

PUBLIC WORKS DEPARTMENT

And its subdivisions

2023 Annual Report

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Christopher Pelletier, Director of Public Works

Public Works Dept.

Lori Schinck, Administrative Assistant

Don Freitas, Mechanic

Colt Carter, Public Works Laborer (*resigned*)



The Public Works Department is comprised of multiple Divisions that manage water and wastewater treatment, water and sewer infrastructure, roads and drainage facilities, buildings, parks, and cemeteries, and vehicle and equipment maintenance for the entire department. Each Division has staff on-call 24 hours a day to maintain and ensure continuity of services. As a new member of the department, it is humbling to part of a team devoted to serving the community.

Highway Division



The Highway Division consists of six (6) full time employees when fully staffed, which has been challenged with multiple vacancies throughout 2023. These employees are responsible for maintaining over 40 miles of paved roads, over 20 miles of gravel roads, including drainage, sidewalks, signage, brush and vegetation removal, and snow removal.

The Town of Newport has a relatively small and dedicated highway team that is on call to respond to emergencies 24 hours a day.

Water & Sewer Division



The Water and Sewer Division consists of five (5) employees when fully staffed but has also struggled with the challenges of reduced staff and turnover in 2023. The Division's water treatment and distribution responsibilities include water treatment and facility maintenance, multiple storage facilities, and well pumping. The division maintains 44 miles of water main, 710 valves, and 241 hydrants and are under increasing regulatory demands. There are approximately 1700 water customers and are responsible for maintaining and replacing water meters which are read three (3) times a year.

The Collection System includes 25 miles of sewer main, 454 manholes, and 2 pumping stations. As the collection system ages, there is a growing need to repair and rehabilitate underground structures. The Water and Sewer Division is committed to keep services running 24 hours a day and ensure the town is able to meet its regulatory commitments.

Currently, the Division is overseeing the Well Development, Unity Road Water Main with updated PRV, Sewer Lining, and several Development Projects throughout the Town of Newport.



Wastewater Treatment Facility

The Wastewater Treatment Facility is managed by two (2) employees that together manage to keep this facility running 24 hours a day. Their duties include record keeping and reporting for regulatory compliance, water analysis and testing, and general equipment maintenance of the facility. Septage handling is another aspect of work performed by operators.

Cemeteries, Buildings & Grounds



The Cemetery, Buildings and Grounds Division consists of three (3) full time and one part time employee and is responsible for the maintenance of over a half dozen parks, 5 cemeteries, welcome signs, and a variety of roadside open spaces. The Division provides maintenance to multiple towns owned facilities including Town Hall, the Opera House, and the Police Department, and custodial

services to these and several others.

The Public Works Department has one Mechanic that manages maintenance of vehicles and equipment for all the divisions. There are over 25 different vehicles and pieces of heavy equipment that are regularly maintained and dozens of smaller equipment including trailers, sanders, pumps, generators, plows, etc. This is a critical position in the department and highly demanding that covers everything from changing a tire to major engine repair.

PROJECTS

There are multiple projects planned for 2024 that include:

- Salt shed storage construction
- Unity Road water main and PRV replacement
- The start of the new Wastewater Treatment Facility
- 2024 Paving Project
- Fire hydrant replacements
- 2024 Sidewalk Project
- Collection system improvements

“I’d like to thank the Town of Newport for this opportunity to work in conjunction with the town and the local residents; assisting with infrastructure and development projects and also working closely with town staff.”

**Christopher Pelletier,
Director of Public Works**