

# SUMMER CHECKLIST

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By Carrie Bolton

Finally, Summer is here! The sun is shining, it's beautiful and warm. Villages are bustling with people, school is out, and for some, vacation is near. This is my favorite time of the year! With Summer comes more water usage for some and the extra duties of mowing, trimming, brush pick up, etc... Keep in mind it's also the time of year to prepare and maintain. You've heard this many times before, but it saves time and money in the long run.

- Fire Hydrants** - flush (twice a year), check pressure, grease, weed-eat and clear out around for easy access, paint (take pride, everyone sees them)
- Valve Boxes** - clean out, mark and exercise (you never know when you'll need to shut them down) fix the ones that won't turn
- Curb Boxes** - locate and mark the ones that aren't on the map
- Ditches, drains & culverts** - clean out, mark, take pictures (It's hard to find them in the snow if they're obstructed or blocked)
- Lead Inventory** - continue to work on your list (for NYSDOH approved template go to [www.nyruralwater.org](http://www.nyruralwater.org) / Resources / Links) Deadline: October 16, 2024
- Cross Connection Control** - check to see if records are up-to-date on users that require yearly inspections
- Weekly Safety Meetings** - this is so important to go over various daily tasks to keep your co-workers safe. (OSHA has a great online list of ideas - make it a priority)
- Storage Tanks** - walk around & inspect, keep mowed & trim weeds as necessary
- Inventory** - organize spare parts, tools, make a list, get rid of the old stuff you'll never use
- Sampling** - work on your Monitoring letter, don't wait until the end of the year
- Update you ERP/VA** - If you haven't heard or seen the most recent Emergency Response Plan & Vulnerability Assessment documents that have been updated by the Department of Health, you'll notice that the Cyber Security Checklist has been incorporated in the Vulnerability Assessment Plan. These documents are critical for your utility, and it's important to keep them updated, (contact us for assistance).

NYRWA is here to help - reach out for advice or assistance. Your job will be much easier and enjoyable when you're organized and prepared. Don't forget you are valued and hold a very important role in your community – providing Quality on Tap! 💧💧



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