

Township of Hamilton Department of Public Works 2021 Annual Report



Jeff Martin
Mayor



Charles Thomas
Director

Public Works - Mission Statement

Charged by Mayor Jeff Martin to better the level and quality of customer service, the Department of Public Works (DPW) is a hands-on team of professionals dedicated to supporting and improving Hamilton's infrastructure and public properties. The DPW is dedicated to enhancing the quality of life in Hamilton and making every effort to maximize the efficient, effective use of Hamilton's resources. The DPW is committed to public safety and providing prompt, courteous, and quality service to our residents and businesses.

The DPW consists of: the Division of Roads; which is responsible for the maintenance and improvement of approximately 625 lane-miles of roadway, and the operations and maintenance of the Harry J. Bonacci Ecological Facility; the Division of Buildings and Grounds, which is responsible for the maintenance and upkeep of all public buildings and facilities; and the Division of Parks, which is responsible for the maintenance and upkeep of all public parks and recreation centers.

In addition to these responsibilities, the DPW manages solid waste collection services for the Township through our vendor, Solterra Recycling Solutions.



Table of Contents

Overview: Pages 4-5

Organizational Structure: Pages 6-9

Public Works Office: Pages 10-11

Safety: Pages 12-13

Solid Waste and Recycling: Pages 14-17

Buildings and Grounds: Pages 18-30

Parks: Pages 31-47

Roads: Pages 48-61

Garage: Pages 62-64

Public Works Grass Cutting: Pages 65-66

Code Violation Mitigation: Pages 67-69

Winter Operations: Pages 70-73

Public Works Inspections: Pages 74-77

Storms: Pages 78-79

Special Events/Projects: Pages 80-87

Employee Training: Page 88

Retirements/Departures: Page 89

Department Goals: Page 90



Public Works - Township Overview

HAMILTON TOWNSHIP AT A GLANCE

GEOGRAPHY AND HISTORY

Hamilton Township is 39.4 square miles, one of Mercer County's largest and most populated municipalities. Hamilton Township was originally The Town of Nottingham from 1686 to when it was incorporated in 1842. Hamilton Township experienced much industrial and residential development like its neighbor, Trenton, and has continued to grow residentially since World War II, though farming continues to thrive in the still rural area of the township. Hamilton has experienced a growth in large shopping destinations in recent years.



DEMOGRAPHICS

Total Population	
2000 (Census)	87,109
2010 (Census)	88,464
2040 Forecast (DVRPC)	92,380
Density (pop./sq. mile) 2010	2,245
Racial Composition, 2010	
White	69,340
Black	10,419
Asian & Other	8,705
Persons of Hispanic or Latino Origin, 2010	9,613
Median Age, 2010	41.8
Total Households, 2010	24,534
Avg Persons Per Household, 2010	2.55
Median Household Income, 2010 (ACS)	\$72,026

TAXES

Net Taxable Value	\$5,158,310,796
County Equalization Ratio	56.51%
General Tax Rate Per \$100	\$4.074
<i>Source: County Board of Taxation, 2012</i>	

FORM OF GOVERNMENT

Mayor/Council

SEWER & WATER

Water: Trenton City Water Department, Aqua
New Jersey, Private Wells
Sewer: Hamilton Township Pollution Control Board, Private Septic

PUBLIC SCHOOLS

[Hamilton Township Public Schools](#)
2012-2013 Enrollment 12,114
Source: NJ Dept of Education Enrollment Data 2012-2013

Public Works - Township Overview

Per Capita Income, 2010 (ACS)

1999	\$25,441
2010	\$32,344

Source: US Census Bureau; 2010 American Community Survey 5 Year Estimates US Census Bureau; NJ Department of Labor; 2040 Forecast: DVRPC, July 2012

HOUSING

Total Housing Units	
2000 (Census)	34,535
2010 (Census)	36,170

Occupied, 2010 (Census)	
Owner	26,033
Renter	8,501
Vacant, 2010 (Census)	1,636

Total Housing Units, 2010 (ACS) 35,412
 Source: 2010 American Community Survey (ACS) 5 Year Estimates US Census Bureau

Residential Building Permits Issued, 2011 90
 Source: US Census Bureau & NJ Department of Labor

MUNICIPAL RECREATION

- Anchor Thread Park
- Kuser Farm Park
- Sayen Botanical Gardens
- Shadybrook Park
- Switlik Park
- Veterans Park

LIBRARIES

[Hamilton Township Public Library](#)

EMPLOYMENT

Avg Labor Force, 2000	69,435
Avg Labor Force, 2010	54,336
Private Sector Employment	
1990	21,611
2009	25,307

Source: NJ Department of Labor. Employment and Wages Covered by Unemployment Insurance.

www.hamiltonnj.com

DEPARTMENT OF PUBLIC WORKS

HAMILTON TOWNSHIP



Public Works - Organizational Structure

Director's Office

- Director
- Administrative Analyst
- Chief of Administrative Services
 - Keyboarding Clerk 4
 - Keyboard Clerk 1
 - Part Time Clerk
- Coordinator of Safety Programs 2
- Municipal Recycling Coordinator
- Public Works Inspector



Team members of the PW Office participating in the 'Pink Out' breast cancer awareness day initiative.

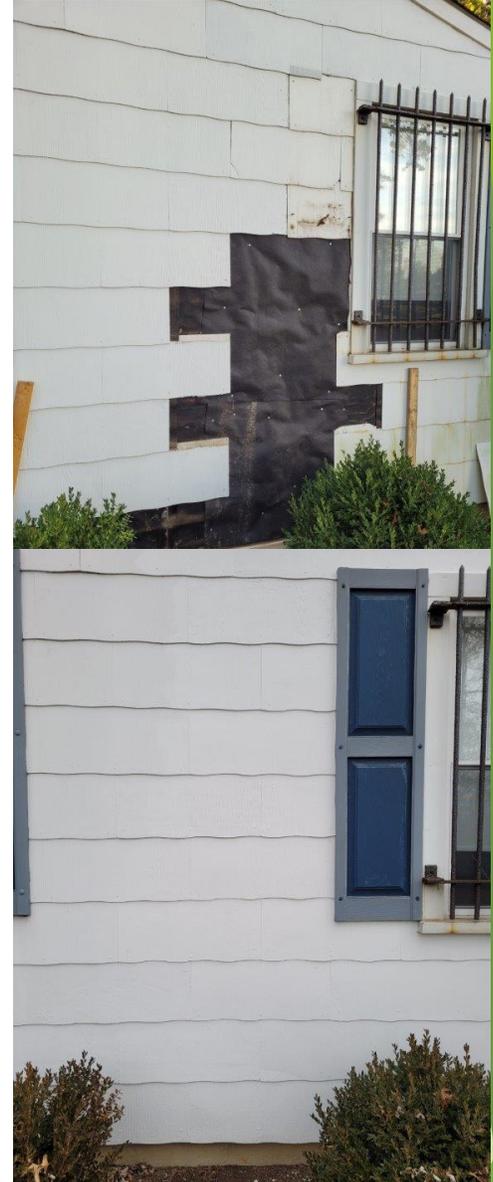


Public Works - Organizational Structure

Buildings and Grounds

- Superintendent of Public Properties
- General Supervisor Buildings and Grounds
- Supervisor/Electrician
- Supervisor/Building Services
- Supervisor/Maintenance Repair
- Supervisor/Maintenance Repair
- Supervisor/Plumber
- Senior Electrician
- Carpenter
- Plumber
- Electrician
- Senior Maintenance Repairer
- Senior Stock Clerk
- Electrician's Helper
- Maintenance Repairer
- Plumber's Helper
- Senior Building Maintenance Worker
- Building Maintenance Worker
- Building Service Worker
- Heavy Laborer
- Laborer 1
- Part Time Building Service Worker
- Part Time Laborer

*Left,
water
heater
repairs at
Police HQ.*



*Civil War Museum shingle siding
repairs.*

Public Works - Organizational Structure

Parks

- Superintendent of Parks
- General Supervisor
- Supervisor/Greenhouse
- Maintenance Supervisor/Grounds
- Supervisor/Parks
- Supervisor/Trees
- Senior Maintenance Repairer
- Maintenance Repairer
- Senior Gardener
- Tree Maintenance Worker 1
- Truck Driver
- Maintenance Worker 2 Grounds
- Maintenance Worker 1 Grounds
- Heavy Laborer
- Laborer 1
- Seasonal Laborer



Landscaping improvements to the Tennis Center in Veterans Park.



Repairs to the playground at Apollo Park.

Public Works - Organizational Structure

Roads

- Superintendent of Roads
- General Supervisor
- Road Repair Supervisor
- Mason
- Heavy Equipment Operator
- Equipment Operator
- Truck Driver
- Senior Traffic Maintenance Worker
- Heavy Laborer
- Laborer 1



Garage

- Supervising Mechanic
- Automotive Service Writer
- Senior Mechanic
- Mechanic/Welder
- Mechanic
- Stock Handler
- Mechanic's Helper
- Heavy Laborer



Public Works - Public Works Office

The Public Works Office houses the Director Office, as well as: the Solid Waste and Recycling office; the Safety office; the Public Works Inspectors' offices; and the Administrative staff and operations.

Located at 240 Tampa Avenue, the Public Works Office is the hub for the day to day administrative planning and decision making for the Department of Public Works. This includes preparation and administration of the operating and capital budget for the department, as well as the preparation and processing of requisitions, purchase orders, and vouchers. Currently, for 2021, the operating budget totals \$16,192,474.67 and the capital budget totals \$5,769,200.00; for a combined total of \$21,961,674.67.

In addition to these functions, service requests submitted by residents through the “Q-Alert System” are managed in the office in conjunction with the specific Divisions responsible for completion (Parks, Buildings and Grounds, Public Works Inspections, Roads, Solid Waste and Recycling, etc.

In 2021, Public Works responded to 12,547 service requests in addition to completed scheduled jobs (approximately a 6% increase in requests from 2020). The Public Works Office also manages specific requests for service related to street lighting (outages, requests for additional lighting, etc.); processes violation notices for sidewalk defects; and schedules work orders and processes the cost forms and lien forms related to the mitigation of work orders for violations issued by the Vacant and Abandoned Properties Office or the Zoning Office for code violations.

Public Works - Public Works Office

There are eight paths for service request to be directed for assignment within Public Works. For the year, each work group received the following number of requests:

1. Roads: **4,822** service requests.
2. Solid Waste: **3,323** service requests.
3. Recycling: **1,885** service requests.
4. Buildings and Grounds: **1,044** service requests.
5. Public Works Inspections: **851** service requests.
6. Parks: **754** service requests.
7. Public Works Office: **551** service requests.
8. Safety: **1** service request.
9. Public Works Garage: **1** service request.

Requests by Department

1/12/2022 2:07 P

This report shows the number of requests (open, in progress, and closed) by department

Criteria used for this report:

Start Date Greater Than or Equal To: 1/1/2021 12:00 AM
End Date Less Than: 12/31/2021 12:00 AM
Department(s) Equals Any Of: Public Works

Department	1 - Open	2 - In Progress	3 - Closed	4 - On Hold	Total
Public Works	278	475	11782	12	12547

Public Works - Safety Office

The Safety Office is responsible for the day to day and long-term workplace safety and compliance for the Department of Public Works. Working with the staff at the Township warehouse, the Safety Office coordinates, orders, and provides to the workforce the needed safety supplies, personal protective equipment (PPE), and work zone supplies (cones, signage, etc.) necessary to safely complete all jobs.

The Safety Office is responsible for providing training and informational/educational opportunities to the workforce, such as: lock out/tag out training, confined space training, and the proper and safe usage of assigned equipment (chain saws, fork lifts, etc.). The office also conducts on-site employee and work zone safety inspections to check for the proper use of tools, equipment, and PPE; as well as for the proper setup and breakdown of work areas, both for the safety of employees and passing motorists/residents.

The office investigates all employee job-related injuries and motor vehicle accidents and prepares necessary reports related to each incident; and coordinates Federally mandated alcohol and drug testing of all CDL license holders with RWJ Occupational Health. Additionally, the office coordinates with the Public Employees Occupational Safety and Health agency (PEOSH) regarding inspection and compliance issues.

Public Works - Safety Office

The Safety Office is responsible for managing the recalibration of the multi gas detection meters used by various crews; assists in the safety inspections of Township buildings, parks, and assets; investigates claims with the Legal Department to recoup monies from accidents that result in the damage of Township properties; and new this year, implemented a CDL driver training course as required by the Federal Motor Carrier Safety Administration.

Additionally, the Safety Office maintains the New Jersey Worker and Community Right to Know Act for the Township, which monitors and tracks hazardous substances in 14 Township locations. This information, maintained on Safety Data Sheets, is used to help inform employees about chemical hazards within the workplace so jobs can be performed safely; to help police, firefighters, and other first responders adequately plan for and respond to incidents (fires, spills, etc.); and provides data for monitoring and tracking hazardous substances.



Public Works - Solid Waste and Recycling

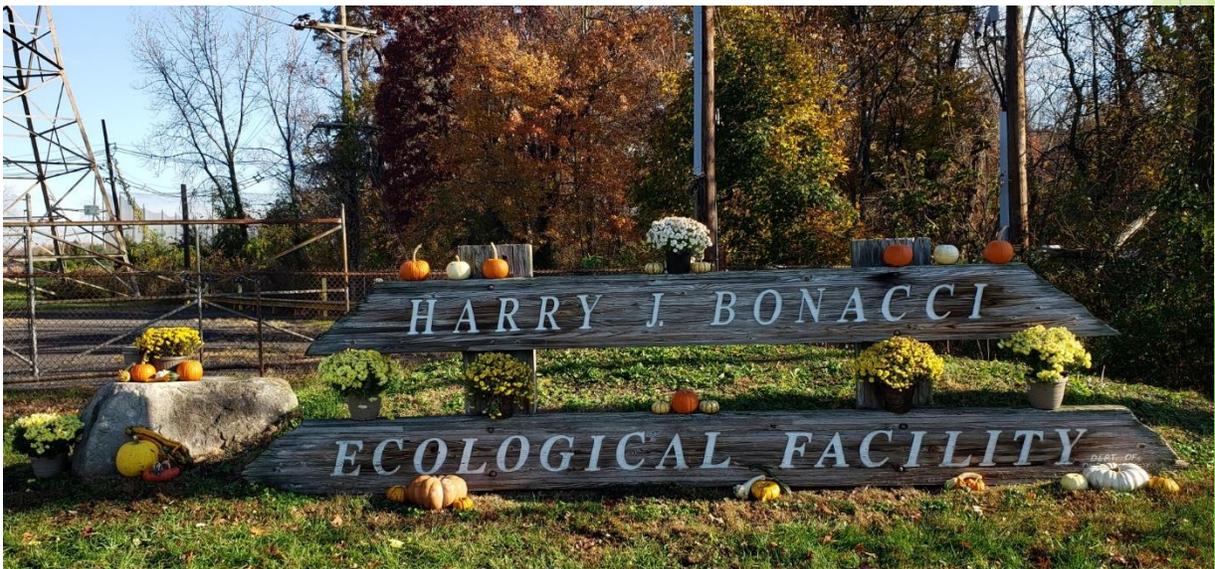
The Solid Waste and Recycling Office is responsible for managing public contracts and services related to solid waste and recycling for curbside residential service and at Township facilities; managing solid waste and recycling grants and accounts; managing shared service agreements with other governmental agencies for Class B and C materials received at the Ecological Facility; and State mandated data collection, reporting, and compliance.

The current vendor for curbside solid waste collection is Solterra Recycling Solutions. They service 32,360 households in Hamilton twice a week (64,720 stops per week). In 2021 there were 3,365,440 stops collected and 1,819 Q-Alert complaints recorded (.0005% of all stops). Total disposal costs were \$8,342,396.70. This equates to \$257.80 per year for each household for solid waste collection, or \$4.97 per week per household, or \$.07 per day per household.



Public Works - Solid Waste and Recycling

The Township's Ecological Facility, located at 1360 Kuser Road, is the hub for residential recycling in the town for light metal, cardboard, used motor oil, single stream items, batteries, and electronics; but it is also the hub for brush and leaf recycling operations (Class B and C material), both for residents, commercial entities, and other government agencies. The Solid Waste and Recycling office manages shared services contracts with West Windsor Township, Robbinsville Township, the Mercer County DOT & I, the Mercer County Parks Commission, Chesterfield Township, Allentown Township, and the Borough of Fieldsboro to process their Class B and C material. In addition to these functions, monthly and yearly recycling tonnage figures are recorded and compiled from residential, Township work crews, and commercial customers at the facility. These figures are used to file yearly Class B and C reports in accordance with NJAC 7:26 and 7:26A regulations with the NJDEP. The office also monitors Class A, B, and C activities at the facility according to NJDEP rules and regulations.



Public Works - Solid Waste and Recycling

The Solid Waste and Recycling office also manages two grants: the Municipal Recycling Tonnage Grant and the New Jersey Clean Communities Program Grant.

Hamilton was awarded a grant from the NJDEP for \$200,305.90 for 2018 recycling tonnage totals. The 2019 Recycling Tonnage Grant totals will be reported in April 2021. As part of the grant program, two shredding events were held this year, with 1,202 residents partaking in the service, resulting in 17.19 tons of paper collected. The Township's 2020 recycling tonnage report was filed with the NJDEP. The curbside single stream recycling program contributed 7,052.80 tons of material collected and the commercial single stream recycling program contributed 196,001.78 tons of material collected.

The annual report for Hamilton Township was filed with the NJ Clean Communities program, which resulted in the Town being awarded a grant for \$189,533.84, the fourth largest in New Jersey. Seasonal workers returned in 2021 as part of the program to help clean: streets and islands, parks, public parking lots, public buildings, bridges, flower beds, and other litter abatement assignments as needed. In 2021, the seasonal summer workers picked up 6.82 tons of litter and debris to help keep Hamilton as clean and beautiful as possible.

Public Works - Solid Waste and Recycling

Through the NJ Clean Communities Program, the Township also partners with local neighborhood and volunteer groups to clean up various areas within the Town.

Three Neighborhood Cleanups were conducted per the Township's contract with Solterra. Additionally Snell-Wilkus Park has been the beneficiary of additional litter maintenance thanks to Girl Scout Troop 70185. The Troop has committed to cleaning up the park of litter and debris on weekends and their work has not gone unnoticed.

The annual stream clean up, sponsored by the Environmental Commission, returned in 2021; as did the annual Bromley Civic Center neighborhood clean. New for 2021, the Clean Communities Program sponsored a clean up of the Delaware River Basin along Duck Island. The event had over 220 volunteers, in addition to assistance from Public Works Crews.

As part of the grant, educational programs must be provided to the local elementary school community. Due to the pandemic and the fluctuation between in-school learning and remote learning, this program shifted to a virtual format. The shows, performed by Bill Kerwood, were completed in 17 schools. Prior to the pandemic, Mr. Kerwood had received positive feedback from school administrators and teachers for his approach to educating and interacting with the students. He was very well received in his virtual format this year and we hope to return to the in-person instruction in 2022.

Public Works - Buildings and Grounds Division

The Division of Buildings and Grounds is comprised of skilled craftsmen and tradesmen who are responsible for the daily maintenance and upkeep of approximately 35 municipal buildings and properties; and their mechanical, structural, plumbing, janitorial/custodial, and electrical components. Buildings and Grounds also assists area non-profits that rent or lease Township buildings or land with maintenance related to their activities or day-to-day functions.

The Division of Buildings and Grounds operates in a quasi-dual role as a planned and scheduled work and maintenance shop and as emergency repair specialists. The Division is the help desk and the spine of the Town. They work to keep systems running smoothly for the employees working in and for the residents visiting Township buildings or properties on a daily basis.

Beginning in 2021, the Township's Municipal Fire Division become operational. Buildings and Grounds was tasked with servicing and maintaining five additional buildings for the year.

During 2021, the Department attempted to get Buildings and Grounds on board with the Trair work order system in order to better track jobs, costs, and resources. There are still some time constraint issues to work out, but it remains a goal for 2022. The system is designed in a way to create a digital archive and property maintenance history for our Township assets. That being said, for the year, 14 work orders were completed totaling \$5,597.00. Paper records were continued to be maintained during this time.

Public Works - Buildings and Grounds Division

For the year, Buildings and Grounds responded to 1,044 service requests generated by employees or residents for maintenance at Township facilities or buildings. This accounted for 8% of the Department's service requests, which was fourth-highest in the Department. Some examples of service requests for Buildings and Grounds are:

1. General Building Maintenance: 443
2. Township Building Maintenance: 168
3. Need Items Moved (Furniture, Files): 96
4. HVAC Problems: 51
5. Plumbing: 35
6. Electrical: 30
7. Request Repairs: 27
8. Light Bulb Replacement: 17
9. Restroom Comfort Items: 11
10. Decorative Street Lighting: 8
11. Fountain Maintenance: 5
12. Bus Stop Maintenance: 4



Station 12 Sink Repair



Greenhouse Heater Repair

Public Works - Buildings and Grounds Division

Buildings and Grounds services and maintains the following Township-owned buildings and structures:

Animal Control: 2100 Sylvan Avenue

Bromley Civic Center: 1801 E. State Street

Call Center: 5 Justice Samuel Alito Way

Dwier Center: 392 Church Street

Golf Center: 5 Justice Samuel Alito Way

Grafton House: 110 Edgebrook Road

Health Building: 2100 Greenwood Avenue

Homedell School: 535 East Franklin Street

- Camp Fire USA
- Big Brothers Big Sisters
- Halsey Foundation

Isaac Pearson House: Hobson & Emeline Avenues

Kuser Mansion: 1140 Kuser Road

Kuser Maintenance Building: 390 Newkirk Avenue

Maple Shade Park: Maple Shade Avenue

McManimon Center: 320 Scully Avenue

Muha Senior Center: 409 Cypress Lane

Municipal Building: 2090 Greenwood Avenue

Neighborhood Service (Wilson) Center: 169 Wilfred Avenue

Police Station: 1270 Whitehorse-Mercerville Road

Pistol Range: Electronics Drive

Public Works Complex: 240 Tampa Avenue

- 18 Buildings



Call Center, 5 Alito Way



Kuser Maintenance Building, 390 Newkirk Avenue

Public Works - Buildings and Grounds Division

Buildings and Grounds services and maintains the following Township-owned buildings and structures (continued):

Recreation Office: 2388 Kuser Road

Sayen Gardens Maintenance: 155 Hughes Drive

Sayen House: 155 Hughes Drive

Switlik Park Pavilion: Fisher Place

Shadybrook Maintenance Building: Pitman Avenue

Sign Shop: 308 Hollywood Drive

Veterans Park-South

- Maintenance Building: 2206 Kuser Road
- John Abbott House: 2200 Kuser Road
- Civil War/Indian Museum: 2202 Kuser Road
- Tennis Courts Pavilion: 2200 Kuser Road
- Greenhouse Complex: 2206 Kuser Road

Warwick Park: Collins Road

Fire Station #12: 2711 Nottingham Way

Fire Station #13 (Headquarters): Chamber & Rennie Streets. (13 Rennie St.)

Fire Station #14: 1805 East State Street

Fire Station #15 (Garage Only): 61 Ruskin Avenue

Fire Station #19: 4201 Crosswicks-Hamilton Square Road



Sayen House, 155 Hughes Drive

Public Works - Buildings and Grounds Division

The **Electrical Crew** is responsible for the day-to-day maintenance, repair, and upkeep of all electrical systems in Township buildings, within Township parks and recreational areas, and other items such as decorative street lighting systems and mobile light towers and generators.

The **General Maintenance/Carpentry Crew** completes repairs and maintenance projects, renovations, large-scale jobs, and performs needed carpentry services on Township buildings and structures as well as within Township parks and facilities.

Jobs may range from exterior work such as: siding and roofing repairs; window repairs, replacements, and installations; painting; and repair to or fabrication of structures (benches, fountains, decorative items, etc.).

Interior jobs include such things as: repairing, replacing, or modifying doors/doorways; painting; hanging wall items; reconfiguring office layouts; fabrication of minor office items; and repairing, replacing, and installing flooring.



Buildings and Grounds electricians secured a downed wire in D'Arcy Park until PSE&G arrived.

Public Works - Buildings and Grounds Division

The **General Maintenance Crew** performs and completes planned day-to-day maintenance in all Township buildings, facilities, and parks and is the primary crew assigned to all special events and parades.

Examples of exterior work include: emergency board-up requests; painting; window repairs and replacements; power washing; Golf Center repairs and maintenance; Safety Town repairs and maintenance; and repairing mailboxes damaged by snow plowing.

Examples of interior work include: moving office furniture; assisting in the moving and relocation of offices within Township buildings; kennel maintenance and repairs at the Animal Shelter; painting; replacing ceiling tiles; and installing signage within buildings and facilities.

The **Janitorial Crew** is responsible for the sanitary and cleanliness needs of all Township buildings and facilities. Jobs and responsibilities include: daily restroom cleaning and stocking at all locations; daily building cleaning at all facilities (Municipal Building, Police Station, Senior Center, etc.); deep cleaning of tile flooring, carpets, and upholstered furniture; and the management of a cleaning services contract with the Arc of Mercer.

Public Works - Buildings and Grounds Division

The **Plumbing Crew** is responsible for the daily and long term maintenance of all plumbing systems, irrigation systems, and HVAC systems located within Township buildings, facilities, and parks.

Jobs and maintenance projects include all facets of plumbing and irrigation services, including: water service work; toilet repairs, replacements and installations; sink repairs, replacements, and installations; maintenance of all drinking fountains; maintenance of all decorative fountains (winterizing, spring openings, etc.); and irrigation line maintenance, repairs, and upkeep on the numerous athletic fields within the town. HVAC work includes the maintenance, service, repairs, and installation of all heating and cooling systems in Township buildings and facilities.

External Contractors are hired from time to time to complete large scale projects outside the day-to-day capabilities of the Division or to assist with long term maintenance and/or service contracts. Large scale roofing jobs, HVAC installations, building construction, pest control, and alarm services are examples of the types of contract services sought through the public bidding process.

Buildings and Grounds is also the lead Division for the Town's special events (4th of July Fireworks, Oktoberfest, Winter Wonderland, etc.). They plan, construct, setup, and break down all the structures, electrical configurations, and décor for the events. They are on site providing technical assistance throughout the duration of the events to ensure they go smoothly and to plan.

Public Works - Buildings and Grounds Division

In addition to these functions, Buildings and Grounds also managed and assisted painters and carpenters as part of the Direct Hire program with local trade unions. These crews assisted with painting the Kuser Mansion and making repairs to the gazebo on the grounds of Kuser Farm Park.



Public Works - Buildings and Grounds Division

Buildings and Grounds worked on a variety of projects and maintenance issues during 2021 across the Township. Some of those projects include:

- Repairing boards at Anchor Thread
- Maintaining temporary fencing along South Broad Street
- Façade and gutter repairs at the Bromley Center
- Repairing a HVAC leak at Station 15
- Assisting with Election Day setup
- Seasonal repairs to the Golf Center
- Repairs to the doors at the Grafton House
- Repairs at Police Headquarters to the Communications Room and roof
- Repairs and painting to the ramp at Recreation
- Replacing the siding at the Civil War Museum
- Gutter replacement at the Dwier Center
- Drop ceiling installation in the basement of the Municipal Building
- Repairs and maintenance to the fountain at Sayen Gardens
- Full-scale renovations to the kitchen at the Sayen House
- Repairing siding to the bocce area at the Muha Senior Center
- Repairs to the Yardville Clock Tower
- Installation of the Station 13 dedication plaque
- Repairs to the comfort station at Kuser Farm Park
- Drain repairs and mixing valve repairs at Station 12
- Drinking fountain and indirect water heater repairs at Police Headquarters
- Baseboard and faucet repairs at the Sayen House
- Pool pump repairs at the Muha Senior Center
- Tennis Center repairs to the drinking fountain, hose bib, and irrigation systems

Repairs to the ramp at the Dwier Center.



Public Works - Buildings and Grounds Division

Buildings and Grounds worked on a variety of projects and maintenance issues during 2021 across the Township. Some of those projects include (continued from previous page):

- Valve repairs to the irrigation lines at Kader Field
- Repairs to the drinking fountain line at the Veterans Park Maintenance Building
- Repairs to the main irrigation line at Veterans Park
- Repairs to the Veterans Park North yard hydrant
- Repairs to the gate valve at the Wilson Center
- Tile floor cleaning and resealing at Police Headquarters
- Make scheduled food pantry pickups from Vineland
- Cleaned tile floors at Public Works Office restrooms
- In conjunction with ARC, shampooed carpets in the Health Building
- Stripped and waxed tile floors in the office at the Garage, the basement of the Municipal Building, and the clinic floor in the Health Building
- Shampooed the carpet in the Council Chambers at the Municipal Building
- Repaired the heating system at the Veterans Park Greenhouse
- Repaired a leak/drain issue at Station 12
- Assisted PSE&G with a downed wire issue at D'Arcy Park



Public Works - Buildings and Grounds Division

Buildings and Grounds worked on a variety of projects and maintenance issues during 2021 across the Township. Some of the help desk projects that were generated from service requests include:

- Painted light poles at the Golf Center
- Move Subcode and Clerk's Offices at the Municipal Building
- Setup flu clinics for the Health Department at Nottingham Firehouse
- Repair a damaged sill area at Police Headquarters
- Install a new lock on the office door at the Tax Office in the Municipal Building
- Repair a bathroom door at the Health Building
- Repair damaged carpet in the Housing Office in the Municipal Building
- Install a new door closer at Council Chambers and Budget/Purchasing Offices in the Municipal Building
- Repair a desk drawer and install shelves and cork boards in the Inspections Office in the Municipal Building
- Hang file folders in the Finance Office in the Municipal Building
- Hang cork boards in the Finance and Health Offices
- Reconfigure desks and partitions in the Call-Center
- Assemble new desks in the Subcode Room in the Municipal Building
- Installed new soap dispensers in Police Headquarters
- Assisted Clerk's Office in picking up Election ballots
- Modified and move partitions and desks in the Engineering Office to reconfigure the office in the Municipal Building
- Removed old filing cabinets in the Engineering Office in the Municipal Building
- Assisted the Clerk's Office with delivery to various poling locations
- Repaired the front door at the Municipal Building
- Moved items from Finance to Tax in the Municipal Building
- Bring a filing cabinet to the Housing Office in the Municipal Building
- Repair the main locker room door at the Veterans Park Maintenance Building
- Repaired a leak around the HVAC unit at the Bromley Center and primed/painted ceiling tiles
- Installed door sweeps on exterior doors at the Wilson Center
- Replaced classroom ceiling tiles at the Bromley Center
- Reinforced the printer counter in the Engineering Office at the Municipal Building Board up 210 Clover Avenue
- Removed old desks at Police Headquarters
- Repaired broken kennel door at the Animal Shelter
- Greenwood Avenue decorative light repairs
- Connecticut Avenue decorative light repairs
- South Broad Street decorative light repairs
- Data wiring at various fire stations
- Phone/data wiring at the Public Works Office

Public Works - Buildings and Grounds Division



Above, ramp repairs at the Recreation Office.



Above, Golf Center seasonal repairs.



Above, repairs to the comfort station at Kuser Farm Park.

Public Works - Buildings and Grounds Division



Sayen House kitchen renovations (January to May, 2021).

Public Works - Parks Division

The **Division of Parks** is responsible for the daily grounds maintenance and upkeep of approximately: 62 municipal parks, 25 municipal building locations, 64 storm water basins, the channelized portion of Pond Run (2.41 miles), curbside trees and trees located on/within public properties, athletic fields and courts, 35 municipal property locations with playground structures, and the maintenance of open space and grounds located around the Township.

The three largest parks (Veterans Park, Kuser Park, and Sayen Botanical Gardens) each has a dedicated crew on site with a maintenance building for the workforce and equipment.

Veterans Park houses the bulk of the Division's workforce, which includes the following: Veterans Park maintenance crew, Greenhouse crew, Tree Maintenance/Athletic Field lining crew, and the Outside Cutting (neighborhood parks, basins, Pond Run) maintenance crew.

Veterans Park is divided into four sections: North entrance (**Air Force**), Klockner Road; East entrance (**Army**), Yardville-Hamilton Square Road; South entrance (**Marines**), Kuser Road; and the West entrance (**Navy**), Whitehorse-Hamilton Square Road.

The **Veterans Park maintenance crew** is responsible for the daily maintenance and upkeep of Veterans Park and its four sections, such as: grass cutting and weed whacking, walking/bicycle path maintenance, ballfield maintenance and upkeep, dog park maintenance and upkeep, and litter and garbage abatement.



Left, newly installed handicapped accessible/senior accessible fitness equipment in Veterans Park.

Public Works - Parks Division

Veterans Park Information

Original Park: 312 acres.
Bertothy Tract: 14 acres.
Basin and Western Border: 15 acres.
Braghelli Tract: 85 acres.
Total Acreage of Park: 426 acres.



Park Characteristics

Active Recreation: 171 acres.

- a. 32 tennis courts
- b. 5 soccer fields (2 lighted)
- c. 1 lighted baseball field
- d. 1 lighted softball field
- e. 1 skate park
- f. 4 volleyball courts
- g. 1 dog park
- h. Children's playground
- i. Handicapped accessible playground
- j. Hiking trails
- k. Blacktop walking trails
- l. Exercise equipment
- m. Various pieces of retired military equipment

Additional Information

North Entrance (Klockner Road) - Air Force

- a. Comfort station
- b. Rotary Club Pavilion
- c. 9/11 - Memorial Grove

Public Works - Parks Division

Veterans Park Information (continued)

South Entrance (Kuser Road) - Marines

- a. Tennis courts pavilion and restrooms
- b. DeMeo comfort station
- c. Seniors pavilion and comfort station
- d. Street hockey rink
- e. 3 greenhouses
- f. Wall of Champions sitting area

East Entrance (Yardville-Hamilton Square Road)- Army

- a. Patriotic Committee memorial brick walkway

West Entrance (Whitehorse-Hamilton Square Road) - Navy

- a. Martin's Lake: 20 acres
- b. Sledding area (rope installed during winter)

Braghelli Tract (Kuser Road)

- a. Vernal Pond
- b. Model airplane launch strip

Wooded Area: 255 acres.



Thanks to a generous donation from a local resident and business owner, the East side of Veterans Park is now home to a memorial for members of the NJ National Guard who served during WWII.

Public Works - Parks Division

The Greenhouse maintenance crew, housed within Veterans Park, is responsible for the maintenance and upkeep of approximately 49 flower beds and decorative islands within municipal parks and along roadways. They also grow plants for various municipal functions and landscaping needs throughout the year. Large maintenance projects consist of the upkeep of decorative islands along the South Broad Street corridor, from the border with Trenton to the Dover Plaza shopping center in Yardville; and the decorative islands along Whitehorse-Mercerville Road, between Klockner Road and Estates Boulevard. All locations are as follows:

1. Sunnybrae Boulevard (5 beds)
2. Paxson Avenue/Nottingham Way
3. Hutchinson Street/Bergen Street
4. Irving Court/E. Howell Street
5. Hughes Drive/Edinburg Road
6. Veterans Park
7. Greenwood Ave./Ward Ave.
8. Municipal/Health Buildings
9. Chewalla Boulevard
10. Whitehorse Circle area
11. Old Olden Avenue
12. Muha Senior Center
13. Kuser Road/Klockner Road
14. Anchor Thread Park
15. Public Works Office
16. Apollo Drive
17. Orchard Drive
18. South Olden Ave./Tampa Ave.
19. Newkirk Avenue/S. Olden Ave.
20. Leonard Ave./Newkirk Ave.
21. Camp Avenue/Newkirk Ave.
22. Goeke Drive
23. Chambers Street
24. Samdin Boulevard
25. Irvington Place
26. Norcross Circle
27. Library Complex
28. Lakeside Boulevard
29. Baylor Court
30. Axford Court
31. Runyon Court
32. South Broad Street
33. Ecological Facility
34. Farmingdale Park
35. Bromley Park
36. Whitehead Road
37. Connecticut Park
38. South Broad Street Islands
39. Sharps Lane Park
40. Tuttle Avenue/Austin Avenue
41. Sawmill Road/Extonville Road
42. Highlands Islands/Beds
43. Switlik Park
44. Quay Court
45. McClellan Park
46. Kuser Park
47. Foley Park
48. Camp Olden
49. Sayen Gardens

Public Works - Parks Division

The Tree Maintenance/Athletic Field lining crew is split into two groups: one which is responsible for the maintenance and upkeep of trees on municipal properties, as well as curbside trees under certain conditions; and the second, which is responsible for the striping/lining on municipal athletic fields, as well as minor grounds work at athletic field locations (infield raking, for example).

Tree maintenance work encompasses scheduled work and responding to resident service requests. Scheduled work mainly includes tree trimming and tree removal on Township grounds (parks, creek and stream areas, Township buildings, etc.) and stump grinding. The crew also responds to severe weather events that require immediate attention and mitigation of damaged or downed trees.



The Tree Crew clearing a fallen tree across Miry Run.

Public Works - Parks Division

The crew also responds to requests for service submitted by residents, mainly focused on curbside trees. When a service request is received the supervisor will inspect the area or specific tree and make an evaluation. If the tree meets certain criteria (dead or dying), the tree will be added to the courtesy removal list for abatement at a later date. Jobs are triaged based on the severity of the tree in question, with the most hazardous being completed first and the least hazardous moving deeper into the queue.

The Playground Maintenance/Bleacher Maintenance crew is responsible for the assembly, maintenance, and upkeep of all playground structures and bleachers found within the many parks and fields within Hamilton Township; and the installation, maintenance, and upkeep of fencing structures.

Below, playground repairs at Veterans Park.



Above, fibar installation at Veterans Park.

Public Works - Parks Division

Kuser Farm Park, located at 390 Newkirk Avenue and tucked behind the grounds of Trenton Catholic Academy, is home to the historic Kuser Mansion (built in 1892) and the annual Christmas festival known as Winter Wonderland. The park was built on the grounds owned by the historic Kuser Family and includes clay tennis courts, a fountain, a large gazebo, a bocce court, and several playground structures and passive recreational areas.

One of the large outbuildings of the mansion complex now houses the Park's maintenance shop and office for the grounds crew.

Sayen Botanical Gardens, a large and diverse formal garden and passive recreational park, is located at the intersection of Hughes Drive and Mercer Street (155 Hughes Drive). The grounds contain fish ponds, walking paths, gazebos, a diverse array of perennial and annual plant beds, and the Sayen House and Temple Gardens. Sayen Botanical Gardens is home to the annual Mother's Day festival known as Azalea Fest, which showcases the grounds' feature planting in its peak spring bloom. The Sayen House is available to rent for special occasions, such as weddings, birthdays, and showers.

A dedicated daily maintenance crew is stationed on the grounds; with a workshop and office located to the rear of the Sayen House.

Public Works - Parks Division

Throughout Hamilton's 44 square miles, there are numerous neighborhood parks and building and property locations maintained by Parks' staff and equipment, which include:

Neighborhood Parks

- Amherst Park
- Anchor Thread Park
- Apollo Park
- Bromley Park
- Bunting Park
- Camp Olden
- Connecticut Avenue Park
- D'Arcy Park
- Drialo Park
- Dwier Center Park
- Eagle Park
- East State St./Nottingham Way Park
- Endicott Park
- Farmingdale Park
- Foley Park
- Franciamore Gardens
- George Dye Park
- Gropp's Lake
- Homedell Park
- Kristopher Playground
- Kuser Farm Park
- Limewood Park
- McClellan Park
- Municipal Building Park/Athletic Fields
- Papp's Village Park
- Periwinkle Park
- Perro Park
- Sayen Gardens
- Schroeder Field
- Sharps Lane Park
- Snell-Wilkus Park (Shadybrook)
- Sunset Park
- Switlik Park
- Tea Rose Park
- Tindall Farm
- Veterans Park
- Veterans Park Braghelli Tract
- Vista Park
- Warwick Park
- West Acres Park
- Whitehead Park

Municipal Buildings/Properties

- Hidden Hollow Drive
- Sawmill Road
- Pearson House Grounds
- Whitehorse Circle Right of Ways
- Muha Senior Center Grounds
- Grafton House Grounds
- Nottingham Little League
- Police Station Grounds
- Safety Town
- Municipal Library Grounds
- Call Center/Golf Range Grounds
- Public Works Complex
- Animal Shelter Grounds
- Municipal Building Grounds
- Crockett Middle School Fields
- Kuser Farm/TCA Right of Ways
- Vetterlein Avenue Right of Ways
- Sunnybrae Boulevard Islands
- Allen Street Right of Ways
- McManimon Building Grounds
- Hewitt St./South St. Right of Ways
- Pitman Ave./Central Ave. Right of Ways
- Wilson Center Grounds
- Paxson Ave. Ext. Islands
- Rt. 33 Service Road Islands
- Carl Sandburg Dr. Right of Ways
- Surrey Drive Right of Ways
- Camp Avenue Islands
- Chewalla Boulevard Islands
- Pilgrim Way Right of Ways
- Highlands Area Fields
- George Dye Road Roundabout
- Miry Run
- South Broad Street Islands

Public Works - Parks Division

Pond Run is a tributary of the Assunpink Creek and flows throughout a large section of the Township. Beginning as a natural waterway in the area of the Hamilton/Robbinsville border near Kuser Road and Crockett Middle School; continuing through Veterans Park; and flowing all the way to the Hamilton/Trenton border near East State Street, Pond Run provides for a multitude of maintenance requirements and challenges.

Portions of this waterway were changed from its natural system to a channelized system in the 1970s to better mitigate flooding events in the Bromley section of the town (near the Hamilton/Trenton border). Township crews are responsible for the upkeep of this system and the work includes: mowing, trimming, litter abatement, and keeping the channel and natural portions free and clear of debris.

During 2021, a large-scale effort was undertaken by the Parks Division to clean up the channelized portion of Pond Run. This work included: cleaning out the concrete low-flow channels that run parallel to the storm water system of leaves, debris, and sediment; trimming or removing trees, limbs, and woody overgrowth that had encroached the low-flow channels or had begun to grow into or over the protective fencing of the channel itself; and to cut back and maintain growth along the pathways and parcels the channel runs through.

Public Works - Parks Division

Parks crews are responsible for the mowing and trimming of grass surfaces in all Township-owned storm water basins (both detention and retention). Additionally, crews are responsible to keep all concrete water flow channels and headwalls free of debris and hazards. These locations include:

- Meredith Road
- Perilli Drive A
- Perilli Drive B
- Elliot Court
- Miry Brook Road
- Arrowwood Drive
- Acres Drive
- Foy Drive and Walkway
- Colton Court
- Laura Avenue
- Cypress Lane/Hobbs Road
- Applegate Drive
- Van Sant Drive
- Innocenzi Drive
- Great Oak Road
- Tarheels Road
- Flock Road
- Dogwood Lane
- Longleaf Drive
- Tara Court
- Jeffrey Lane
- Robin Drive
- Ironbridge Road
- Englewood Boulevard
- Pinebrook Court
- Dark Leaf Road
- Estates Boulevard
- Imperial Drive
- Connor Court
- Papps Drive
- Bear Court
- Alessio Terrace
- Terry Court
- Jimarie Court
- Highlands Basin
- Sam's Way
- Cullen Way

Public Works - Parks Division

During the fall months, Parks crews transition from mowing, trimming, planting, and maintaining to leaf cleanup on the grounds of parks, playgrounds, and public buildings. In addition to these operations, crews also stage, maintain, and empty the neighborhood leaf bins located throughout the Township during the annual Fall Leaf Collection Program. The locations include:

- Pearson House
- Snell-Wilkus Park, Ruth Avenue Entrance
- Kuser Farm Park
- Donald Drive, PSE&G Right of Way
- Bromley Park, Hollywood Drive Entrance
- Whitehead Park
- Amherst Park
- Warwick Park
- George Dick Field, Wegner Avenue Entrance
- Shady Lane Dead End, near Estates Boulevard
- Flock Road Dead End
- Switlik Park
- Nottingham Little League Complex
- Estates Boulevard Dead End, near Great Oak Road
- Drialo Park
- Paddock Drive Dead End, near Corral Drive



Paddock Drive Leaf Bin

Public Works - Parks Division

In 2021, the Department made a concerted effort to bring the Parks Division online with the Traisr work order system in order to gain valuable data on jobs completed, costs, and resources. For the year, 1,509 work orders were completed at an approximate cost totaling \$2,282,214.08. This was the first year there was a full calendar year of data collected and tracked.

For the year, the data broke down as follows:

Veterans Park: 187 work orders/\$483,376.32 total cost

Sayen Gardens: 253 work orders/\$337,780.53 total cost

Kuser Farm: 162 work orders/\$179,914.64 total cost

Tree Crew: 225 work orders/\$609,894.59 total cost

Greenhouse Crew: 202 work orders/\$254,634.44 total cost

Outside Parks Crew: 93 work orders/\$153,240.78 total cost

Going forward, some tweaks will be made to the individual work crews to better describe and detail their jobs, as well as track work completed as a Public Works project or if a project was generated by another Department (Recreation, Administration, Health, etc.).

Public Works - Parks Division

In addition to these changes, beginning in the last quarter of 2021, a test program was run with Sayen Gardens and the work orders generated from that park. Instead of creating a generic park template work order, the work order is being applied directly to the parcel in the Traisr program to create a digital maintenance history at that specific location. The plan is to be able to have the catalogue of data for current management and to be able to hand off that data to the next crop of leaders as the years go by. If this ends up being successful, it will be applied to the other parks and buildings as well for their specific maintenance histories.

For the year, 754 service requests were generated by residents related to park maintenance and public property issues, which accounted for 6% of the Department's requests. Some of the requests are highlighted below:

- Curbside Tree Issues: 174
- Public Property Tree Issues: 154
- General Maintenance Issues: 100
 - High Grass/Parks: 61
 - Bee/Wasp Nest Issues: 44
 - Stump Removal Requests: 34
 - High Grass/Basins: 31
- Snow Removal/Bus Stops, Crosswalks: 28
- Limb/Tree Down Issues: 25
- Playground Maintenance: 25
- Dog Park Maintenance: 17
 - Clogged Basins: 11
 - Memorial Requests: 11
- Garbage Removal/Parks: 8
- Public Sidewalk Trash Container: 7
- Ballfield Maintenance: 4

Public Works - Parks Division

Several special projects were completed during the year to enhance the landscape and recreational opportunities within the Town's park system.

- Tennis Center sod installation
- Tennis Center barrier/parking area fence installation
- Tennis Center landscaping/beautification
- Pond Run Channelization cleanup
- Miry Run bike path/stream cleanup (downed trees) and mowing
- Bunting Avenue Park fibar and grounds cleanup
- Repairs to the signage at Endicott Park
- Tuttle Avenue/Francimore Gardens weekly grounds maintenance
- Warwick Park ballfield and grounds cleanup/maintenance (softball league rental)
- Repairs to Apollo Park playground
- Fibar installation at Limewood Park
- Fibar installation at Switlik Park
- Snell-Wilkus Park gravel road barrier construction
- Fibar installation at Sharps Lane Park
- Bromley Park grounds cleanup and Futsal field construction
- Taft Avenue lot cleanup
- East Side Veterans Park signage and flag pole repair
- South Side Veterans Park maintenance building landscaping improvements
- North Side Veterans Park walking path bridge repairs
- North Side Veterans Park fibar installation
- North Side Veterans Park playground repairs
- Trail fencing repairs and installation in Veterans Park
- South Side Veterans Park split rail fence installation along entrance/exit path
- West Side Veterans Park split rail fence installation
- Fence repairs along Whitehorse-Hamilton Square Road grounds



Public Works - Parks Division



Above, exterior structural and landscaping upgrades to the Veterans Park Maintenance Building. Below, repairs to the walking path bridge on the North side of Veterans Park.



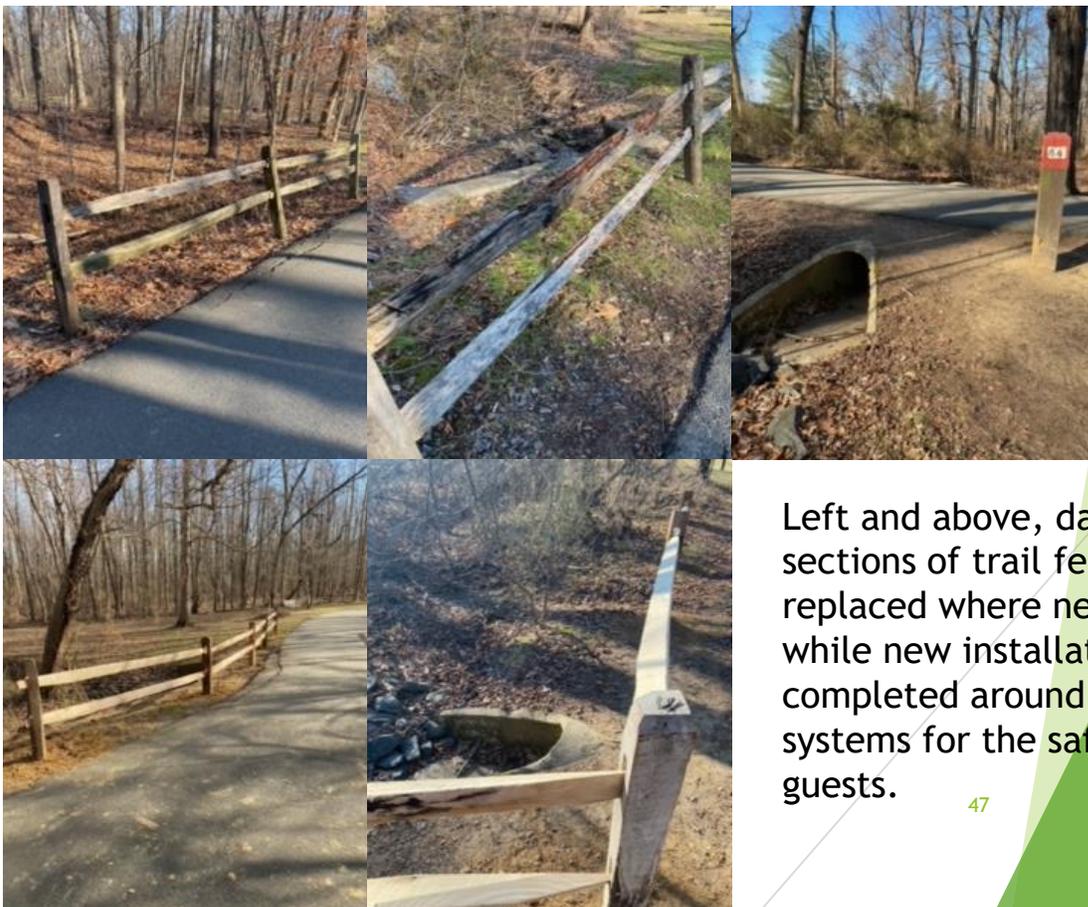
Public Works - Parks Division

Throughout the year, many landscape and sight line improvements were made to the Tennis Center complex to beautify and amplify an already world-class facility.



Public Works - Parks Division

Throughout the year, many landscape and sight line improvements were made to the Tennis Center complex to beautify and amplify an already world-class facility (continued below).



Left and above, damaged sections of trail fence were replaced where needed; while new installations were completed around drainage systems for the safety of guests.

Public Works - Road Division

The Road Division of Public Works is comprised of a labor and equipment pool designed to not only maintain and improve the 625 lane miles of roadways within Hamilton Township (pothole repairs, cut out/patch paving, and milling and paving), but to: maintain creeks and waterways; operate and maintain the world class Harry J. Bonacci Ecological Facility; collect curbside residential brush; street sweep Township roadways; inspect, maintain, and repair storm water infrastructure (inlets, pipes, and outfalls); maintain, repair, and create street/roadway signage and signage for special events/static message boards; cut and maintain grass along roadways; collect gutter leaves during the fall season; collect curbside residential electronics, Freon items, and white goods; assist with the Town's special events (Fourth of July fireworks, National Night Out, Oktoberfest, and Winter Wonderland); and take the lead on Winter Operations (brining making/application, salting, and plowing).

The Road Division is also responsible for fleet maintenance and garage services, which are housed and located within the Public Works Yard on Tampa Avenue. The Garage maintains, services, and repairs fleet vehicles for the entire Township, including the Police Division and the newly obtained municipal fire department. The Garage also manages contracted out services for body work and large scale repairs; and they assist all departments and divisions with quotes and specifications for new vehicle purchases.

Public Works - Road Division

For the year, Roads responded to 4,822 service requests generated by residents, which accounted for 38% of the Department's requests. Some of the most common request types for the year are as follows:

1. Brush Pick Up: 952
2. White Goods Pick Up: 697
3. Electronics Pick Up: 592
4. Township Roads (Snow): 402
5. Potholes: 351
6. Street Sweeping Request: 129
7. Street Sign Missing/Damaged: 71
8. Masonry Repair: 71
9. Bagged Leaf Pick Up: 51
10. Alleyway Maintenance: 39



For the year, Roads generated 1,907 Traistr work orders totaling in at \$5,462,634.25. They further break down as such:

1. Brush Crew: 321 work orders/\$1,031,356.81 total
2. Masonry Crew: 176 work orders/\$419,601.64 total
3. Paving Crew: 252 work orders/\$1,624,635.65 total
4. Ecological Facility Crew: 253 work orders/\$808,518.34 total
5. Sign Shop Crew: 323 work orders/\$510,806.20 total
6. Gutter Leaf Program: 89 work orders/\$506,244.86 total
7. Grass/Streams/Alley Crew: 218 work orders/\$477,599.17 total



8 Carney before
3-30-2021

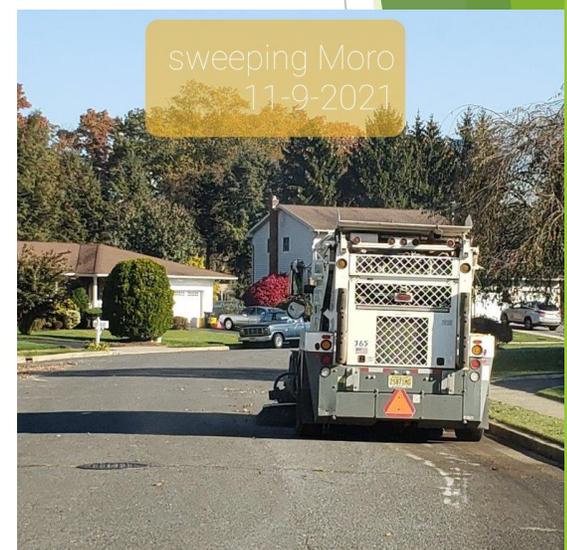
8 Carney during grapple
3-30-2021

Public Works - Road Division

Curbside residential brush collection takes place during the months of January to October. Crews will begin in Zone A and then work through each zone in order. Once a full round has been completed (A, B, C, D, E, F, G, and H), the round starts over again in Zone A. For the year, approximately 20,363 cubic yards of material was collected curbside by the Road Division and then recycled at the Ecological Facility.

Every fall season, in conjunction with rules set forth by the State of New Jersey, the Road Division conducts a multi-faceted **leaf collection and recycling program**. During the months of November and December, each neighborhood (using the A through H Zones) is designated one week for curbside gutter leaf collection. Based on years of volume, practice, observation, and the species of trees throughout town, the order of collection is: A, C, F, E, D, H, G, B. In addition to the curbside collection option, residents can also: bring leaves to designated bins located throughout the Township, bring leaves to the Township's Ecological Facility, or bag their leaves and place them curbside for collection by Township crews. All leaves are windrowed at the Ecological Facility and turned into useful compost for residents to use. For the year, approximately 20,259 cubic yards of leaves were collected as part of the program.

The Road Division maintains roadways in a safe and clean fashion by conducting a **street sweeping program**. On average, the Town as a whole is completely swept four times a year. For 2021, approximately 4,698 miles of roadways were covered by the street sweeping program.



Public Works - Road Division

The Road Division includes an in-house **sign fabrication shop** and **road striping and lining crew**, which is located at 314 Hollywood Drive (separate from the Public Works complex). This crew is responsible for the upkeep, maintenance, fabrication, installation, and repairs for all street signs, static message board locations, and special event signs for the Township of Hamilton. Additionally, the crew is responsible for the roadway striping and lining, crosswalk painting, and painting for approved residential on-street handicapped parking spaces. For the year, approximately 3,847 inventory items were used to in the process of fabricating or repair, at an approximate cost of \$46,786.75.

The Road Division is responsible for **mowing and litter abatement** on/within various properties in Hamilton Township. These properties include: creeks and waterways, 117 alleyways, and various roadsides and sightline areas at intersections. This process helps to keep the roadways safe and clear for the motoring public, keeps creeks and waterways clean and functional for storm water management purposes, and keeps alleyways open and passable for residents. The approximate amount of miles mowed in 2021 was 420.32.



Hutchinson Creek Trash Rack Area

Public Works - Road Division

The **Masonry Crew** of the Road Division is responsible for maintaining and repairing various parts of the Township's storm water management system, such as: storm water inlets, curbing, basin components, and the concrete infrastructure of all Township buildings and parks. In addition to these assignments, the Masonry crew also constructs and maintains many of the special projects, statues, and memorials within Veterans Park and other Township properties. The Masonry crew also works ahead of the Road Paving crew, repairing storm water inlets on the Capital Roads list.



Public Works - Road Division

The Township of Hamilton is home to New Jersey's finest Ecological Facility: the **Harry J. Bonacci Ecological Facility**. Located at 1360 Kuser Road, the facility is the hub for a plethora of recycling options for our residents. Residents can drop off to recycle many household items, including: all yellow bucket items (cans, bottles, plastics labeled "1" and "2", mixed paper, and cardboard; wet cell batteries; scrap metal items; tires; concrete (in small quantities); used motor oil; and covered electronic devices.

Residents can also bring leaves, grass, and brush to recycle, which are later processed into useful items for the residents. Leaves and grass are composted over the fall and winter, which is then available free of charge for residents during the following spring and summer (while supplies last). Brush is processed (grinded) multiple times during the year and turned into useful mulch, which is also available year round free of charge (while supplies last).

Regular hours of operation are Monday through Saturday, 8:00 AM to 3:30 PM. The facility is open for extended hours on Wednesday evenings (until 6:30 PM) beginning the first Wednesday in April and running through the last Wednesday in September.



Public Works - Road Division

2021 Material Tonnage

Brush - 11,797.75 tons

Grass - 320.74 tons

Leaves - 7,509.60 tons

Concrete - 867.41 tons

Comingled Recycling (single stream items) - 624.59 tons

Cardboard - 210.47 tons

Metal - 211.12 tons

Tires - 39.20

Motor Oil - 49.62 tons

Batteries - 7.44 tons

Electronics - 78.30 (January to June 2021)



Public Works - Road Division

2021 posed a unique challenge for **asphalt maintenance** and road care within Hamilton Township. Initially independent of Hamilton's planning, Trenton Water Works initiated a multiyear project to repair and service lead service line pipes in their water delivery system within Hamilton Township and their service territory. Due to this ongoing project, Hamilton Township made the strategic decision to focus on making repairs outside of the Trenton Water Works service area until the project's completion.

This decision paved the way for improvements to be made to parking lots and roadways within Township facilities and parks; such as Veterans Park, Bromley Park, and the Ray Dwier Center, to name a few. Some improvements were also made to roadways in the Aqua Water service territory within Hamilton Township if they fell within the parameters of the road rating system the Township utilizes to score roadways.

For the year, approximately 7,711.43 tons of black top was used at a cost of approximately \$463,845.81 for repairs to Township roadways and parking lots and pathways at Township facilities and parks.



Public Works - Road Division

For the year, paving projects were completed on the following streets or Township properties:

1. **Azalea Way:** Applegate Drive to Flock Road (2.5” top coat/664.33 tons of material/road length 33’ x 750’)
2. **Estates Boulevard:** House 1136 to dead end (2.5” top coat/699.18 tons of material/road length 48’ x 1,060’)
3. **Herbert Avenue:** Nottingham Way to Route 33
4. **Recreation Office:** Parking Lot Expansion
5. **Bromley Park and Sign Shop:** Parking Lot Expansion
6. **Veterans Park South:** Entry/Exit Drive
7. **Veterans Park South:** Entrance and Kuser Road Limit (2.5” top coat/100 tons of material/road length 49’ x 119’)
8. **Veterans Park South:** Dog Park Parking Area
9. **Veterans Park South:** Soccer Fields 1 and 2 Parking Area
10. **Veterans Park South:** Tennis Center Parking Area
11. **Ray Dwier Center:** Parking Lot
12. **Apollo Park:** Parking Lot
13. **Police Headquarters:** Sally Port Area
14. **Call Center and Golf Center Parking Area:** (2” overlay/496.69 tons of material)

Public Works - Road Division



Top to bottom: Call Center parking lot, Estates Boulevard, and Herbert Avenue mill and pave projects.

Public Works - Road Division



Top to bottom: Improvements to the South entrance and parking lots at Veterans Park.

Public Works - Road Division

For the year, several cut out and patch projects were completed on Township roads or properties to make useful repairs to extend the life and duration of the infrastructure. Some of those projects were:

1. Public Works Yard
2. McClellan Avenue
3. Overlook Court
4. Wilfred Avenue
5. Applegate Drive
6. Benson Avenue
7. Cunningham Avenue
8. Highland Avenue
9. Snell-Wilkus Park (Hamilton Little Lads area)
10. Hamilton Police and Municipal Court Parking Areas
11. Bromley Park Basketball Court Surface Repair
12. Farmingdale Park Basketball Court Surface Repair
13. Shelley Lane Gutterline Repair
14. Dogwood Lane
15. Switlik Park Parking Area
16. WPC Pump Houses (Papps Village and Pond Run)

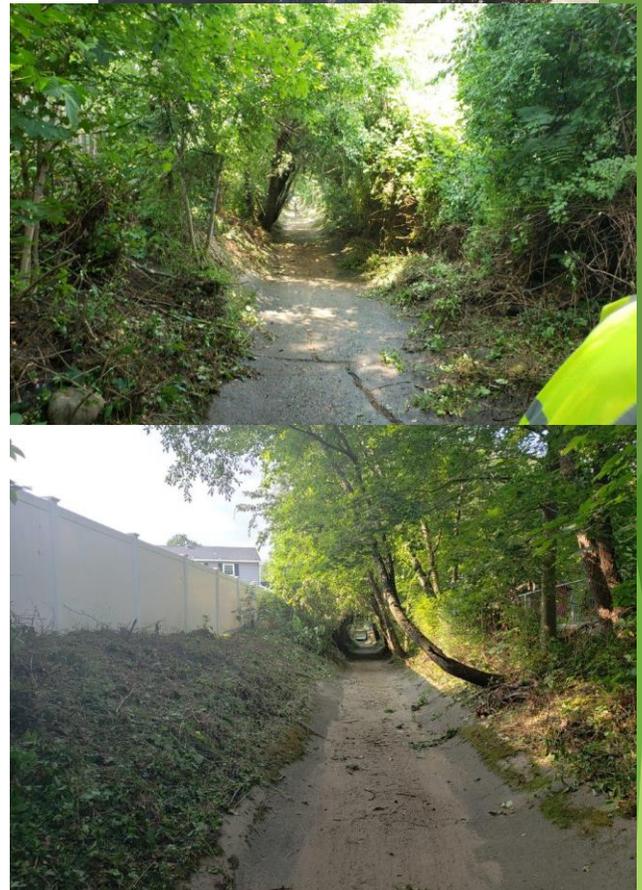
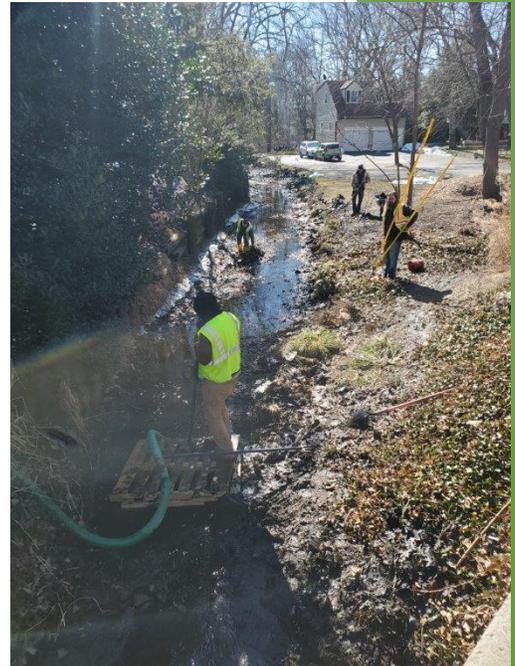


Wilfred Avenue repairs, Winter 2021.

Public Works - Road Division

The Road Division completed many projects for the year. Some of those projects were:

- Permanent drainage improvements to the Quakerbridge Road/Hughes Drive culvert
- Completed an emergency manhole repair on Lamont Avenue
- Cleaned up the grounds of the abandoned Yardville Swim Club
- Created and organized a dedicated Road Division tool room with a proper sign in/sign out documentation policy
- Cleaned up the grounds and perimeter of the Public Works Yard, including the longstanding overgrowth along fence lines
- Assisted the Clean Communities program with graffiti abatement in Snell-Wilkus Park and Anchor Thread Park, as well as at various locations throughout Zones A, B, C, and D
- Cleaned and made drainage improvements to sections of Miry Run along Guilford Lane, Arrowwood Drive, Crestwood Drive, and the Flock Road bike path
- Successfully kept a schedule of maintenance on the portion of Shady Brook known as Hutchinson Creek, reducing complaints from neighboring property owners to almost zero in 2021
- Took over the maintenance responsibility from a contractor due to COVID staffing issues for the mowing and trimming of the Pond Run section known as Peter Rafferty Creek
- Successfully kept a schedule of maintenance on the Carlisle Avenue/Iorio Drive swale, reducing resident complaints in 2021 to almost zero
- Tested and screened the longstanding pile of dirt at the Ecological Facility to use internally for projects
- Assisted Police and Fire responding to the Home Depot fire call
- Assisted the Clean Communities program with cleaning up illegal dumping on Duck Island



Public Works - Road Division

The Road Division completed many projects for the year. Some of those projects were:

- Installed ADA ramps on Wickom Drive, Baltusrol Street, and Evergreen Avenue
- Repaired the low flow channel in the basin between the Library and Golf Center properties
- Repaired the parking lot drain at Switlik Park
- Repaired the exterior steps and ramp at the Recreation Office
- Cut back and cleaned up woody overgrowth encroaching onto AAA Drive
- Cut back overgrowth around the guide rail on Erie Avenue to make the property manageable for a routine maintenance schedule
- Successfully kept a schedule of maintenance for the 117 alleyways, reducing resident complaints by nearly 90% from 2020 to 2021
- Provided mutual assistance to the school board by repairing potholes in the horseshoe driveway at Steinert High School
- Cleared out a portion of the woodline at Police Headquarters in conjunction with the parking lot improvement project
- In conjunction with an ordinance change, completed signage installation and striping on Lawton and Walker Avenues for one-way traffic
- In conjunction with a new traffic ordinance, installed truck restrictions signage on Sweetbriar Avenue and the intersecting streets in the Cornell Heights neighborhood
- Striped the Wilson Center Parking Lot
- Restriped the Public Works Office and Yard
- Replaced No Parking and parking restriction signs along Sylvan Avenue
- Installed dedicated parking signage at Fire Headquarters
- Replaced the ordinance/dog waste signage in the Highlands along Kristopher Drive and at Kristopher Park
- Restriped Kuser Road at the Veterans Park South entrance
- Restriped Kuser Road between Whitehorse-Mercerville Road and Klockner Road



Public Works - Garage

The Public Works Garage, which operates as part of the Division of Roads, is responsible for the maintenance of the Township's fleet of vehicles (including Police and Fire services). The garage itself is located within the Public Works yard at 240 Tampa Avenue.

Fleet maintenance includes: the routine scheduled maintenance of vehicles (such as oil changes), emergency/unexpected repairs, preparing bid specifications for new vehicles/equipment, participating in new vehicle demos, receiving of newly purchased vehicles from vendors, and the management of contracted body shop work and specialized repair work.

Day to day work also includes fueling equipment kept at job sites, fueling standby generators monthly, the overall management of the fueling system for the fleet, maintaining heavy equipment for construction crews, keeping the fleet of police vehicles safe for officers and the public, and new in 2021, the daily maintenance and upkeep of the vehicles associated with the municipal fire department. Additional work performed by the Garage varies by the season and the needs that arise from specific equipment and fleet usage during those times.

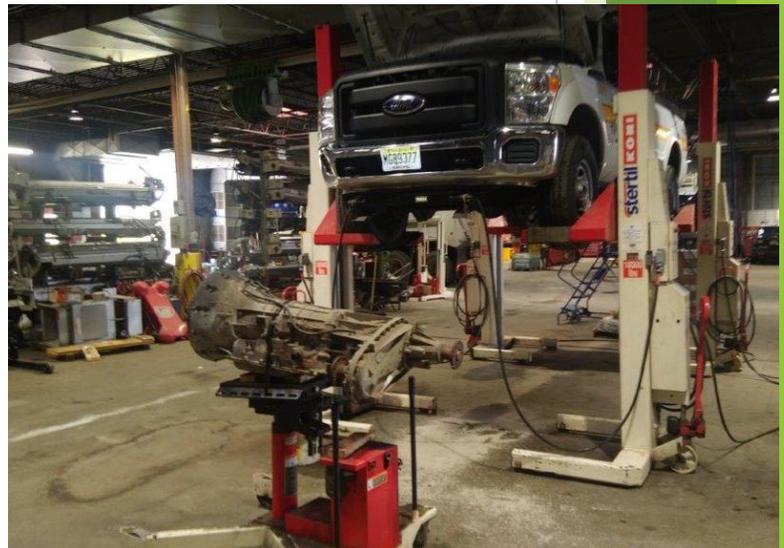
The Garage operates on two shifts: day (0730-1600, and evening (1530 to 0000).

Public Works - Garage

During 2021, the Garage began tracking daily work orders through our asset management system (Traistr) to create a baseline of cost data. 411 daily work orders were completed to cover the daily labor pool and provide a snap shot narrative of the work performed. The 411 work orders totaled \$722,403.37.

Fleet maintenance work orders for each municipal department/division vehicles and equipment were already being accounted for in Traistr. For the year, the grand total was \$658,776.63. The departmental breakdown is as follows:

- Administration: \$4,238.79
- Buildings and Grounds: \$45,884.67
- Health: \$18,742.65
- Inspections: \$15,259.23
- Fire: \$31,849.72
- Parks: \$81,601.24
- Police: \$135,604.29
- Public Works Office: \$12,953.26
- Roads: \$279,609.09
- Taxis: \$38.06
- Wilson Center: \$1,058.89
- WPC: \$31,936.74

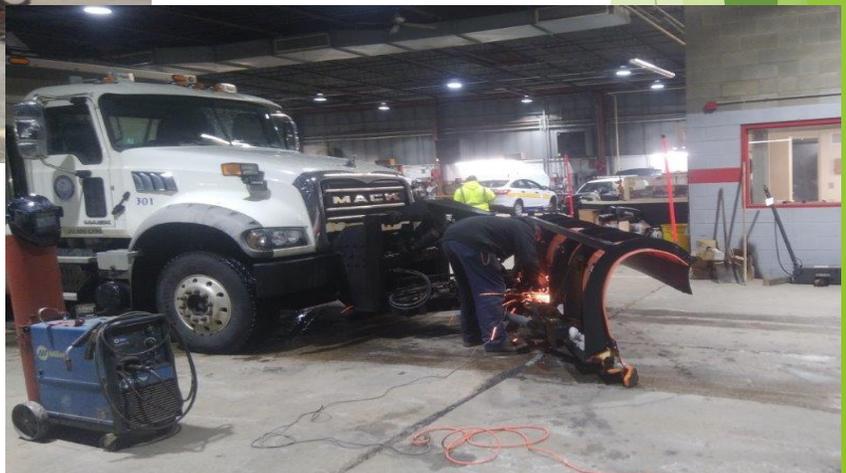
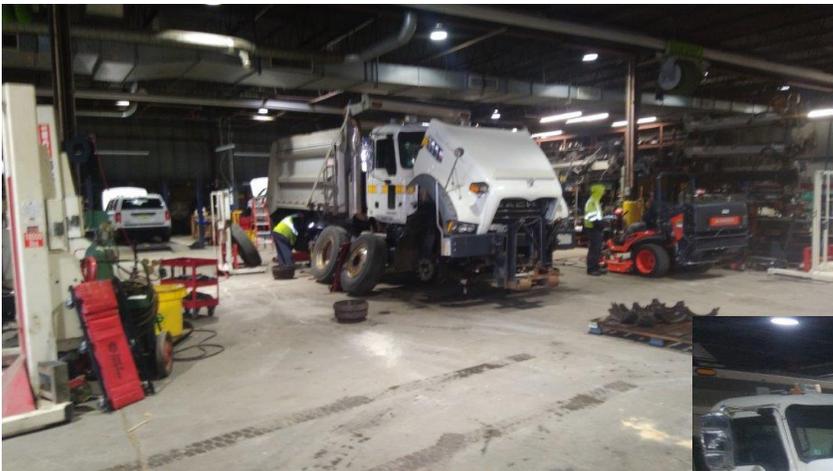


Public Works - Garage

In 2021, 1,376 individual service work orders were created, with 1,154 being completed (552 on the evening shift).

264 road calls were completed in 2021; which helped keep crews on their jobs to finish assignments.

In addition to these duties; four taxis were inspected, nine new vehicles were inspected and received, bid specifications were reviewed for 2022 Capital Budget proposals, leaf season equipment was prepared and installed in the month of October, and lastly at the end of October/through December all snow equipment was prepared and readied, and attached as deemed necessary.



Public Works - Grass Cutting

Grass cutting duties are primarily completed by crews from the Division of Roads or Parks depending on the property. Roads crews are responsible for cutting and maintaining roadside growing areas, natural creeks and stream areas, and alleyways. Parks crews are responsible for cutting and maintaining parks and playgrounds, retention and detention basins, public building's grounds, and the various lots and parcels in neighborhoods the Town owns. Buildings and Grounds crews will supplement the other two Divisions when additional manpower is needed during peak growing seasons, or given current events; when the pandemic affects regular staffing numbers.

Mowing equipment and practices vary depending on the property. Some roadside properties can be maintained with heavy equipment, such as tractor mowers with flail and arm cutting attachments. Recreational areas tend to be maintained with more precise cutting equipment, such as zero turn mowers, push mowers, and other hand tools. Lastly, there are other areas which require extensive handwork and weed whacking only, such as alleyways and areas around guide rail.

For many years, grass cutting and related maintenance of all Township properties was catalogued and databased in an ad hoc manner by each Division. Data was captured and records were kept, but it wasn't used for any defined purpose. In 2021, the Department aimed to better keep track of the approximate costs and number of work orders for grass cutting and maintenance of all properties as a whole, instead of keeping/segregating the data for each Division.

Public Works - Grass Cutting

Utilizing the Department's existing asset management program, Traisr, a new work order type was created for Parks, Buildings and Grounds, and Roads to use for grass cutting. This centralized work order type allowed the Department to get a grasp on what we were doing as a whole for the year.

310 work orders were completed for the year between all Divisions. The work orders totaled out at \$787,125.66 for the year in approximate costs to maintain all parks and playgrounds, buildings, roadside mowing areas, and the neighborhood parcels and lots the Township owns. Using this year's data, the Department can begin to analyze the grass cutting operation as a whole going forward and can then analyze the program for tweaks and increased efficiencies to assist with both short term and long term planning efforts.



Left to right: Flock Road bike path area and Erie Avenue roadside mowing.

Public Works - Code Violation Mitigation Work Orders

Public Works is responsible for completing code violation work orders assigned by the Vacant and Abandoned Properties Office, Inspections Office, Zoning Office, or the Police Department on properties that have become vacant or abandoned or are in need of an emergency board up due to a fire or some type of public safety issue.

Typical work order requests from the issuing agency include basic property maintenance during the growing season. This generally consists of grass cutting, weed whacking, and cleaning up of fallen limbs/brush type items. Work order requests occasionally include debris removal (garbage, bulky waste, and other items left in plain view on the property).

In 2021, in conjunction with the Vacant and Abandoned Properties Office and HamStat, Public Works attempted for the first time to complete routine, scheduled maintenance on properties during the growing season. Work orders were assigned through the Q-Alert system by the Vacant and Abandoned Properties Office. Public Works would then complete the work order and close out the Q-Alert. After two work weeks, HamStat would reopen the work order Q-Alert and Public Works would assign the property for maintenance again.

The trial run in 2021 was a surprising success. At the end of the season, some of the persistent properties had been maintained three or four times, beating our normal average of two to three work orders per season. Complaints from neighboring property owners were lower than normal years.

Public Works - Code Violation Mitigation Work Orders

In 2021, Public Works completed a total of 106 work orders. The grand total in billable costs (liens are attached to all properties to recoup costs) was \$74,224.21. Of those work orders, 10 were for emergency board up requests and they totaled \$6,016.83. The remaining 96 were for work performed on vacant/abandoned properties and totaled \$68,207.88.

Other points of data include:

- \$741.41 in materials costs for board ups.
- \$14,134.19 in total administrative fees included in the liens/cost forms.
- The average job billed out at \$721.74.
- The cost per hour, per job was \$486.47.
- Total debris collected was 94.01 cubic yards for an approximate disposal cost of \$5,349.17.
- Total brush collected was 249.10 cubic yards for a disposal cost of \$2,491.
- Total grass collected was 29.44 cubic yards for a disposal cost of \$294.
- Total leaves collected was 4 cubic yards for a disposal cost of \$40.
- 8 tires were recovered for a disposal cost of \$15.04.
- The total for each debris item was 376.55 cubic yards totaling \$8,189.61 in disposal costs.

Public Works - Code Violation Mitigation Work Orders

Additionally, there were new data points tracked for 2021 with the other costs. Approximate labor costs as a total, labor hour totals, and the approximate per hour cost of the labor component were tracked.

The labor cost as a whole for 2021 was approximately \$34,601.39. In terms of hours, a grand total of 151.33 labor hours were spent mitigating these code violation work orders. Lastly, the approximate cost per hour for labor only was \$228.65.

These data items should give the Department the ability going forward to estimate costs for jobs for billing purposes and for budgetary purposes.



Public Works - Winter Operations

The Department of Public Works is responsible for the four season maintenance of 625 lane miles of roadway within the borders of Hamilton Township.

Under normal winter weather conditions, main roadways will be pre-treated prior to snowfall with a liquid salt solution known as brine. During weather events forecasted for under 4” of snowfall, main roadways will then be salted during snowfall and plowed as deemed necessary in conjunction with the type, duration, and quantity of snowfall. For weather events forecasted for greater than 4” of snowfall, secondary (neighborhood) roadways will then be plowed and salted after the end of snowfall.

In addition to keeping roadways open and passable, Public Works is responsible for clearing and salting parking lots, sidewalks, walkways, and steps at Township facilities and properties. These important tasks are primarily completed by crews from Parks (parking lots, pathways in the parks/public properties) and Buildings and Grounds (sidewalks, steps, building walking areas).

Winter operations are completed by utilizing multiple vehicles and pieces of equipment from the fleet. When forecasts predict inclement weather, all satellite location fleet vehicles are brought to the Public Works Yard for mobilization as the forecast requires. Plow attachments are made and salt spreading/brine spraying equipment is readied.

Public Works - Winter Operations

2021 in terms of snowfall accumulation was about an average year. According to WeatherWorks, the Township's forecasting service provider, the total for the zip codes within the Township ranged from 29.8" to 33.3" which falls in line with the 10 year average of 28.6" of accumulation.

The bulk of the season's accumulation came in the form of two large storms. The first occurred between January 31 to February 2 and left accumulations of 11.2" to 12.0" of snow across the Township. The second storm occurred between February 18 to February 19 and left accumulations of 8.5" to 10.5" of snow across the Township.

In order to replenish and keep an adequate level of road salt for Winter Operations the Department purchased for the year salt in the total of approximately \$144,711.11.

Roads crews completed 62 work orders totaling approximately \$227,910.94 related to Winter Operations while Parks crews completed 59 work orders totaling approximately \$171,566.04. Collectively, the Department completed 121 work orders totaling approximately \$399,476.98.



Public Works - Winter Operations

In the graphic below, WeatherWorks prepared its' annual certified snow totals for the Township. Based on their methodology and data collection, they are able to provide a snapshot to cover the slight geographic differences that run through Township.



Prepared Exclusively For Hamilton Township

Certifiedsnowfalltotals.com/lookup/
Report ID: K7BYARK

Jan - Dec 2021 Cumulative Snowfall Totals Report

State	Zipcode	City	Last Storm	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
NJ	08610	Hamilton	12/24/2021	11.2	18.9	C	0.0	0.0	0.0	0.0	0.0	0.0	0.0	C	C	30.1
NJ	08619	Hamilton	12/24/2021	12.0	21.3	C	0.0	0.0	0.0	0.0	0.0	0.0	0.0	C	C	33.3
NJ	08690	Hamilton Square	12/24/2021	11.7	20.9	C	0.0	0.0	0.0	0.0	0.0	0.0	0.0	C	C	32.6
NJ	08620	Yardville	12/24/2021	11.2	18.6	C	0.0	0.0	0.0	0.0	0.0	0.0	0.0	C	C	29.8

Certification

WeatherWorks assures that the above Certified Snowfall Totals® (CST) report is the result of a thorough analysis of meteorological data collected from both private and public sources. Our professionally trained CST analysts employ a scientific evaluation process, producing the most accurate and representative total for a location. WeatherWorks reserves the right to amend reports at any time upon further review and/or discovery of additional data.

About WeatherWorks: Since 1986, WeatherWorks has provided dependable meteorological services to thousands of clients in the private and public sectors by understanding the core principles and complexities of meteorology in addition to utilizing technological advances.

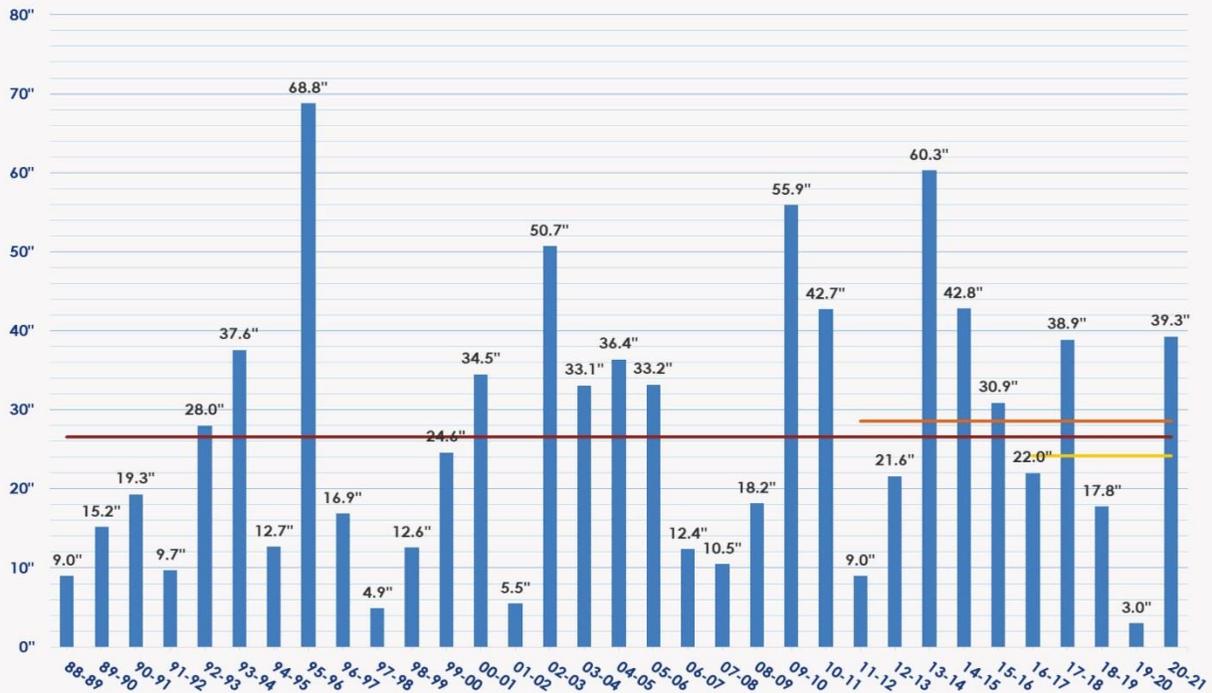


Public Works - Winter Operations



Hamilton Township Snowfall

5-Year Avg = 24.2" 33-Year Avg = 26.6" 10-Year Avg = 28.6"



Phone: 1-908-850-8600 | 103 Mountain Court, Hackettstown, NJ 07840

More information about WeatherWorks can be found by visiting their website at: <https://weatherworksinc.com/>

Special thanks to the Sign Shop for assisting with image conversions for the graphics!

Public Works - Inspections

Public Works Inspectors are responsible for the management of Capital Budget road improvement construction projects, commercial construction sites (in regards to public infrastructure: storm water and sanitary pipes, manholes, etc., concrete infrastructure, and roadway and asphalt construction phases), roadway ratings, and utility company improvement and/or emergency projects (when they will affect roadways). These jobs are under the supervision of Public Works Inspectors to ensure that trenches, patches, and infrastructure construction are completed to meet Township code.

Public Works Inspectors are also responsible for investigating citizen service requests related to roadway issues (such as road complaints, standing water issues, potholes, and sinkholes).

In addition to these functions, during snow storms greater than 4", Inspectors will supervise all contractor snow plow equipment and manpower used to supplement municipal crews during Winter Operations.



Sloan Avenue Quick Chek Project and road restoration.

Public Works - Inspections

In 2021, the Inspectors were tasked with managing many large scale utility company improvement projects which affected residents across the Township. Aqua Water, which services approximately one half of the Township, began a project in the Langtree area to upgrade water services and main line issues in the area. PSE&G began work on a multiyear project in the area of its Exton Avenue substation to increase services on its electric side. They also began largescale gas side projects in the Langtree area and the Yardville/Sunnybrae area to improve main line service and delivery issues.

Lastly, Trenton Water Works, which serves approximately one half of the Township, entered into its second year of a long term project to replace water service lines that were installed with lead pipes many years ago. The construction project is working through each neighborhood of their service territory to address residents/customers that have the old lead infrastructure installed.

During the construction project, team leaders from Trenton Water Works, Public Works, Engineering, and Inspections meet frequently to go over the project as it stands, concerns from the utility, concerns from the town, concerns from the residents, the current scope of work, the current schedule, and future/anticipated work.

In addition to the lead line project, Trenton Water Works also initiated a water line cleaning and re-lining project in the area of Klockner Road, between Nottingham Way and East State Street.

Public Works - Inspections

There were many construction projects and road improvement projects in 2021 that the Inspectors monitored for specification and code compliance for the Township.

- Joni Avenue Capital Improvement Project
- Henry Street Capital Improvement Project
- Lenox Avenue Capital Improvement Project
- Paxson Avenue Capital improvement Project
- Miscellaneous Paving Contract: various locations
- Miscellaneous Concrete Contract: various locations
- Aqua Water Main Line Project: Langtree Area
- Brady Square Redevelopment: Nottingham Way/Mercer Street
- BTC Warehouse: Hamilton Marketplace
- Clarendon Avenue Subdivision
- Clover Square Redevelopment: Sloan Road
- Edgewood Properties: Sierra Drive
- Project Freedom Development: Hamilton Woods
- Homes by TLC: Connecticut Avenue/Lynwood Avenue
- HRP Mercer/Duck Island Warehouse
- JDN Hamilton Marketplace Restaurants
- Kino Boulevard: Miry Run retaining wall
- Mercer Property/Delco: Route 33



Joni Avenue Capital Project



Paxson Avenue Capital Project



Clarendon Avenue Subdivision

Public Works - Inspections

There were many construction projects and road improvement projects in 2021 that the Inspectors monitored for specification and code compliance for the Township (continued).

- Pheasant Run Subdivision: Gabriella Court
- Polaris Apartments: Cabot Drive
- PSE&G Electric: Exton Avenue Area
- PSE&G Gas: Langtree and Yardville/Sunnybrae Areas
- Quick Chek: Sloan Avenue
- Sloan Avenue/Manchester 270 Warehouse
- Shoppes at Hamilton/Amazon Warehouse
- Thomas J. Rhodes Industrial Drive Warehouses (#17 and #58)
- Trenton Water Works Cleaning and Lining Project - Klockner Road (08619 area)
- Trenton Water Works Lead Service Line Replacement Program
- Twin Ponds Phase 1 and 2 Restoration: Yardville-Hamilton Square Road
- Vintage at Hamilton Development: Kuser Road (redeveloping the Italian-American Club property)
- Weathersfield Estates
- Whitehorse Circle Wawa
- Woodcliff Estates



Vintage at Hamilton



Homes by TLC/Connecticut Avenue



Duck Island Warehouse Site

Public Works - Storms

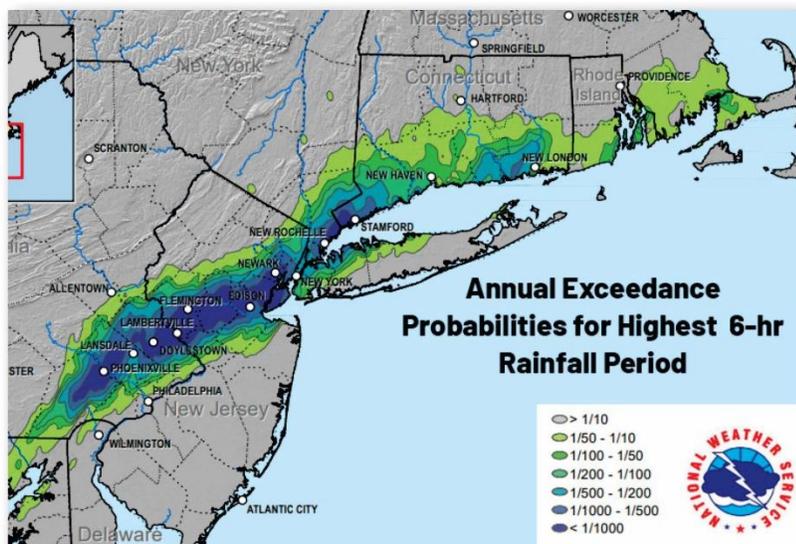
On September 1 and 2, Tropical Storm Ida wreaked havoc (peak rainfall was 1” accumulation in the 6PM hour on the 1st and 2.16” of accumulation in the 7PM hour) as it passed through Hamilton Township. Two neighborhoods, Cornell Heights and Assunpink, had severe flooding issues as a result. Parts of Rutgers Avenue, Vetterlein Avenue, Carnegie Avenue, Bucknell Avenue, Lehigh Avenue, and property on Evelyn Avenue in Cornell Heights; and Assunpink Boulevard in Whitehead bore the brunt of the storm’s impact in regards to flood waters and property damage/loss.

Prior to the storm, Public Works crews worked to clean all stream trash racks, basins, and storm water inlets in flood prone areas of debris and obstructions to assist with storm water management. Crews readied barricades, barrels, and sand bags to have on stand by for dispatch as needed. All heavy equipment was readied and fueled in the yard for dispatch; and all power hand tools were prepared (chain saws/pole saws) in the event there were downed trees.

During the event, Public Works crews responded to concerns and hazards in real time. Crews assisted the Police as needed by placing barricades to close roads affected by floodwaters, cleared roads of fallen limbs and trees, and worked to keep clean water ways and inlet tops.

Ida Special Report

Excessive Rainfall and the Resultant Flash Flooding



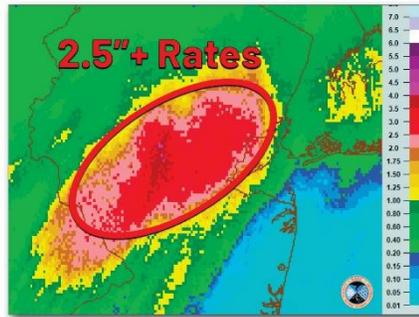
The probability of rainfall event recurrence in a 6 hour interval, via the NOAA/NWS.

Public Works - Storms

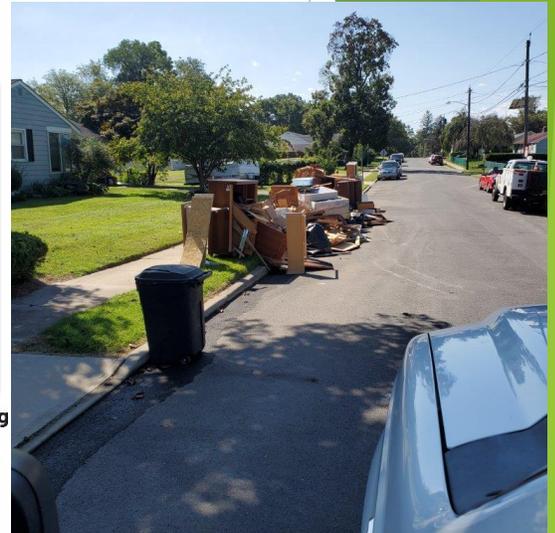
After the storm had ended and the magnitude of the event was realized, crews began working in the neighborhoods damaged by the flooding to clean up garbage and debris homeowners had cleaned out and brought curbside from their properties. Public Works crews also worked to clean up brush and vegetative waste put curbside from these areas.



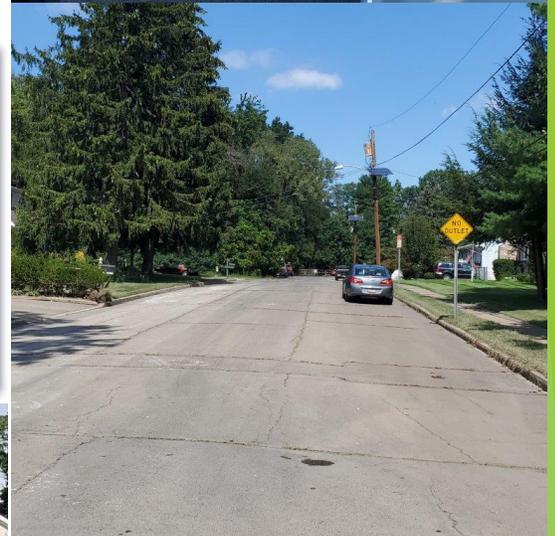
Ida Special Report
Excessive Rainfall and the Resultant Flash Flooding



1 hr radar estimates in Northern New Jersey ending 8:30 PM on 9/1/21. MRMS/NSSL



Ida Special Report
Excessive Rainfall and the Resultant Flash Flooding



Special thanks to the Sign Shop for assisting with image conversions for the graphics!

Public Works - Special Events and Projects

During 2020, special events were canceled due to the ongoing pandemic and related public health concerns. In 2021, special events and projects were given the go ahead to proceed by the Administration, beginning with the annual Environmental Commission Stream Cleanup on April 10 and followed by the annual Bromley Center/Bromley Neighborhood Cleanup on April 17.

On April 10, Public Works crews and approximately 50 volunteers and Environmental Commission members conducted a clean up of four water ways within the Town. The volunteers focused on portions of Shady Brook, Miry Run (Warwick Park area), and Gropp's Lake to clean up litter and debris while Public Works crews focused on a section of Miry Run along the Flock Road bike path. Blockages in Miry Run were cleared and litter and debris was removed. At the end of the day, Public Works crew collected debris stockpiled at each location.

Crews from Buildings and Grounds, Parks, and Roads divided into teams to clean up the alleyways surrounding the Bromley Center, the grounds of the houses damaged by fire along East State Street, and to clean up the gutter lines and litter pick along Victor Avenue, Rosalia Avenue, Adella Avenue, East State Street, Walnut Avenue, and Park Lane. Neighborhood volunteers and Bromley Center staff assisted with beautification projects in Farmingdale and Bromley Parks.



Public Works - Special Events and Projects

The annual flag retirement ceremony returned in 2021 and took place on June 23 in the North side of Veterans Park. With assistance from local scout troops and the Patriotic Committee, Township personnel followed the U.S. flag code and properly retired and disposed of worn U.S. flags.



The Independence Day Fireworks annual event returned in 2021. Held in the South side of Veterans Park on July 3, the event was a welcome return for the community. Crews from all three divisions worked to make the event a success for the thousands of residents who visited the park. Crews worked to set up parking, stages, utility resources, vendor areas, eating areas, and activities, as well as manage operations during the event.

On July 29, in conjunction with Robert Wood Johnson University Hospital Hamilton/RWJ Barnabas Health and Players Development Academy (PDA), a new, state of the art futsal field was dedicated for use in Bromley Park. Constructed on the grounds of the park, the field will provide a wonderful recreational and training opportunity for the community for years to come.



National Night Out returned on August 3, 2021. The event was held in the South side of Veterans Park. In conjunction with staff from the Police department, Public Works crews worked to set up and stage the park much like the fireworks event.



Public Works - Special Events and Projects

On August 12, Public Works participated in the Mayor's day of action in the Bromley neighborhood. Crews from each division worked in different areas of the neighborhood to tackle some large maintenance projects and help clean up litter and debris.

Buildings and Grounds crews worked on the gateway to the town along Nottingham Way near the Delaval property. Overgrowth, grass, litter, and debris were cut back and removed from the walking path that splits the Hamilton-Trenton border.

Parks crews worked to clean up the concrete troughs along the Pond Run channel between North Johnston Avenue and East State Street. They also removed tree limbs overhanging the channel and cut back trees and overgrowth along the property lines.

Road crews worked to clean up the lots of the properties damaged by fire on East State Street, clean up alley ways near Lynwood Avenue and Woodlawn Avenue, and clean up grass, litter, and debris along Walnut Avenue and in Connecticut Park.

Oktoberfest returned to the South side of Veterans Park on October 17, 2021. Buildings and Grounds crews and Parks crews worked to set up the grounds, decorate the park, and build the attractions for the thousands of guests to enjoy. Facades, mazes, stages, corrals, eating areas, vendor areas, and fall decorations were set up to turn the park into a haunted Bavarian wonderland.

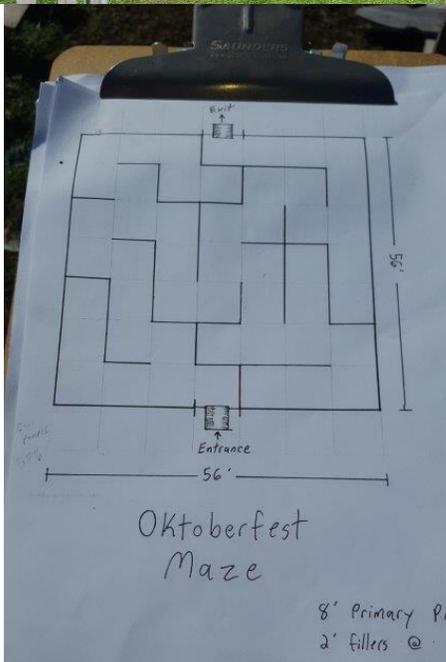


Public Works - Special Events and Projects

For the event, Road crews set up the parking and traffic control, constructed the imagery facades, and set up a haunted touch a truck event for the kids to enjoy.

The last special event of the year to return was the annual Christmas festival known as Winter Wonderland. Held on the grounds of the historic Kuser Farm Park, the event was held over two nights on December 3rd and 4th. The tree lighting ceremony on December 3rd kicked off the two night event.

Buildings and Grounds and Parks crews worked for several weeks prior to the event turning the park grounds into a Polar Express themed wonderland complete with thousands of lights, colorful facades and features, and Christmas displays and settings. Live animals and ice skating returned as attractions from years ago; as well as photos with Santa. The jolly old elf even helped to throw the switch for the tree lighting ceremony after riding into the park on a firetruck! Road crews worked to construct the imagery facades and set up traffic control for the nights of the event.



Public Works - Special Events and Projects



*Top row: Winter Wonderland tractor to “Polar Express” engine fabrication.
Bottom row: Polar Express façade fabrication.*

Public Works - Special Events and Projects

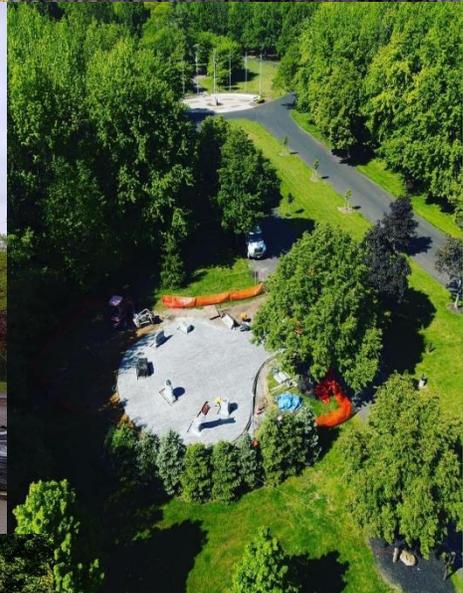


Scenes from Winter Wonderland.

Public Works - Special Events and Projects

Several large special projects were completed in Veterans Park in 2021. Most notably, in preparation for the 20th anniversary of the 9/11 attacks, the 9/11 Memorial was redesigned and expanded. With the generous help of Sean's Landscaping, Public Works crews worked for several weeks to create a beautiful and lasting update to the somber memorial grounds, which are dedicated to the four Hamilton residents whose lives were lost on that fateful day.

Also in Veterans Park, the patriotic brick walkway on the East side received a face lift. Public Works crews worked for several weeks updating the grounds and pathway, creating a tasteful and modern look while respecting the history of the site and dedication.



9/11 Memorial Grove improvements.



Public Works - Special Events and Projects

In conjunction with the Patriotic Committee, Public Works crews worked to create two additional memorial sites in Veterans Park to pay homage to those who served and those who made the ultimate sacrifice for our nation.



Above, improvements to the Patriotic Walkway.

Long in the works, the Fallen Heroes Memorial, located in the North side of the park, was constructed over the fall and summer months to pay tribute to Hamiltonians who died serving our country in all conflicts since our founding.



Left and below, construction of the Fallen Heroes Memorial.

Thanks to a generous donation from resident and business owner Pete Palombi, Hamilton took ownership of a memorial, now staged in the East side of the park, for members of the New Jersey National Guard who served during World War Two.

Lastly, over the summer and fall, Public Works crews worked to build, craft, and install a dedication monument in Snell-Wilkus Park for four Hamiltonians who enlisted during and made the ultimate sacrifice during the Iraq/Afghanistan conflicts.



Left, the monument installation in Snell-Wilkus Park.

Public Works - Employee Training

Certified Storm Water Management/Inspections

1. Rich Churchman (Road Division)
2. Tom Everett (Parks Division)
3. Allan Palumbo (Public Works Inspections)

NJ DEP Class A and B Underground Storage Tank System Operators License

1. Bob Bates

General Industry Technical Specialist Certification

1. Bob Bates

Fundamentals of Infrastructure and Asset Management Part 1

1. Jim Wyrrough
2. Kyle Battaglia

Caring for Ornamental Plants

1. Brian Falconio

Hazardous Tree Identification

1. Brian Falconio

Basics of Turf Management

1. Brian Falconio

Soil and Plant Relationships

1. Brian Falconio

Tree Climbing Training/Certification

1. Justin Cloward
2. Cam Longstreet

Public Works - Retirements and Departures

Mike Bitonti (Public Works Inspections)

Frank Casole (Road Division)

Debbie Walker (Public Works Office)

Karen Worob (Buildings and Grounds)

Chris Markley (Director)

Thank you all for your dedication to the residents of Hamilton
Township!

Public Works - Department Goals

1. Fully implement Buildings and Grounds' usage of Trair for work orders and asset management.
2. Streamline the work order data selection for Parks and Roads to more accurately track costs and job types.
3. Streamline grass cutting work orders.
4. Track acres cut during growing season as a data type and determine the cost per acre.
5. Track jobs assigned by other departments/work completed for other departments versus internal work.
6. Develop a scheduling/budget tool for other departments to better plan and allocate Public Works resources (i.e. reduce held desk ticket items).

