



September 19, 2014

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

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

**Equipment Maintenance Division**

- Completed 50 corrective maintenance repair orders and road service calls on Town vehicles, including:
  - Replaced battery charger for Fire Department ambulance A-3
  - Repaired hydraulic cylinders for Fire Department ladder truck L-1
  - Repaired accident damage to Highway roadside mower, H-43
  - Repaired dump body cylinder for Highway dump truck H-35
  - Replaced front and rear brakes for Highway dump truck H-27
- Performed 69 preventive maintenance repair orders
- Issued 12 repair orders to outside entities, including:
  - Replaced front rims for Highway bucket loader H-16
  - Replaced boom controller for Highway backhoe H-13
  - Repaired turbo for Highway dump truck H-27
  - Replaced four rims and tires for Solid Waste tractor and trailer

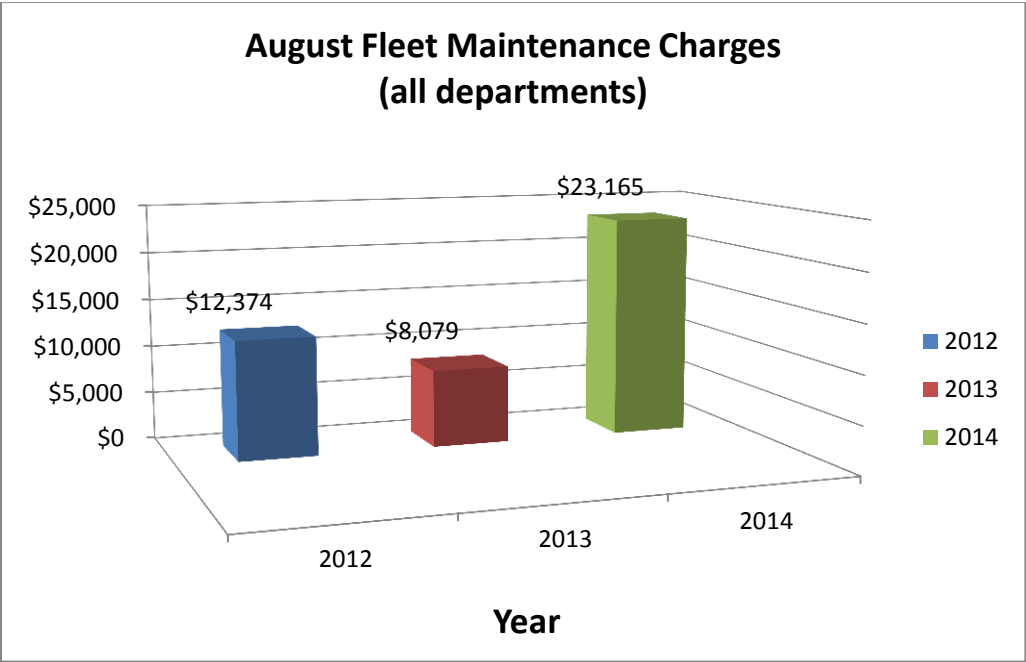
<i>Accomplished by</i>	<i># of WO</i>	<i>Average price per WO</i>	<i>Components</i>
<b>Town employees</b>	119	\$115	Parts only
<b>Outside vendors</b>	12	\$790	Parts & labor



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**Equipment Maintenance Division, cont.**

- Managed \$23,165 in equipment maintenance town-wide

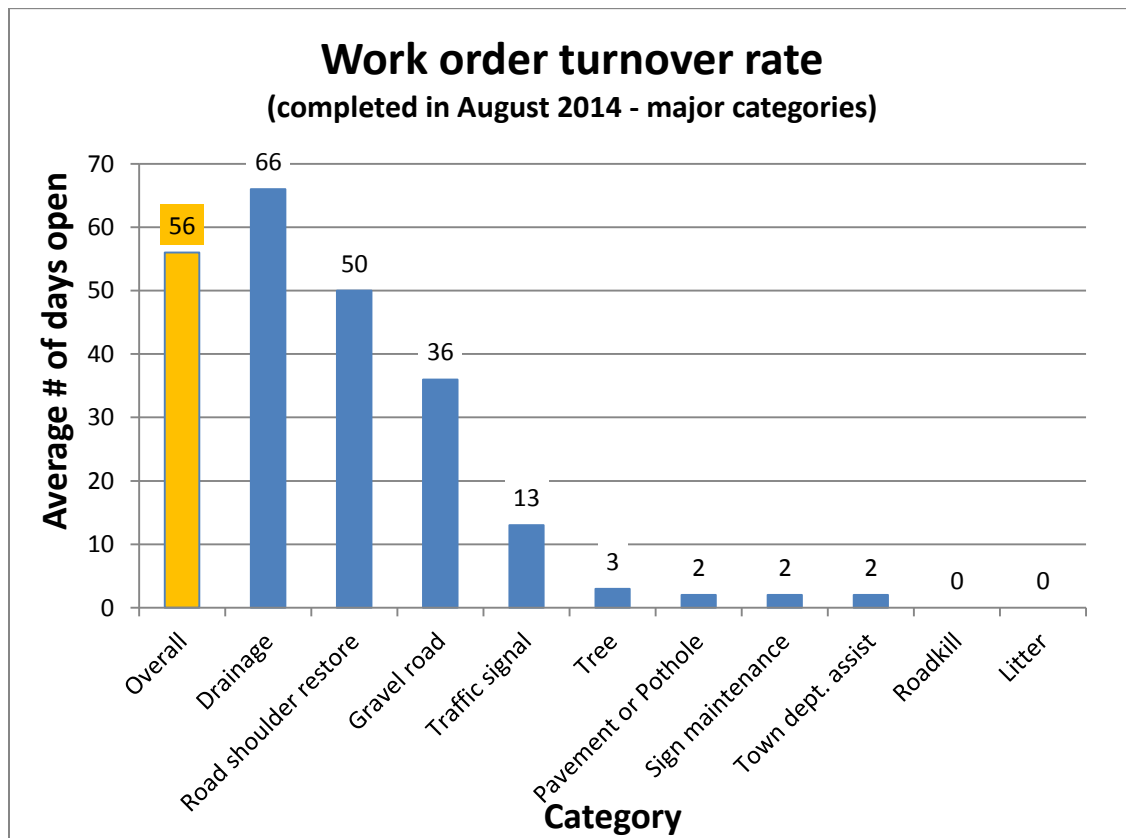




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### Highway and Parks Maintenance Division

- Received or managed 125 work orders and service requests
  - Closed 70 work orders
    - 76% were open for less than 30 days
  - 100% of pothole requests were closed less than 72 hours from first report



- Graded and placed erosion stone at Veterans Park boat launch
- Corrected discrepancies noted during NH Department of Labor site inspection
- Planted donated trees at Watson Park
- Prepared athletic fields for fall season
- Cleared weeds from selected portions of NHDOT traffic islands
- Performed site work for electrical installation at Watson Park
- Met with consultant for town wide beaver management study
- Conducted interviews for vacant Maintainer position
- Continued annual roadside, drainage pond, and landfill mowing program
- Continued annual pavement marking program including town parking lots
- Continued annual catch basin cleaning program in compliance with MS4 permit
- Continued seasonal gravel road maintenance

Monthly report  
Equipment Maintenance & Highway Divisions



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