



January 13, 2014

TO: Rick Seymour, Public Works Director
FROM: Adam Jacobs, Operations Manager
RE: EQUIPMENT MAINTENANCE AND HIGHWAY MONTHLY REPORT FOR DECEMBER 2013

The following is an overview of the activities performed by Equipment Maintenance and Highway divisions in the Merrimack Public Works Department in December 2013:

Equipment Maintenance Division

- Completed 89 corrective maintenance repair orders and road service calls on Town vehicles, including:
 - Repaired leaking water tank in Fire Department forestry truck F-3
 - Repaired electrical system issues in Fire Department ambulance A-1
 - Replaced hydraulic and exhaust system lines for Highway dump trucks H-22 and H-31
 - Performed mid-season adjustments and repairs to various Highway sand/salt spreaders
- Performed 84 preventive maintenance repair orders
- Issued 4 repair orders from outside entities, including:
 - Replaced tires for Highway 10-wheel dump truck H-33
 - Replaced cuttings edge for Solid Waste loader L-5
 - Replaced 5th wheel 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	173	\$82	Parts only
Outside vendors	5	\$473	Parts & labor

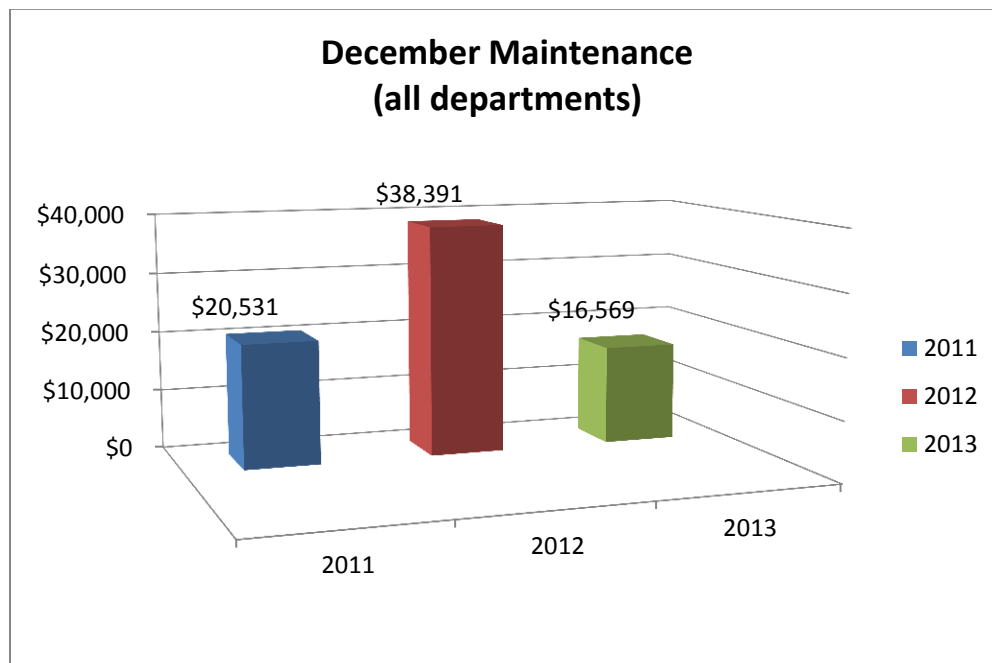
Monthly report
Equipment Maintenance & Highway Divisions



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Equipment Maintenance Division, cont.

- Managed \$16,569 in equipment maintenance town-wide



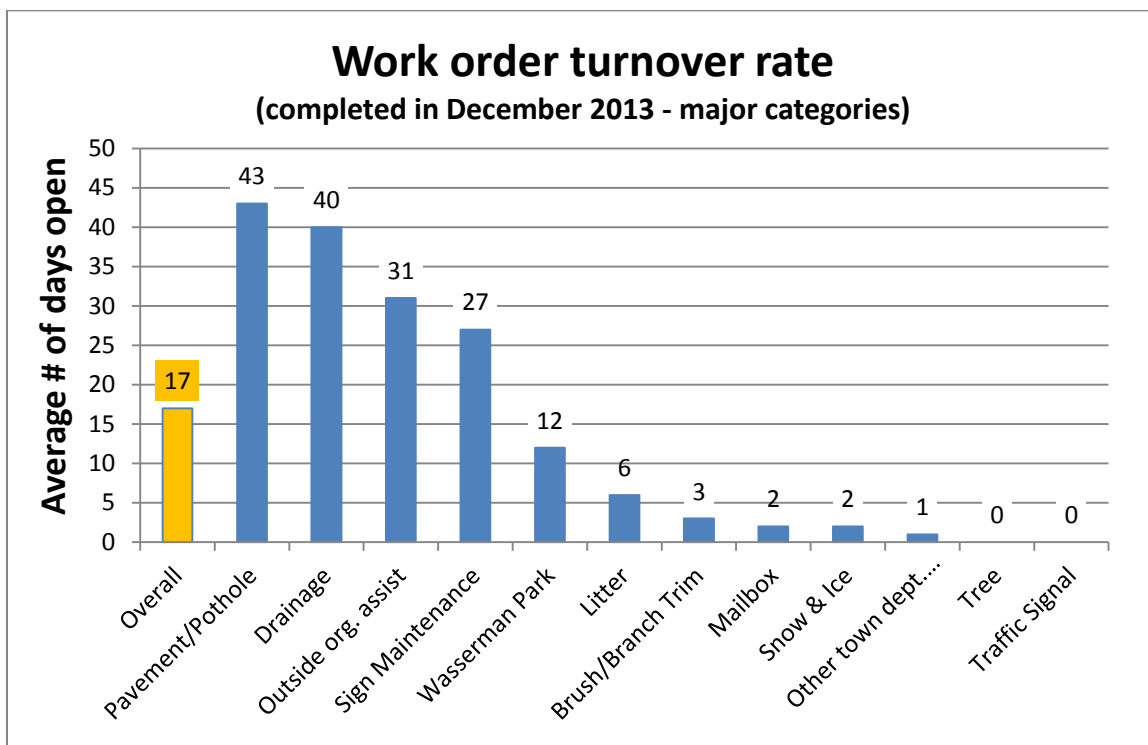


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Highway and Parks Maintenance Division

December highlights:

- Received and managed 121 work orders and service requests
 - Closed 90 work orders
 - 90% were open for less than 30 days
 - 100% of pothole requests were closed in less than 72 hours



- Responded to 13 winter events, including:
 - December 14-15 (Sat-Sun)
 - 10" of accumulation
 - 32-hour event for majority of the staff
 - Winter maintenance budget expenditures, FYTD (current as of 1/13/14):
 - Supervisory Overtime = **101%**
 - Staff overtime = 77%
 - Salt usage (est.) = 40%
- Completed premarking all plow route obstructions and sidewalk ends for snow removal
- Commenced pilot GPS/vehicle location program through Verizon Networkfleet
- Secured docks that had broken free from moorings at Wasserman Park

Monthly report
Equipment Maintenance & Highway Divisions



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- Performed drainage maintenance or repairs at the following locations:
 - Amherst Road
 - Bedford Road
 - Jebb Road
 - Peaslee Road
- Performed repairs to calcium chloride dispensing equipment and took delivery of winter calcium solution
- Removed damaged trees and branches from area surrounding Stowell Road covered bridge
- Repaired damaged picnic tables from parks and fields
- Performed cold asphalt patch repairs as needed to various locations
- Assembled new ice rink at O’Gara Drive location
- Donated 445 pounds of food to local pantries as part of the “Badges vs. Hardhats Holiday Food Drive”, for a total of 1259 lbs (compared to 2444 pounds for the police department)
- Training attended:
 - Primex Supervisor Academy

