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## MONTHLY REPORT

### December 2023

Below is a summary of the Ayer DPW's operations for the month of December, specifically our monthly work project status and a summary of monthly work orders completed. 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.

#### **Engineering and Administration**

- Continue evaluation of Stormwater Utility with Tighe and Bond, Advisory Workgroup Meeting on December 20
- Working on 25% Main Street Transportation Improvement Project Design – Road Safety Audit and Intersection Control Evaluation in progress
- Subdivision inspections – Panther Place and Shaker Pond Rd
- Continue WWTP Phase 3 Upgrade (biosolids dewatering and waste pump upgrades). Project is substantially complete, awaiting long lead time parts to finalize project.
- Implementing plan to operate Woodlawn Cemetery, general maintenance and burials performed, building Cemetery Management Software. One (1) burial in December.
- Continue water meter upgrades
- Processed and approved Road Opening Permits, Trench Permits and Water & Sewer Connection Permits (limited number due to Winter season)
- Continue implementing SmartGov permitting software, meeting with Brightly scheduled for January
- Planning and Zoning Reviews, attend PB meetings: 201-205 West Main Street, Stratton Hill, 42 Park St
- Continued assisting Parks Dept with Kiddie Junction Playground Replacement
- Assisting Conservation Commission with public access to Flannagan Pond project
- Complete Main St lights project – flag/banner arms received in December and installed
- Continue assisting Senior Center Site Selection Committee - DPW developed maps of all Town-owned properties, RFP for Architect
- Assist PACE and Silent Springs with water modeling and historic information for public health study
- Select Board – execute change order for Third Street Water and Drainage Improvements Project, provide water supply update and Board votes to lift the current mandatory ban on outdoor water use, approve ARPA for Transfer Station Evaluation
- Sandy Pond Road Complete Street in-house design (from Beach to Westford Road)
- Wright Way Pump Station project bid results were high, evaluating options to move forward
- Continue working with MassDOT to replace water main on Willow Road near intersection project
- Utility Coordination meetings for West Main Street Bridge, bid date tentatively set for February 14
- Continue assisting with Hazard Mitigation Plan development
- Continue implementing Grove Pond Water Treatment Plant Clearwell project, met with Town's consultant and Army regarding production issues at Grove Pond WTP
- Continue New Well Source Approval project, receive and respond to application comments from DEP and Division of Fisheries and Wildlife

- Continue job search for Department Assistant and Highway Division Mechanic, fill position of Wastewater Treatment Plant Operator
- Open bids for Spectacle Pond Filter Media Project
- Prepared and submitted annual Green Community Report
- Received Awards from Central Massachusetts Municipal Recycling Coordinators
- Meet with MBTA for project involving fiber utility installation along railroad tracks
- Continue with Transfer Station Evaluation through Rate Review Committee

## Monthly Work Order Summary

	Address	Work Type	Date Flagged	Description
	Rosewood Avenue	Pot Hole	12/29/2023 9:18:30 AM	A resident reported a large pothole on the left side of the road on Rosewood Ave.
182	Willard Street	Dig-Safe	12/28/2023 9:58:50 AM	20235203448 - Installing new Pole #35-1. Working side of the road/Private Property. Please mark 20 ft. radius from new pole 35-1. Questions call Connor Reynolds at 774-312-0350 WR# 30601159. Nat'l Grid Start date: 01/03/2024
	MBTA Row from Littleton T/L to Shirley T/L	Dig-Safe	12/27/2023 11:59:34 AM	20235202352 (20234801994 working on MBTA Row from Littleton town line to Shirley town line installing communication conduit in the row-start date 1-2-24 Randy Thompson 717-439-3204 area is pre marked
53	Groton Shirley Road	Dig-Safe	12/27/2023 11:51:00 AM	20235202279 grading on James Brook Way side of the property-not pre-marked-start date 1/2/24 George Smalanskas 857-260-0424
104	Groton School Road	Dig-Safe	12/26/2023 8:20:45 AM	20235108313 - Test borings. The extent of work: 100 ft. on each side of the bridge, both sides of the road. The area is premarked. Caller: Michael Martin 413-323-8700 413-531-9925 Martin GEO Environmental LLC Start date: 12/28/23
17	Shaker Road	Dig-Safe	12/21/2023 12:23:24 PM	20235106942 trenching for conduits, two for power & one for data from pole in front yard to garage/right side of driveway in front of home-not pre-marked-start date 12/27/23 Ed Falter 617-971-7791
46	Snake Hill Road	Complaint/Investigation - Wastewater	12/20/2023 1:26:22 PM	Sewer Odor Complaint - A resident called indicating there is a sewer odor (has been for some time) in the area of 46 Snake Hill Road. Please investigate. Notably, this is near where low pressure force mains discharge to gravity.

15	Jonathan Drive	Bact-T Sampling	12/20/2023 12:34:41 PM	20235104784 replace gas riser, street and street to house-area is pre marked, start date 12/26/23 National Grid Gas
6	Shaker Pond Road	Dig-Safe	12/12/2023 3:05:58 PM	20235003973 - Fence installation. Enclosing the backyard. The area is pre-marked. Caller: Isaac Desouza 774-204-4745 774-239-7164 New England Fencing Start date: 12/15/23
125	Oak Ridge Drive	Dig-Safe	12/12/2023 12:42:17 PM	20235003639 - Emergency Gas Repair. Working street, street to house 50 ft.in all directions. Caller: Adam Mooers 877-304-1184 Nat'l Grid Gas
62	Willow Road	Dig-Safe	12/12/2023 12:25:40 PM	20235003570 - Soil testing. Working entire property, public & private, house to edge of the road. The area is pre-marked. Caller: Mike Bergeron 508-393-7234 Curtis Septic Start date: 12/15/23
38	Littleton Road	Dig-Safe	12/12/2023 10:06:40 AM	20235002444 Previous 20234501996 11/6/23 Gas leak repair. Extent of work, street. Caller: Kelly Roberts 617-594-5536 978-853-9111 Start date: 12/15/23
128	Washington Street	Dig-Safe	12/12/2023 9:42:43 AM	20235002270 Previous 20234508988 11/8/23 Dig/backfill foundations, water, sewer & electric at the subdivision. Caller: Laurie Merrill 860-917-7567 978-952-8505 start date: 12/15/23
119	Woodland Way	Dig-Safe	12/12/2023 9:35:34 AM	20235001862 - Ground rod installation, Working within 10 feet of the Meter. The area is NOT pre-marked. Caller: Rochelle Pagan 978-795-6309 Sunrun Installation Services. Start date: 12/14/23
88	Groton School Road	Dig-Safe	12/12/2023 9:18:11 AM	20235001790 Previous 20234606899 11/15/23 Access Rd & Access Pad construction. Working along Nat'l Grid/Eversource Right of Way on both sides of the

				road. Area is premarked Caller: Melissa Sutton 251-583-6413 Bluroc LLC Start date: 12/14/23
	Groton Road Eversource/ Nat'l Grid Right of Way	Dig-Safe	12/12/2023 9:13:42 AM	20235001793 Previous 20234606903 11/15/23 Access Rd & Access Pad construction. Working along Eversource Right of Way. The area is premarked Caller: Melissa Sutton 251-583-6413 Bluroc LLC Start date: 12/14/23
	Groton Shirley Road Eversource/Nat'l Grid ROW	Dig-Safe	12/12/2023 8:46:30 AM	20235001789 Previous 20234606896 11/15/23 Access Rd & Access Pad construction. Working along Nat'l Grid/Eversource Right of Way The area is premarked. Caller: Melissa Sutton 251-583-6413 Bluroc LLC Start date: 12/14/23
	Groton Shirley Road Eversource/Nat'l Grid ROW	Dig-Safe	12/12/2023 8:42:05 AM	20235001788 Previous 220234606893 11/15/23 Access Rd & Access Pad construction. Working along Nat'l Grid/Eversource Right of Way West. Area is premarked Caller: Melissa Sutton 251-583-6413 Bluroc LLC Start date: 12/14/23
65	Westford Road	Dig-Safe	12/12/2023 8:37:40 AM	20235001735 Previous 20234606849 11/15/23 Access Road & access pad construction. Working between Westford Rd & Sandy Pond substation to str 1A. Caller: Melissa Sutton 251-583-6413 Bluroc LLC Start date: 12/14/23
75	Park Street	Dig-Safe	12/12/2023 8:33:58 AM	20235001754 Previous 20234606867 11/15/23 Access road construction access pad. Construct throughout the eversource ROW. Working around substation & along the eversource Right of way. The area is premarked. Caller: Melissa Sutton 251-583-6413 Bluroc LLC Start date: 12/14/23

				20235001731 Previous 20234606846 11/15/23 Access road and access pad construction along the Eversource row K137-L138 line. Caller: Melissa Sutton 251- 583-6413 Start date: 12/14/23
15	Raddison Rd	Dig-Safe	12/12/2023 8:27:23 AM	
	Groton Harvard Road	Dig-Safe	12/8/2023 3:31:09 PM	20234909659 (20234606869)drill for fiber optic line working along side of RR track within 40 feet of track on the north side of track on Groton Harvard Rd along the tracks for approximately 100 feet from both side of road & to excavate pits for fiber optic line system within 40 feet of RR track on North side of the tracks running parallel with the tracks-pre marked-start date 12/13/23 Tim Conlin 617-571-4173
78	Sandy Pond Road	Dig-Safe	12/8/2023 3:16:51 PM	20234909665 Previous 20234606882 11/15/23 Drill for fiber optic line working alongside of RR track within 50 feet of track on the north side of track on Sandy Pond Rd along the tracks for approximately 100 feet from both side of road & to excavate pits for fiber optic line system within 50 feet of RR track on North side of the tracks running parallel with the tracks-pre marked. Caller: Tim Conlin 617-571- 4173 start date 12/13/23
21	Cambridge Street	Dig-Safe	12/8/2023 8:06:38 AM	20234908036 - Ground rod install. Working within 10 ft. of the meter. The area is NOT pre-marked. Caller: Rochelle Pagan 978- 795-6309 Sunrun Installation Serv. Start date: 12/12/23
20	Wright Road	Dig-Safe	12/7/2023 8:12:15 AM	20234906265 - Install Techno Posts in front of the house. The area is pre-marked. Caller: Tom Desimone 774- 696-5801 774-293-1544

				Page Contracting Inc Start date: 12/11/23
150	Sandy Pond Road	Dig-Safe	12/6/2023 2:48:25 PM	20234906055 - Sewer repair next to the Schoolhouse driveway entrance on Westford Road. The area is pre-marked. Caller: Matt Hernon 978-772-8240 Start date: 12/11/23
58	Groton Harvard Road	Misc Highway Work Order	12/6/2023 8:25:51 AM	Retrieve mattress and box spring illegally dumped
7B	Turtle Hill Rd	Dig-Safe	12/5/2023 9:12:47 AM	20234902767 - Drainage system. Working in front of the property. The area is pre-marked. Caller: George Christman 978-726-1888 GC Construction Start date: 12/8/23
5B	Turtle Hill Rd	Dig-Safe	12/5/2023 9:10:13 AM	20234902761 - Drainage system. Working in front of the property. The area is pre-marked. Caller: George Christman 978-726-1888 GC Construction Start date: 12/8/23
55	Raddison Rd	Dig-Safe	12/4/2023 3:12:42 PM	20234902011 drilling soil boring on National Grid substation within substation property at specified coordinates (42.56970 - 71.52546)call Heather with questions at 781-562-9859 start date 12/7/23 area is pre marked
55	Raddison Rd	Dig-Safe	12/4/2023 2:52:59 PM	20234901915 - Drilling. Working at the National Grid substation located at the end of Raddison Rd. Please call Heather with location questions at 781-562-9859. The area is pre-marked. Caller: Joe Hamilton 508-835-6724 Drilex Environmental Start date: 12/7/23
3	Grove Street	Dig-Safe	12/4/2023 10:17:37 AM	20234900871 Nat'l Grid install meter protection, street & street to house-start date 12/7/23-pre marked
31	Fletcher Street	Dig-Safe	12/4/2023 10:12:20 AM	20234900867 Nat'l Grid install meter protection, street &

				street to house-start date 12/7/23-pre marked
10	Willow Rd	Dig-Safe	12/4/2023 10:09:26 AM	20234900864 Nat'l Grid install meter protection, street & street to house-start date 12/7/23-pre marked
7	Grove Street	Dig-Safe	12/4/2023 10:05:14 AM	20234900862 Nat'l Grid install meter protection, street & street to house-start date 12/7/23-pre marked
9	Grove Street	Dig-Safe	12/4/2023 10:02:12 AM	20234900836 Nat'l Grid install meter protection, street & street to house-start date 12/7/23-pre marked
52	Westford Road	Dig-Safe	12/4/2023 9:59:08 AM	20234900831 Nat'l Grid install meter protection, street & street to house-start date 12/7/23-pre marked
	Bishop Rd	Pot Hole	12/1/2023 11:51:19 AM	substantial pothole on the right side when turning on to Bishop Road
91	Groton Harvard Road	Dig-Safe	12/1/2023 11:27:09 AM	20234811200 percolation test entire private property, is pre marked start date 12/6/23 GPR 978-772-1590
150	Sandy Pond Road	Dig-Safe	12/1/2023 9:33:03 AM	20234810783 excavate to install parking area & walkway at "little red schoolhouse"- working in rear of building off handicap ramp-start date 12/6/23 Joe McDonnell 978- 505-7703