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MONTHLY REPORT

January 2024

Below is a summary of the Ayer DPW's operations for the month of January, 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 January 17
- 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 January.
- 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
- Planning and Zoning Reviews, attend PB meetings: Stratton Hill
- Continued assisting Parks Dept with Kiddie Junction Playground Replacement
- Assisting Conservation Commission with public access to Flannagan Pond project
- Continue assisting Senior Center Site Selection Committee - DPW further developed maps of all Town-owned properties, RFP for Architect advertised, site walks on January 31st
- Assist PACE and Silent Springs with water modeling and historic information for public health study
- Select Board – execution of Pulpit Rock Drainage and Pathway Improvements, Award and authorize ARPA for Spectacle Pond WTP Greensand Filter Media Replacement, Updates on Water Supply and Stormwater Utility Workgroup
- Sandy Pond Road Complete Street in-house design (from Beach to Westford Road)
- Wright Way Pump Station project bid results were high, selected option 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 pushed due to need for information on Verizon's conduits locations
- Continue assisting with Hazard Mitigation Plan development
- Continue implementing Grove Pond Water Treatment Plant Clearwell project
- Continue New Well Source Approval project, site walk with DEP and NHESP
- Continue sewer lining on Sandy Pond Road
- Hired Department Assistant (Feb 27th start date), readvertise Highway Division Mechanic, advertise Meter/Reader Laborer (Water/Wastewater), advertise Water Distribution Operator

- Continue with Transfer Station Evaluation through Rate Review Committee
- Meet with private property owner for prospective sewer connection along Willow Road
- Review request for roadside protection on Main Street

Monthly Work Order Summary

Address		Work Type	Date Flagged	Description
42	Littleton Road	Dig-Safe - Water	1/31/2024 11:36:06 AM	20240503696 - Ground rod install at pole # 16. Working side of road, please mark 15 foot radius from P16. Any questions call Connor Reynolds at 774-312-0350 WR# 30601536 Start date: 2/5/24
42	Littleton Road	Dig-Safe - Wastewater	1/31/2024 11:35:35 AM	20240503696 - Ground rod install at pole # 16. Working side of road, please mark 15 foot radius from P16. Any questions call Connor Reynolds at 774-312-0350 WR# 30601536 Start date: 2/5/24
42	Littleton Road	Dig-Safe - Highway	1/31/2024 11:35:02 AM	20240503696 - Ground rod install at pole # 16. Working side of road, please mark 15 foot radius from P16. Any questions call Connor Reynolds at 774-312-0350 WR# 30601536 Start date: 2/5/24
1	Main St	Add New Sign	1/31/2024 9:12:54 AM	
33	Third Street	Dig-Safe - Water	1/30/2024 8:17:49 AM	20240501420 - Install Water Service. The extent of work is in the street & from the street to the property line. The area is pre-marked. Caller: Dana Olson 603-731-5070 Start date: 2/1/24
33	Third Street	Dig-Safe - Wastewater	1/30/2024 8:17:18 AM	20240501420 - Install Water Service. The extent of work is in the street & from the street to the property line. The area is pre-marked. Caller: Dana Olson 603-731-5070 Start date: 2/1/24
33	Third Street	Dig-Safe - Highway	1/30/2024 8:16:37 AM	20240501420 - Install Water Service. The extent of work is in the street & from the street to the property line. The area is pre-marked. Caller: Dana Olson 603-731-5070 Start date: 2/1/24
5	Littleton Road	Dig-Safe - Water	1/26/2024 8:48:33 AM	20240406334 Previous 2023489797 11/30/23 Electrical service install-dig safe closer to Littleton Rd, marked next to national grid markings-extend of work is sidewalk. Caller: Samantha, Leahy

				Landscaping Inc 781-885-4744 Start date: 1/31/24
5	Littleton Road	Dig-Safe - Wastewater	1/26/2024 8:48:02 AM	20240406334 Previous 2023489797 11/30/23 Electrical service install-dig safe closer to Littleton Rd, marked next to national grid markings-extend of work is sidewalk. Caller: Samantha, Leahy Landscaping Inc 781-885-4744 Start date: 1/31/24
5	Littleton Road	Dig-Safe - Highway	1/26/2024 8:47:29 AM	20240406334 Previous 2023489797 11/30/23 Electrical service install-dig safe closer to Littleton Rd, marked next to national grid markings-extend of work is sidewalk. Caller: Samantha, Leahy Landscaping Inc 781-885-4744 Start date: 1/31/24
	Sandy Pond Rd near RR tracks	Dig-Safe - Water	1/26/2024 8:05:18 AM	20240406042 (20240101980) drilling for fiber optic line along side of RR track within 50 feet of the track on the north side of the track on Sandy Pond Rd & along tracks for apx 110 feet from both sides of road-start date 1/30/24
	Sandy Pond Rd near RR tracks	Dig-Safe - Wastewater	1/26/2024 8:04:49 AM	20240406042 (20240101980) drilling for fiber optic line along side of RR track within 50 feet of the track on the north side of the track on Sandy Pond Rd & along tracks for apx 110 feet from both sides of road-start date 1/30/24
	Sandy Pond Rd near RR tracks	Dig-Safe - Highway	1/26/2024 8:04:25 AM	20240406042 (20240101980) drilling for fiber optic line along side of RR track within 50 feet of the track on the north side of the track on Sandy Pond Rd & along tracks for apx 110 feet from both sides of road-start date 1/30/24
	Groton Harvard Rd near RR tracks	Dig-Safe - Water	1/26/2024 8:00:39 AM	20240406039 (20240101963) drilling for fiber optic line along side of RR track within 40 feet of the track on the north side of the track on Groton Harvard Rd & along tracks for apx 110 feet from both sides of road-start date 1/30/24

	Groton Harvard Rd near railroad tracks	Dig-Safe - Wastewater	1/26/2024 8:00:01 AM	20240406039 (20240101963) drilling for fiber optic line along side of RR track within 40 feet of the track on the north side of the track on Groton Harvard Rd & along tracks for apx 110 feet from both sides of road-start date 1/30/24
	Groton Harvard Rd Railroad tracks	Dig-Safe - Highway	1/26/2024 7:59:12 AM	20240406039 (20240101963) drilling for fiber optic line along side of RR track within 40 feet of the track on the north side of the track on Groton Harvard Rd & along tracks for apx 110 feet from both sides of road-start date 1/30/24
68	Old Farm Way	Dig-Safe - Water	1/25/2024 2:25:24 PM	20240405505 stump grinding at rear of property and is pre-marked. Start date 1/30/24
68	Old Farm Way	Dig-Safe - Wastewater	1/25/2024 2:24:51 PM	20240405505 stump grinding at rear of property and is pre-marked. Start date 1/30/24
68	Old Farm Way	Dig-Safe - Highway	1/25/2024 2:24:02 PM	20240405505 stump grinding at rear of property and is pre-marked. Start date 1/30/24
54	Littleton Rd	Dig-Safe - Water	1/23/2024 11:14:50 AM	20240402321 - Gas leak repair. Working in the street & street to house. The area is pre-marked. Caller: Geraldine Chambers 617- 594-5211 Start date: 1/26/24
54	Littleton Rd	Dig-Safe - Wastewater	1/23/2024 11:14:15 AM	20240402321 - Gas leak repair. Working in the street & street to house. The area is pre-marked. Caller: Geraldine Chambers 617- 594-5211 Start date: 1/26/24
54	Littleton Rd	Dig-Safe - Highway	1/23/2024 11:13:32 AM	20240402321 - Gas leak repair. Working in the street & street to house. The area is pre-marked. Caller: Geraldine Chambers 617- 594-5211 Start date: 1/26/24
27	Grove Street	Dig-Safe - Water	1/23/2024 10:24:17 AM	20240402360 - Cut off service at Main. Extent of work in the street. The area is pre-marked. Caller: Kelly Roberts 617-594-5536 978-853-9111 Nat'l Grid Gas. Start date: 1/26/24

27	Grove Street	Dig-Safe - Wastewater	1/23/2024 10:23:40 AM	20240402360 - Cut off service at Main. Extent of work in the street. The area is pre-marked. Caller: Kelly Roberts 617-594-5536 978-853-9111 Nat'l Grid Gas. Start date: 1/26/24
27	Grove Street	Dig-Safe - Highway	1/23/2024 10:23:06 AM	20240402360 - Cut off service at Main. Extent of work in the street. The area is pre-marked. Caller: Kelly Roberts 617-594-5536 978-853-9111 Nat'l Grid Gas. Start date: 1/26/24
5	Littleton Road	Dig-Safe - Water	1/22/2024 9:27:45 AM	20240400354 - Installing new pole about 60 ft. south of Pole #7. WR # 30781582. Any questions call Connor Reynolds 774-312-0350 Working on the side of the road, mark 20 ft. radius from the new pole. Start date: 1/25/24
5	Littleton Road	Dig-Safe - Wastewater	1/22/2024 9:27:09 AM	20240400354 - Installing new pole about 60 ft. south of Pole #7. WR # 30781582. Any questions call Connor Reynolds 774-312-0350 Working on the side of the road, mark 20 ft. radius from the new pole. Start date: 1/25/24
5	Littleton Road	Dig-Safe - Highway	1/22/2024 9:26:34 AM	20240400354 - Installing new pole about 60 ft. south of Pole #7. WR # 30781582. Any questions call Connor Reynolds 774-312-0350 Working on the side of the road, mark 20 ft. radius from the new pole. Start date: 1/25/24
29	- 34 Hatch Street	Dig-Safe - Water	1/22/2024 9:20:36 AM	20240305332- Replace Pole # 3. Working on the side of the road. Mark 20 ft. radius from P3 WR # 30602571. The area is pre-marked. Any questions call Connor Reynolds 774-312-0350 Start date: 1/24/24
29	- 34 Hatch Street	Dig-Safe - Wastewater	1/22/2024 9:19:44 AM	20240305332- Replace Pole # 3. Working on the side of the road. Mark 20 ft. radius from P3 WR # 30602571. The area is pre-marked. Any questions call Connor Reynolds 774-312-0350 Start date: 1/24/24
29	- 34 Hatch Street	Dig-Safe - Highway	1/22/2024 9:19:00 AM	20240305332- Replace Pole # 3. Working on the side of the road. Mark 20 ft. radius from P3 WR # 30602571. The area is pre-marked. Any questions call Connor

				Reynolds 774-312-0350 Start date: 1/24/24
1	Littleton Rd	Dig-Safe - Water	1/19/2024 1:22:32 PM	20240305332 replacing pole #3 at side of road, mark 20'radius from pole #3 National Grid Elec-start date 1/24/24-is pre marked
1	Littleton Rd	Dig-Safe - Wastewater	1/19/2024 1:22:06 PM	20240305332 replacing pole #3 at side of road, mark 20'radius from pole #3 National Grid Elec-start date 1/24/24-is pre marked
1	Littleton Rd	Dig-Safe - Highway	1/19/2024 1:21:32 PM	20240305332 replacing pole #3 at side of road, mark 20'radius from pole #3 National Grid Elec-start date 1/24/24-is pre marked
91	Groton Harvard Road	Dig-Safe - Water	1/18/2024 3:21:39 PM	20240304458 - Excavate test holes for drainage on the right side of the property. The area is pre- marked. Caller: Joshua Vandal 978-833- 3987 978-425-9801 Start date: 1/23/24
91	Groton Harvard Road	Dig-Safe - Wastewater	1/18/2024 3:21:19 PM	20240304458 - Excavate test holes for drainage on the right side of the property. The area is pre- marked. Caller: Joshua Vandal 978-833- 3987 978-425-9801 Start date: 1/23/24
91	Groton Harvard Road	Dig-Safe - Highway	1/18/2024 3:20:55 PM	20240304458 - Excavate test holes for drainage on the right side of the property. The area is pre- marked. Caller: Joshua Vandal 978-833- 3987 978-425-9801 Start date: 1/23/24
9	Elm Street	Dig-Safe - Water	1/17/2024 10:15:27 AM	20240302596 - Repair exposed Gas Riser. Working on private property. The area is pre-marked. Caller: Geraldine Chambers 617- 594-5211 Start date: 1/22/24
9	Elm Street	Dig-Safe - Wastewater	1/17/2024 10:15:02 AM	20240302596 - Repair exposed Gas Riser. Working on private property. The area is pre-marked. Caller: Geraldine Chambers 617- 594-5211 Start date: 1/22/24
9	Elm Street	Dig-Safe - Highway	1/17/2024 10:14:37 AM	20240302596 - Repair exposed Gas Riser. Working on private property. The area is pre-marked. Caller: Geraldine Chambers 617-

				594-5211 Start date: 1/22/24
10	Mountain Laurel Road	Dig-Safe - Water	1/16/2024 12:26:44 PM	20240301709 - Stump grinding in front of the property. The area is pre-marked. Caller: Viviane Gutierres 978-263-8005 High Quality Landscaping. Start date: 1/19/24
10	Mountain Laurel Road	Dig-Safe - Wastewater	1/16/2024 12:26:14 PM	20240301709 - Stump grinding in front of the property. The area is pre-marked. Caller: Viviane Gutierres 978-263-8005 High Quality Landscaping. Start date: 1/19/24
10	Mountain Laurel Road	Dig-Safe - Highway	1/16/2024 12:25:50 PM	20240301709 - Stump grinding in front of the property. The area is pre-marked. Caller: Viviane Gutierres 978-263-8005 High Quality Landscaping. Start date: 1/19/24
	W Main Street	Dig-Safe - Water	1/16/2024 10:31:56 AM	20240300923 Previous 20235107356 12/21/23 Working in the MBTS commuter rail row/from Shirley town line to Littleton town line to excavate and install fiber optic system in row within 40 feet of both sides of tracks-must have escort from Keolis flag person & Keolis RWP training-start date 12/27/23 Tim Conlin 617-571-4173
	W Main Street	Dig-Safe - Wastewater	1/16/2024 10:31:31 AM	20240300923 Previous 20235107356 12/21/23 Working in the MBTS commuter rail row/from Shirley town line to Littleton town line to excavate and install fiber optic system in row within 40 feet of both sides of tracks-must have escort from Keolis flag person & Keolis RWP training-start date 12/27/23 Tim Conlin 617-571-4173
	W Main Street	Dig-Safe - Highway	1/16/2024 10:30:58 AM	20240300923 Previous 20235107356 12/21/23 Working in the MBTS commuter rail row/from Shirley town line to Littleton town line to excavate and install fiber optic system in row within 40 feet of both sides of tracks-must have escort from Keolis flag person & Keolis RWP training-start date 12/27/23 Tim Conlin 617-571-4173

127	W Main Street	Pot Hole	1/11/2024 8:26:59 AM	A resident reported a pot hole in front of 127 W Main St.
128	Washington Street	Dig-Safe - Water	1/10/2024 3:08:05 PM	20240204045 ongoing project-dig/backfill foundations, water, sewer, electric over entire private property-start date 1/16/24 Ernie's Excavating
128	Washington Street	Dig-Safe - Wastewater	1/10/2024 3:07:43 PM	20240204045 ongoing project-dig/backfill foundations, water, sewer, electric over entire private property-start date 1/16/24 Ernie's Excavating
128	Washington Street	Dig-Safe - Highway	1/10/2024 3:06:59 PM	20240204045 ongoing project-dig/backfill foundations, water, sewer, electric over entire private property-start date 1/16/24 Ernie's Excavating
10	Willow Rd	Dig-Safe - Water	1/9/2024 9:51:06 AM	20240201062 - Install Meter post at the meter. The area is pre-marked. Caller: Geraldine Chambers 617-594-5211 Nat'l Grid Gas Start date: 01/11/24
10	Willow Rd	Dig-Safe - Wastewater	1/9/2024 9:50:41 AM	20240201062 - Install Meter post at the meter. The area is pre-marked. Caller: Geraldine Chambers 617-594-5211 Nat'l Grid Gas Start date: 01/11/24
10	Willow Rd	Dig-Safe - Highway	1/9/2024 9:50:15 AM	20240201070 - Install Meter post at the meter. The area is pre-marked. Caller: Geraldine Chambers 617-594-5211 Nat'l Grid Gas Start date: 01/11/24
2	Moore Drive	Dig-Safe - Water	1/9/2024 9:49:12 AM	20240201062 - Install Meter post at the meter. The area is pre-marked. Caller: Geraldine Chambers 617-594-5211 Nat'l Grid Gas Start date: 01/11/24
2	Moore Drive	Dig-Safe - Wastewater	1/9/2024 9:48:40 AM	20240201062 - Install Meter post at the meter. The area is pre-marked. Caller: Geraldine Chambers 617-594-5211 Nat'l Grid Gas Start date: 01/11/24
2	Moore Drive	Dig-Safe - Highway	1/9/2024 9:47:57 AM	20240201062 - Install Meter post at the meter. The area is pre-marked. Caller: Geraldine Chambers 617-594-5211 Nat'l Grid Gas Start date: 01/11/24

10	Victor Drive	Dig-Safe - Water	1/9/2024 9:46:55 AM	20240201060 - Install Meter post at the meter. The area is pre-marked. Caller: Geraldine Chambers 617-594-5211 Nat'l Grid Gas Start date: 01/11/24
10	Victor Drive	Dig-Safe - Wastewater	1/9/2024 9:46:35 AM	20240201060 - Install Meter post at the meter. The area is pre-marked. Caller: Geraldine Chambers 617-594-5211 Nat'l Grid Gas Start date: 01/11/24
10	Victor Drive	Dig-Safe - Highway	1/9/2024 9:46:10 AM	20240201060 - Install Meter post at the meter. The area is pre-marked. Caller: Geraldine Chambers 617-594-5211 Nat'l Grid Gas Start date: 01/11/24
5	Curley Circle	Dig-Safe - Water	1/8/2024 11:53:07 AM	20240200581 - Install ballards, extent of work next to the garage. The area is NOT pre-marked. Caller: Manne Lopes 978-378-9451 Incite Solutions Start date: 1/11/24
5	Curley Circle	Dig-Safe - Wastewater	1/8/2024 11:52:08 AM	20240200581 - Install ballards, extent of work next to the garage. The area is NOT pre-marked. Caller: Manne Lopes 978-378-9451 Incite Solutions Start date: 1/11/24
5	Curley Circle	Dig-Safe - Highway	1/8/2024 11:51:44 AM	20240200581 - Install ballards, extent of work next to the garage. The area is NOT pre-marked. Caller: Manne Lopes 978-378-9451 Incite Solutions Start date: 1/11/24
	Sandy Pond Road	Dig-Safe - Water	1/3/2024 10:30:10 AM	20240101980 - Drilling for fiber optic line. Extent of work: Excavate pits for fiber optic system/within 50 ft. of the RR track on the North side of the tracks running parallel with the tracks. Working alongside of the rr track on Sandy Pond Rd & along the tracks for Approx 100 ft. from both sides of the road. Caller: Tim Conlin 617-571-4173 McCourt Constr. Start date: 1/5/24

24	Sandy Pond Road	Dig-Safe - Wastewater	1/3/2024 10:29:34 AM	20240101980 - Drilling for fiber optic line. Extent of work: Excavate pits for fiber optic system/within 50 ft. of the RR track on the North side of the tracks running parallel with the tracks. Working alongside of the rr track on Sandy Pond Rd & along the tracks for Approx 100 ft. from both sides of the road. Caller: Tim Conlin 617-571-4173 McCourt Constr. Start date: 1/5/24
	Sandy Pond Road	Dig-Safe - Highway	1/3/2024 10:25:39 AM	20240101980 - Drilling for fiber optic line. Extent of work: Excavate pits for fiber optic system/within 50 ft. of the RR track on the North side of the tracks running parallel with the tracks. Working alongside of the rr track on Sandy Pond Rd & along the tracks for Approx 100 ft. from both sides of the road. Caller: Tim Conlin 617-571-4173 McCourt Constr. Start date: 1/5/24
	Groton Harvard Road	Dig-Safe - Water	1/3/2024 9:41:55 AM	20240101963 - Drilling for fiber optic line. Extent of work: Excavate pits for fiber optic line system. Working alongside side the RR track within 40 feet of the track on the north side of the track on Groton Harvard Rd & along the tracks for approx. 100 feet from both sides of the road. Keolis RWP Training & Keolis flag person required for access. Caller: Tim Conlin 617-571-4173 McCourt Constr. Start date: 1/5/24
	Groton Harvard Road	Dig-Safe - Wastewater	1/3/2024 9:41:28 AM	20240101963 - Drilling for fiber optic line. Extent of work: Excavate pits for fiber optic line system. Working alongside side the RR track within 40 feet of the track on the north side of the track on Groton Harvard Rd & along the tracks for approx. 100 feet from both sides of the road. Keolis RWP Training & Keolis flag person required for access. Caller: Tim Conlin 617-571-4173 McCourt Constr. Start date: 1/5/24

	Groton Harvard Road	Dig-Safe - Highway	1/3/2024 9:40:51 AM	20240101963 - Drilling for fiber optic line. Extent of work: Excavate pits for fiber optic line system. Working alongside side the RR track within 40 feet of the track on the north side of the track on Groton Harvard Rd & along the tracks for approx. 100 feet from both sides of the road. Keolis RWP Training & Keolis flag person required for access. Caller: Tim Conlin 617-571-4173 McCourt Constr. Start date: 1/5/24
55	Littleton Road	Dig-Safe - Water	1/2/2024 1:35:31 PM	20240101319 - Dig electric conduit in front of building # 13, left side of the house from electrical meters over towards sidewalk, under sidewalk to electric handhole. The area is pre-marked. Caller: Domenic McCarthy 508-988-0624 Cuttone Construction Start date: 1/5/24
55	Littleton Road	Dig-Safe - Wastewater	1/2/2024 1:35:02 PM	20240101319 - Dig electric conduit in front of building # 13, left side of the house from electrical meters over towards sidewalk, under sidewalk to electric handhole. The area is pre-marked. Caller: Domenic McCarthy 508-988-0624 Cuttone Construction Start date: 1/5/24
55	Littleton Road	Dig-Safe - Highway	1/2/2024 1:34:39 PM	20240101319 - Dig electric conduit in front of building # 13, left side of the house from electrical meters over towards sidewalk, under sidewalk to electric handhole. The area is pre-marked. Caller: Domenic McCarthy 508-988-0624 Cuttone Construction Start date: 1/5/24
95	Groton School Road	Pot Hole	1/2/2024 11:51:15 AM	Pavement repair - steel plate under pavement Across from Groton School Pump Station