

Town Council Presentation  
June 11, 2018

# Highway/Parks Department



# Staff

- Town Engineer – Annette Turnquist
- Assistant Superintendent – Gabe Calandra
- General Foreman – Dom Perone
- Parks Foreman – Bill Hanson
- 2 Crew Leaders
- 4 Mechanics
- 1 Grounds Coordinator
- 3 Operators IIs
- 3 Operator Is
- 5 Drivers
- 12 Laborers (currently 1 vacancy)
- 1 Secretary
- 35 FULL-TIME EMPLOYEES



# Winter

- Plowing
  - 17-18
    - 8 plowable storms
    - 18 events requiring treatment
    - 5,700 tons of treated salt used
    - 1,000 tons of white salt used
  - Use of contractors
  - 204 miles of roads
  - Parks (including all parking areas)
  - 9 municipal lots, Town Hall, & Community Services
  - Snow clearing at 50+ locations (sidewalks & municipal property)
  - Trail (Curtiss Street to Zingarella's)



# Winter

- Downtown Snow Removal
- Ice Skating Rink
- Detention/Retention Pond Maintenance (1/4 town per year)
- Outfall Inspection & Brush Clearing (1/4 town per year)
- Prune Downtown Trees
- Tree Maintenance in Parks



# Spring

- Clean-up from Winter
  - Collect broken curb
  - Replace broken curb
  - Repair lawn damage
- Sweeping
  - Start in April
  - End date is weather & schedule dependent
  - 2018 is 3<sup>rd</sup> year contractors not used
    - Saves \$27,000±
- Prepare for Road Projects
  - Finalize road list with Engineering Department
  - Schedule contractors for each process
    - Crack sealing, milling, paving, etc.
  - Drainage repairs



# Spring (cont'd)

- Drainage installation (new systems)
- Fill cracks greater than 3/4 – 1 inch
- Field Maintenance Begins
  - Mowing
  - Line striping
  - Irrigation
    - Reinstall water meters with Water Department
    - Water line repairs – BOE assistance
- Mowing & Weed Whacking Begin
  - Trail
  - Open spaces
  - Road-side
  - Sight distances



# Spring (cont'd)

- Prepare Parks
  - Safety inspections/repairs
  - Tennis & basketball court refurbishing as necessary
  - Mowing & weed whacking
  - Open & prepare bathrooms
    - Reinstall water meters with Water Department
    - Water line repairs – BOE assistance
- Open Pools & Splash Pad
- Plantings
  - Prepare beds
  - Mulch beds
  - Plant flowers



# Spring (cont'd)

- Music on the Green Begins
  - Open & close mobile stage every Wednesday
- Drive-in Begins
  - Mowing
  - Line striping
  - Other maintenance (pavilion, bathrooms, brush cutting, etc.)





# Summer

- Road Projects
  - Assist with & oversee projects
- CB Cleaning (1/4 town per year)
- Field Maintenance Continues
  - Mowing
  - Line striping
  - Irrigation
- Mowing & Weed Whacking Continue
  - Trail
  - Open spaces
  - Road-side
  - Sight distances



# Summer (cont'd)

- Parks Maintenance
  - Mowing & weed whacking
  - Bathroom cleaning (Saturday & Sunday included)
- Pools & Splash Pad
  - Daily Maintenance (Saturday & Sunday included)
- Plantings
  - Water
  - Weed beds when necessary
- Music on the Green Continues
- Drive-in Continues



# Fall

- Leaves (Town roads & parks)
  - 17 – 18
    - 3,811 tons of leaves collected
  - 16 – 17
    - 5,347 tons of leaves collected
  - 15 – 16
    - 6,976 tons of leaves collected
- Use of Contractors
- Transfer Station open for leaves
  - Fridays 12 p.m. to 4 p.m.
  - Off Saturdays 8 a.m. to 3 p.m.



# Fall (cont'd)

- Winterize Bathrooms in Parks
- Winterize Irrigation
- Close Pools & Splash Pad



# All Year

- Repair Potholes
- Replace Street Signs
- Weekly Garbage Collection
  - Downtown – once per week
  - Parks & trail – twice per week
- Litter in Lots
- Roadside Litter
- Emergency Catch Basin Repair/Replacement
- Vehicle & Equipment Maintenance
  - Oil changes for Water Treatment Plant vehicles
- Respond to Emergency Situations
  - Trees down across roads
  - Flooding



# All Year

- Remove Dead Animals from Roadway
- Evictions
  - Assist with removal of items
  - Provide storage
  - Hold auctions
- Assist Other Departments
  - Recent examples
    - Repair holes in parking lot at Police Department
    - Catch basin repair for BOE
    - Remove pavers stored at Water Treatment Plant
    - Various maintenance at Town Hall



# All Year (cont'd)

- Transfer Station
  - Open every Saturday April – October
  - Open every other Saturday November – March
  - Haul dumpsters weekly/biweekly
    - Burnable to Covanta in Bristol & Demo to CWPM in Berlin
  - Metal - Picked up by Patterson
    - \$\_\_\_ made last year
  - Electronics - Picked up by Take 2
    - \$\_\_\_ made last year
  - Propane tanks – deliver to Gasworks in Wallingford when necessary
  - Mattresses - Picked up by CWPM through DEEP program (no charge)
  - Refrigerant
    - Removed from appliances by VF Environmental
    - Appliances then become metal waste



# Other Projects

- Highway/Parks Garage Renovation
- Gas & Diesel Tanks/Pumps
- Wash Bay
- Recreation Park Door Replacement
- Recreation Park Dugout Repairs
- Replacement of Electrical System at Town Green
- Power to Drive-in Sign
- Parks Master Plan

