



Bound Brook Borough Department of Public Works

Monthly Report

November 2017

Grass Cutting/Leaves:

- Cut all and picked up leaves at Old Grace Yard, Borough Hall, Smalley School, High School, and Lafayette School

Total of 25 yards of leaves

Street Sweeping 1st full working week of each month:

- No sweeping this month

Metal Picked Up Town & Schools:

- Not dumped this month

Leaves/ Yard Debris Pick Up (monthly):

- Dumped 125 yards

Sewer Jobs:

- West Brook on Talmage Ave
- 6 Drake St
- Clothes Hanger on Union Ave
- Checked sewer list 3 times this month

Blacktop/ Potholes

- No blacktop this month

Trees Trimmed or Removed:

- Removed
 - 291 Metape North
 - 541 Washington St
 - 206 West Maple Ave
 - 416 Highland Pl
 - 421 West Maple Ave

- Trimmed
 - 142 Vosseller Ave
 - 235 Chestnut St
 - 546 Wheatland Ave
 - 563 Wheatland Ave
 - 547 Wheatland Ave
 - 544 Wheatland Ave
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 - 545 Wheatland Ave
 - Hanging branch 339 West High St
- Logs dumped 24 yards
- Woodchip dumped 40 yards

Facilities and Services:

- Removed window blind at Library upstairs
- Removed locks at Little League Field
- Replaced light bulbs at Library
- Repaired 3 desk drawers in construction office
- Re-hung fireman plaque in Borough Hall
- Repaired front door lock at Borough Hall
- Put up Christmas tree at Borough Hall
- Put out recycling at Library
- Replaced flags at Borough Hall

Foreman:

- Daily attendance
- Daily time keeping
- Assigned daily jobs
- Daily paper work
- Daily trip to Borough Hall
- Pick up pay checks
- Assisted crew on jobs
- Checked pump station with sewer operator once a week
- Checked on citizen complaints
- Had numbers and signs made for Parking lots
- Met T+M about sewer on Main St
- Called Somerset County for tree removal on Tea St
- Met Administrator at East Bound Train Station to open building

- Opened Library at 7:30 for contractor
- Picked up signs for commuter lot
- Had key made for pool filter room
- Let contractor into pool filter room
- Dropped paper work off to Macco for truck #1
- Met with SID about holiday lights on Hamilton St and Main St
- Unlocked gate for pool cover installation
- Picked up holiday decoration from SID for Hamilton St
- Picked up broken bench at Codrington Park

General Work:

- Finished removing flags on Union Ave + Main St
- Finished painting commuter lot, added 3 handicap spots
- Changed signs at commuter lot and added signs
- Pulled truck stuck at LaMonte field with Backhoe for Board of Ed
- Removed old parking machine at commuter lot #3
- Removed parking meter at commuter lot #3 and #6
- Set up podium at station plaza for ribbon cutting
- Cleaned catch basin grates
- Added dirt at 563 and 142 Winsor, old stump sink hole
- Picked up stump grindings on Legion Ct
- Moved signs at parking lot #3
- Added dirt on Ware Ct old stump
- Removed pink ribbons on Main St
- Lowered + raised all Borough Hall
- Installed new pole and new "No Parking" sign 304 John St
- Repaired spot where old pay station at Commuter lot#3
- Switched banners on Main St
- Put up Christmas lights on Main St
- Picked up trash dumped in commuter lot
- Dropped of truck #1 top Macco
- Put up Christmas lights at Billian Park tree and gazebo
- Repaired banner on Union Ave
- Repaired backhoe damage 38 VanKuern Ave, added dirt

Equipment Maintenance and Repairs:

- Checked and started leaf machine
- Installed salt spreader on truck #10
- Serviced all salt spreaders and snow blowers
- Installed salt spreader on truck #9
- Installed new fuel pump on 873 Bobcat
- Winterized Bound Brook PD speed trailer
- Serviced S70 Bobcat for snow removal
- Had 4 tires installed on truck #3
- Dropped off and picked up trucks #6, #2, #16 to D+R for E-Test
- Weekly eye wash station flush
- Monthly fire extinguisher inspection
- Monthly check and testing of generator at Borough Hall and recorded hours for State of NJ
- Mechanic also helps with all DPW jobs and picks up all his parts and cleans his shop

Total Hours: 744

Total Man Hours: 1542

Respectfully submitted

Foreman

Vince Orofino

Bound Brook DPW Man Hours November 2017

November	Man Hours	Total Time	Additional Info
Yard Debris	352	112	
Grass	64	16	
Sweeping	4	4	Parking lot #3 for line painting
Trees	136	35	
General	540	225	
Metal Pickup	16	8	
Foreman	85	85	
Sewer Jobs	60	30	
Mechanic Service	80	68	
Potholes	0	0	
Facilities	37	11	
Sick time out	24	24	
Personal days	16	16	
Floating holiday	32	32	
Special Events	8	4	Election set up for Codrington Park
Safety Class	16	2	
Vacation	72	72	
Totals	1542	744	