



TOWN OF ASHBURNHAM

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TOWN ADMINISTRATOR'S REPORT September 8, 2015

Town Administrator's reports are available on-line at <http://www.ashburnham-ma.gov>

TOWN COMMITTEES

Currently there are openings on the following (1) Conservation Commission, (1) Council on Aging Board, (2) Historical Commission, Parks & Rec Committee (1). These are listed on the Town's website under Volunteer Opportunities.

ROADS

River Styx and Russell Hill Roads base coat is completed. Schedule will be set up to complete Holden, Turnpike and South Maple also within the next few weeks. We are still looking for alternative uses for the remaining grant funds from USDA.

Steve Nims and I met with Roger Alcott from Weston and Sampson. We reviewed the engineering plans for Rt 101 south from Williams Road to the Gardner town line. Roger will be submitting to MADOT for their review. Once that is complete it will need both town and state conservation review and then signoff from MADOT. This is a proposed \$4,000,000 project and we are trying to get on the state's TIP list for FY17 but it's not scheduled until FY18. We will need to put any influence that we can get to make this move.

We also asked Roger to take a look at RT12 Meissner's property so we can start to put together a plan to repair/ reconstruct the walkway, wall, and culvert associated with the Meissner's property. Due to the proposed design criteria we will also be requiring an easement on their property.

SUMMER HAPPENINGS

With meeting only once a month during the summer I want to take this opportunity to better inform the Board of the activities of our three large departments consisting of the DPW, Police and Fire.

DPW

This summer much like the rest of the year our DPW is busy in seasonal activities. While we are basking in the summer sun our DPW while doing summer activities is also getting ready for the winter months. The DPW consists of 8 full time employees working in Water & Sewer, Municipal Grounds, and Highway departments. Steve Nims has put together a list of some of the activities that his departments are involved in from the period of July 1st to August 21st:

Highway (6 – employees- 1920 manhours)

- 313 hours of vacation and personal time were taken- although we have much to do we must get some in to compensate for winter.
- Repaired winter damage which included 120 feet of split rail fencing, three granite posts, and 25 feet of chain link fence.
- Backfilled all the edges of Marble, Pillsbury, and Williams roads.
- Made preparation for the paving of River Styx and Russell Hill Roads
 - Edge work, rock removal, replacement of 2 cross drains, removed 3 tree stumps, and regarded areas of the road after rain washed out prior to paving.
- Repaired 10 catch basins
- Repaired potholes using 29 tons of material
- Periodic beaver dam removals to protect roadways from washouts

- Re-graded highway parking lot with asphalt millings
- Replaced 325 feet of drainage along Main Street by River Styx.
- Cut brush along roadways for 30 days
- Swept town streets for 15 days
- Did excavation for light department for 6 days to install underground lines and for utility poles.
- Assisted the 250th celebration committee
- Removed trash/furniture left at various locations throughout town
- Maintained the transfer station.

Municipals Grounds (3 – employees- 960 manhours)

- 96 hours of vacation and personal time were taken- although we have much to do we must get some in to compensate for winter.
- Mowed and trimmed 35+ acres weekly
 - Includes 3 cemeteries, 4 ball fields, 2 playgrounds, Library, Town Hall, DPW office, Public Safety, 3 water tanks, dams, and 2 pump stations.
- Assist Parks and Recreation
- Spread loam and helped hydro seed, poured concrete for two benches, playground equipment, and picnic tables. We then did much of the assemblies required for the above.
- Pulled out the old basketball hoops
- Oversaw the construction of the new walking path
- Spread out wood chips
- Fixed the swings
- Attended Training for turf/ grass management
- Oversaw 1 funeral
- Installed one foundation
- Emptied trash and dog receptacles at all municipal locations

Water& Sewer (2 – employees- 640 manhours)

- 141 hours of vacation and personal time were taken
- Daily inspection of sewer pump stations
- Located markings for dig safe requests
- Replaced 12 water meters
- Assisted highway department with the jetting (flushing) of cross drains
- 25- Sewer manhole inspections
- 7 - Trench inspections of new lines
- 3- house service repair
- Water turn-on's/ turn-offs and final reading for 15 services
- Sewer pump repair caused by blockages
- Addressed 3 odor complaints from Gardner
- Monthly water samples
- DEP quarterly reports
- Flushed sewer lines for 2 weeks
- Regular maintenance of pump stations and garage
- Attended small water\systems training.

POLICE

The activity of the police department in the months of June and July reflect the number of incident activity through the 911 dispatcher logs totaling over 3000 actions.

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|----------------------|----|----------------------|----|---------------------|-----|
| Abandonment/Accident | 16 | Car Seat assistance | 3 | Larceny | 1 |
| Burglar alarm | 28 | Deer Struck | 1 | Light Dept | 1 |
| Animal Control | 19 | Disturbance | 7 | Information request | 13 |
| Citizens assist | 21 | Disabled MV | 16 | Missing person | 1 |
| Assist Other agency | 35 | Death Notification | 1 | MV Accident | 14 |
| ATV Complaint | 1 | Domestic disturbance | 6 | MV Stop | 300 |

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|---------------------|------|------------------|----|-------------------|---|
| Burglary B&E | 4 | Detail request | 11 | Other | 4 |
| Building Checks | 1999 | Escort Transport | 11 | Parking Violation | 1 |
| Community policing | 3 | DPW assist | 7 | Hazardous roads | 1 |
| Complaints | 76 | Investigations | 54 | Suicide attempt | 1 |
| Traffic Enforcement | 298 | Traffic control | 4 | Vandalism | 1 |
| Serve warrant | 3 | Well-being Check | 6 | | |

FIRE

The fire department is one department we hope that we never need, but want to make sure they are ready when called. In July and August the fire activities included response and inspections.

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|-------------------|----|----------------|----|-----------------|---|
| Fire Alarm | 6 | Fire Box Alarm | 1 | Fire Complaint | 2 |
| Medical Emergency | 37 | Structure Fire | 1 | Oil burner Insp | 5 |
| Tank removal | 4 | SD/CO insp | 17 | Liquid Propane | 9 |
| Fireworks display | 1 | | | | |

IT

I met with the BOS on Monday the 24th with Guardian Information Technologies to review the final stages of the IT infrastructure upgrade. It is planned that the project will be completed by early December 2015. This will finally make the PSB the hub of our entire IT infrastructure. Additional projects might include extending the fiber network to the light and future DPW facilities.

SEWER

Weston and Sampson is installing the automated feed system at the Westminster pump station into the discharge end as well as getting the aerators working. Once in we will be inviting the Gardner reps to review.

RAIL TRAIL

One alternative that has been put forward is to have the Parks and Recreation be put in charge of the construction of the rail trail. There will need to be an article at a town meeting that gives the P&R the authority to construct a walkway on the town owned land. It is anticipated that the individuals associated with the private rail trail committee will become members of the P&R to help with the project.

ENERGY COMMITTEE

We are moving forward with the Library portion of the project and have met with representatives from the engineering firms of D/E Corporation and B2Q to give us cost estimates. They would be developing design specification, assisting with the bids process, and overseeing the work. There is a tight time schedule.

SENATOR GOBI

Tyler Wolanin, the District Director, of the Office of Senator Anne M. Gobi will hold office hours in Ashburnham on Monday, September 14th from 4:00 to 5:00 p.m. in the Center Meeting Room at Town Hall.