

## MEMO

TO: Thomas Yennerell, Town Manager  
Springfield Select Board

FROM: Jeffery F. Strong, Director  
Highway Department  
Water/Wastewater Department

DATE: April 22, 2016

RE: Monthly Reports

Attached please find the monthly reports for the Highway, Water and  
Wastewater Departments for the months of February and March 2016.

## Monthly Activities

Springfield DPW

Highway Division

February 2016

We had 4 storms that required plowing, salting and sanding. Snow accumulation was approximately 8".

1. Snow is shoveled at all crosswalks, Town Stairs and the snow blower is used on the walking bridge from Pearl St to Plaza in each storm.
2. Spot sanded Gravel roads when needed.
3. Snow Removal was done in the downtown area one time at night as well as side streets some during the day.
4. The Grader peeled ice on several trouble spots.
5. Truck & Equipment repairs were performed as needed as well as chain repair and plow inspections after each storm.
6. Heavy rains caused several sink holes and culverts and ditch lines to overflow.
7. Several Culverts and Catch basins were located snow cleared and thawed as needed.
8. Weekly rubbish and recycling removal at town buildings.
9. Crushed containers regularly at Transfer/Recycle facility.
10. Moved Brush from pile at Recycle Facility to burn pile at DPW.
11. Cemetery Division performed one burial this month.
12. Picked up undeliverable Town Reports from Springfield and North Springfield Post Offices, brought to Town Clerk at her request.
13. Voting Equipment brought to Riverside for Town Clerks.
14. Cold Patching potholes.
15. Pushed up salt and sand deliveries.

TOWN OF SPRINGFIELD  
WATER SYSTEM DIVISION  
MONTHLY REPORT  
FEBRUARY, 2016

Along with the following projects the Water Division personnel performed daily, routine monitoring of pump stations, water tanks, telemetry pits and the Reservoir.

1. Repaired Two (2) valve boxes. Bridge St & Clinton St.
2. Performed Nine (9) water on/off.
3. Three (3) Closings were done. (Sale of Property).
4. Replaced Three (3) meters.
5. Installed or replaced Three (3) remote readers.
6. Ten (10) routine Coliform samples taken.
7. Repaired fluoride and chlorine injectors at Chapman II & Gilchrist pump stations.
8. Located water lines on Mineral St.
9. Repaired water leak on Merrill St.
10. Investigated water complaint 133 Main St. No. Springfield.
11. Assisted electrician in Chapman 1 pump station.
12. .Repaired water leak on Eaton Ave.
13. Assisted sewer collection.
14. Removed snow from various hydrants.

15. Removed snow at water dept. properties.
16. Collected on delinquent accounts.
17. Replaced sump pump at High School Vault.
18. Located curb stop at 73 Union St and checked for leak.

MONTHLY ACTIVITIES  
WW COLLECTION  
FEBRUARY

1. We performed the daily checks of known trouble spots throughout town to ensure a good running collection system.
2. Inspected outfalls regularly and filed the State report.
3. Removed grit and rags from the river crossings and various trouble spots on a regular basis.
4. Call to East Lane. The landowner had a plugged sewer line.
5. Multiple calls to Bridge Street. It was determined that the landowner had a failed sewer line. It has been fixed.
6. Call to Furnace Street. We flushed and cleaned our line and resolved the problem.
7. Call to Chester road. The landowners line was plugged.
8. Call to Hall Street. We flushed and cleaned our line.
9. Call to Summer Street. We flushed and cleaned our line. The landowner had to call a company to clean their line.
10. Call to Front Street. We flushed and cleaned our line clearing the problem.
11. Call to Walnut Street. We flushed and cleaned our line.
12. Call to the Whitcomb Building. We showed them their service line as it was plugged in the building.

The personnel for WW Collection performed daily checks to ensure that the collection system runs and performs to the best of its ability.

MONTHLY ACTIVITIES  
WWTP  
FEBRUARY

1. Monthly monitoring of the Pretreatment Facility and Western Seep.
2. Sent WR-43 reports for the Treatment Plant.
3. Mailed our yearly compost report to the EPA this month.
4. We had EII here this month to work at pump station #1. We had two pumps that would alarm sporadically. The problem seems to be fixed.
5. EII was also here to work at the PTF. One of our blowers was not working and we needed to switch towers. They fixed the problem and now we will be working on cleaning the packing from our tower that has been running.
6. We installed a new sump pump and piping in one of our pump stations this month.
7. With the help of A&E we are getting started on the mandated Nitrogen Optimization Plan.
8. We had Vtel work on our phone line at pump station #10. The auto dialer failed to notify us of an alarm. This was a common alarm and no sewage was backed up or lost during this event.
9. We sampled for the first quarter at the PTF this month.
10. Green Mountain Power installed a new electric meter at pump station #1 this month.

The personnel at the treatment plant performed daily operations to ensure that the final effluent remains exceptional and the solids handling continues to perform well. We were able to achieve no violations for the month of February.

Monthly Activities

Springfield DPW

Highway Division

March 2016

1. We had 2 storms that required salt and sand only.
2. Cut up and removed several trees and limbs that came down due to high wind.
3. Truck & Equipment repairs were performed as needed .
4. Several Culverts and Catch basins were located, cleaned out and thawed as needed.
5. Removed Snow fence.
6. Weekly rubbish and recycling removal at town buildings.
7. Hauled in a load of cold patch from Mendon.
8. Cold Patching potholes.
9. Gravel was hauled in to stock pile in preparation for mud season.
10. Gravel roads were repaired as needed when they became muddy.
11. Began ditch line cleaning.
12. Posted Gravel roads for seasonal weight restrictions.
13. Checked Grove St daily and added cold patch as necessary.
14. Crushed containers regularly at Transfer/Recycle facility.
15. Moved Brush from pile at Recycle Facility to burn pile at DPW
16. Transported 5 loads of glass from recycle to stock pile..
17. Moved scrap metal from DPW to Recycle.

18. Assisted Parks & Rec with bleacher relocation.
19. Cemetery Department performed one urn burial.
20. Cemetery Department began spring clean-up of all Cemeteries.
21. Assisted Finance Department by rearranging desks.
22. Voting Equipment was moved from the Town Office to Riverside for elections and back to the  
Town Office after elections were complete.

TOWN OF SPRINGFIELD  
WATER SYSTEM DIVISION  
MONTHLY REPORT  
MARCH, 2016

Along with the following projects the Water Division personnel performed daily, routine monitoring of pump stations, water tanks, telemetry pits and the Reservoir.

1. Read twenty-six (26) meter books for billing.
2. Performed eight (8) water off and or on.
3. Three (3) Closing were done, (Sale of Property).
4. Replaced three (3) meters.
5. Ten (10) routine Coliform samples taken.
6. Vactored valves on paving list.
7. Performed meter re-reads
8. Collected on Delinquent water and sewer accounts.
9. Assisted Wastewater Collection Division.
10. Performed one (1) leak check.
11. Surveyed valves on paving list.
12. Repaired water leak on.
13. Replace 5 broken rods on Grace Dr.
14. Located water line on Rt. 106 at Woodbury's.

15. Marked out water and sewer lines on Clinton St For water project.
16. Repaired water leak on Grace Dr.
17. Repaired water leak 44 Merrill St.
18. Replaced (2) two valve boxes on Carley Rd.

MONTHLY ACTIVITIES  
WW COLLECTION  
MARCH

1. We performed the daily checks of known trouble spots throughout town to ensure a good running collection system.
2. Inspected outfalls regularly and filed the State report.
3. Removed grit and rags from the river crossings and various trouble spots on a regular basis.
4. Call to Bailey Street. Plug was landowners.
5. Call to Hall Street. We flushed and cleaned our line.
6. Call to Furnace Street. We flushed and cleaned our line.
7. Flushed Dell Road siphons.
8. Call to Elm Hill. Was landowners line.
9. Call to Cutler Drive. Was the landowners problem.
10. Call to South Street. Plug was in their line.
11. Cal to Commonwealth Ave. We flushed and cleaned our line.

The personnel for WW Collection performed daily checks to ensure that the collection system runs and performs to the best of its ability.

MONTHLY ACTIVITIES  
WWTP  
MARCH

1. Monthly monitoring of the Pretreatment Facility and Western Seep.
2. Sent WR-43 reports for the Treatment Plant.
3. We sampled for Biosolids and compost for the first quarter this month.
4. We installed a new solids handling pump at the PTF this month.
5. We installed new relays at the Midway Pump Station this month.
6. We have gotten an extension on our Nitrogen Optimization plan from the state. We needed this extension to get better samples to work on a more in depth plan.
7. Our plant generator needed some major service done. They were able to finish it in one day to minimize the amount of time we would be without back up power.
8. We had a broken door on our garage this month. Overhead door from Rutland was able to repair the door without the need to replace it.
9. We cleaned the wetwell at #5 Pump Station this month.
10. We replaced a frozen meter at the PTF this month.

The personnel at the treatment plant performed daily operations to ensure that the final effluent remains exceptional and the solids handling continues to perform well. We were able to achieve no violations for the month of March.