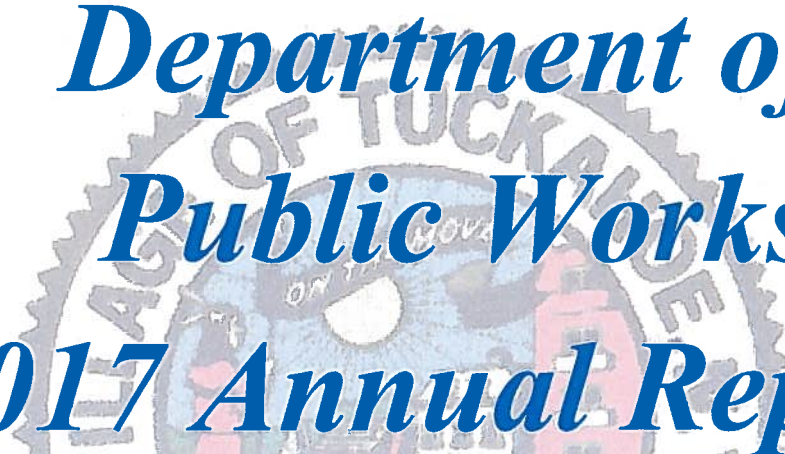


# ***Tuckahoe***

## ***Department of***

### ***Public Works***

#### ***2017 Annual Report***



##### ***Mission Statement***

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# ***Our Mission Statement***

*Our mission statement is to enhance the quality of life for all residents, businesses and those who visit our great Village. This is done through safe, effective, and professional services provided by skilled and dedicated individuals who pride themselves as the Tuckahoe Department of Public Works family.*

## ***Defining Public Works***

*When it comes to public works, one size definitely does not fit all, so defining the term becomes problematic. Some of the physical attributes include, but not limited to, are snow removal, sanitation and recycling, masonry, electrical, maintaining our vast underground and overhead infrastructure, paving roads, street sweeping, storm preparedness, first responders, and so much more. Because of the multi-faceted, ever-evolving and sustainable nature of public works, we may never arrive at a final definition, but for now, the following is the most appropriate definition of Public Works:*

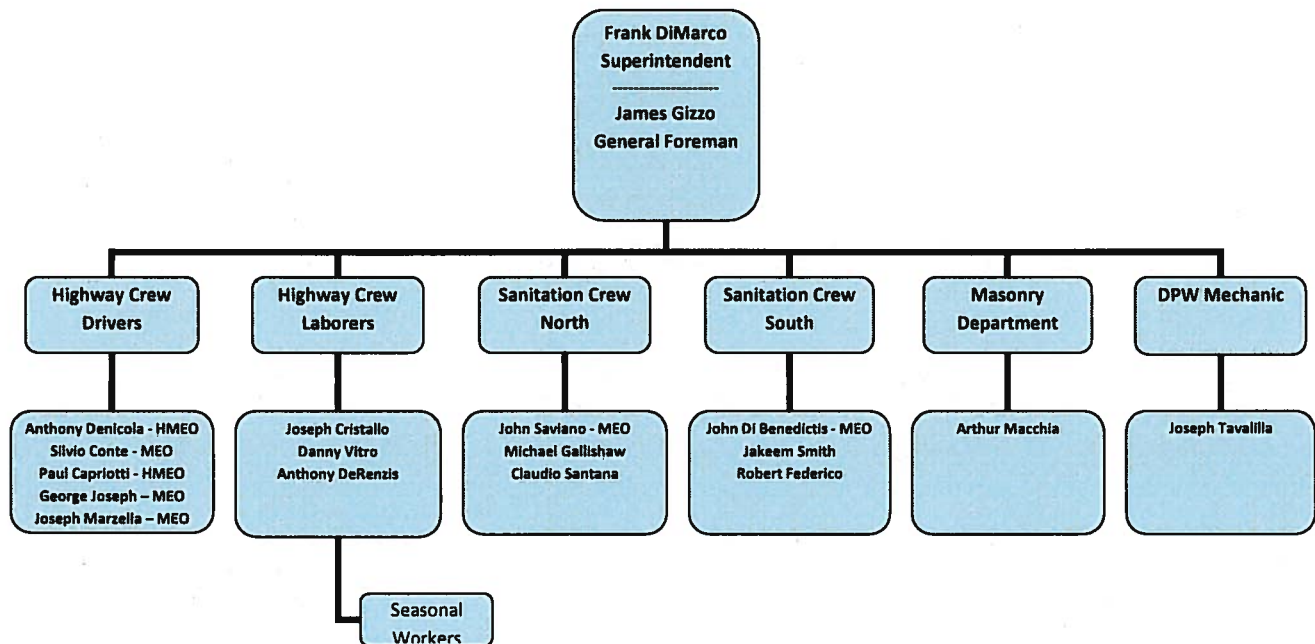
*Public works is the combination of physical assets, management practices, policies, and professional personnel necessary for government to provide and sustain structures and services essential to the welfare and acceptable quality of life for its citizens, businesses and those who visit.*

*Superintendent of Public Works*

*Franco DiMarco*

## **I. DPW Overview and Organizational Chart**

- The Department of Public Works is responsible for maintaining 14 miles of open streets and right-of-way including paving & curbs, street lights, parking lots, village sidewalks, vegetated and grass areas, basins, culverts, storm and sewer systems.
- The Department of Public Works consists of the following staff that are broken up into various classifications and departments:



(MEO) – Motor Equipment Operator (Class B commercial driver's license)

(HMEO) – Heavy Motor Equipment Operator (Class A commercial driver's license)

- Maintains vehicle and equipment fleet : 30 vehicles & equipment
- Provides supervision, management labor and seasonal help for public works staff of 18-20 employees
- Provides refuse collection to over 6700 residents & businesses
- Collects household refuse, recyclables, yard waste, bulk, metals, e-waste, furniture, and leaves
- Provides snow and ice control
- Maintains village parks, playgrounds, parking lots, and grassy strips and sidewalks
- Provides labor for annual planting & maintenance in open spaces/parks including hanging baskets of flowers throughout the village
- The issuance and inspections of street opening permits
- Provides planting and maintenance of public trees
- Implements and updates of all GPS/GIS mapping of village infrastructure
- Implementation and update of all GPS/GIS mapping of tree inventory
- Coordinates village trolley schedule and activities
- Provides education and outreach of community and municipal services

- Office administrative functions
- Maintaining village right-of-way
- Maintaining DPW facilities

## **II. Street Right-of-Way Maintenance**

### **Regular Services**

- Issued at total of 51 Street and Sidewalk Permits
- Responded to 265 Dig Safe Notification calls (Code 753) from Underground Utilities Protection Organization for DPW to mark out all underground utilities
- Snow Removal – DPW maintained 42.5” inches of snow fall in the 2016-2017 Winter season
- Street light repair & LED conversions
- Emergency Sewer calls totaling 16
- Traffic light repairs
- Rebuild a total of 34 storm-water basin
- Planting new trees – 46 trees between 2”- 4” inch DBH
- Tree & stump removal
- Pothole repairs
- Maintain flag poles
- Pruning and care of all village trees
- Watering of all flowers and trees
- Street sweeping services daily
- Inspect and repair all above and below ground infrastructure, parks, street, & sidewalks

### **Emergency Services**

No Emergency Weather Conditions in 2017

### **Curb-Side Leaf Pickup**

During October 15th – December 1<sup>st</sup> (Extended for 2 additional weeks in 2017)

Crews and equipment consist of the following;

- 2 -Dump Trucks & 2-Leaf machines
- 2-HMEO drivers (Heavy Machine Equipment Operator)
- 2- Laborers
- 2-Seasonal

### **III. Parks, Parking Lots and Strips Maintained by DPW**

The following locations are maintained by the Department of Public Works annually. Some of the maintenance functions of the Department of Public Works include, but are not limited to:

- Cutting and maintaining grass areas
- Planting and maintaining trees, flowers and shrubs
- Clearing and cleaning public sidewalks and parking lots
- Plowing, salting and removing of snow & ice
- Inspect and repair playground equipment
- Maintain basketball & tennis court
- Installation and maintenance of street lighting and traffic controls
- Trash & recyclable containers throughout village streets & parks
- Clearing of litter

### **Parks & Municipal Buildings**

- |                             |                                       |
|-----------------------------|---------------------------------------|
| ▪ Circuit Park              | ▪ Sylvan Avenue Park                  |
| ▪ Community Center          | ▪ Tara Park                           |
| ▪ DPW Building              | ▪ Triangle @ Armourvilla              |
| ▪ Fisher Park               | ▪ Triangle @ Circuit                  |
| ▪ Garrett Park              | ▪ Washington Street Park (Playground) |
| ▪ Library                   | ▪ Village Hall                        |
| ▪ Main Street Park          | ▪ Winslow Circle                      |
| ▪ Quarry Park @ Young Place | ▪ Winterhill Monument Park            |

### **Village Vegetated Areas & Grass Strips**

- |                                                |                                                                  |
|------------------------------------------------|------------------------------------------------------------------|
| ▪ Circuit Avenue (corner along fence)          | ▪ Main Street (Westchester funeral home to Winterhill Monument)  |
| ▪ Consulate Drive (along wall & island)        | ▪ Midland Avenue (Westchester funeral home to Bronxville border) |
| ▪ Dante Avenue exterior (sidewalk)             | ▪ Midland place                                                  |
| ▪ Elm Street (along river)                     | ▪ North Columbus Avenue (parking lot)                            |
| ▪ Fisher Avenue (corner) @ Oakland Avenue      | ▪ Oak Avenue (parking lot)                                       |
| ▪ Fisher Avenue (new corner) @ Marbledale Road | ▪ Pleasant Place (behind church)                                 |
| ▪ Fisher Avenue (parking lot)                  | ▪ Railroad Avenue (along track)                                  |
| ▪ Harrison Street                              | ▪ South Columbus Avenue (both sides)                             |
| ▪ Jackson Avenue                               | ▪ Young Place (along quarry fence)                               |
| ▪ Lincoln Avenue (by new wooden fence)         |                                                                  |

## **Village Islands & Extensions**

- Crestwood Plaza
- Dante Avenue extension (both sides)
- Marbledale Road @ Lincoln Ave
- Route 22 @ Winterhill Road
- Summit Avenue
- Depot Square
- Sylvan @ Lincoln

## **Village Dead Ends**

- Alpine Place
- Bronx Street
- River Street
- South High Street
- Underhill Street
- Washington Street

## **Parking Lots**

- Cameron Place
- Community Center
- Consulate Drive
- Crestwood Plaza
- Depot Square
- Fisher Avenue
- Library
- Oak Avenue (upper & lower)
- Main Street
- North Columbus
- North Columbus Avenue
- Thompson Street
- Underhill Street
- Upper & Lower Lake Avenue
- Van Duzen Place
- Village Hall

## **Sidewalks**

- Cameron (parking lot)
- Circuit & Pleasant (park)
- Columbus Avenue (Library & Community Center)
- Consulate Drive
- Crawford Drive (bunny path)
- Crestwood Station
- Dante Avenue extension (both sides)
- Depot Square
- DPW yard
- Fisher Avenue & Marbledale (park & quarry)
- Fisher Avenue (corner of Oakland Avenue)
- Garrett Park
- Lake Avenue (parking lot)
- Lincoln Avenue (quarry fence)
- Main Street
- Main Street (bridge)
- Main Street (Village Hall)
- North Columbus Avenue (parking lot)
- Oak Avenue (parking lot)
- Pleasant Avenue (across from church)
- Thompson Street (parking lot)
- Underhill & Columbus (parking lot)
- Underhill Road (Village Hall)
- Village Hall
- Wallace Street (Triangle Park)
- Fisher Ave (parking lot)

## **IV. Masonry Department**

The Masonry Department consists of one mason and assistant. This department is used for various in-house projects as needed and required.

- Implementation of a new masonry project
- Installation and repairs of curbs & sidewalks
- Installation and repairs of retaining walls
- Storm-water catch basin cleanout, repairs & rebuilding
- Rebuilding sewer & storm-water lines
- Road repair and replacement
- Infrastructure maintenance & repairs
- Demolition work and excavation

## **V. Various DPW Projects**

Each year there are projects that are taken on and completed by the men of DPW that typically would go out to bid and completed by other various contractors. Each one of these projects has a **Cost Benefit Factor (CBF, Savings)** to the taxpayers of Tuckahoe.

- DPW Facility Building A, structural repairs & facelift (CBF of \$78,000)
- Installation and preparation of the new salt shed canopy at DPW (CBF of \$72,000)
- Main Street Park Renovations (CBF of \$56,000)
- Supply and installation of 10 additional Decorative Street Light Fixtures (CBF of \$35,000)
- Renovation and landscaping for the WWI monument site (CBF of \$22,000)
- Renovation work at the Winterhill Road and Midland Ave intersection (CBF of \$28,000)
- Installation of 29 LED street light conversion fixtures (CBF of \$9,000)
- Installation of a Rapid Flashing Beacon Crosswalk System on Main Street (CBF of \$12,000)

## **Projects throughout the Village**

- Christmas decorations throughout the village
- Planting of the New Christmas Tree and landscape design at Depot Square
- Park inspections and repairs to playground equipment
- Utility road and sidewalk repair
- Paving of Fairview Ave, Midland Place, Park Ave, Grant Street, Oakland Ave, Union Street, Midland Ave, & Winterhill Road.
- Annual Village planting of hanging baskets & flowers together with the Beautification Committee

## **Sidewalks, Curbs & Steps Repaired**

- Various sidewalk repairs throughout village

## **Annual Festivals & Events**

DPW's involvement with annual festivals and events:

- DPW Annual Open House Event
- DPW Annual ECAP Christmas Toy Drive
- DPW Supports Breast Cancer Awareness Month
- Tuckahoe Road Race
- 4<sup>th</sup> of July events
- Padre Pio Festival
- Winter Fest
- Arbor Day
- Parades
- Easter Egg Hunt

## **VI. Sanitation and Recycling**

DPW is responsible to provide refuse and recycling collection services to approximately 6,700 residents and businesses within the village. Refuse from businesses collected by DPW generated revenue in the amount of \$110,000.00. The following sanitation and recycling totals were collected in 2017:

- Household Waste – 2,652 tons
- Commingled Containers- 221 tons
- Commingled Paper – 494 tons
- Yard Waste – 900 tons
- Metals – 59 tons
- E-waste – 28 tons

## **VII. Snow and Ice Control**

The Department of Public Works provided snow removal and ice control to all Village streets, parking lots, sidewalks and paved areas associated with municipal buildings and properties.

- DPW maintained 42.5" inches of snow and icy conditions during the 2016-2017 Winter Season
- Used approximately 705 tons of salt
- Used approximately 2000 gallons of Brine (Liquid Calcium)
- Used approximately 400 pounds of calcium chloride pellets



## **VIII. DPW Vehicle Fleet**

### **Master Mechanic**

Our Master Mechanic maintains the entire Department of Public Works & Police Department fleet & equipment.

DPW Fleet consists of the following trucks and machinery:

- 1991 International Dump
- 1997 John Deere Backhoe
- 1998 Mack 25 yard Sanitation Truck (Spare Truck)
- 2001 Dodge 3500 Dump / Plow
- 2001 Mack 25 yard Sanitation Truck
- 2002 Chevrolet Aerial Truck
- 2003 Ford Explorer
- 2003 Dodge 2500 4dr pickup/ plow
- 2005 John Deere 2210 mower/plow
- 2005 John Deere 624J Loader
- 2006 Chevrolet 1500 Foreman's Truck
- 2006 Ford F250SD Pickup/Plow
- 2006 International 7500 Plow/Sand/Dump
- 2007 International 7500 Plow/Sand/Dump
- 2006 American Road 17 yard leaf collector
- 2007 American Road 17 yard leaf collector
- 2007 Falcon 2 yard asphalt reclaimer
- 2010 Ford F350SD Plow. Sand Dump
- 2010 Ford E450 Mason Box Truck
- 2010 Ford F350SD Plow. Sand Dump
- 2010 Ford E450 Mason Box Truck
- 2011 International Dura Star 4300 Dump Truck
- 2011 Freightliner Trolley
- 2012 Ford Rack Body
- 2013 Ford Explorer
- 2013 Bobcat Skid steer S250
- 2014 Tymco Sweeper
- 2014 Ford 4dr Rack body with tail gate lift
- 2015 Mack 25 yard Sanitation Truck
- 2017 Ford F250 pickup / plow

## **IX. Grants & Assistance**

- New York State Extreme Winter Recovery Appropriation (\$13,035)
- New York State Department of Transportation CHIPS reimbursement (\$71,440)
- Pave New York Appropriation (\$16,307)
- Raffiani Family Foundation for the Main Street Park Renovation (\$25,000)
- Community Fund Grant for the Main Street Park Basketball Court Resurfacing Project (\$15,000)
- New York State Department of Environmental Conservation Grant for the purchase of Furniture Sharehouse storage container (\$2,900)
- New York State Department of Environmental Conservation Grant for Recycling Outreach (\$14,850)

## **X. Awards**

- Certificate of Commendation Award for design of Parking Lot and Green Infrastructure at Fisher Avenue. Demonstrating Excellence in Soil and Water Conservation.

- Westchester County Soil and Water Conservation Achievement Award for Fisher Avenue Parking Lot Improvement and Storm Water management Project.
- NYS Society of Professional Engineers Project of the Year Award for: A Model of Green Infrastructure: Sustainable Redevelopment in Urban Settings: Fisher Avenue Commuter Lot in Tuckahoe, NY.

## ***XI. Education and Public Outreach***

- First Annual Get Acquainted With Your DPW Open House Day
- Arbor Day involvement with Cottle Elementary School and Immaculate Conception School
- Lectures at various locations on the implementation and development of the Village Tree Ordinance and Master Tree Plan
- Involvement with the Tree Committee
- Involvement with the Environmental Committee
- Department of Public Works Educational projects:
  - Rain Garden
  - Rain water harvesting for irrigation of DPW shrubs
  - Bio-Swale and vegetation at various locations
  - Installation of pervious pavement
  - Vehicle charging stations
  - Installation of Vortex Hydrodynamic Stormwater Separators at various locations within the Village
  - Native Planting Garden at the Fisher Ave Park