



## MONTHLY REPORT October 2020

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

- Max Goodwin was hired as the DPW Water Meter Technician / laborer. Max was previously an Ayer PD dispatcher and we look forward to having his work ethic and enthusiasm in the DPW
- Carl Johnson was hired as the Wastewater Division Collection System Operator

### **Engineering and Administration**

- Prepared and submitted Ayer DPW FY22 5-Year Capital Plan.
- Prepared and submitted Grant application for Tree Inventory and Management Plan.
- Assisting OECD with preparation of Park St Grant Application.
- Started construction on the School Street Sidewalk.
- Started construction of East Main Street Upgrade (MassDOT).
- Working on Water Master Plan Update Report.
- Completed construction and began start-up of the Grove Pond PFAS Treatment Plant.
- Started construction of Spectacle Pond Wellfield PFAS Treatment Plant.
- Started construction of Groton Shirley Road Water and Sewer Improvements.
- Completed design of WWTP Alum Pacing System.
- Upgrading SCADA computers and software for Wastewater Treatment Plant.
- Design of FY21 Sewer System Rehab project.
- Opened bids for West Main Street Bridge Improvements project. Bids were \$1M over budget. We are evaluating alternatives for potential design changes, cost savings and additional funding.
- Completing construction of Wastewater Treatment Plant Improvements – Phase 2.
- Quarterly water and sewer bills were prepared and sent out for 2 routes.
- Developed a plan to sell 2021 Transfer Station permits at Transfer Station due to COVID19.
- Processed and approved Road Opening Permits, Trench Permits and Water & Sewer Connection Permits.

### **Highway / Stormwater Division**

- Preparing trucks and plows for winter.
- 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 except for exceedance of phosphorus. EPA and DEP notified.
- 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**

- Coordination of PFAS Treatment plant start-up.
- Completed MassDEP Lead and Copper sampling and are in compliance
- 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
- Lots of leaves this fall!
- 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
17	School Street	Project Inspection	10/16/20	Engineering	Dan V - Met with owner of 17 School Street to go over sidewalk project.
65	Sandy Pond Rd	Project Inspection	10/16/20	Engineering	Dan V collected invert data from catch basin at Samantha Lane for conversion to hydrodynamic separator.
48	Central Ave	Project Inspection	10/20/20	Engineering	10-17-2020 - Dan V conducts site inspection of 48 Central Ave Site Plan construction with the Planning Board.
17	School St	Field Meeting - Engineering	10/30/20	Engineering	Dan V walked School Street sidewalk project with Perry (Foreman for D'Ambrosia) on 10-27-2020.  Verizon removed old poles on 10-29-2020.
11	Groton School Rd - Pine Knoll Trailer Park	Dig-Safe - Highway	9/28/20	Highway	Dig Safe Utility Mark-out
132	Hemlock Dr	Dig-Safe - Highway	9/29/20	Highway	Dig Safe Utility Mark-out
25	Copeland Dr	Dig-Safe - Highway	9/29/20	Highway	Dig Safe Utility Mark-out
55	Littleton Rd Unit 8 & 9	Dig-Safe - Highway	9/29/20	Highway	Dig Safe Utility Mark-out
20	Bligh St	Dig-Safe - Highway	9/30/20	Highway	Dig Safe Utility Mark-out
22	W Main St - Moore Lumber	Dig-Safe - Highway	10/2/20	Highway	Dig Safe Utility Mark-out
75	Sandy Pond Rd Unit 6	Dig-Safe - Highway	10/2/20	Highway	Dig Safe Utility Mark-out
55	Wright Rd	Dig-Safe - Highway	10/5/20	Highway	Dig Safe Utility Mark-out
	Beyond 114 Pleasant St	Dig-Safe - Highway	10/5/20	Highway	Dig Safe Utility Mark-out
0	Nemco way	Pot Hole	10/6/20	Highway	Patched potholes from Westford road to Radisson road on Nemco way
18	loon hill road	Pavement Repair	10/6/20	Highway	Repaved around manhole
0	Raddison road	Pavement Repair	10/6/20	Highway	Repaved around manhole
0	Brook street	Pavement Repair	10/6/20	Highway	Multiple potholes patched
0	Waste water plant	Pavement Repair	10/6/20	Highway	Repaired driveway at blower building
75	Littleton Rd	Dig-Safe - Highway	10/7/20	Highway	Dig Safe Utility Mark-out
16	Jackson St	Dig-Safe - Highway	10/7/20	Highway	Dig Safe Utility Mark-out
25	Brook St	Equipment Preparation	10/7/20	Highway	The guys moved equipment around. Removed the brush hogs from the side walk machines changes tires to winter tires and hooked up snow blowers. Also re-arranged the tank around for the winter
14	Page St	Dig-Safe - Highway	10/9/20	Highway	Dig Safe Utility Mark-out
157	Central Ave	Add New Sign	10/9/20	Highway	Put up new stop sign post and break away

					Wally Dave and Bruce put together a holding area for millings for the winter for the pug mill to keep out of weather
25	Brook St	Misc Special Event	10/9/20	Highway	
41	W Main St	Dig-Safe - Highway	10/13/20	Highway	Dig Safe Utility Mark-out
16	Park St - Dunkin Donuts	Dig-Safe - Highway	10/13/20	Highway	Dig Safe Utility Mark-out
169	- 171 Willard St	Dig-Safe - Highway	10/13/20	Highway	Dig Safe Utility Mark-out
3	Hibiscus Ln	Sidewalk - Repair	10/14/20	Highway	Dig Safe Utility Mark-out
27	Harvard Rd	Dig-Safe - Highway	10/14/20	Highway	Dig Safe Utility Mark-out
154	Washington St	Pavement Repair	10/15/20	Highway	Put berm in and fixed side walk at lift station
25	Brook St	Pavement Repair	10/15/20	Highway	Paved both electrical vault covers that we fixed on road to sewer plant
14	E Main St	Downed Tree Removal	10/15/20	Highway	Guys cut up and removed tree that fell at the East main st bridge
33	Shirley St	Dig-Safe - Highway	10/15/20	Highway	Dig Safe Utility Mark-out
	School St	Dig-Safe - Highway	10/16/20	Highway	Dig Safe Utility Mark-out
	Bligh St	Dig-Safe - Highway	10/16/20	Highway	Dig Safe Utility Mark-out
10	E Main St	Dig-Safe - Highway	10/16/20	Highway	Dig Safe Utility Mark-out
13	Central Avenue	Dig-Safe - Highway	10/16/20	Highway	Dig Safe Utility Mark-out
10	B Harvard Rd	Dig-Safe - Highway	10/16/20	Highway	Dig Safe Utility Mark-out
11	Groton School Rd Lot # 12- Pine Knoll Trailer Park	Dig-Safe - Highway	10/16/20	Highway	Dig Safe Utility Mark-out
15	Oak Ridge Dr	Dig-Safe - Highway	10/19/20	Highway	Dig Safe Utility Mark-out
65	Nashua St	Dig-Safe - Highway	10/20/20	Highway	Dig Safe Utility Mark-out
1	Bishop Rd	Dig-Safe - Highway	10/20/20	Highway	Dig Safe Utility Mark-out
0	Calvin st ext	Repair Broken Sign	10/21/20	Highway	
6	Winthrop Ave	Dig-Safe - Highway	10/21/20	Highway	Dig Safe Utility Mark-out
0	Groton Shirley rd	Culvert/Swale Cleaning	10/21/20	Highway	Guys pulled hug beaver dam and plug in culvert under road
23	High St	Dig-Safe - Highway	10/22/20	Highway	Dig Safe Utility Mark-out
7	Highland Ave	Repair Broken Sign	10/23/20	Highway	Put Nashua st sign back up that was broke off old telephone pole and put it on the new telephone pole
11	School St	Repair Broken Sign	10/23/20	Highway	Switched grove st sign over to new telephone pole and fixed sign bracket
35	Grove St	Misc Special Event	10/23/20	Highway	Picked up 2 street lights that grid took down off old poles on grove st
114	Pleasant St	Dig-Safe - Highway	10/26/20	Highway	Dig Safe Utility Mark-out
	Trevor Trail	Dig-Safe - Highway	10/26/20	Highway	Dig Safe Utility Mark-out
25	Copeland Dr	Dig-Safe - Wastewater	9/29/20	Wastewater	Dig Safe Utility Mark-out
55	Littleton Rd Unit 8 & 9	Dig-Safe - Wastewater	9/29/20	Wastewater	Dig Safe Utility Mark-out
20	Bligh St	Dig-Safe - Wastewater	9/30/20	Wastewater	Dig Safe Utility Mark-out

22	W Main St - Moore Lumber	Dig-Safe - Wastewater	10/2/20	Wastewater	Dig Safe Utility Mark-out
75	Sandy Pond Rd Unit 6	Dig-Safe - Wastewater	10/2/20	Wastewater	Dig Safe Utility Mark-out
55	Wright Rd	Dig-Safe - Wastewater	10/5/20	Wastewater	Dig Safe Utility Mark-out
	Beyond 114 Pleasant St	Dig-Safe - Wastewater	10/5/20	Wastewater	Dig Safe Utility Mark-out
75	Littleton Rd	Dig-Safe - Wastewater	10/7/20	Wastewater	Dig Safe Utility Mark-out
38	Central Ave	Dig-Safe - Wastewater	10/7/20	Wastewater	Dig Safe Utility Mark-out
25	Brook St	Dig-Safe - Wastewater	10/9/20	Wastewater	Dig Safe Utility Mark-out
14	Page St	Dig-Safe - Wastewater	10/9/20	Wastewater	Dig Safe Utility Mark-out
41	W Main St	Dig-Safe - Wastewater	10/13/20	Wastewater	Dig Safe Utility Mark-out
16	Park St - Dunkin Donuts	Dig-Safe - Wastewater	10/13/20	Wastewater	Dig Safe Utility Mark-out
169	- 171 Willard St	Dig-Safe - Wastewater	10/13/20	Wastewater	Dig Safe Utility Mark-out
27	Harvard Rd	Dig-Safe - Wastewater	10/14/20	Wastewater	Dig Safe Utility Mark-out
33	Shirley St	Dig-Safe - Wastewater	10/15/20	Wastewater	Dig Safe Utility Mark-out
	School St	Dig-Safe - Wastewater	10/16/20	Wastewater	Dig Safe Utility Mark-out
	Bligh St	Dig-Safe - Wastewater	10/16/20	Wastewater	Dig Safe Utility Mark-out
10	E Main St	Dig-Safe - Wastewater	10/16/20	Wastewater	Dig Safe Utility Mark-out
13	Central Avenue	Dig-Safe - Wastewater	10/16/20	Wastewater	Dig Safe Utility Mark-out
1	Harvard Rd	Dig-Safe - Wastewater	10/16/20	Wastewater	Dig Safe Utility Mark-out
11	Groton School Rd Lot # 12- Pine Knoll Trailer Park	Dig-Safe - Wastewater	10/16/20	Wastewater	Dig Safe Utility Mark-out
15	Oak Ridge Dr	Dig-Safe - Wastewater	10/19/20	Wastewater	Dig Safe Utility Mark-out
65	Nashua St	Dig-Safe - Wastewater	10/20/20	Wastewater	Dig Safe Utility Mark-out
1	Bishop Rd	Dig-Safe - Wastewater	10/20/20	Wastewater	Dig Safe Utility Mark-out
6	Winthrop Ave	Dig-Safe - Wastewater	10/21/20	Wastewater	Dig Safe Utility Mark-out
23	High St	Dig-Safe - Wastewater	10/22/20	Wastewater	Dig Safe Utility Mark-out
114	Pleasant St	Dig-Safe - Wastewater	10/26/20	Wastewater	Dig Safe Utility Mark-out
	Trevor Trail	Dig-Safe - Wastewater	10/26/20	Wastewater	Dig Safe Utility Mark-out
25	Brook St	Misc Wastewater Work Order	10/27/20	Wastewater	clean uv 2
138	Central Ave	Clean Wet Well	10/27/20	Wastewater	wash down and break up grease in wetwell get it ready for Ratta to pump out rags and debri
20	Jackson St	Pipe Replacement - Wastewater	10/27/20	Wastewater	dig up and repair sewer line from ayer building on pleasant
17	prospect st	Complaint/Investigation - Wastewater	10/27/20	Wastewater	check sewer line and no blockage must be in the house owner to call plumber
65	Shirley St	Complaint/Investigation - Wastewater	10/27/20	Wastewater	Saint mary school water flowing from clean out tried to clear with hand rodder and unsuccessful owner to call roto rotor
25	Brook St	Sampling	10/27/20	Wastewater	do lab and sampling for the month of October

25	Brook St	Weekly Inspection	10/27/20	Wastewater	do weekly inspections of pump stations and record numbers for the month of Oct
25	Brook St	Reports - Wastewater	10/27/20	Wastewater	do all reports for EPA and DEP including DMR and toxcity report
25	Brook St	Misc Wastewater Work Order	10/27/20	Wastewater	Stake out all walk ways and edges for winter
25	Brook St	Misc Wastewater Work Order	10/27/20	Wastewater	test all plows on trucks and replace cutting edges as needed
25	Brook St	Misc Wastewater Work Order	10/27/20	Wastewater	wash down secondary classifier
15	Columbia St	Dig-Safe - Wastewater	10/28/20	Wastewater	Dig Safe Utility Mark-out
8	- 10 Central Ave	Dig-Safe - Wastewater	10/28/20	Wastewater	Dig Safe Utility Mark-out
6	Coolidge Rd	Dig-Safe - Wastewater	10/29/20	Wastewater	Dig Safe Utility Mark-out
32	Washington St	Dig-Safe - Wastewater	10/30/20	Wastewater	Dig Safe Utility Mark-out
153	Central Ave	Dig-Safe - Water	9/18/20	Water	Dig Safe Utility Mark-out
45	Barnum Rd	Misc Water Work Order	9/18/20	Water	Dig safe, 132 Groton Shirley, 205 Autumn Ridge, , 24 Pingry Way, End of Pleasant st, 175 W Main, 48 Jackson, 21 Williams, 12 Highland.
45	Barnum Rd	Misc Water Work Order	9/18/20	Water	PFAS training, Dig Safe, School st, Grove st, Groton Harvard Rd, Littleton Rd, 65 Nashua St, 7 Sculley Rd, 114 Pleasant
45	Barnum Rd	Misc Water Work Order	9/18/20	Water	Numbers at both plants, flush Pfas plant. Repair hydrant on Raddison Rd. Dig safe
45	Barnum Rd	Misc Water Work Order	9/18/20	Water	Dump. Replace battery in Chevy 3500. Flush Pfas plant, clean office, bathrooms and part of garage. Dirty water call at 14 Oak St
45	Barnum Rd	Misc Water Work Order	9/18/20	Water	Water on and off end of pleasant. Dep, Pfas training, met with Tie sales. Inventory meters
24	Cambridge St	Dig-Safe - Water	9/21/20	Water	Dig Safe Utility Mark-out
1	Bishop Rd	Dig-Safe - Water	9/23/20	Water	Dig Safe Utility Mark-out
134	Sandy Pond Rd	Dig-Safe - Water	9/24/20	Water	Dig Safe Utility Mark-out
45	Barnum Rd	Misc Water Work Order	9/25/20	Water	Clean gates on Wright Rd, in anticipation of blasting at 55. Clean curb stop at 16 Rosewood. Dig safe 31 Pingry Way, 200 Groton Rd, 55 Wright Rd, 132 Hemlock, 9 Partridge Run
45	Barnum Rd	Misc Water Work Order	9/25/20	Water	Work on low CL2 issue. Rebuild CL2 pump. Dig safe 3 Madigan Ln.
45	Barnum Rd	Misc Water Work Order	9/25/20	Water	Numbers at Spec and booster. Trip to Moore's, Repair Rotterdam air blower muffler at Spec
45	Barnum Rd	Misc Water Work Order	9/25/20	Water	Numbers at Spec and booster. Repair service line at 16 Rosewood

45	Barnum Rd	Misc Water Work Order	9/25/20	Water	Dig safe 24 Cambridge St. 200 Groton St, 28 Maple, 98 Pleasant, 1 Bishop, 51 Haymeadow, 153 Central Ave. Low pressure call 69 Nashua,: bad pressure reducer.
11	Groton School Rd - Pine Knoll Trailer Park	Dig-Safe - Water	9/28/20	Water	Dig Safe Utility Mark-out
132	Hemlock Dr	Dig-Safe - Water	9/29/20	Water	Dig Safe Utility Mark-out
25	Copeland Dr	Dig-Safe - Water	9/29/20	Water	Dig Safe Utility Mark-out
55	Littleton Rd	Dig-Safe - Water	9/29/20	Water	Dig Safe Utility Mark-out
20	Bligh St	Dig-Safe - Water	9/30/20	Water	Dig Safe Utility Mark-out
33	Shirley St - Kiddie Depot	Complaint/Investigation - Water	10/1/20	Water	Dig Safe Utility Mark-out
22	W Main St - Moore Lumber	Dig-Safe - Water	10/2/20	Water	Dig Safe Utility Mark-out
75	Sandy Pond Rd Unit 6	Dig-Safe - Water	10/2/20	Water	Dig Safe Utility Mark-out
45	Barnum Rd	Misc Water Work Order	10/2/20	Water	Rebuild CL2 pump, 55 Raddison Rd replace meter, survey new service line. Ask about new main line from fire shed. Trip to Liberty welding supply and Needham electric.
45	Barnum Rd	Misc Water Work Order	10/2/20	Water	Change bag filters. Set up hydrant on Trevor Trail for paving. Dig safe all of East main st
55	Wright Rd	Dig-Safe - Water	10/5/20	Water	Dig Safe Utility Mark-out
	Beyond 114 Pleasant St	Dig-Safe - Water	10/5/20	Water	Dig Safe Utility Mark-out
75	Littleton Rd	Dig-Safe - Water	10/7/20	Water	Dig Safe Utility Mark-out
16	Jackson St	Dig-Safe - Water	10/7/20	Water	Dig Safe Utility Mark-out
38	Central Ave	Dig-Safe - Water	10/7/20	Water	Dig Safe Utility Mark-out
25	Brook St	Dig-Safe - Water	10/9/20	Water	Dig Safe Utility Mark-out
14	Page St	Dig-Safe - Water	10/9/20	Water	Dig Safe Utility Mark-out
41	W Main St	Dig-Safe - Water	10/13/20	Water	Dig Safe Utility Mark-out
27	Harvard Rd	Dig-Safe - Water	10/14/20	Water	Dig Safe Utility Mark-out