

Proposed Sanitation Schedule Change: Enhancing Operational Efficiency Amid Staffing Constraints

Objective:

This revised sanitation schedule is designed to **maximize operational output** using available equipment and limited staffing, while enhancing **continuity of service** and **minimizing unnecessary mechanical strain** on key assets. The restructuring strategically sequences activities based on equipment type and crew capacity, enabling more predictable and efficient operations under current resource constraints.

Proposed Weekly Sanitation Schedule:

Day	Service Activity	Target Area	Primary Equipment
Monday	Regular Garbage	Town-wide	Side Loader
	Vegetation Collection	North Side	Grapple/Clam
Tuesday	Vegetation Collection	South Side	Grapple/Clam
Wednesday	Bulk Pick-Ups	Town-wide	Grapple/Clam
Thursday	Special Pick-ups	Town-wide	Grapple/Clam
	Regular Garbage	Town - wide	Side Loader
Friday	Recycling Collection	Town-wide	Automated Side Loader (Recycling Vehicle)

Rationale for the New Schedule:

1. Optimized Use of Limited Staff:

- The Town's Sanitation Division is currently operating with only **50% of its required staffing**. This new schedule reduces daily service variety, allowing the available crew to concentrate on a **single debris type per day**.
- By organizing the week by waste type and equipment, the schedule helps prevent fragmentation of duties and limits physical burnout among the small team.

2. Effective Deployment of Specialized Equipment:

- With the addition of a **support member assigned to Grapple/Clam operations**, the schedule consolidates all Grapple/Clam-dependent activities (vegetation and bulk pick-up) into **consecutive days**. This enables smoother transitions and ensures that mechanical resources are used to their full potential.

3. **Built-In Service Continuity:**

- Should a collection be delayed (e.g., vegetation on Tuesday), the **Wednesday bulk pick-up window** provides a logical extension without requiring rerouting or reallocation. This is critical under current manpower limitations where same-day recovery is often not feasible.

4. **Reduced Equipment Cycling and Downtime:**

- Limiting unnecessary switchovers between equipment types on the same day significantly reduces wear on loaders, hydraulic systems, and Grapple/Clam arms. This extends the **life expectancy of capital equipment** and allows for **more predictable maintenance planning**.

5. **Streamlined Communication and Field Execution:**

- A clear and consistent weekly plan improves crew coordination and enables better public communication. Residents will benefit from **predictability**, and the team will operate with improved **clarity and morale**.

Conclusion & Recommendation:

Given the current staffing shortage, this schedule represents a **strategic operational response** that maximizes productivity without increasing strain on personnel or assets. It improves workflow logic, enhances the effectiveness of the Grapple/Clam-support arrangement, and provides **flexibility for service completion** when interruptions occur.

I recommend implementation as a **90-day pilot program**, with **weekly progress tracking** and the opportunity for feedback-based adjustments. The proposal also aligns with broader goals of **fleet preservation**, **workflow standardization**, and **responsible resource use** under constrained conditions.