



June 4, 2014

TO: Rick Seymour, Public Works Director
FROM: Adam Jacobs, Operations Manager
RE: EQUIPMENT MAINTENANCE AND HIGHWAY DIVISION MONTHLY REPORTS FOR APRIL 2014

The following is an overview of the activities performed by Equipment Maintenance and Highway Divisions in the Merrimack Public Works Department in April 2014:

Equipment Maintenance Division

- Completed 50 corrective maintenance repair orders and road service calls on Town vehicles, including:
 - Mounted service body on Equipment Maintenance truck M-1
 - Completed fabrication of tank and rack for Fire Department forestry truck F-3
 - Repaired exhaust manifold for Highway pickup truck H-4
- Performed 71 preventive maintenance repair orders
- Performed 14 state inspections
- Issued 5 repair orders to outside entities, including:
 - Replaced ten tires for Fire forestry vehicle F-3
 - Replaced front spring assembly for Highway dump truck H-21
 - Replaced turbo, oil seals & gasket for Solid Waste tractor L-6

<i>Accomplished by</i>	<i># of WO</i>	<i>Average price per WO</i>	<i>Components</i>
Town employees	135	\$50	Parts only
Outside vendors	5	\$2,140	Parts & labor

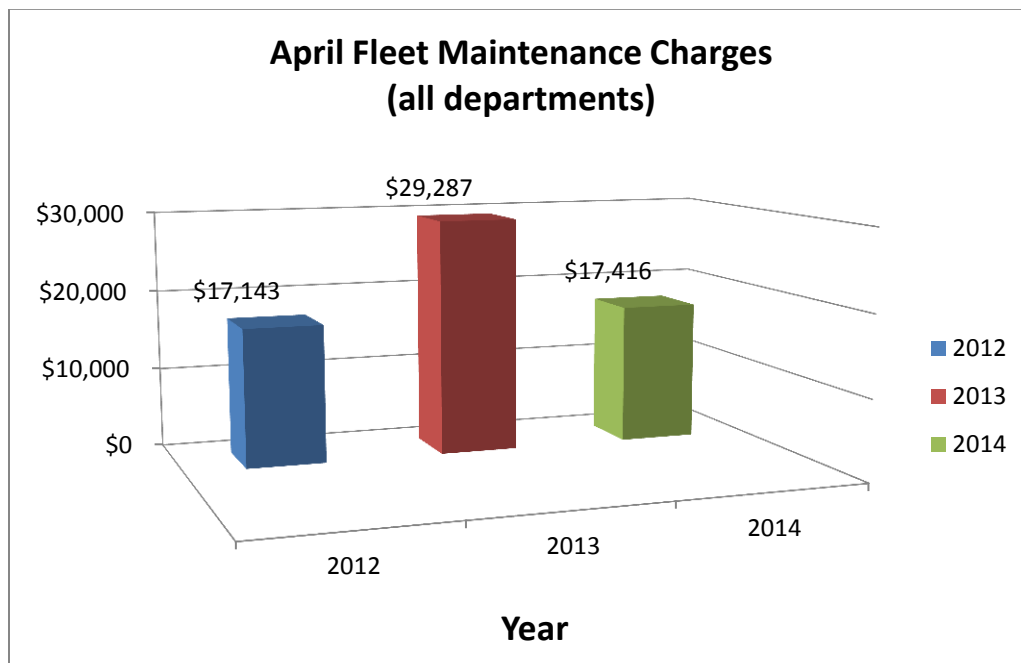
Monthly report
Equipment Maintenance & Highway Divisions

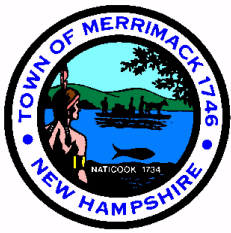


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Equipment Maintenance Division, cont.

- Managed \$17,416 in equipment maintenance town-wide

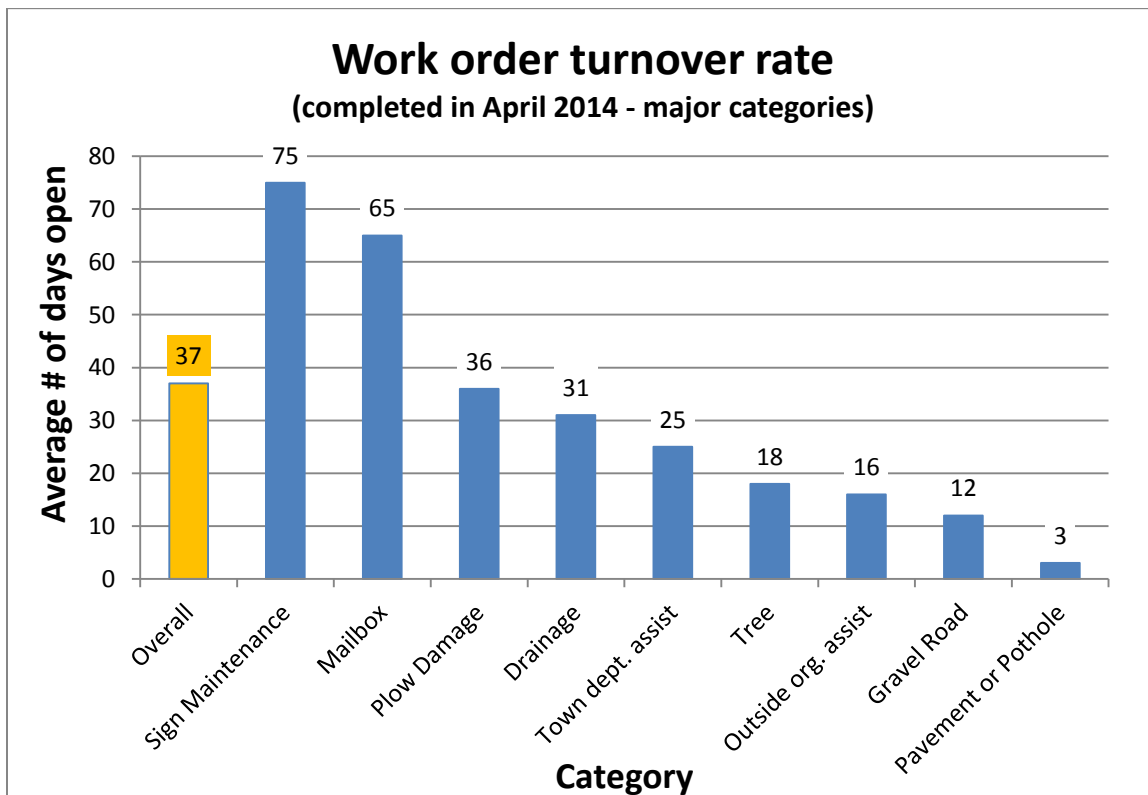




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Highway and Parks Maintenance Division

- Received or managed 149 work orders and service requests
 - Closed 105 work orders
 - 66% were open for less than 30 days
 - 71% of pothole requests were closed in less than 72 hours from first report



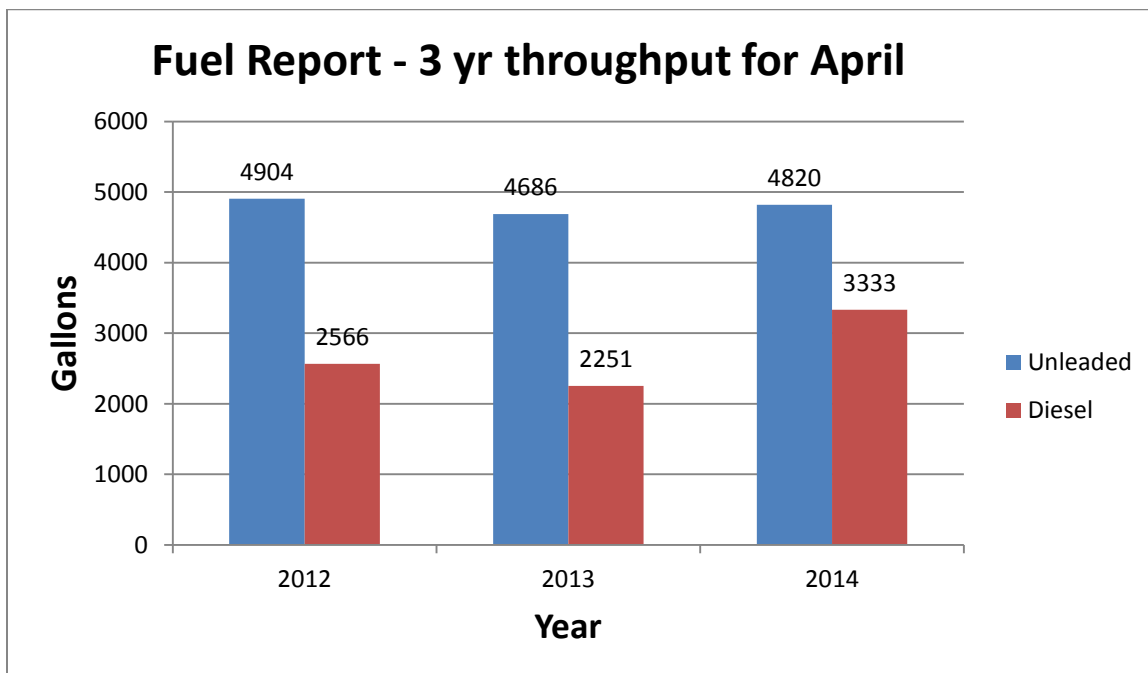
- Removed plows and spreaders from Highway vehicles
- Continued annual catch basin cleaning program
- Commenced annual street sweeping program
- Commenced seasonal gravel road maintenance
- Provided assistance with town elections
- Corrected blocked drainage causing property flooding on Woodbury Street
- Restored seasonal water service at Wasserman Park and athletic fields
- Repaired and placed picnic tables at various parks
- Commenced laying out athletic fields, stocked all sheds with chalk and paint
- Responded to beaver activity in several areas
- Assisted with S.A.D.D. mock DUI demonstration on O’Gara Drive
- Removed trees and low-hanging branches in various locations

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- Performed maintenance to gravel section of Old King's Road to the entrance of Horse Hill Nature Preserve
- Disassembled ice rink structure and opened the skateboard park
- Performed hot mix asphalt repairs as needed to various locations
- Performed emergency repairs to Chamberlain bridge sidewalk
- Hosted demonstration of infrared pavement repair equipment on Baboosic Lake Road at McElwain Street
- Met with various representatives of the SAU regarding Public Works Week outreach efforts for grades K-12
- Assisted with preparation and restoration from dining hall demolition at Wasserman Park
- Assisted with preparation for forestry work at Wasserman Park
- Met with Eagle Scout candidate regarding WWII project at Veterans Park
- Training attended:
 - UNH T²
 - Flagger Certification
 - Culvert Maintainer Certification



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