



TOWN OF CANTON

FOUR MARKET STREET

P.O. BOX 168

COLLINSVILLE, CONNECTICUT 06022-0168

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

To: Board of Selectmen
From: Robert Skinner, Chief Administrative Officer
Date: July 9, 2008
Re: Monthly Report- June 2008

GENERAL ADMINISTRATION

PROFESSIONAL DEVELOPMENT

- Amy O'Toole & Marianne Scanlan attended a Webster Bank Fraud Seminar on June 26th, 2008
- Ken Wassall attended ConnDECD-USHUD Small Cities CDBG administrator's certification program

FINANCE

- Amy O'Toole attended the BOF regular meeting on June 16, 2008
- Upgrade Test Database to MUNIS v 6.3
- Update Bonding Analysis for Planning & Zoning Projects
- Prepared End of Year Analysis for the BOS Budget
- Prepared End of Year Analysis for BOF Budget and got transfers approved

INVESTMENTS BY ACCOUNTING TYPE

(Unaudited)

5/31/08

General Fund	\$ 8,211,732
Special Revenue Funds	\$ 3,401,877
Capital Projects Funds	\$ 1,488,354
Internal Service Funds	\$ 1,132,828
Trust and Agency Funds	\$ 952,432
TOTAL ESTIMATED BY FUND	\$15,187,222

INVESTMENTS BY INSTITUTION TYPE

(Unaudited)

5/31/08

	Interest %		Interest \$		\$ Invested
Avg Monthly Yield, Annualized	Current Month	Last Month	Current Month	Last Month	
Class Plus	2.11%	2.28%	2,124	2,736	\$6,846,505
Webster	2.00%	2.40%	13,371	13,824	\$8,340,717
Reich & Tang					
Total Outstanding Investments			15,495	16,559	\$15,187,222

TAX COLLECTOR

- Tax collections for the current list were \$59,811.70. Back year collections were \$24,365.34 Interest and fees totaled \$12,183.72.
- Sewer Collections on current list \$3,422.00. Back year collections were \$248.78. Interest and lien fees totaled \$431.00.
- Sewer Assessment collections \$.00 and connection charges collected \$7,550.00.
- The tax office has collected \$27,478,108 in taxes on the current tax year and the budget is 27,152,178 (\$325,930.00 over budget), collected \$247,620 on the MV Supplemental list and the budget is \$250,000.00 (\$2,380.00 under budget), collected \$269,065 in back year revenue – budget is \$150,000 (\$119,065 over budget), collected \$229,221 in interest and liens – budget is \$120,000 – (\$109,221 over budget) and \$13,144.49 in suspense collections as of 6-30-08. This is a net total of \$564,980 collected over what was budgeted.
- The total uncollected tax balance as of 6/30/2008 is \$773,099. A total of \$353,351 of this balance is the total back taxes due on the Cadle property at 51 Albany Turnpike.
- The office filed 53 Real Estate Liens on properties that the current year taxes were not paid in full.
- The office sent out 15,486 tax bills to the tax payers in Canton. Collections during June on the 2007 Grand List totaled \$122,695.

ASSESSOR

- Updated the web site
- Processed May 2008 transfers and changes as a result of documents & maps filed with Town Clerk-resulting report sent to Office of Policy & Management
- Ownership information kept current from information provided by the Town Clerk
- Filed appropriate forms with the State of Connecticut
- Revaluation for 2008 G.L. has commenced
 1. Construction cost, land values and depreciation schedule set
 2. Testing this month
 3. Final review to start in August
- Processed Elderly Homeowners Tax Credit Applications with 30.43 Mill Rate
- Started processing State of CT Renters Rebate applications May 15, 2008 – will continue through September 2008

POLICE DEPARTMENT

- A total of 856 incident assignments were logged for the month including: 182 directed patrol/neighborhood & business security checks, 158 motor vehicle enforcements, 50 automatic alarms (34 business & 8 residential burglar alarms & 8 fire/CO alarms), 46 emergency medical emergencies, 34 vehicle collisions, 15 larceny/fraud/theft complaints, 11 DWI/narcotics related investigations, 11 vandalism/trespassing reports & 11 disorderly conduct/domestic violence calls.
- The department also assisted the Board of Education in checking compliance with the drug free campus policy and investigated an untimely death.
- During the month I was shadowed by a student for a school project, attended a Collinsville Traffic & Ped. Safety meeting, presided over my final Capitol Region Chief's meeting as president of the organization & attended a North Central Regional Chief's meeting (both with the Deputy Chief), a Town Staff meeting, a Community Services Team meeting, a Board of Selectman's meeting (Re: Regional non-emergency police powers initiative), attended a training session on Crisis Intervention for the emotionally disturbed, assisted the State Police with a very serious bicycle accident near our Town Lines & was a first responder to a resident being struck by lightning call.
- The Deputy Chief arranged for and participated in a Trooper 1 (CSP Helicopter demonstration) at CBPS, commanded the Regional EST at a shots fired incident in Windsor Locks, oversaw two days of training for the team, prepared and commanded the department's traffic/crowd control plan for the CVFD Jamboree, parade and fireworks & the CHS Graduation and prepared/conducted an Amber Alert enrollment session in conjunction with a local church. He also conducted a department supervisor/dispatch staff meeting and continued to oversee the police officer and dispatcher recruitment process.
- The four sergeants and three dispatchers attended the joint meeting mentioned above and the detective & a patrol officer assisted at the Amber Alert enrollment session.
- The detective conducted numerous background investigations on potential police officer and dispatcher candidates, attended a Substance Abuse Council and Juvenile Review Board meeting, participated in a one day Internet provider information access training & attended a one week Connecticut Computer Crime Task Force training update.
- Two officers attended a four day instructor training session in Less Lethal weapons.
- The training Sergeant continued to oversee the Field Training program for our probationary officer and at this point the officer is scheduled to complete same during the first week of July.
- A dispatcher was trained in then helped develop and conduct a computer based dispatch candidate evaluation program.
- The department continued to operate with two patrol and one dispatch positions vacant during the month.
- On a sad note retired Dispatcher Chris Panioto passed away in June and the department attended his services to pay tribute to his life and dedicated service to our Town.

FIRE DEPARTMENT

Not Submitted.

TOWN CLERK

- The Town Clerk's office processed 1685 transactions during the month of June.
- Real estate recordings were up 11% compared to the same time last year.

- There were 20 residential dwelling/land sales and two commercial transactions (115 Albany Turnpike & 15 Canton Springs Road).
- The largest home sale was for 76 Bart Drive (\$832,456).
- Municipal Conveyance Tax collected on all transfers was \$20,715.52.
- Five marriage/civil union licenses were processed.
- \$21,241 has been collected to date in Land Preservation funds for the Town via the Community Investment Act.
- Nearly 800 dog licenses were sold in the month of June, representing 73% of the renewals mailed out in May.
- The Town Clerk attended a Hartford County Town Clerk Association meeting where the Citizens' Election Program was discussed with the State Elections Enforcement Commission.
- The Town Clerk participated in the 'Point & Pay' credit card training and expects to be ready to accept credit card payments by late July.
- The Town Clerk attended the June 11th and June 25th meetings of the Charter Revision Committee. The CRC met with the Chairmen of the Boards of Education, Zoning and Inland Wetlands regarding charter issues to be considered during the revision process.
- The Historic Document Preservation Grant from the State of Connecticut was granted acceptance from both the Board of Selectmen and the Board of Finance pursuant to Town Charter section 3-9(i) (2). A signed contract was sent to the State. When we receive it back from them we will be able to move forward with the shelving improvements in the vault.
- Five requests for ownership of the lever voting machines were made in the month of June. Distribution, whether by donation or disposal, will be completed by the end of July.
- For the month of June, the Citizen Request Management component of QScend, known as QAlert, logged seven messages sent to the Town. Request types included concerns and comments for the Highway Department (potholes and street sweeping); Police Department (speeding); and general comments regarding improvements to the website and Bicentennial bench artwork. Response time is shown below.

<u>Service Request Type</u>	<u>Total #</u>	<u>0-7 Days</u>	<u>8-14 Days</u>	<u>15-30 Days</u>	<u>Over 30 Days</u>	<u>Unclosed</u>
General	3	3 (100%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)
Potholes	2	1 (50.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (50%)
Speeding	1	1 (100%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)
Street Sweeping	1	1 (100%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)

Town Clerk Receipts
June 2008
FY 2007-2008

<u>Description</u>	<u>Total Items</u>	<u>Totals Amount</u>
Conveyance Tax	22	\$20,715.52
Recording Land Records	241	\$6285.00
St of CT Historical Preservation		\$482.00
Town Clerk Historical Preservation		\$241.00

Town of Canton-Land Preservation		\$723.00
St of CT-Land Preservation		\$6266.00
Town Clerk Land Preservation		\$241.00
Maps	6	\$100.00
Copies	158	\$987.50
St of CT DEP	209	\$4071.00
Sport Licenses-Town of Canton		\$159.00
Miscellaneous	11	\$47.75
Vitals	102	\$936.00
Marriage/CU Licenses St of CT	5	\$95.00
Dog Licenses-Town of Canton	793	\$792.50
Dog Licenses-State of CT	792	\$6107.00
Notary Fees	3	\$30.00
Dial-A-Ride	1	\$74.00
Transfer Station	156	\$3922.00
TOTALS		

FIRE MARSHAL/EMERGENCY MANAGEMENT

The Offices of the Fire Marshal and Emergency Management completed the following during the month of June 2008:

Inspections	5
Inspection Follow-ups	2
Plan Review	2
Job Site Inspections	9
Fire Investigations	2
Blasting Permits	1
Burn Permits	3
Bomb Threats	0
Hazardous Materials	0
Underground Tank Removal	0

Fire Marshal/Director of Emergency Management completed the following:

- Met with school officials to discuss the purchase of security cameras for the Middle/High School.
- Attended the monthly meeting of the Capitol Region Fire Marshal’s Association held in Simsbury on June 5.
- Deputy Fire Marshal Scott Goeben made an appearance with Sparky® the Fire Dog during the Kid’s Fair at Cherry Brook Primary School on June 7.
- Attended the annual Hurricane Preparedness Conference in West Haven on June 17. The conference was hosted by the State of CT Department of Emergency Management and Homeland Security.
- Attended the Capitol Region Council of Governments Public Safety Council meeting in Hartford on June 18.
- Attended the Capitol Region Emergency Planning Committee meeting in Hartford on June 19.

- Attended a continuing education class in South Windsor on June 26. The class topic was interior finishes and was sponsored by the State of CT Department of Public Safety's Office of Education and Data Management.
- Met with Deputy Police Chief Don Hull and Assistance Superintendant of Schools Lynn McMullin to discuss/update the school emergency operations plan.
- Began working with several juveniles through the Juvenile Firesetter Intervention Program.

PUBLIC WORKS

HIGHWAY DEPARTMENT:

- Crew continued sweeping
- Crew installed underdrain on West Rd
- Crew prepared West Rd for shim paving
- Crew repaired washouts in several areas around town
- Galasso Materials shim paved areas on West Rd to prepare for Chiop-Sealing
- Crew worked with WPCA to locate utilities for an upcoming project
- Crew continue to patch pot holes
- Crew dealt with several call-ins for trees because of storms

PARKS DEPARTMENT:

- Director of Public works and Director of Parks and Recreation dealt with field issues and maintenance
- Crew continued to maintain and prepare ball fields for usage
- Part time employee started to help with mowing

FACILITIES MANAGEMENT

Not Submitted.

ENGINEER

- Attend PMBC meeting re: Highway Garage Facilities Plan & site walks at Commerce Drive and Lawton Road
- Attend staff meetings for development projects
- Site visit to Wind Mill Hill subdivision to check work in progress PC file 505
- Site visit to Red Fox Run subdivision to check work in progress PC file 514
- Site visit to Rustle Meadow subdivision to check work in progress PC file 498
- Site visit to Canton Commerce Park to check work in progress PC file 485
- Site visit to Griswold Farms to check work in progress PC file 487
- Site visit to Powder Mill Village re: maintenance bond release request PC file 467
- Review of Upper & Lower Collins Company Dam hydroelectric information
- Administer contract for Cannon Property land survey, prepare paperwork for submission to ConnDEP
- Review and approve CRRRA & Paine's Inc Transfer Station invoices

- Inspect Swimming Pool Rd Bridge, prepare preliminary replacement & removal estimates for BOS
- Prepare information for ConnDECD for 21 Dowd Small Cities grant
- Site visit to Powder Mill Rd re: 2nd water main break & meet w/ Conn Water Co personnel
- Review Zoning Commission & Planning Commission & IWWA applications
- Attend DECD USHUD Small Cities CDBG 3 day administrator's training program at Rensselaer at Hartford
- Prepare preliminary mapping for Humphrey Farm for ConnDEP Open Space grant application
- Site visit to Lowe's project Zoning F404 A1216
- Research records for East Hill Road ConnDOT bridges 23-005, 23-007, and 23-009 for Finance Dept
- Assist Highway Dept w/ Morgan Rd drainage layout & Wilder's Pass sink hole repair

TOWN PLANNER

Land Use Office Activities

- Continued and concluded deliberations and the review of Lowes application. Approved by Zoning Commission;
- Management of 3rd Party services to Zoning Commission for Lowes;
- Attended a legal refresher workshop on Land Use Law sponsored by CCAPA;
- Had three preliminary review meetings with two prospective developers looking at sites for Car Washes;
- Reviewed possible "free cut" subdivision near Hoffman Farms;
- IWWA Agent review and approval of activities at 51 Bristol Drive;
- Worked with applicant on post approval issue for rehabilitation of Old Collinsville Fire Station;
- Attended a CARE meeting promoting a Town Charrette;
- Multiple meetings with Konover regarding Lawton Road site and reviewed conceptual site plan proposals;
- Met with CARE representatives to discuss land use issues with possible Werner Barn rehabilitation and recent grant award;
- Reviewed possible site plan modification at Cherry Brook school;
- Began the process of researching the history of Open Space preservation in and around High Valley Drive subdivisions;
- Researched legal issues and procedures for town's to adopt pre-meeting deadlines for submissions;
- Researched issue for concerned residents on interpretation of Section 8.2.3 of ZR;
- Reviewed Bond history for Hidden Valley Trail, Secret Mtn. Trail subdivisions;
- Reviewed and approved IWWA escrow, outstanding balance for third party reviews on Lowes Application;
- Processed numerous inquiries and request pertaining to the possible sale of 51 Village Lane (Powder Mill Affordable Housing Unit);
- Managed third party service agreement for traffic consultant for proposed building at 361 Albany Turnpike;
- Reviewed zoning history of 232 Albany Turnpike and 101 Albany Turnpike for possible site plan application;

- IWWA Agent investigation at 34 High Street;
- Reworked Development Technician job description into Assistant Planner position and forwarded to Administration for review;
- Reviewed conceptual site plan proposals for Hart's Corner, former age restricted development;
- Followed post approval issues with approved Joni's Day Care on Albany Turnpike. STC requirements requiring approved site plan to be modified;
- Finalized printing of DRT guidance brochure;
- IWWA Agent investigation and approval at 123 North Mountain Road;
- Reviewed outstanding issues with expired Rustle Meadow Subdivision, Cherry Brook Road;
- Assisted Administration with DEP Open Space Grant submittal;
- Reviewed zoning compliance history and current zoning status of Axe Factory;
- Researched issues with personnel rules and regulations and processes for other Connecticut town's per CAO's request;
- Received numerous complaints for possible violations at 50 Washburn Road, processed by Deputy ZEO;
- Review of possible zoning violations at McDonald's, processed by Deputy ZEO;
- Finally have taken past zoning regulation amendments that were approved but not incorporated into working text and have added them to current Zoning Regulations. Soon to be distributed after final review by ZC;
- IWWA Clerk resigned due to economic considerations;
- Discussed possible amendments to Sign regulations with representatives of the Chamber of Commerce and Collinsville Merchant's group;
- Met with utility company and historic district representatives multiple times on issues pertaining to Spring Street and Main Street Collinsville;
- Reviewed possible resubdivision application for Windmill Hill subdivision;
- Distributed working copy of Draft 7, Zoning Regulation Rewrite to ZC for review;
- Reviewed possible site plan modifications at Oxbow Ridge;
- Assigned as Town of Canton representative to Farmington Valley Trail Maintenance Committee;
- Reviewed Home CT legislation on affordable housing. Working on scheduling meeting with Home CT to seek grant funding for affordable housing initiatives;
- Worked with local youth Jeff Marshall on Eagle Scout project that may require Zoning approval;
- Reviewed possible bond release associated with Site Plan modifications at Canton auto transmission;
- Conducted Zoning Conformance review for 3 Lovely Street;
- IWWA Agent investigation at 30 High Street;
- Finalized adoption of Aquifer Protection Regulations per DEP Requirements;
- Continuing to process Floodplain amendments to Zoning Regulations required by FEMA;
- Began process of acting as Fair Housing Officer in reviewing responsibilities to be carried out to comply with funding approval;
- Established recording secretary for Design Review Team;
- Received zoning compliant for 158 East Hill Road;
- IWWA Agent investigation at 308 Cherry Brook Road.

Land Use Meetings for June, 2008

Commission	June 2008 Meeting Dates	Comments
Planning	6/2	3 Old Business Items; 6 New Business Items.
Open Space Acquisition & Preservation	6/3	Funding Options, Charter Revision, Planning Charette and Executive Session.
Economic Development	6/10	Cancelled due to lack of quorum.
Conservation Commission	6/11	Committee updates, Old Business and New Business.
Zoning Board of Appeals (special)	6/16	2 Public Hearing Items and discussion.
Zoning Commission	6/18	6 Public Hearings, 2 Old Business Item, 1 New Business Items
Inland Wetlands and Watercourses (special)	6/19	1 Old Business Item, 3 New Business Items, 5 Other Business Items.
Design Review Team	6/24	Cancelled due to lack of business items.
Zoning Commission (special)	6/25	1 Old Business Item - Lowes
Inland Wetlands and Watercourses (special)	6/27	Site Walk at Breezy Hill Road for Timber Harvest.

BUILDING DEPARTMENT

- There was one permit for a single family home issued for Forest Lane. A permit for the retail store J. Crew was issued.
- In addition to staff and development team meetings, Mr. Jasmin attended a seminar in East Hartford, a performance evaluation from the Acting CAO and a cell phone meeting.
- Mr. Jasmin, in his capacity as ADA Coordinator, attended a seminar in Old Saybrook.
- There were 11 Certificates of Occupancy issued during the month. Six were for single family homes, 3 were retail stores and two finished basements.
- Mr. Jasmin conducted a total of 119 inspections and continued in his role as Deputy Zoning Enforcement Officer.

Building/Renovation Permit Statistics

Addition/Alteration	7	\$162,180
Deck	9	\$115,580
Demolition	0	\$0
Electrical	11	\$118,100
Garage/Shed	2	\$33,000
HVAC	11	\$127,097
New Commercial	1	\$225,000
New Residential	1	\$162,875
Plumbing	8	\$50,150
Pool	1	\$4,000
Roofing/Siding	8	\$117,294
Foundation	0	\$0
Total	59	\$1,115,276

Permit Value Comparison for June

	<u>2008</u>	<u>2007</u>
Value of Permits Issued	\$1,115,276	\$1,420,452
Building Permit Fees	\$9,944	\$17,262
Other Income Fees	\$6,062	\$798
Building Permits Issued	59	53

Total Value of Permits and Permit Fees

<u>July-June 2007-2008</u>		<u>July-June 2006-2007</u>	
Value	Permit Fees	Value	Permit Fees
\$14,470,706	\$202,915	\$13,057,172	\$176,021

SENIOR SERVICES

Not Submitted.

PARKS AND RECREATION

ADMINISTRATION:

- Director John Bennett reports that currently there are 211 family passes sold. 897 individuals are included in this group of 211 family passes. Mr. Bennett also reports that they have issued scholarship passes to 14.
- Summer concerts begin this week, schedules have been distributed and press releases have been sent out.

- Director John Bennett reports that all summer programs are up and running. Staff training has been completed and the staff is ready to go. Programs began on June 23
- The summer coordinator, Melissa Cahill is returning this summer and is doing a great job in the office. As mentioned previously returning college staff filled in until Ms. Cahill completed school.
- The pool easily passed annual inspection on June 13. Parks staff is responsible for maintenance each morning and staff monitor chlorine and pH levels during the time the pool is open
- Mr. Bennett reports that all staff members are trained in dealing with blood borne pathogens, working with the public, sexual harassment, working with special populations, how to fill out tax forms and time cards and public perception, job expectations as well as going over staff manuals.
- The evening facility coordinator position this summer shared by three long time lifeguards and swim instructors.
- New staff hired after the staff meetings are required to review all of the staff training on video and take a test.
- Mr. Bennett informs me that directors from the local towns (Canton, Avon, Simsbury as well as respective BOE's and Westminster school) are again participating in a regional purchase of field line paint. This group purchase will save money for each community. Canton stands to save the most money as we will be getting higher quality paint at a cost less than we pay now for a cheaper paint.
- Director Bennett is also coordinating maintenance projects at the pool house now that the new fiscal year has started.
- Director John Bennett is working with Director of Public Works Walter LeGeyst to assure that all fields are prepared for games. Coaches have been very cooperative with providing schedules and making up rain out games.
- Director Bennett informs me the lifeguard training held here in Canton is planned for both a re-certification course and a full lifeguard training.
- Mr. Bennett is also working with staff on a variety of summer events at Mills Pond.
- Director Bennett also informs me that work on set up of Mills pond pool has been completed. Water has been turned on and chemicals have been ordered
- Community gardens running well the gardeners are starting to see the fruits of their labor.

RECREATION:

- Summer camps registration for the Explorer's camp is going a bit slow for the first week. There are however many people commenting to Mr. Bennett positively about the change to single week registrations for camps.
- Mr. Bennett reports that the registration for the Sunshine camp (for younger kids) is seeing the best numbers in recent history. This camp is coordinated by Paul Gerlando this year.
- Director Bennett stated that demand for pool tags has picked up now that the weather is warmer.
- Mr. Bennett has also finalized concession and vending agreements representatives for the coming season.
- Charter Oak swim team is again be renting the pool mornings from 7:00 to 8:00 am.
- MLS and Skyhawks summer camps are going well Mr. Bennett reports.
- Mr. Bennett will also begin to plan programs for the fall shortly.

LIBRARY

Not Submitted.

WPCF

Parameter	May 2008	June 2008	Permit limits
Average Daily Flow	.693 MGD	.628 MGD	0.80 M.G.D
Influent B.O.D	152 mg/l	217 mg/l	N/A
Effluent B.O.D	7 mg/l	13 mg/l	20 mg/l 90 % removal
Influent S.Solids	152 mg/l	178 mg/l	N/A
Effluent S.Solids	7 mg/l	9 mg/l	20 mg/l 90 % removal
Turbidity	3.5 NTU's	5.0 NTU's	N/A

As can be seen from the table above the Influent flow decreased 65,000 gals per day
This is a 10% decrease in flow due to the drier weather.

- Conducted numerous phone conversations with Fred Mueller of Tighe and Bond concerning Sand Filter Project
- Contacted Roland Denny of CT DEP regarding #1 RBC
- Reviewed final report from Woodard and Curran regarding SCADA
- #1 RBC taken off line due to outboard bearing failure
- Secondary clarifier #1 taken off line, drained, cleaned and annual inspection performed. Clarifier super structure looks to be in good shape
- Pulled pump #1 and #2 at Canton Valley circle Pump station
- Washed secondary clarifiers
- Continuing to adjust process to allow more food (BOD) to RBC's to encourage growth
- Cleaned all four arms of Trickling filter
- Fabricated and installed diverter cover plates for Trickling filter arms
- Performed monthly checks of fire extinguishers, eye wash stations and emergency and exit lighting
- Performed monthly calibration of 4 function Gas meter
- Prepared updates and posted on Website for Dowd Ave Sewer project
- Attended meeting of FRWA Mutual Aid planners
- Toured three WPCF's in Mass to view potential treatment technology applications for Canton
- Removed compressor from Canton Valley circle pump station for repair.
- Performed 24 hr cleaning of both sand filters
- Processed call before you dig tickets
- Performed monthly exercise of all portable auxiliary equipment
- Shipped eight loads (52,000 Gallons) of sludge

- Performed grounds maintenance plant and pump stations
- Washed pickup trucks
- Conducted evaluation of Chief Operator
- DPW staff performed test pit to locate utilities for Sand filter project
- Reviewed submittals for equipment for Dowd Ave Sewer project
- Spent time at Dowd Ave sewer construction project
- Attended Staff meeting
- Submitted monthly operating reports to DEP Water Management bureau, all required permit parameters were met.