

Street Sweeping

Standard Operating Procedures



Town of Tewksbury, MA
Department of Public Works
999 Whipple Road
Tewksbury, MA 01876

Updated June 30, 2020

Table of Contents

Street Sweeping – Town of Tewksbury, MA

- Introduction 1
- Equipment Inventory 1
- Operations 1
- Maintanance 1
- Schedual 2
- Priority Roads and Parking Lots..... 2
 - Priority Roads and Parking Lots Table 2
- Storage and Disposal 4
- Training 4
- Record Keeping and Documentation 4

Introduction

The Town has an annual contract that is bid for street sweeping of approximately **70%** of the Towns roadways. The remaining **30%** of the roadways is completed by a town employee in the town owned street sweeper. Additionally a town employee in the town owned street sweeper also street sweeps for special events and accident clean up.

Equipment Inventory

The municipality owns and maintains the following street sweeping equipment:

Equipment Number	Make	Description	Sweeper Speed
65	Elgin	Pelican	5 MPH

Operations

- Operate all sweepers and equipment according to the manufacturer's recommended settings, standards, and procedures.
- While sweeping, drive between the optimal sweeping speed limit, as recorded in the equipment list above.
- Sweeping will not take place during *rain or storm events*
- If spills occur or illegal discharges are seen, report to *report to DPW*

Maintenance

- Sweepers will be checked for leaks *before and after use* immediately contain and properly clean up any spills.
- Regular preventative maintenance to prolong equipment use (such as greasing moving parts and minor adjustments) occur *once* times per *month*.
- Parts are replaced *as needed* Brushes are replaced when bristle length is less than 8 inches on Gutter Brooms, and 12 inches on main broom
- Equipment is washed at *DPW Yard* located at *999 Whipple Road Tewksbury, MA* to trap grease, oils and sediment.
- The left-over debris is scraped out from the hopper after *each* debris dumps.

Schedule

- Street sweeping will primarily take place between the months of April and October
- All streets with curbing and/or catch basins shall be swept a minimum of once per year in the spring (following winter activities such as sanding). Streets are swept according to the street list and schedule located at the DPW Office
- Priority roads and parking lots are identified on the basis of pollutant load reduction potential, based on inspections, pollutant loads, catch basin cleaning or inspection results, land use, impaired or TMDL waters or other relevant factors. These roads and parking lots are listed below and will be swept more frequently as indicated in the table.

Priority Roads and Parking Lots

These roads/parking lots may be grouped by road category as long as the town’s list of streets and parking lots also indicates the applicable road category (e.g. main arterials, residential areas, commercial areas, downtown areas, municipal parking lots, industrial areas, etc.).

The list of priority roads and parking lots will be reassessed every year.

- The sweeping schedule is assessed once a year times per year and updated as necessary.
- A map of town roads and parking lots is located the DPW Office.
- Events/activities that require special sweeping are Memorial Day Parade, Fourth Of July Event, Sports events at Livingston Park

Priority Road/ Parking Lot Name (or Category)	Impaired Water	Frequency of Sweeping
Merrimac Drive	Trull Brook	Twice Per Year
River Rd	Trull Brook	Twice Per Year
Trull Brook Lane	Trull Brook	Twice Per Year
Hood Rd	Trull Brook	Twice Per Year
Andover St	Trull Brook	Twice Per Year
Long Meadow Rd	Trull Brook	Twice Per Year
Country Club Lane	Trull Brook	Twice Per Year
Ames Pond Drive	Ames Pond	Twice Per Year (Private)
Radcliff Rd	Ames Pond	Twice Per Year (Private)
Cardigan Rd	Ames Pond	Twice Per Year
Dunvagen Rd	Unnamed Tributary (Pinnacle Brook)	Twice Per Year
Pinnacle St	Unnamed Tributary (Pinnacle Brook)	Twice Per Year
Bligh	Unnamed Tributary (Pinnacle Brook)	Twice Per Year

Pond St	Long Pond	Twice Per Year
Whipple (Pine To Chapman)	Long Pond	Twice Per Year
Ferncroft Rd	Long Pond	Twice Per Year
Debra Drive	Strongwater Brook	Twice Per Year
Mac Drive	Strongwater Brook	Twice Per Year
Carnation	Strongwater Brook	Twice Per Year
Archstone Ave	Strongwater Brook	Twice Per Year (Private)
North St (Woodland to Kendall)	Strongwater Brook	Twice Per Year
Chandler (East To Livingston)	Strongwater Brook	Twice Per Year
East St (Livingston to Maple)	Strongwater Brook	Twice Per Year
Mitchell G Dr	Strongwater Brook	Twice Per Year
Birchwood Dr	Strongwater Brook	Twice Per Year
Katie Way	Strongwater Brook	Twice Per Year
Donny Martel Way	Strongwater Brook	Twice Per Year (Private)
Box Car Boulevard	Strongwater Brook	Twice Per Year
Center School Parking Lot	Strongwater Brook	Twice Per Year
Mckenzie Circle	Round Pond	Twice Per Year
John E. Smith	Round Pond	Twice Per Year
Helvetia St	Round Pond	Twice Per Year
Heritage Dr	Round Pond	Twice Per Year
High School Parking Lot	Round Pond	Twice Per Year
Oxford Rd	Shawsheen River	Twice Per Year
Beech St	Shawsheen River	Twice Per Year
Charm Rd	Shawsheen River	Twice Per Year
Patriots Rd	Shawsheen River	Twice Per Year
Arlington St	Shawsheen River	Twice Per Year
Shawsheen St	Shawsheen River	Twice Per Year
Windham St	Shawsheen River	Twice Per Year
Main St (Shawsheen to Hill)	Shawsheen River	Twice Per Year
Mollie Rd	Shawsheen River	Twice Per Year
South St (Hill To End)	Shawsheen River	Twice Per Year
Hillside Rd	Shawsheen River	Twice Per Year
Dufresne Dr	Shawsheen River	Twice Per Year
Riverdale Ave	Shawsheen River	Twice Per Year
Bridge St	Shawsheen River	Twice Per Year
Gieger Dr	Shawsheen River	Twice Per Year
Memorial Dr	Shawsheen River	Twice Per Year
Mill St	Shawsheen River	Twice Per Year
Barry Dr	Shawsheen River	Twice Per Year
Emily Rd	Shawsheen River	Twice Per Year
Moonlight Dr	Shawsheen River	Twice Per Year
Sunset Cir	Shawsheen River	Twice Per Year
Rockvale Rd	Shawsheen River	Twice Per Year
Winter Ln	Shawsheen River	Twice Per Year

Heath St	Shawsheen River	Twice Per Year
Oak Rd	Shawsheen River	Twice Per Year
Sycamore Dr	Shawsheen River	Twice Per Year
Driftwood Dr	Shawsheen River	Twice Per Year
Utah Rd	Shawsheen River	Twice Per Year
New Mexico Rd	Shawsheen River	Twice Per Year
Oregon Rd	Shawsheen River	Twice Per Year
California Rd	Shawsheen River	Twice Per Year
Brown St (Billerica Line to Arkansa Rd)	Shawsheen River	Twice Per Year
Decorlis	Shawsheen River	Twice Per Year (Private)
Woburn St	Concord River	Twice Per Year

Storage and Disposal

- Temporary storage of solid sweeping debris is on an impervious surface or in a truck/dumpster that is protected from runoff. The storage location(s) is/are the DPW Yard.
- Solid sweeping debris is brought to DPW Yard for permanent disposal. Debris is tested and is permanently disposed of once times per year.
- Decant water is discharged to DPW Yard.
- Weighing process: The amount of solid sweeping debris will be weighed by per load or by volume.

Training

Employees are trained *once* times per year on this procedure and the proper operation of equipment. Employees are also trained on stormwater pollution prevention, spill and response, and illicit discharge detection and elimination procedures.

Record Keeping and Documentation

- Records are kept the DPW Office
- Volume solid debris removed and number of roads swept, along with any other measures recorded are recorded after each sweeping.
- The number of curb miles swept per year is calculated annually.
- A list of employees implementing the SOPs and the completion of their training(s) can be found DPW Office