

Work Order	Priority	Status	Initial Call Date	Contact Name	Address of Task	Issue	Initial Respond Date	Resolution	Resolution Date	Business Days to Address Task	Comments
2017.001	Low	OPEN	1/1/2017	Ted Hanson	North Triphammer road	Street lights are currently owned by the Village. Some of these street lights are in need of repair however to do this work we will need a disconnect switch installed. Currently we are in discussion with NYSEG to have this installed.	1/2/2017			0	Attachment in Folder
2017.002	High	CLOSED	1/6/2017	None Given	Simmsbury Road	Homeowner is concerned that there is still snow on the road after a light snowfall last night	1/6/2017	Tim and Mike Reviewed the road and found the road to have a slight dusting of snow. There was not enough snow to warrant plowing.	1/6/2017	1	
2017.003	High	CLOSED	1/11/2017	None Given	Hanshaw Road	Sidewalks were covered with ice	1/11/2017	By the time we were able to react to the information the temperature had risen above freezing and the sidewalks were clearing.	1/11/2017	1	
2017.004	low	CLOSED	1/11/2017	None Given	110 W. Upland rd	Yard waste was not picked up this month	1/11/2017	Yard waste was left due to it being in a frozen garbage can. Crew left this until they were able to remove the debris without damaging the containers.	1/11/2017	1	
2017.005	Low	OPEN	12/31/2016	-	DPW Barn	It was determined that security should be evaluated at the DPW facility. Ideas are still being discussed	1/11/2017	PWC 1/11 update: Going to use steel cable for both driveways so off hours security can be monitored.		0	
2017.006	Low	OPEN	12/31/2016	-	Safe Routes to School	Application for work was submitted on 10/20/2016 for new sidewalk	1/11/2017	Awaiting NYS decision on grant		0	
2017.007	low	OPEN	12/31/2016	-	Hanshaw Rd	3 Lane Option at Community Corners - Brent spoke to Fisher about the potential benefits of a 3 lane design for Hanshaw Rd between Pleasant Grove and N. Triphammer Rd.	1/11/2017	Brent is preparing a RFP to send to NYS approved firms. Bolton Point is planning major project through this area in 2020		0	
2017.008	low	OPEN	12/31/2016	-	Marcham Hall	Seasonal worker vs. Full time Assistant	1/11/2017	Brent and Mike to analyze cost of seasonal worker vs. full time assistant mechanic		0	
2017.009	Low	OPEN	12/31/2016	-	N. Triphammer	Disconnect switch needs to be installed so maintenance can be done	1/11/2017	Brent & Mike discussing options with NYSEG		0	
2017.010	low	CLOSED	1/17/2017	Curt Ashman	398 East Upland	3) Bags of garbage sitting along the sidewalk on E. Upland Rd. just past the first driveway going into the Community Corners Restaurant Area. They appear to be dropped there.	1/17/2017	Picked up Garbage, if problem continues further investigation will be required.	1/17/2017	1	
2017.011	Low	CLOSED	1/23/2017	None Given	None Given	Resident was curious if the DPW will continue leaf pick up throughout village	1/23/2017	I informed the resident that if they wish to have leaves picked up then they will have to put them in the brown refuse bags and then they will be picked up.	1/23/2017	1	
2017.012	Low	CLOSED	1/18/2017	None Given	130B Cambridge	Resident calling to see when the DPW would pick up Christmas trees.	1/18/2017	Joan informed the resident that the DPW will continue to pick up Christmas trees throughout the winter. The resident just needs to put the tree next to the road.	1/18/2017	1	
2017.013	High	CLOSED	1/23/2017	Volley	101 Brooklane	Concerned over tree falling and ripping up the roadway.	1/23/2017	Tim and I met with the home owner and decided the best plan of action would be to remove the tree. The tree will be removed at the DPW's earliest convenience.	1/26/2017	4	
2017.014	low	CLOSED	1/23/2017	None Given	330 Parkway	Bulky trash not picked up	1/23/2017	Confirmed with the crew that they picked up bulky trash on this road. I then visited the home owner and she reassured me that she had her trash out Friday morning. We picked up the trash to alleviate the concern.	1/23/2017	1	
2017.015	low	OPEN	2/1/2017	Micah Cormier	204 Cayuga Heights Rd	Resident was unhappy with the yard damage that the sidewalk plow was inflicting on the sides of the sidewalk.	2/1/2017	I reviewed the situation and confirmed the sidewalk was damaging the yard. This is due to the width of the sidewalk plow and the fact that the yard sits higher than the sidewalk. The DPW will revisit this in the Spring to fix the damage.		0	
2017.016	low	CLOSED	2/1/2017	Kevin O'Connor	Parkway Place	Resident informed Brent by email that a water access on Highland road was bent	2/1/2017	Discovered that the manhole cover needed to be replaced.	2/1/2017	1	
2017.017	Low	OPEN	12/31/2016	-	Village Hall	Rubenstein Easement Agreement	1/11/2017	Brent has located the agreement. Randy will draft simple agreement to be signed by all parties. Also to include TC Shed.		0	
2017.018	Low	OPEN	12/31/2016	-	Town of Lansing	Linda and Brent met with the Village and the Town and they are both requesting 1,000 units to be added to the sewage agreement.	1/11/2017	VCH will add 300 units for the Village of Lansing and 150 units for the town. An MOU is being drafted for these amounts with possible increase in the future with a recalibration of amount of sewage per unit. Linda waiting on data from Meters which will come in March		0	
2017.019	Low	OPEN	12/31/2016	-	Air BnB	TC agreement with Air BnB	1/11/2017	A January meeting is scheduled for the TC Assessment Department where this will be an item for discussion		0	
2017.020	Low	OPEN	12/31/2016	-	Palmer Woods	Land issue at the DPW	1/11/2017	No response received from Todd to consultants plan		0	
2017.021	Low	OPEN	12/31/2016	-	TCAT	Temporary signage for bus stops	1/11/2017	They have been informed this they will need to submit a request for a license to have new permanent signs installed when they deem the new stops are working out. TCAT to hold public hearings. Brent will be bringing their official request before the trustees when it arrives.		0	
2017.022	Low	OPEN	12/31/2016	-	Kendal Crosswalk	Resident unhappy with current crosswalk on North Triphammer	1/11/2017	Advising resident that this is a Kendal issue		0	
2017.023	Low	OPEN	12/31/2016	-	Sidewalk plow	Both sidewalk plows currently owned by the DPW are showing their age and might need to be replaced	1/11/2017	Holding off on purchase		0	
2017.024	Low	OPEN	12/31/2016	-	Sunset Park	Bank at sunset park needs to be cleared	1/11/2017	Park has been cleared and leaf mulch applied to help limit plant growth. Awaiting spring to evaluate impact of mulch		0	
2017.025	Low	OPEN	12/31/2016	-	Cemetery Plowing	DPW to start plowing cemetery as a result of the safe routes to school	1/11/2017	Cemetery is being plowed for pedestrian and vehicle traffic. Signage to be dealt with by the sidewalk committee in consultation with VCH police and DPW		0	
2017.026	Low	OPEN	12/31/2016	-	DPW Database	A Database is being started to help track DPW resident concerns.	1/11/2017	Linda has developed an initial database to be used. Once this is finalized it will be implemented. Linda is scheduling training on the new program.		0	
2017.027	Low	OPEN	12/31/2016	-	914 Highland Road	Homeowner installed a fence on the village Right of Way	1/11/2017	Resident must get a lease agreement with the village or move the fence		0	
2017.028	Low	OPEN	12/31/2016	-	Village Hall	Village hall parking lot is in need of repair	1/11/2017	Currently working with the owner of the property to see if purchasing the lot would be a possibility		0	
2017.029	Low	OPEN	12/31/2016	-	Kendal Sign Agreement	Kendal will sign the same agreement with VCH for same footprint as previous sign	1/11/2017	Sign to be installed in the Spring after work on Triphammer road		0	
2017.030	Low	OPEN	12/31/2016	-	Hanshaw Rd	Sidewalk upgrade and school crosswalks	1/11/2017	DPW crew has completed the sidewalk replacement on Hanshaw Road down to Hillside Dr. There is still more asphalt sidewalk from Hillside to Cayuga Heights Road, but that will wait until Spring.		0	
2017.031	Low	OPEN	12/31/2016	-	Bolton Point	Transmission Main Project	1/11/2017	Project still in design phase. Bolton Point anticipates having project complete by June 2017.		0	
2017.032	Low	OPEN	12/31/2016	-	N. Triphammer Rd	Curb Missing	1/11/2017	Replacing missing curb in Spring.		0	
2017.033	Low	OPEN	12/31/2016	-	Culvert Replacement	Asphalt still needs to be repaired	1/11/2017	Asphalt will need replaced in the Spring.		0	
2017.034	High	OPEN	1/11/2017	-	WWTP	Belt Press	1/11/2017	Belt Press has been purchased. Room has been painted and new lights have been installed. Planning to have new Belt Press placed in room during week of 2/13.		0	
2017.035	Low	OPEN	2/10/2017	-	WWTP Lighting	Looking to update lighting at the WWTP	2/10/2017	Currently working with lighting vendor to investigate the chance of rebate possibilities through NYSEG.		0	
2017.036	low	CLOSED	2/23/2017	None Given	900 Block of Triphammer Rd	Resident unhappy with chunks of mud on sidewalk	2/23/2017	DPW Employee removed chunks of mud from sidewalk	2/23/2017	1	
2017.037	low	CLOSED	2/22/2017	-	WWTP	There is exposed electrical conduit outside at the WWTP	2/22/2017	The DPW crew built an enclosure around the conduit.	2/22/2017	1	
2017.038	low	CLOSED	2/22/2017	None Given	309 Winthrop Dr	Resident called expressing concern for tree that is leaning towards their neighbors property	2/22/2017	I reviewed this situation and found the tree to be on the home owners property and not in the village ROW. I have informed them that they would need to call tree removal company to remove the tree	2/22/2017	1	
2018.038	low	CLOSED	2/21/2017	Kevin O'Connor	312 Highland Rd	Kevin emailed a picture of a water valve that was pushed by the sidewalk plow and was now at an angle	2/21/2017	DPW Employee straightened out the water valve.	2/22/2017	2	
2019.038	low	CLOSED	2/20/2017	Paul Bensadoun	386 The Parkway	Paul called expressing concern over the signs stating that bushes along the sidewalk were going to be trimmed this week	2/21/2017	I reviewed Pauls property and identified one area that would need to be trimmed. I then called Paul and he informed me that he would trim this area.	2/21/2017	2	