

Memo

To: Mayor Hall
From: Sanya Vitale
cc: City Council
Date: July 11, 2023
Re: Brush Pile

The City maintains a large area where the City has allowed the accumulation of wood materials at the WWTP property.

Options for resuming brush collection:

1. Allow the WWTP to remain closed to incoming traffic
 - a. All drop off occur by appointment only.
 - b. The main gate at the WWTP would be locked
 - c. New signage will be ordered and placed at the gate indicating that all brush drop-off must be done by appointment by calling a specific number
 - d. All local deliveries can be made by calling a specific number.
 - e. WWTP staff will be responsible for the oversight of incoming brush by appointment between the hours of Monday- Friday from 7am – 3:45pm and at least one Saturday a month by appointment from 8am – 10am.
2. Allow the DPW staff to pick up brush monthly
 - a. Residents will pile brush in the ROW beginning the Saturday before the 4th Tuesday of each month
 - b. Brush must be located in the property's ROW in neat piles containing no limbs larger than 4' long and 6" in diameter.
 - c. No grass, trash, rubbish or large items will be picked up.
 - d. Leaves will be picked up only during designated times in the fall and early spring.
3. Case by Case- allow for use of DPW pick-up by appointment only
 - a. Residents may make an appointment to request the use of a DPW pick-up truck by appointment only
 - b. The DPW pick up will be dropped off for a period of time not to exceed 4 hours so that the brush may be loaded into the pick-up bed by the property owner.
 - c. DPW staff will return to retrieve the pick-up truck and deposit the brush at the WWTP