

SEWER MAIN/SERVICE PROBLEMS

DATE: 11/13/85

TIME: 9.30 AM

NAME: Mrs. Snape

ADDRESS: 219 East Pleasant St

COMPLAINT RECEIVED BY: HW

PROBLEM: Sewer

COMPLAINT REFERRED TO: Fred FOR ACTION

DATE: 11/12/85

TIME: 9.32 AM

ACTION TAKEN: checked out sewer main on East Pleasant St looked  
OK but used flusher to make sure. The line was  
plugged all OK now

If the problem is on Town property, the employee in charge shall make contact with the property owner or tenant to explain what the problem was and the action taken by the Public Works Department to correct the stoppage.

If the problem is on private property, the employee in charge shall be responsible for notifying the property owner and/or tenant so they can be aware of the situation.

All reports shall be turned into the office on a daily basis.

Fred Fuller  
Foreman/Employee in Charge (Signature)

Date: 11/13/85

SEWER MAIN/SERVICE PROBLEMS

DATE: 11/4/95

TIME: 10:52 PM

NAME: SNAP

ADDRESS: 219 EAST PLEASANT ST.

COMPLAINT RECEIVED BY: JOHN FIELD

PROBLEM: PLUGGED SERVICE HOME OWNERS PROBLEM

COMPLAINT REFERRED TO: MATT LOVEN FOR ACTION

DATE: 11/4/95

TIME: \_\_\_\_\_

ACTION TAKEN: CHECKED OUR SEWER MAIN AND OUR MAIN WAS O.K. NOTIFIED HOME OWNER.

If the problem is on Town property, the employee in charge shall make contact with the property owner or tenant to explain what the problem was and the action taken by Public Works Department to correct the stoppage.

If the problem is on private property, the employee in charge shall be responsible for notifying the property owner and or tenant so they can be aware of the situation.

All reports shall be turned into the office on a daily basis.

Matt Loven

Foreman/Employee in Charge (Signature)

Date: 11/4/95

PUBLIC WORKS DEPARTMENT

EMERGENCY OVERTIME ASSIGNMENTS

DATE: 11/4/95

OVERTIME PROJECT: CHECK SEWER 219 EAST PLEASANT ST

COMPLAINT RECEIVED FROM: JOHN FIELD

SUPERVISOR IN CHARGE: M. LOUEN

SCHEDULED OVERTIME ASSIGNMENT AUTHORIZED BY: \_\_\_\_\_

<u>EMPLOYEES ASSIGNED TO PROJECT:</u>	<u>TIME REPORTED</u>	<u>TIME RELEASED</u>
1. <u>M. LOUEN</u>	<u>10:52 PM</u>	<u>11:10 PM</u>
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

(Highway Division Supervisors will use the regular overtime sheet in addition to the new one)

*M. Louen*

SIGNATURE OF SUPERVISOR

SEWER MAIN/SERVICE PROBLEMS

DATE: 1/29/99

TIME: 10:00 PM

NAME: Nelson King

ADDRESS: 219 EAST PLEASANT ST.

COMPLAINT RECEIVED BY: ARD

PROBLEM: OWNER'S SERVICE PLUGGED

COMPLAINT REFERRED TO: M. LOUEN FOR ACTION

DATE: 1/29/99

TIME: 10:00 PM

ACTION TAKEN: Checked our main was OK

OWNER HAD SERVICE ROKED + PROBLEM WAS TAKEN CARE OF.

If the problem is on Town property, the employee in charge shall make contact with the property owner or tenant to explain what the problem was and the action taken by Public Works Department to correct the stoppage.

If the problem is on private property, the employee in charge shall be responsible for notifying the property owner and or tenant so they can be aware of the situation.

All reports shall be turned into the office on a daily basis.

[Signature]

Date: 1/29/99

Foreman/Employee in Charge (Signature)