

Village of Ballston Spa

Saratoga County Seat
66 FRONT STREET

Ballston Spa, NY 12020

Phone: 518-885-5711

Fax: 518-885-0512

Date: January 24 th , 2022
Year: 2021
Department: Department of Public Works
<p>Purpose: The Department of Public Works serves the community by maintaining the facilities, structures, streets, and the water, sewer and storm systems that make up the Village. From the day-to-day services such as leaf/brush pick up, to building maintenance, to street paving and overseeing the entire water systems that supply the residences and businesses. DPW has a large responsibility to maintain the daily tasks of charting, vehicle upkeep for all village owned vehicles, street safety and maintenance and various other behind the scenes tasks that make our village a place to desire.</p> <p>The DPW supports the Village's vision to bring the community together through parades, village signage, decorations and banners, set-up and preparation for village family events and adapting to meet COVID hurdles, such as outdoor dining set up. We serve as a problem-solving hub for many of the village residents that look to the DPW for a wide range of small or large items that can affect day to day life.</p>

Department Demographics:

Department Head Name:	# Full Time Staff:	#Part Time Staff	# Seasonal Staff
Jeff Gawrys	10 Full Time 1 Working Supervisor Various titles for workers of them 3 are licensed Water Operators, 6 workers have CDLs	1 Part Time (Winter)	1 Contract (Mowing)

Statistics/Data:

Water Department – Testing & Charting **3 hours/day 365 days/year**

Water Meter Replacements – 67 (2021), 52 (2020), 131 (2019)

Water Closing Reads – 97 (2021), 8 (Jan 2022)

Dig Safe Tickets – 2021: 627 Tickets

2021 Paving – 7 Streets, 2 ¼ miles (North Street, Revere Drive, Monroe Ave, West St, Saratoga Ave, Chapman St, McMaster St)

- Catch Basin Replacements - 6, 6 days
- Catch Basin Repairs – 19, 9 days
- Sanitary manhole frame & covers, 16, 8 days
- Prep & Pave Total, 8 weeks

Fire hydrants Replacement – 5 hydrants

Spring Clean Up – 4 weeks

Leaf Vacuuming – 10 weeks

Fall Pick-up – 2 weeks

Trash Pick-up – Min. 2 hrs./2 times per week

Pool – 3 checks/day per NYSDOH, 3 months

Saratoga Ave Storm Drainage Project (Contracted)

Upcoming/Ongoing Projects:

2022 Paving – 11 Streets, 2 miles

Pumps at Lowell Street – Contracted Bid

Building Maintenance – Village Office, DPW garage, Police Station, Pump Stations, Public Parks/Playground/Pavilion/Bathrooms, Village Pool, Library, Monuments, Old Iron Springs

Equipment Maintenance – All DPW vehicles and equipment, Police Dept vehicles, Fire Dept vehicles

Snow Plowing and Snow Removal – streets, public lots, public sidewalks

Monthly State Report – Water

Hydrant Flushing – 2 weeks

Dig Safe Locate Tickets

Powerwash and seal Water storage tanks (2)

Hydrate Replacement (6)

Signage (Street, Stop, No Parking)

Street Striping (Crosswalk, Parking)

Open, Prep and Close Pool

Garbage Pick Up – Weekly

Village Office – Record Storage Management Project

Fuel Pump Replacement

Salt Storage Shed Construction

Upcoming Needs:

Increase number of personnel
New Equipment
More formal training/orientation for new personnel
Water Operator Training
CDL Certifications, Equipment Operator training
Yearly Training
DPW Facility (replace)

Important Information the Public Needs to Know:

Leaf Pick up takes a 5-man crew – 12 weeks/year

Brush Pick Up – Spring/Fall 8-12 weeks per year

Snow Removal – Parked cars/Basketball hoops

Central Garage – Purchase and distribute supplies to VO, Pool, Firehouses, Police Station, Kelley Park

Maintain fuel system for the entire village

Public Pool – Open, close, fix & maintain, Swimming Under the Stars event

Flags/flowers (watering), banners, holiday decorations, special events/bird houses, parades, car show, outside village eating

Water service, sewer lateral replacements

Surrounding Towns and Saratoga County help support the Village with shared services

The Department of Public Works is a small entity that serves the village in a large way. Our department operates three segments including Streets, Water and Sewer, with a limited number of personnel. We plan, budget, and use taxpayers' money to ensure the maintenance and safety of the village, often interrupted by daily calls and emergencies. The continued support of the residents, Board of Trustees and community is crucial to the improvements and evolutions of the Village.