

*Kudos Corner*



During this year's annual New York City Technology Forum, DEP's Office of Information Technology (OIT) was recognized for their innovative programs, best practices, and works of distinction. **Suneydis Martinez** and **Vic Kayharee** received awards for Excellence in IT Support and Service, and the entire team took the top spot for the Best External Application. The Clean Air Tracking System is a web-based interface that allows for the electronic filing of boiler registrations, boiler work permits, and Certificates to Operate. Customers can track their application online and receive email notifications regarding its progress. The new system allows for online payments, lets customers file from anywhere, at any time, which saves them multiple visits to DEP offices. Kudos to the entire OIT Team!

*Spotlight on Safety*

**Material Handling and Storage**

The Occupational Safety and Health Administration (OSHA) aims to reduce workplace injuries, including those that can result from improperly handling and storing materials. Stacking materials too high can cause tip-overs and storing them haphazardly on the ground can cause tripping hazards and block emergency exit routes. Improperly retrieving materials can also cause injury. To help reduce injuries when handling and storing materials, follow these guidelines:

- store heavier objects on lower shelves
- post the manufacturer's recommended weight limits on or near the shelves
- never climb on shelves and avoid reaching awkwardly for materials
- never place materials in front of fire exits, egress paths or emergency equipment

For more information, see OSHA's publication on [Materials Handling and Storage](#).

- ensure that stacks are stable and self-supporting

At DEP, everyone is responsible for safety. If you or anyone on your team is concerned about your working conditions, it's okay to ask your supervisor or your bureau's EHS liaison how they can help. If you've still got questions, you can call the EHS Employee Concerns Hotline. It's DEP's responsibility to acknowledge and fix unsafe situations, procedures, and practices. With your help, we'll not only get the job done, we'll make it safer for ourselves, our coworkers, our families, and our city. CALL (800) 897-9677 OR SEND A MESSAGE THROUGH [PIPELINE](#). HELP IS ON THE WAY.

*Special Guest Commissioner's Corner*

**James Roberts**, DEP's Deputy Commissioner for the Bureau of Water and Sewer Operations, is a guest commentator this week.

Over the last decade, DEP has invested some \$500 million to improve the drainage system in Queens, and work is currently underway on an \$18 million project that will significantly increase sewer capacity and reduce flooding in the Laurelton neighborhood. The community is currently served by a combined sewer system, which carries wastewater from homes and businesses, and stormwater that falls on the streets, through a single sewer pipe to a treatment plant. The new project will add 142 catch basins to neighborhood streets to allow precipitation to drain from the roadways, and nearly four miles of new sewer lines to create additional capacity within the drainage system.

During heavy rainstorms, the amount of stormwater entering the existing combined sewer system can cause it to overflow a diluted mix of untreated wastewater into local waterways. In order to reduce these types of events, the Laurelton project includes the installation of 12,329 feet of separated storm sewers. The storm sewers will only collect the precipitation that drains through the catch basins on the streets and will then divert it directly into newly constructed natural basins where the water will be held and sediments will settle out before it overflows into Conselyea's Creek. By keeping stormwater out of the combined sewer system, the likelihood of an overflow is significantly reduced.

In addition, by reducing the volume of flow in the combined sewer system that eventually ends up at a wastewater treatment plant, the costs for chemicals and electricity to clean the wastewater is reduced, and the creation of greenhouse gases is avoided. The project will also include the construction of 8,503 feet of combined sewers that will be constructed to modern design standards and will provide additional drainage capacity.

While the roadway is opened to add the sewers, more than three miles of new water mains will be built to replace the aging delivery system currently serving the area. The work will include the construction of 17,700 feet of new ductile iron distribution water mains, which are between eight and 12 inches in diameter. The new mains will help to improve the pressure and provide critical redundancy to the distribution system to help minimize disruption to consumers during future maintenance work. Work will also include the installation of 43 fire hydrants, 30 trees, and new sidewalks and curbs. Construction began over the summer and is expected to be completed during the summer of 2016.

DEP is committed to maintaining and upgrading the infrastructure that serves neighborhoods in Queens. Over the next 10 years, DEP has budgeted hundreds of millions of dollars to increase capacity, extend the system to underserved neighborhoods and ensure that the infrastructure remains in a state of good repair. To see more photos of the Laurelton project, click [here](#).



## Holiday Toy Drive



Bring a smile to a child by donating new and unwrapped toys during DEP's Holiday Toy Drive. Toys can be dropped off at [Lefrak](#) headquarters as well as the offices in [Downsville](#), [Grahamsville](#), [Kingston](#), [Schoharie](#), [Shokan](#) and [Valhalla](#). Please click on the link for each office to get more information, including preferred items for donation. Thank you for helping to make the holidays brighter for those in need.

## Pure Catskills



The Pure Catskills campaign promotes food and forest products that are cultivated in the New York City watershed. DEP is proud to support the initiative because it advocates for economically sound watershed communities and the protection of New York City's source water.

## December Blood Drive

The Greater New York Blood Program is experiencing a serious shortage due to a fall-off in donations. To help ensure that blood will be available to those who need it, DEP is hosting blood drives at the below locations and times.

**Kingston/Catskill Area:** 51 Albany Avenue, 12/2 and 12/3, 1:00pm to 6:00pm; **Lefrak:** 3rd Floor Cafeteria, 12/3 and 12/4, 7:45am to 1:30pm; **Downsville Region Area:** Downsville Fire Hall, 12/10, 9:00am to 2:00pm; **Kensico/Highland Regions - Sutton Park Area:** Sutton Park-2nd Floor, 12/11, 8:30am to 2:30pm; **Grahamsville Region Area:** United Methodist Church, 12/18 and 12/19, 10:00am to 3:00pm.

## Upstate Water Conservation



In addition to the ongoing work to reduce demand for water in New York City, DEP has begun working with its largest upstate wholesale water customers to develop conservation plans. DEP recently committed \$350,000 to help these customers identify demand management strategies with a goal of reducing their water use by five percent. Click [here](#) to read more.

## Tickets on Sale Now!



Don't forget to purchase your tickets for the 2014 Annual DEP Holiday Celebration! This year's event will be held on Wednesday, December 10 from 6:00pm to 10:00pm. Join us for a fun-filled evening at the Woodhaven Manor, located at 96-01 Jamaica Avenue in Woodhaven. DEP employees are allowed to bring one guest. Tickets are \$35 per person (cash only) and include a buffet dinner, cash bar, gift card raffle, and music by celebrity DJ Mary Mac. Tickets are on sale daily between 12:00pm and 2:00pm outside the 3rd floor cafeteria at LeFrak. You can also purchase tickets from a Holiday Celebration Committee Member below. Tickets can be interofficed to employees working outside of LeFrak. Space is limited, so be sure to get your tickets early! For more information about the event, click [here](#).

### Holiday Celebration Committee Members:

Fran Guerriero, 20th floor	(718) 595-5350
Vita Ferrantello, 13th floor	(718) 595-7353
Adrienne Blanford, 18th floor	(718) 595-3408
Erica Graham, 13th floor	(718) 595-3990
Joe Sokolowski, 19th floor	(718) 595-6168
Diana Chernov, 18th floor	(718) 595-4383
Lucie Ibrahim, 3rd floor	(718) 595-5419
Rosie DeJesus, 5th floor	(718) 595-4907
Lenora Smith, 18th floor	(718) 595-3122
Ava George, 11th floor	(718) 595-4498

We welcome your feedback! To submit an announcement or suggestion, please email us at: [newsletter@dep.nyc.gov](mailto:newsletter@dep.nyc.gov).