



February 11, 2014

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

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

Equipment Maintenance Division

- Completed 59 corrective maintenance repair orders and road service calls on Town vehicles, including:
 - Replaced spreader controller computer for Highway dump truck H-35
 - Replaced oil cooler for Highway dump truck H-21
 - Mounted new snow tires on two Police Department cruisers
 - Performed mid-season adjustments, fluid and filter changes, and repairs to various Highway sand/salt spreaders and plow trucks
- Performed 103 preventive maintenance repair orders
- Issued 3 repair orders from outside entities

<i>Accomplished by</i>	<i># of WO</i>	<i>Average price per WO</i>	<i>Components</i>
Town employees	162	\$78	Parts only
Outside vendors	3	\$271	Parts & labor

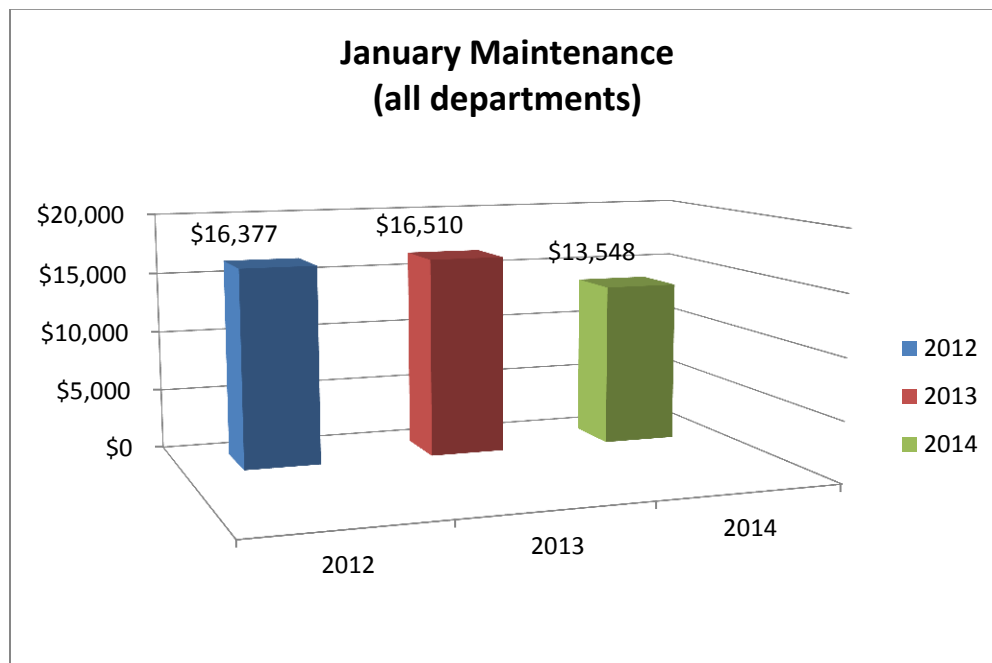
Monthly report
Equipment Maintenance & Highway Divisions



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Equipment Maintenance Division, cont.

- Managed \$13,548 in equipment maintenance town-wide



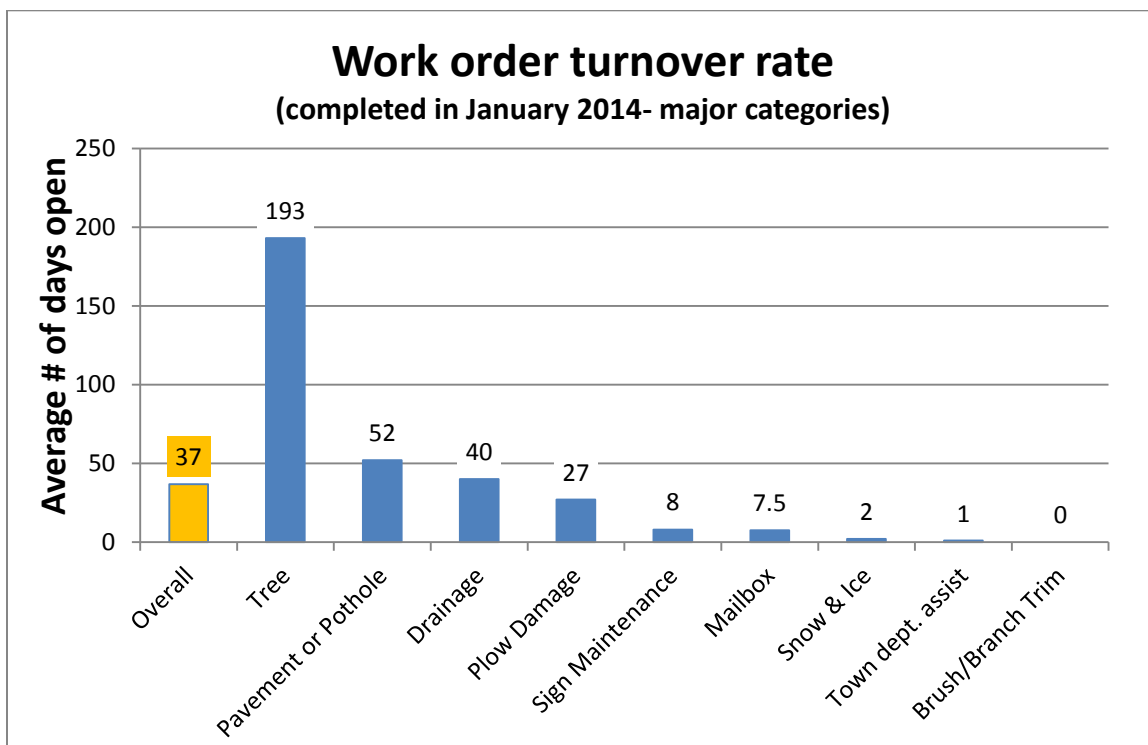


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Highway and Parks Maintenance Division

January highlights:

- Received and managed 107 work orders and service requests
 - Closed 86 work orders
 - 79% were open for less than 30 days
 - 100% of pothole requests were closed in less than 72 hours



- Responded to 11 winter events (averaging 9 hours each), including:
 - January 2nd-3rd (Thu-Fri)
 - 8.5" of accumulation
 - 38-hour event
 - January 18th-19th (Sat-Sun)
 - 7.5" of accumulation
 - 17-hour event
 - Winter maintenance budget expenditures, FYTD (current as of 2/11/14):
 - Supervisory Overtime = **135%**
 - Staff overtime = 96%
 - Salt shed remaining product (estimate) = 33%
 - Sand/salt budget remaining, FY13-14 = 92%



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- Removed all salvageable furniture, fixtures, and equipment from Wasserman Park dining hall in preparation for demolition
- Performed vegetation removal from roadside rights-of-way, drainage easements, and miscellaneous areas at the following locations:
 - Burt Street
 - Greenleaf Street
 - Laurel Street
 - Parker Drive
 - Parkhurst Road
 - Wasserman Park tennis courts
- Repaired damaged picnic tables from parks and fields
- Performed cold asphalt patch repairs as needed to various locations
- Performed post-storm cleanup of town parking lots, walkways, emergency exit doors, and pedestrian pushbutton locations town-wide
- Hired new Equipment Operator I – Nathan Latour
- Training attended:
 - Drug & alcohol awareness for CDL supervisors

