

Brookfield Highway Department

Date: 9/18/2012

To: Board of Selectmen, 6 Central St, Brookfield, MA 01506

From: Herbert Chaffee II, Highway Superintendent

RE: Monthly Reports –July, August 2012

The salt shed was erected with the assistance of volunteers and the Highway Departments from East Brookfield and West Brookfield.

Roadside mowing south of the Quaboag River was completed.

The gravel parking lot which the department had been allowed to use *next door* to the garage was cleaned up at the request of the owner. He will be offering this lot for sale.

The brush and trees were removed from the area behind the garage. Supplies formerly stored across Mill St. from the garage were moved to this area.

The Common & Mall, 7 Prouty St., Washington Monument, and Mill Station Park were mowed and trimmed on a weekly schedule. This took approximately 16 hours per week. The boat ramps at North and South Pond were trimmed on a bi-weekly schedule.

Gas pump readings were taken twice weekly. Gas for all departments was ordered as needed.

Weekly rubbish removal from town buildings was done.

Catch basin tops were cleaned off prior to predicted rain events.

Routine maintenance was done on equipment.

Requests and questions from residents and other town boards were researched and responded to.

Potholes were patched