



Bound Brook Borough Department of Public Works

Monthly Report

September 2015

Grass Cutting:

- All 29 properties were cut throughout the month
This includes all Borough properties as well as the schools

Street Sweeping 1st full working week of each month:

- No sweeping this month

Metal Picked Up Town & Schools:

- Total lbs 3,120.00
- Total price \$78.00

Brush/ Yard Pick Up (monthly):

- North side = 30 yards
- South side = 20 yards

Sewer Jobs:

- Blair House 500 Union Ave 3 times
- 337 Talmage Ave
- Track Side on Main St
- Checked sewer list 2 times this month

Blacktop/ Potholes

- No blacktop this month

Trees Trimmed or removed:

- Removed
 - 315 Bryant Ct

- 43 Romney Rd
- 16 East Union Ave
- 461 West Union Ave
- 101 West Main St
- 605 Hanken Rd
- 606 Hanken Rd
- 518 Verona Pl
- 714 Cedar Crest Rd
- 742 Cedar Crest Rd
- 749 Cedar Crest Rd
- 753 Cedar Crest Rd
- Trimmed
 - 318 Kings Ct
 - 208 Piedmont Dr 2 trees
 - 627 Mountain Ave
 - 625 Mountain Ave
 - 313 Vosseller Ave
 - 39 West Union Ave
 - 320 Kings Ct
 - 5 trees on Park Pl
 - 526 Verona Pl
 - 7 trees on Maple Ave
 - 11 trees on Winsor
- Woodchip dumped 44 yards
- Logs & tree parts dumped 11 yards

Facilities and Services:

- Worked at Bound Brook library
 - Removed book shelves
 - Moved 2 filing cabinets and coat hanger
 - Removed old desk and e waste
 - Hung whiteboard
 - Installed 3 hand sanitizers
 - Fixed folding door
 - Unclogged toilet in kids room
- Snaked clogged sink at BBPD
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Foreman:

- Daily attendance

- Daily time keeping
- Assigned daily jobs
- Daily paper work
- Daily trip to Borough Hall
- Pick up pay checks
- Assisted crews on jobs
- Checked on citizen complaints
- Checked train station am
- Picked up supplies
- Met with T & M about water problem on Cedar Crest DR
- Called Board of Health about sewer leaking into the brook on East St
- Checked if sewer problem was fixed on 9/3
- Helped park worker remove a broken child's table at Codrington Park
- Met with library about repair list
- Met with PSE&G about tree removal list
- Open Rec center for pool cover installation
- Checked light pole on Main St, bolts loose
- Reported down wires at 606 Hanken Rd due to tree removal
- Meeting with administrator about part time worker
- Picked up ash trays at Borough Hall
- Met with Ray on Main St about River Fest
- Met with plumber at Codrington Park

General Work:

- Paint Borough Hall parking lot
- Paint library parking lot, moved handicap sign
- Paint parking lot #5
- Dropped off barricades to John St for school
- Removed 3 tree grates at library on High St
- Dropped off 5 traffic barrels to Commuter Lot
- Picked up large tree branch 305 West Maple Ave
- Painted Commuter Lot #2 behind stores
- Painted parking spots on Hamilton St in front of Borough Hall
- Picked up tree branches Vosseller Ave + Pine St, West Second St + Van Keuren Ave, 526 Verona Pl, and 448 West Second St
- Clean catch basin grates, whole town
- Drop off barricades at Borough Hall for 9/11 ceremony

- Weeded Borough Hall
- Help Board of Ed. With flag pole on Second St new school
- Lower all flags for 9/11
- Grass seed and mat on Dalay Pl after repair
- Tightened bolts on light pole on Main St
- Repaired cracks at tennis courts
- Picked up and dumped trash for River Fest clean up
- Removed 3 climbing cables on jungle gym at Billian Park
- Fixed catch basin grate on Bolmer Blvd
- Installed cables and banner on Main St
- Picked up traffic paint
- Repaired gazebo at Billian Park and painted to match
- Picked up trash at Billian Park
- Loaded barricades, signs, and garbage cans for River Fest
- Picked up bikes at BBPD
- Installed new pole and street sign at Drake St & Talmage Ave
- Dropped off lawn mower to Codrington Park
- Fixed pavers at underpass

Equipment Maintenance and Repairs:

- Fixed flat tire on BBPD car #2
- Performed monthly fire extinguisher check on all trucks and building
- Dropped off and picked up truck #22 for emission test
- Performed weekly eye wash station flush and test
- Installed 2 batteries in truck #28
- Performed quarterly hoist inspection
- Replaced 2 new tires on exmark lawn mower
- Installed new thermostat and upper radiator hose on truck #11
- Picked up and installed all parts on sweeper
- Repaired lawn mower for Codrington Park
- Started and ran the 2 5 ton trucks for fire dept & rescue squad
- Sharpened blades on 2 grounds master lawn mowers
- Worked on starting and greasing leaf machine
- Replaced brake master and cylinder on OEM truck #2
- Monthly check and testing for Borough Hall generator and recorded hours for the state of NJ
- Mechanic also helps with all DPW jobs and picks up all his parts and cleans his shop

Total Hours: 821

Total Man Hours: 1505

Respectfully submitted

Foreman

Vince Orofino

Bound Brook DPW Man Hours September 2015

September	Man Hours	Total Time	Additional Info
Brush & Yard Debris	120	40	
Grass	114	30	
Sweeping	0	0	
Trees	208	58	
General	396	156	
Metal Pickup	16	8	
Foreman	110	110	
Sewer Jobs	47	30	
Mechanic Service	104	104	
Potholes	0	0	
Facilities	54	21	
Sick time out	68	68	
Vacation time out	156	156	
Personal days	16	16	
Floating holiday	8	8	
Special Events	48	12	River Fest
Safety Class	40	4	Lock out – Tag out
Totals	1505	821	