



August 8, 2014

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

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

Equipment Maintenance Division

- Completed 49 corrective maintenance repair orders and road service calls on Town vehicles, including:
 - Replaced brakes for Ambulance A-3
 - Replaced u-joints for Highway loader H-16
- Performed 86 preventive maintenance repair orders, including:
 - Performed annual overhaul of Highway catch basin cleaning crane H-19
- Issued 1 repair orders to outside entities, including:
 - Replaced tires for Highway dump truck H-33

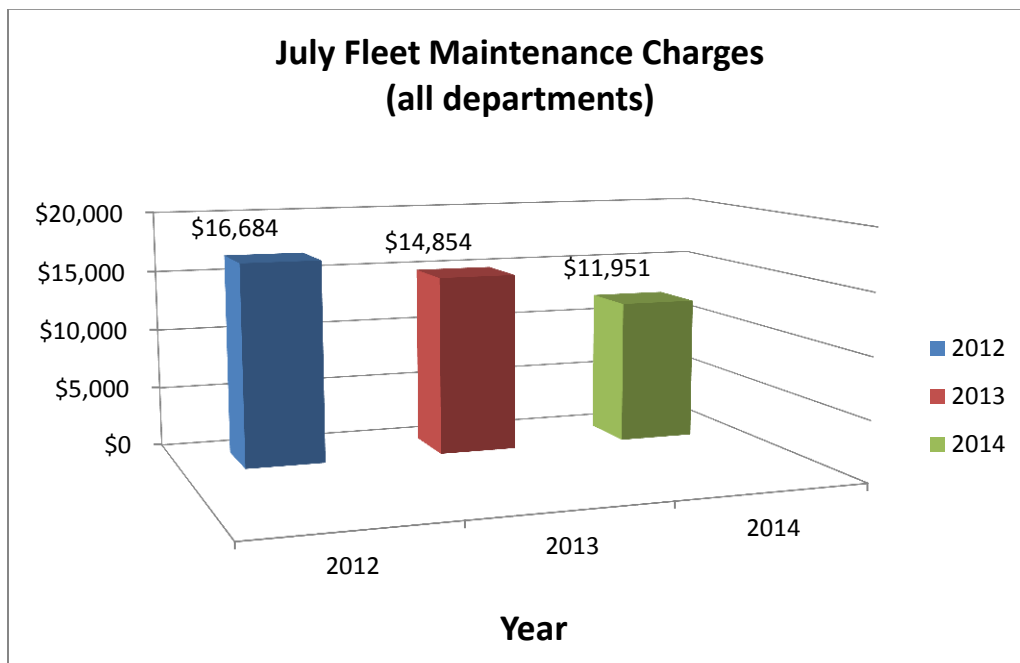
<i>Accomplished by</i>	<i># of WO</i>	<i>Average price per WO</i>	<i>Components</i>
Town employees	135	\$80	Parts only
Outside vendors	1	\$1,099	Parts & labor



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Equipment Maintenance Division, cont.

- Managed \$11,951 in equipment maintenance town-wide

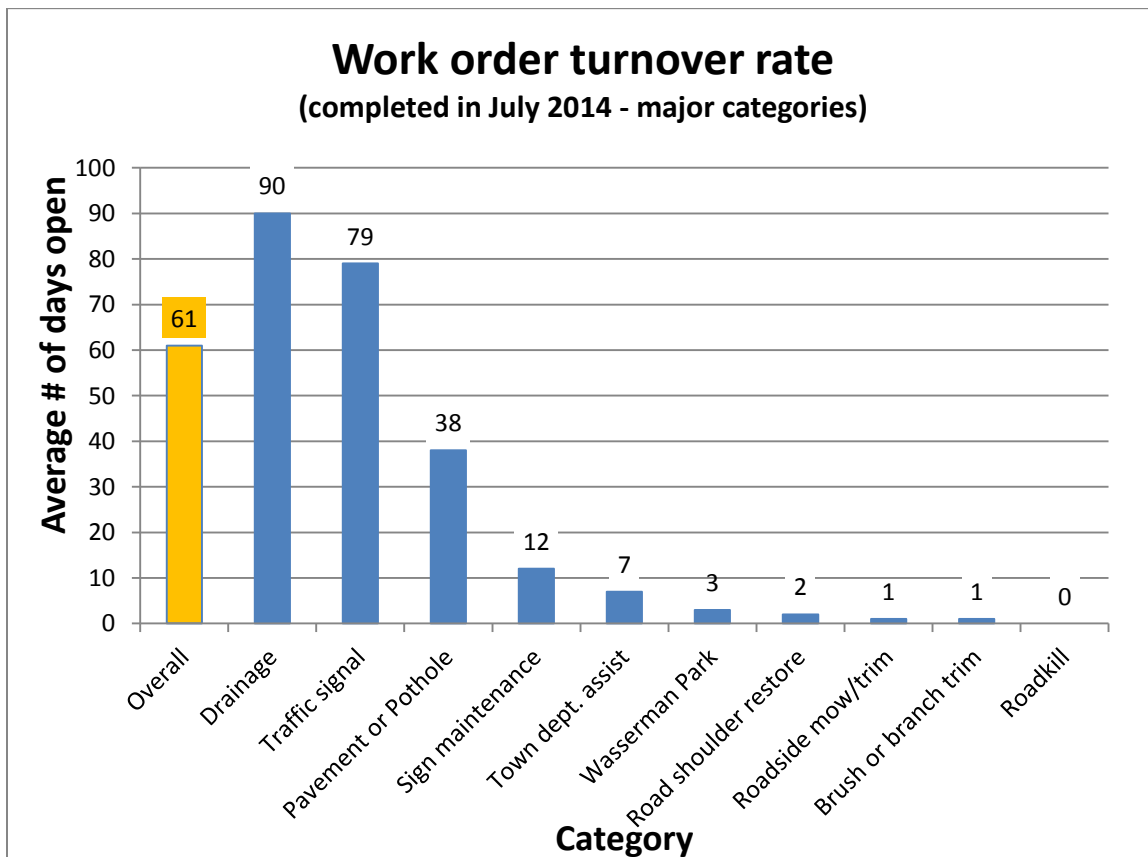




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Highway and Parks Maintenance Division

- Received or managed 97 work orders and service requests
 - Closed 70 work orders
 - 71% were open for less than 30 days
 - 43% of pothole requests were closed less than 72 hours from first report



- Placed several jersey barriers and signage at McGaw bridge due to failing curb
- Prepared and restored from 4th of July parade and midway
- Excavated for septic line and tank maintenance at Wasserman Park, and test well maintenance at Transfer Station
- Hauled disposed porcelain for Solid Waste Division
- Provided Police Department with dump truck and operator for accident investigation on Route 101a
- Repaired accident damage at Thornton Graveyard on D.W. Highway
- Participated in annual “Big Truck Day” with the Library and Fire Department at Wasserman Park
- Stripped dump trucks H-24 and H-25 in preparation for trade-in

Monthly report
Equipment Maintenance & Highway Divisions



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- Met with New Hampshire Department of Transportation fuel manager regarding upcoming fuel island project
- Escorted State of New Hampshire Department of Labor inspector through all town facilities
- Continued annual roadside and landfill mowing program
- Continued annual pavement marking program, to include installation of new high-visibility marking tape at various town center and school crosswalk areas
- Continued annual catch basin cleaning program in compliance with MS4 permit
- Continued seasonal gravel road maintenance
- Completed shoulder gravel support alongside newly paved roads

