020	Highway	Guys mowing grass
46	Central Ave	Road Striping & Marking	8/26/2020	Highway	Repainted all the no parking areas going down Central Ave
16	Main St	Road Striping & Marking	8/26/2020	Highway	Painted 3 No Parking areas 2 in front of Town Hall and 1 by the Hydro on Main St plus the curb.
15	E Main St	Mowing	8/26/2020	Highway	Guys mowed East Main St Bridge
70	Main St	Mowing	8/26/2020	Highway	Depot Square had to be mowed preorder of Town Hall
83	Central Ave	Road Striping & Marking	8/26/2020	Highway	Painted STOP on both sides of intersection on Groton Harvard Road and Central Ave.
48	Main St	Mowing	8/31/2020	Highway	We had to cut clean and mow Depot Square for Town Hall
95	E Main St	Misc Debris Removal	8/31/2020	Highway	The guys pickup junk furniture on East Main St sidewalk in front of 100 East Main
6	Hatch St	Misc Debris Removal	8/31/2020	Highway	Had the guys pickup junk furniture off Littleton Rd
38	Central Ave	Sidewalk - Repair	8/31/2020	Highway	Nat'l Grid when installing new pole damage sidewalk called Scott Farrar from Grid they came cut it out and repaired it 8/27/2020
76	-78 West Main Street	Edging & Trimming	8/31/2020	Highway	Have Dave M weed whacking West Main St sidewalk
99	Barnum Rd	Water Quality Sampling	7/9/2020	Water	Labs for finish water at Spec and Grove WTPs
99	Barnum Rd	Water Quality Sampling	7/9/2020	Water	Lab for raw water at both Spec and Grove Plants.
99	Barnum Rd	Water Quality Sampling	7/9/2020	Water	Individual raw labs for Spec well 1A and 2A
45	Barnum Rd	Misc Water Work Order	7/9/2020	Water	Replaced O-ring on suction side of pre chlorine pump at Grove pond
99	Barnum Rd	Grounds Maintenance - Water	7/15/2020	Water	Mowed grass from Grove Plant down to Community garden. Mowed Pulpit Rock also
99	Barnum Rd	Grounds Maintenance - Water	7/15/2020	Water	Widened and graded lower driveway with backhoe going down to well field
99	Barnum Rd	Water Quality Sampling	7/15/2020	Water	Labs for both Grove and Spec WTP's. Finish water
45	Barnum Rd	Misc Water Work Order	7/15/2020	Water	Washed vehicles
10	East Main St	Water Service Work	7/15/2020	Water	Turned on fire line

45	Barnum Rd	Water Service Work	7/15/2020	Water	Chlorinated standpipes
99	Barnum Rd	Misc Water Work Order	7/16/2020	Water	Changed out tubing, ferrules, O-rings, cups, and fitting that goes into pump head, to stop leak on pre chlorine pump at Grove
45	Barnum Rd	Misc Water Work Order	7/16/2020	Water	
45	Barnum Rd	Misc Water Work Order	7/17/2020	Water	Numbers at both plants. Generator test at Spec. Clean truck, organized tools
0	No Geocode	Misc Water Work Order	7/17/2020	Water	Numbers at both plants and booster. Walk Washington St inspecting boxes and curb stops. Clean and exercise gates in Devens Crest
45	Barnum Rd	Misc Water Work Order	7/17/2020	Water	Numbers at both plants and booster. Walk Washington St. Read up on gas tester for confined space. Gates on Devens Crest
45	Barnum Rd	Misc Water Work Order	7/17/2020	Water	Gates on Devens Crest. Final walk Washington St. All gates and curb stops are accounted for.
45	Barnum Rd	Misc Water Work Order	7/17/2020	Water	Gates on Devens Crest. Change PFAS bag filters.
45	Barnum Rd	Misc Water Work Order	7/29/2020	Water	Spec filter 4 air scoured
45	Barnum Rd	Misc Water Work Order	7/29/2020	Water	Spec filter 5 air scoured
45	Barnum Rd	Misc Water Work Order	7/29/2020	Water	Spec filter 6 air scoured
45	Barnum Rd	Misc Water Work Order	7/29/2020	Water	Cleaned containment areas around Grove Pond WTP. Cleaned off KMnO4 platform
45	Barnum Rd	Misc Water Work Order	7/29/2020	Water	Cleaned and mopped Spec WTP containment areas
45	Barnum Rd	Misc Water Work Order	8/3/2020	Water	Worked on shelves in new garage. Moores. Changed bag filters. Talked with John at Solar Bee, about code on control unit. Chlorinate pingry tank.
45	Barnum Rd	Misc Water Work Order	8/3/2020	Water	Numbers at Spec and booster. Shelves in new garage. Did some inventory. Diagnosed Solar Bee and talked about different ways to repair
45	Barnum Rd	Misc Water Work Order	8/3/2020	Water	Numbers at both plants and booster. Air scour 4 at Spec, and cut grass. Vac gates on Central Ave, in prep for Donnell taps
45	Barnum Rd	Misc Water Work Order	8/3/2020	Water	2 Taps on Central Ave with Donnell. Air scour 4,5 at Spec
45	Barnum Rd	Misc Water Work Order	8/3/2020	Water	Search for closed gates on Westford Rd end of town, because of fluctuations in pressure. Found a mostly closed gate in Horizon Mill parking lot. Air scour 6 at Spec. Dig safe 20 Bligh St

45	Barnum Rd	Misc Water Work Order	8/3/2020	Water	Dig safe 48 Wright Rd. 18 Mullberry Circle, and made tie card. 6 Samatha. Numbers at Spec. Quote for a 4" backwash valve from Ti and H.R. Call for parts for dog park fountain. Scheduled Solar Bee to come out and fix mixer
45	Barnum Rd	Misc Water Work Order	8/3/2020	Water	T2 test. Passed. Numbers at both plants. Grounds at Pingry
45	Barnum Rd	Misc Water Work Order	8/7/2020	Water	Lab for Spec finish water
45	Barnum Rd	Misc Water Work Order	8/7/2020	Water	Lab for Grove finish water
45	Barnum Rd	Misc Water Work Order	8/7/2020	Water	Raw lab for Grove
5	Rose Ln	Complaint/Investigation - Water	8/7/2020	Water	Set up and installed pressure logger on fire hydrant after resident complaint of fluctuations in pressure
45	Barnum Rd	Misc Water Work Order	8/7/2020	Water	Calibrated bench top pH probe
99	Barnum Rd	Bact-T Sampling	8/7/2020	Water	Monthly coliform samples
45	Barnum Rd	Misc Water Work Order	8/7/2020	Water	Chlorinated pingry tank with 5 gallons of NaOCl
45	Barnum Rd	Misc Water Work Order	8/7/2020	Water	Flushed KMnO4 system with hot water. Checked cal column to ensure pump is operating correctly
45	Barnum Rd	Misc Water Work Order	8/7/2020	Water	Air scour of Spec filter 1.
45	Barnum Rd	Grounds Maintenance - Water	8/7/2020	Water	Mowed Pingry Tank, Washington St Tank, and booster station
45	Barnum Rd	Water Tank Inspection	8/7/2020	Water	Tank inspections for both water tanks. Climbed Washington to check on mixer
8	McDowell	Final Read	8/11/2020	Water	