

**Department of Public Works
2009 Annual Report**

ADMINISTRATION COMMENT

The Administration Division supported the Department with procurement administration, water and sewer billing, budget preparation and coordination, departmental personnel and payroll services, accounts payable processing, cemetery administration services and responses to public inquiries and concerns over all Public Works areas of responsibility.

Significant projects included:

- Procurement, project support, and contract management for over 20 contracts throughout the public works divisions including highway projects and supplies, water and sewer main projects, and snow removal.
- 2009 was the fourth of a five (5) year contract for our Town-wide solid waste collection and curbside recycling. The contract ends in July 2011. The administration office secured a grant provided by the DEP for technical assistance support in drafting an RFP for a solid waste/recycling contract for 2011. This will enable the Town to assess our current solid waste and recycling related programs, make program enhancements, and enable the Town to take advantage of cost-efficient and effective programs available in the market since the last RFP was issued.
- Coordinated (2) Household Hazardous Waste Day collection events with the Town of Wakefield.
- In 2009, we converted our utility billing over to the new Munis software system.
- Troupe Water Services completed a 3-year contract with the Town to install water meters. A new bid goes out in 2010 to finalize the remaining households. All residents will receive new water meters by 2012.
- Provided procurement assistance to other Town Departments and Divisions including quotes/contracts for the Historical Commission, Community Services, and the Technical Division.
- Overall facilitation of the Water Conservation Rebate Program: Appointment scheduling, rebate processing and tracking of high-efficiency washing machines, low-flow toilets, and irrigation system rain sensors, and rain barrels.
- Coordination of The Street Sign Lottery – a unique opportunity to sponsor, purchase, or take a chance on a piece of Reading memorabilia.
- Increased recycling efforts through continued media and educational initiatives have resulted in additional residential, condominium, and school groups joining in our recycling efforts, thereby reducing our disposal tonnage. This has led to significant savings for the town.

Emphasis continued on providing public information, responding to inquiries and concerns, and improving all areas of public communications.

CEMETERY DIVISION

To the Board of Cemetery Trustees

The following is from office records for calendar year 2009.

Interments – 124 Interments for all years – 14,526

Markers set – 18 Foundations – 28 Monuments re-set – 15

Sale of Lots

Forest Glen – Total for all years – 2051 lots, 798 single graves.

Charles Lawn – 10 lots, 10 single and veterans graves – Total for all years – 489 lots, 249 single and veterans graves.

Wood End – 25 lots and 2 single grave – Total for all years – 350 lots, 27 single graves.

Cooperation from other divisions of Public Works was outstanding and much appreciated. The Board of Cemetery Trustees has been very supportive of all the numerous programs and goals of this division. I thank them for all their assistance.

Respectfully submitted – Robert L. Keating, Supervisor

Custodian of Veteran's Graves – Calendar year 2009

Interments – WWII – 14 Korea – 6 Vietnam – 1 Peacetime - 1

Total of all veteran's interred – 16

As has been the custom for many years, all veteran's graves were decorated with a flag and a potted flower for Memorial Day.

Respectfully submitted – Frank Driscoll, Custodian of Soldiers and Sailors Graves.

ENGINEERING DIVISION

The Engineering Division provides engineering services to all Departments within the Town of Reading. The Division is responsible for: preparation of plans, contract documents, specifications, estimates, survey layout, inspection, design and construction management of Town construction projects; review of subdivision plans and site plans for accuracy and conformance with the subdivision and site plan rules and regulations; review of conservation submittals, preparation of subdivision and conservation bond estimates, inspection of subdivision construction and the administration of the pavement management program and Chapter 90 roadway improvement program. The Division also provides technical assistance and guidance on various Town projects, performs traffic studies, regulates and inspects private construction activities within Town roadways; and is responsible for the maintenance of all records concerning the subdivision of land, roadway, water, sewer and drainage construction, town maps and the issuance of various permits.

During the year the following construction projects were completed:

Replacement of the Town Common Flag Pole, Main Street Alley Improvements, Parker Middle School Artificial Turf Field, roadway reclamation on Ash Street, Glenn Road, Franklin Street (Sunset Rock Ln. to Grove St.), School Street (Middlesex to Mt. Vernon); milled and repaved Lincoln Street, Sandra Lane, Scotland Road (Hillcrest Rd. to West St.), South Street (Main St. to Town Line); crack-sealing on 20 roadways and Town Hall parking lot, installed sidewalks on Gould Street, handicap ramp on Birch Meadow Drive and handicap ramps and curbing at the Washington Street and Prescott Street intersection and Washington Street and Lincoln Street intersection, drainage installation on Juniper Circle, Bancroft Ave. Tennis Courts and the installation of automated Railroad Gates on Ash Street.

Project designs, plans and studies developed by the staff included Haverhill Street water improvements, Birch Meadow Master Plan, Imagination Station Improvements and Riverfront Replication, Memorial Park Improvements, Washington Park Improvements, Killam School Playground Renovations, Causeway Road and Juniper Circle drainage improvements, California Road sewer rehabilitation, Walkers Brook Drive and Parker Turf field conservation compliance as-built, Howard Street drainage easement, traffic signal inventory study for LED conversion, RMLD site improvements, Cemetery Garage Study and secured a \$33,000 MAPC grant for the installation of bike racks at 7 locations within the Town.

Surveys for project designs and construction services were completed for the Franklin Street and Main Street intersection improvements, Birch Meadow Master Plan, Washington Park property boundary and park improvements, drainage studies on Causeway Road and Sweetser Ave., Ash Street and Glenn Road roadway construction layout, RMLD site improvements, Walkers Brook Drive and Parker Turf field as-built, Hillside Ave. drain easement layout, 41-43 Wilson Ave. detention basin alterations for the Housing Authority, Howard Street drainage improvements and easement, Woodland and Charles Lawn Cemetery lot layout and the California Road sewer rehabilitation Contract documents were developed for the annual loam and seed, traffic markings, roadway crack sealing and pavement restoration projects and the Memorial Park Improvement project. Traffic studies were performed on Washington Street, Franklin Street, Green Street, High Street, John Street and Ash Street.

The Main Street Downtown Roadway Improvement Project including the upgrade of Ash Street was substantially completed in August following paving of all roadways. The remaining minor work was completed during the fall months. The installation of additional signal modifications at Salem and Main Street intersection to further enhance the safety of the intersection is planned to occur early in 2010.

The West Street Roadway Improvement Project continued with comments on the 75% design plans received from all but one division of Mass. Highway Department and the filing and receipt of the Conservation Order of Conditions. The staff also prepared and received 80% right of entry releases from residents along the project corridor and the Town requested Federal Stimulus funding for the project but was unsuccessful. The Town will continue its efforts to have the project placed on the States active Transportation Project list.

The division worked with the Towns consultant to analyze the sewer system for excessive flows under Phase 7 of the MWRA I/I Local Assistance Program. The project performed smoke testing on 311,700 linear feet of sewers and flow isolation on 209,400 linear feet of sewers. The smoke testing identified 22 properties that were not known to be connected into the sewer system. The final report nearing completion will enable the Town to take a cost effective approach to future work and expenditures under the I/I removal program. Working with the Towns consultant the division assisted in the sewer station evaluation study.

Work continued on the NPDES Phase II Storm Water program with the preparation and submission of the annual compliance report. Under the program the staff identified, verified mapping and performed site inspections on 256 outfalls, 57 of these outfalls will need further investigation and sampling for contaminants, established a storm water awareness program, storm water hotline and distributed informational awareness flyer via the Community Connection, Weekly Notes, Newsletter and RCTV.

The Engineering Division performed inspections of utility installations and repairs, dig safe mark outs and site inspection of private development projects including Salem Five Bank at 8 Walkers Brook Drive, Honda Gallery at 88-98 Walkers Brook Drive, Austin Preparatory School, Day Care at 10 Torre Street, Santor Realty at 1349 Main Street, Sam's Bistro at 107 Main Street, Perfecto's Caffe at 285 Main Street, and the Benjamin Lane and Kylie Drive subdivisions.

The Engineering Division issued permits and performed construction inspection for 25 new sewer connections, 17 new water connections, 10 permits for the disconnection, repair or reuse of existing sewer connections, 13 permits for the maintenance or repair of water services, 78 street opening permits to National Grid for repairs, new gas services and main installations on Bancroft Ave., Fielding Road, Barrows Road and Lowell Street, 22 street opening permits within Town right-of-ways, 5 curb cut permits, 4 street/sidewalk occupancy permits and 50 of the new Jackie's Law trench excavation permits.

The Division also held 4 Public Hearings for gas and pole relocations, witnessed 7 soil evaluations for private projects and performed 12 soil evaluations for the West Street and Memorial Park projects.

HIGHWAY DIVISION

The Highway Division at the Public Works Facility consists of sixteen employees, four are Mechanics one is a Dispatcher and the eleven that are left maintain the infrastructure of the Town of Reading.

Highway Division:

The regular projects such as street sweeping, catch basin repair(46), roadside cutting, sidewalk and street maintenance, tree lawn repair, mixing and sifting loam and compost, traffic control, and cleaning of catch basins and ditches continued by priority and need. Street sweeping was started on March 23/09 and finished on May 4/09.

Miscellaneous:

Placed and filled planters for ADOPT-AN-ISLAND program, placed mosquito control tablets in the catch basins and detention areas for the Health Department. Held Hazardous Waste Day, and had ADOPT-A- FAMILY in November and December, and Equipment Day at the Library and Town Day. Picked up appliances once a month, provided support for first annual Street Faire, did Christmas on the common and setup for Halloween Parade.

Vehicle Maintenance:

Repaired and serviced the vehicles/equipment from Police, Fire, School, Building Maintenance, Council on Aging, and Public Works Departments-(total number of vehicles are 128, and 30+ pieces of equipment being serviced . They continued to take waste oil from the public during the week and on Saturdays, and did emergency in the field repairs as needed. The current vehicle/equipment repair service area is continually being looked at and improved to insure maximum efficiency (short term). Long term facility needs will continue to be studied, and options analyzed.

Snow and Ice:

During the winter season of 2008-2009 we plowed ten (10) storms and sanded thirty (30) times. Overnight "snow removal" Main St/downtown area ten (10) times. The total 2008/2009 winter snow and ice, sanding/salting, plowing and removal cost \$1.2 million.

Special Projects:

Installed drain line and catch basins on Juniper Circle.

Tied in a spring to the drain at Mile Post Rd.

Demo and removed concrete deck at Barrows School.

Skim Coated/ Paved Tamarack Rd., one side of Barrows Rd., one side of Pilgrim Rd., and the dead end of Ellis Ave.

Skim Coated/ Paved sections of Van Norden Rd., Wakefield St., and South St.

Dug test pits for engineering

Dug and installed conduit for Christmas lights.

FORESTRY-TREE WARDEN'S REPORT

Seventy hazardous trees were removed. These trees were dead or in a dangerous condition as to be a threat to public safety. Seventy-five hazardous tree stumps were removed from the tree lawns, parks, schools and playgrounds for public safety. Sixty-three trees were trimmed. Dead wood and low branches were removed from the public trees as requested or observed. Thirty trees were planted by the town as street trees. The varieties included Columnar Maples, Zelcova, Sweet Gum, Linden, Pear, Tulip Tree and Shapora. Seventy-three trees were planted as part of the Downtown project.

The Compost Center on Strout Avenue continues to accept brush and leaves from residents. 40,500 cars entered the Compost Center in 2009. Residents are required to purchase stickers for use of the compost center.

The holiday lighting put up by the tree crew in the town square was once again very successful. There were 20,000 colored bulbs installed on the common. RMLD donated 40 strands of the new LED lights.

The Town of Reading was awarded "Tree City USA" for the Twenty-fourth consecutive year by the National Arbor Day Foundation. Five hundred Colorado Spruce trees were purchased and distributed to all the fifth graders. Thanks to the Reading Rotary Club that has sponsored and assisted in this program to make "Arbor Day 2009" a success in Reading.

A special thanks to all the committees and commissions working toward the preservation of Reading's public shade trees.

PARKS

The division continues to maintain 80 acres of grassed area throughout the town, also the facilities within the parks and schools. This includes the renovation as well as continued maintenance of all the ball fields on school or parks grounds. The division maintains sixteen tennis and basketball courts, the tot lots, and the skating rinks. The Division maintains the grounds for all municipal as well as school buildings.

The division also assists all Town departments, committees and commissions with tree maintenance, snow and ice removal and election set-up.

Respectfully Submitted – Robert L. Keating, Supervisor-Tree Warden

RECREATION DIVISION

MISSION STATEMENT

The mission of the Reading Recreation Division is to provide the community with year round recreational activities. Recreation programs are broad based to meet the recreational needs of all segments of the population. The Recreation Division must continually update and modify its programming to meet the current needs of the community. As the community's participation and awareness of local recreational programs increase, so does their expectation of Recreation Division programs. The Recreation Division must be ready to anticipate and adapt to these growing expectations and trends.

The Recreation Division continues to sustain its budget. Even with a struggling economy the Recreation Division was able to turn a modest profit while covering its overhead. Particular detail was focused this past year on keeping programs priced aggressively and affordable. The Recreation Division felt its strength was in numbers and participation was the best way to weather a difficult economy. Although financial assistance request and awards were higher than any other year, the Recreation Division was able to accommodate the vast majority.

The Reading Recreation Division offers a variety of programs to residents of all ages. A direct programming emphasis has been placed on Reading Middle School and Elementary School aged youth. The Recreation Division has also become very successful with the 5 – 7 age group with various junior leagues and programs. The Recreation revolving fund continued to fund all programs for 2009. The Recreation Committee, with nine members and three associate members, provides guidance and support to the Recreation Division. The Recreation Division has continued a close working relationship with a non-profit organization, Friends of Reading Recreation. FORR presented over 30 programs throughout the year to supplement recreational offerings as well as co-promotes programming with the Recreation Division from time to time.

PROJECTS

There were two major recreational projects completed in 2009. Collins Field at Parker Middle School was renovated with a new synthetic turf field. This field will mainly service the growing girls youth lacrosse program, youth soccer program, Pop Warner Football and RMHS soccer and lacrosse teams. The project was made possible by a state supplemental grant, capital funding and contributions from Reading Youth Lacrosse, Reading United Soccer and Reading Pop Warner. The field opened in March 2009 and there was a dedication ceremony in October to recognize the new field and the man the field was named after – Steve Collins. The dedication event featured the first varsity girl's soccer game played on the new field.

The second major project was the construction of six new tennis courts as part of the Reading Community Tennis Courts on Bancroft Ave (High School tennis courts). The issue of the hydraulic fluid spill has been resolved. The contractor, David White has agreed to put a 5-Year warranty on the courts along with promise to repaint the surface within 5 -7 years.

The Town was also able to continue with rubber mulch overhaul in Town. The rock wall at Birch Meadow School and the swing set area at Memorial Park have both been replenished with rubber mulch.

Other projects that have been approved in 2009 include a scoreboard at Morton Field, ADA Ramp at Mattera Cabin and a retro fit of Basketball hoops in the RMHS field house that will allow for 8ft play.

The Recreation Division coordinated the Summer Youth Employment program during the summer of 2009. The program was a result of a grant the town received from the ARRA (stimulus package) to create jobs for youth. The Town hosted 7 positions, hired a supervisor and provided a rental vehicle for transportation. The program scope was to send the 7 staff around town to do odd jobs such as cleaning parks, washing school furniture, dethatching dead grass etc. The students were paid by the state on a weekly basis. The Town hired Michael Simeola to supervise the group. Mike did a great job keeping the youth on task and managing them as a group. We hope to bring the program back in 2010 even if the state does not fund it.

The Town made significant progress on several master plans in 2009. The Birch Meadow Master plan continues to be a work in progress. The plan as it stands, gives good guidance as to how to make the complex as a whole more functional, while maintaining its openness and inviting passive features.

Washington Park's master plan has been completed. The plan features a new playground, slated to be completed in spring of 2010 as well as renovated basketball and tennis courts. The plan also calls for a minor shifting of home plate to address the neighborhood concerns of foul balls.

The Memorial Park project will start in the early parts of 2010 featuring a reshaped skating area that is asymmetrical and newly renovated basketball and tennis courts.

PROGRAMMING

WINTER/SPRING

Reading Recreation held the following programs for the winter/ spring season:

- Spring Soccer Doctor Clinic
- "Spring Ball" Basketball Clinic with H.S. Basketball Coach Kim Penny
- Reading Baseball School – Pitching and Hitting with Coach Pete Moscariello
- Spring Tennis Clinics for Youths and Adults
- Challenger Bidy Basketball for Children with Special Needs
- Saturday Morning Sports Series
- Challenger All-Sports
- 3rd Season of the Junior Baseball League
- Kids Just Love Crafts
- Reading Recreation Egg Hunt
- Baby Sitting Course

- Crafts programs for Adults
- Fencing for Youth - Adults

The Winter/Spring season featured many great programs for participants of all ages. The 3rd season of Junior League Baseball (formerly known as Itty Bitty Baseball) proved again to be successful with close to 200 participants. This program continues to grow each year and has become a mainstay and intricate part of the Recreation Division's programming line-up. The spring season saw many successful programs including the popular Reading Baseball School which is run by Peter Moscariello. The Egg Hunt was again a huge success with close to 200 kids on hand at Memorial Park.

The Recreation Division continues to offer programs such as a baby sitting class from the staff of Winchester Hospital as well as Fencing for all ages. The Recreation Division believes that recreation is more than just the typical four major sports and can include enrichment type programs.

The Recreation Division added a few new "art" activities to our programming line-up. Working with the Children's Theater Workshop, "Pinocchio" kicked off the year. We also added a program for those that love the show American Idol – Vocal Boot Camp. This program is a singing class to help aspiring performers reach their goals of learning to be performers.

SUMMER

The Summer Camp program averaged approximately 75% capacity in summer 2009. This was a down year, perhaps contributed to the overall economy. The program was still a great success with over 500 kids taking part over 8-weeks. Kudos to Program Coordinator, Jim Sullivan and the hard work of the summer camp staff. Jamie Walsh continued as camp director of the 4th – 8th grade participants and staff. Lauren Dodge again served as director for the participants and staff of the K – 3rd grades. Both working under the guidance of Jim Sullivan steer the program in its many directions. This year's camp staff saw approximately 80% returning staff. The paraprofessional staff was as strong as ever this year and did a great job. Overall, camp numbers were down approximately 15%. This could be attributed to the high unemployment rate we are currently facing.

The Recreation Division continued with the Lego Robotics course. This program was designed and run by three local high school students. The course fused the popular building toy Lego with an engineering computer program to create robots that could be programmed to stop and turn based on calculations and sensors.

The Recreation Division saw virtually exact parallel numbers in many of the sports clinics from the previous year. These sport clinics continue to thrive.

Successful clinics and programs included:

- Challenger Little League Baseball
- Volleyball Clinics

- Tiny Tot Soccer
- Basketball Clinics for Boys and Girls
- Reading Baseball Clinics
- Super Sports (3 Sessions)
- Kids Crafts
- Tennis Clinics
- Football Clinic

The Recreation Division ended its 10 year relationship with Celebration Tours in October 2009. A combination of low interest in the trips and reduction in service provided drove the decision. The Recreation Division will continue to seek out other trip opportunities and look to run more in-house trips such as the trip to NYC in the winter time.

The Recreation Division hosted Wednesday Night All-Comers Track Meets again this past summer. Meets were held at the RMHS track for the first time in 3 years. Participants were happy to have this fun yet inexpensive program back. Each week there were 25 plus participants.

One of the great traditions in Reading continued this past summer with the “Theater on the Green” and “Touch of Class” concert series. “Theater on the Green” had a successful turnout this summer each Wednesday afternoon, five concerts highlighted by “Wayne from Maine”, and Curious Creatures, an interactive wild animal show. These concerts are very well attended by anywhere between 75 – 125 people each Wednesday. The “Touch of Class” concerts included Reading staple “Bob Bachelor’s Totem Pole Orchestra”, “Overdrive” and Reading’s own “Steven Savio” among the five concerts. The concert series also featured the Classifieds and the Reading Civic Concert Band. Between donations that were collected during each of the concerts and sponsorships from FORR, the Recreation Division was able to run these concerts at minimal cost. These concerts take place at what is believed is the oldest park in Reading, Memorial Park.

The Summer also featured a return of Fireworks in Reading. On Friends and Family Day, Reading Recreation partnered with FORR to put on the 1st fire works display in Reading since 2001. They were shot from the outfield at Morton field and could be seen from miles around. The estimated crowd was about 2000 – 2500 people. A spectacular event!

Finally, the Reading Recreation Division held its 19th Annual Reading Tennis Open. The Tournament was a success once again this year with over 100 players participating. All proceeds go back to the RMHS tennis program and new equipment for the Town courts. The tournament was again held outside of Reading due to the construction of the Bancroft Ave., Reading Community Courts. This year Woburn Recreation helped us out with loaning out their courts.

Gregg Luongo again served as the Recreation Tennis Professional for the 7th year. Gregg did an good job working with kids and adults and working without the major tennis court area. The Tennis programs were run at Barrows Tennis courts. Tennis enrollment was consistent with the numbers of the year before despite the move across town. Many kids enjoyed the clinics so

much that they signed up for more than one week. The Rec. Division hopes to take advantage of the new tennis courts next spring and summer.

FALL/WINTER

The Fall/Winter season for the Reading Recreation Division produced many programming opportunities. The Recreation Division offered a host of programs such as Baseball, Basketball, Flag Football, Karate and an Art program among others.

The Recreation Division again offered a Jr/Sr. Volleyball program for 4th – 8th grade students. The program had over to 60 participants and seems to grow each year. The program was run by RMHS Varsity Coach Michelle Hopkinson and several HS volleyball players. We will continue to look for ways to enhance this program and take advantage of its popularity.

The Recreation Division continued to offer a Fencing program with Olympic Coach Michael Tarascio. The program was open and populated by students from 3rd grade – adults. The program is offered on Mondays and Fridays allowing students that owned their own equipment to participate on both days.

The Recreation Division continued the fall sections of the Saturday Morning Sports Series. This program continues to be a very important program to the Recreation Division as it gives young families exposure to what they can expect from the Town's Rec. Office. It is truly a building block for a strong base of participation. These programs are for 3 - 5 year olds. This fall we attempted to run a "Tykes on Ice" section, however the program did not get enough participation to run. All the typical Sat AM sports programs were generally full. The classes are run by Recreation Program Coordinator Jim Sullivan and seasonal staff.

The Halloween Parade had over 250 participants this year and was hosted by the Recreation Division in conjunction with the Friends of Reading Recreation at Coolidge Middle School. Jordan's Furniture donated pop corn for the event and Pizza World donated 20 Pizzas for the event.

Recreation again offered Field Hockey in the fall. Once again this program was very successful and was run by Christine Gallagher. A new program that was added to the Rec. line-up was project mural. The program provided participants the opportunity to create a mural in the Wood End Elementary school guided by an artist. Other successful programs included Challenger Soccer run by Ralph D'Amico, and Kids Just Love Crafts.

The Travel Basketball program in 2009 featured over 120 participants with 12 travel teams competing in three different leagues. These teams are selected by coaches with input from the Recreation Staff and Recreation Committee after a two-day competitive try-out. Teams are coached by volunteer parents and friends of the Recreation Division. Supplementing this program is the middle school in-town basketball program. This is an intramural program that features kids of all ability. The In-Town program is staffed by various HS students and is supervised by Lauren Dodge and John Bruno. The numbers of the Travel Basketball program

were down due to the fact that a new AAU type program has been developed privately in Town.

The Sunday Basketball program is open to 2nd grade players through 5th graders. John Bruno and Lauren Dodge were hired to be the supervisors of Sunday Basketball. They have done an outstanding job showing the ability to handle parent questions, work with kids and supervise the referees. Ten high school students were hired to work this program. Sunday Basketball had approximately 250 participants this year. Sunday Basketball continues to be one of the most important programs for the Recreation Division.

The “After School Learn to Ski Program” will be run again this winter starting in January. The elementary program had 20 participants. Coolidge and Parker Middle School continue to be successful with the Middle School program. The Coolidge side of the program had 18 kids this year and the Parker side had 13 kids participate. Considering the downturn in the economy the ski program numbers were comparable to the previous year. There seems to be a slowing trend in skiing across the industry. It no longer is an every week thing for most families.

SPECIAL NEEDS PROGRAMMING

Special Needs programming this year was offered by The Arc of East Middlesex Recreation in conjunction with the Recreation Division. Programs such as aquatics, social club and social dances were offered. The Arc offered successful programs such as Special Olympic training, bowling, teen groups, and social clubs to name a few. The participants are asked at the end of each session to fill out an evaluation form to give feedback. Margaret Veronelli ran the Challenger Little League and Bowling programs this past summer and fall. The programs both did very well with participation. The Recreation Division also continued offering Special Skates at the Burbank Ice Arena. This program is headed by Karen Ghirardi. The Division continues to look for other programming areas to expand into. The Recreation Division also runs continuous sections of Challenger All-Sports. This program is run by Lynn Mahoney. She lines up groups each week to volunteer. The program is run for free and Ms. Mahoney does all of the coordination.

BROCHURE AND ADVERTISING

Reading Recreation continues the mailing of Reading Recreation Magazine to every household in Reading, three times a year. The magazine features Adult and Community Education programming in the back as a flipbook in the fall and winter publications. Participating agencies include Recreation, Police Department, Fire Department, Library Services, Elder Services, YMCA, Creative Arts, RCASA, Friends of Reading Recreation and various in-town organizations. The magazine also features interest articles for the community to keep them connected to what’s happening around Town. The Recreation Division staff has worked hard to put out a quality magazine that the public will look forward to receiving and reading each season.

Reading Recreation continues to post all of its programming and important information on www.readingma.gov/recreation. There is information on all current programs as well as upcoming events, contact information including links to many of the sports organizations websites. There is also a news link that folks can sign up for and receive any new items posted. The site is generally maintained by the Recreation Division Clerk and is updated on a daily/weekly basis.

The Recreation Division continues to have success with “Notes from the Reading Recreation Division” that is placed on Ed-Line to the schools bi-monthly. These flyers have received a positive response from the community. We will continue with this undertaking as well as continue to send press releases to our local media outlets. Other sources of media we will look to take advantage of are Facebook and Twitter. Both medias are excellent ways to get info out quickly and at no cost.

PERSONNEL

Jim Sullivan begins his fourth year as Program Coordinator. Jim, in a short period of time, has become a vital part of the Recreation Division’s operation. Jim’s leadership and diligence has helped programs such as Sunday Basketball, Summer Camp and Junior League Baseball prosper. He continues to look for new programs and ideas to enhance the Division. Jim’s work with the SAT AM sports series, is the #1 reason the program has become so successful. The feedback we get indicates how much the kids and parents appreciate Jim’s hard work. He is often referred to as “Coach Jim” by youngsters around town.

Principal Clerk, Sue Simeola joined the Recreation Division during the month of January. Sue has made a positive impact on the operation of the Rec. Division. She has successfully managed the deposits and accounts receivables for Recreation making that process virtually seamless. She has done an excellent job keeping the website up-to-date with programs, new & notes and Recreation Committee meeting minutes and agendas. Sue handles much of the face to face customers for the Recreation Division/DPW as well as serves as the frontline for our phone system.

ADMINISTRATION

John Feudo begins his eighth year as Recreation Administrator. John, under the direction of the Recreation Committee, continues to manage the scheduling of all town fields and oversee the everyday operation of the Recreation Division. Permits are issued for every field in Town. Reading Recreation will continue to work with the local Youth and Adult sports organizations in maximizing field space. Over the past four years Capital and Master Planning have become a very high priority for the Recreation Division and the Town. John has worked with many volunteer groups to design master plans that are functional and advantageous for the Town. It should be noted that having a full service engineering department on site has made this process possible. There is a constant flow of information streaming from Recreation to Engineering to make these plans possible for public viewing.

Reading Recreation is continuously looking for available land for the development of new recreational facilities. A comprehensive capital plan has been developed to include tennis courts, basketball courts and backstop replacement over the next twelve years.

The Reading Recreation Division and the Recreation Committee continue to develop policies that will increase the effectiveness and efficiency of each Reading Recreation program.

Reading Recreation has been glad to offer the public over 190 recreational programs throughout the past year. Reading Recreation hopes to meet the communities changing recreational needs while providing them with a combination of safe, fun, and educational programs. Suggestions of new programs are welcomed and encouraged.

WATER DISTRIBUTION

A total of 19 new water services were installed, 17 old water services were replaced, repaired 16 water service leaks, repaired 20 broken water mains, replaced 7 old fire hydrants, repaired 10 broken fire hydrants, rebuilt 37 fire hydrants, a total of approximately 1,000' of new water mains and 3 new fire hydrants were added to the distribution system, Replaced 1,500' of old 6" cast iron water main with new 8" ductile iron water main, disconnected 5 water services for house demolition, replaced 2 water main gate valves, replaced 39 old water services from the water main to the sidewalk shut off for Chapter 90 road reconstruction, inspected the installation of water mains at #107 Main St., Austin Prep. School and # 10 Torre St., flushed all well lines in well field, performed full inspection of the Auburn St. Elevated Tank, continued cross connection control program, performed hydrant flow tests for # 10 Torre St., Peter Sanborn Place and # 557 Main St., flushed water mains in southern section of town, all drinking fountains and town irrigation systems turned on in spring and turned off and winterized in fall, 2 seasonal laborers painted and lubricated hydrants over 1/4 of Town, completed annual water inventory, loam and seed on all water jobs, hot topped water and sewer trenches, checked and maintained 2 water booster stations daily, cleaned and maintained the grounds, cutting grass, etc. at the Auburn St. tank site, lowered and raised water gate boxes for construction jobs, conducted a leak detection survey, assisted Highway Division during snow plowing operations, removed snow from business district, churches and schools, shoveled snow from fire hydrants. The Town's water conservation program awarded rebates for 230 energy efficient washing machines, 46 water saving toilets and sold 111 rain barrels.

METER ROOM

The regular quarterly water meter reading cycle was supported, 436 work orders were received and completed, 230 bill to date readings were taken, 8 meters were removed, completed installation of all new outside radio units, 2 meters were reset, 7 meters tested correct , 1 meter tested incorrect and 1,611 old meters were replaced with new water meters.

SEWER DISTRIBUTION

Approximately 22,053' of sewer mains were cleaned and T.V. inspected, 1,702 sewer main joints were tested and 436 sewer main joints were sealed, 137 sewer laterals were tested and

sealed, replaced 5 sewer manhole frames and covers, installed 2 new pumps at Collins Ave. sewer station, installed 1 new pump at Sturges sewer station, cleaned wet wells at all sewer stations, checked and maintained 12 sewer stations daily, cleaned approximately 1/4 of the sanitary sewer main system, cleaned and maintained the grounds, cutting grass, trimmed bushes etc., around the sewer stations, completed work orders re: leaks, broken gates etc., exercised emergency generator weekly, completed the annual sewer inventory. assisted Highway Division during snow plowing operations, removed snow from business district, churches and schools, shoveled snow from fire hydrants. The Sewer Division has contracted CDM to perform a complete sewer station study.

WATER SUPPLY DIVISION

General:

On June 25, 2009, the Reading Water Department received a Public Water System award from the Commonwealth of Massachusetts, Department of Environmental Protection, Drinking Water Program for outstanding performance and achievement in 2008.

The contract for construction services for the deconstruction of the water treatment facility and construction of the emergency water supply awarded to S E A Consultants, Inc. of Cambridge, MA for \$91,400.00 was 95% completed.

The contract for the deconstruction of the water treatment facility and construction of the emergency water supply awarded to McConnell Enterprises, Inc. of Essex, MA for \$1,164,000.00 was 95% completed. The substantial completion certificate was issued to McConnell Enterprises, Inc. on October 5, 2009.

The DPW Water Conservation Program continued with great success. In 2009, there were over \$59,000 in rebates to residents and over \$350,000 since the programs inception. The program incorporates emphasis on rebates for low flow washing machines, toilets, irrigation system rain sensors, and rain barrels, along with free home and irrigation system water use audits and reports and home water saving devices for residents available at the DPW office at no additional charge. The programs school educational phase continued with Meg Tabasco, Education Coordinator for the MWRA, making presentations to all 3rd grade classes in Town focusing on water supply and conservation.

The Town, with its consulting engineers, Weston & Sampson, and Town Counsel reached a settlement of \$125,000 in the litigation against AGFA Corporation for reimbursement of expenditures related to the investigation of the low levels of chlorinated volatile organic contaminants found in the Revay Well, which were suggested to have been attributed to the AGFA facility on Industrial Way in Wilmington.

As required by the August 6, 2006, Administrative Consent Order (ACO) the Town entered into, with (DEP), the Town continued to retain ownership and control of the Zone I (400' radius) and protection of the Zone II (well recharge area) of the emergency water supply wells and wellfield.

As a condition of the DEP ACO, the water supply wells and wellfield continued to be maintained as an emergency water supply to pump water to the distribution system with disinfection capabilities.

Began work with CDM Engineers to include water booster stations in sewer station study for SCADA and security updates and improvements.

Supply:

Operated and maintained water supply valve, vault, SCADA and security systems, and emergency water supply wells, pump station and all emergency power equipment. Collected and delivered to laboratory for analysis over 500 water system water quality samples.

A total of 619.7 million gallons of water was purchased from the MWRA and delivered to the distribution system in 2009.

The highest single days' consumption was 2.56 million gallons on August 19, 2009. The highest weeks' consumption was for the period August 16, 2009 to August 22, 2009 an amount of 16.36 million gallons, and the highest month was August with an amount of 61.4 million gallons.

Average daily usage for 2009 was 1.70 million gallons.

The average daily per capita use (use by each individual) for 2009 was 48 gallons per person per day.

The MWRA in conjunction with the Water Supply Division compiled and mailed the eleventh annual drinking water report to all customers in June.

Town continued discussions with the MWRA on proposed MWRA water storage tanks located at the Route 95/28 interchange and redundancy to the Reading water supply system.

2009 MWRA WATER PURCHASED

MONTH	MILLION GALLONS	DAYS	AVERAGE DAY
JANUARY	53.38	31	1.72
FEBRUARY	45.76	28	1.63
MARCH	50.25	31	1.62
APRIL	48.78	30	1.63
MAY	60.49	31	1.95
JUNE	54.96	30	1.83
JULY	52.64	31	1.70
AUGUST	61.40	31	1.98
SEPTEMBER	54.18	30	1.81
OCTOBER	47.47	31	1.53
NOVEMBER	44.38	30	1.48
DECEMBER	46.04	31	1.49
TOTAL	619.73	365	1.70

2009 RAINFALL RECORDS

<http://www.mass.gov/dcr/watersupply/rainfall/>

MONTH	PRECIPITATION MEASURED IN INCHES	ACCUMULATED MEASURED TOTAL PRECIPITATION	DCR POSTED NORMAL PRECIPITATION
JANUARY	3.99	3.99	3.62
FEBRUARY	1.39	5.38	3.26
MARCH	3.25	8.63	4.02
APRIL	5.12	13.75	3.76
MAY	2.27	16.02	3.55
JUNE	4.84	20.86	3.49
JULY	7.64	28.50	3.45
AUGUST	4.90	33.40	3.57
SEPTEMBER	2.82	36.22	3.61
OCTOBER	5.19	41.41	3.66
NOVEMBER	4.81	46.22	4.03
DECEMBER	4.11	50.33	3.87
TOTALS	50.33	50.33	43.89

Total precipitation in 2009 as measured at the Emergency Water Supply Pump Station was 50.33", which is 6.44" above the Department of Conservation and Recreation (DCR) composite normal for the northeast region as posted on February 3, 2010. Monthly normal values computed by DCR are based on averages for the entire period of record for northeast region stations having the longest period of record and are located in Concord, Lawrence and Waltham.

DIRECTOR'S COMMENTS

I am pleased to submit my first annual report for the Department of Public Works as its new Director.

I would first like to thank the Board of Selectmen and Town Manager, and most of all to former long time Director Ted McIntire for making the transition a relatively seem less one. Following 38 years of service to the town, I wish Ted a happy and healthy retirement.

In addition, I would like to specifically thank all supervisors for their great help and cooperation as well as all other members of the Department for their continued hard work, dedication, and pride, which is evident in the excellent professional service and programs you provide, and projects you complete.

Department personnel continue to be actively involved as members or liaisons to a number of Boards and Committees (an example of this being our coordination/work with the Town Fall Street Faire Committee).

We also assisted other Departments throughout the year on many projects and programs, as identified in the following report, and continue to benefit from the ongoing support from the Town Manager, Assistant Manager, and other Departments within the Town.

As you will see in the individual Division reports, the Department had another busy year in 2009 with our many projects, programs, ongoing daily type maintenance work - while continuing to assist and service the general public on a daily basis. All this work requires a major teamwork/group effort approach to accomplish. It is a credit to the staff that these major high profile projects were completed in a timely, cost effective manner, while at the same time, performing the daily, routine tasks needed to serve our residents.

I am confident that in the year ahead this department will continue on its path of excellence- that is my goal.

Jeffrey T. Zager
Director of Public Works.