



August 14th, 2013

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

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

Equipment Maintenance Division

- Completed 110 corrective maintenance repair orders and road service calls on Town vehicles, including:
 - Replaced water pump for Fire Department Engine #2
 - Replaced front and rear springs for Fire Department Rescue #1
 - Replaced starter and solenoid and sidewalk brooms for Highway Division utility vehicle H-43
 - Replaced two front tires for Solid Waste Division tractor L-6
- Performed 51 preventive maintenance repair orders

<i>Accomplished by</i>	<i># of WO</i>	<i>Average price per WO</i>	<i>Components</i>
Town employees	161	\$69	Parts only
Outside vendors	6	\$637	Parts & labor

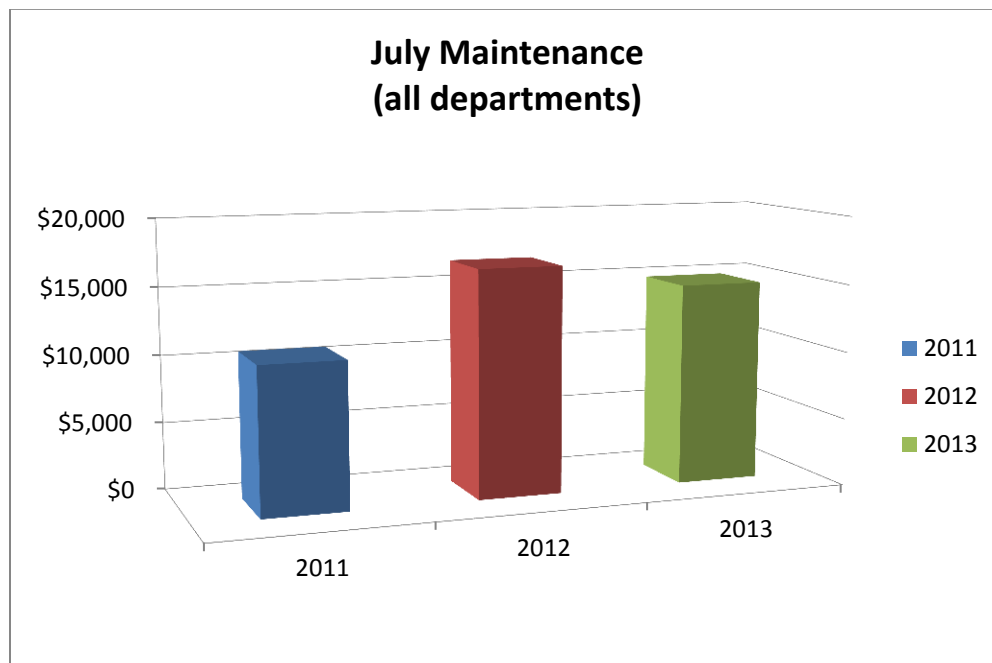
Monthly report
Equipment Maintenance & Highway Divisions



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Equipment Maintenance Division, cont.

- Managed \$14,854 in equipment maintenance Town-wide



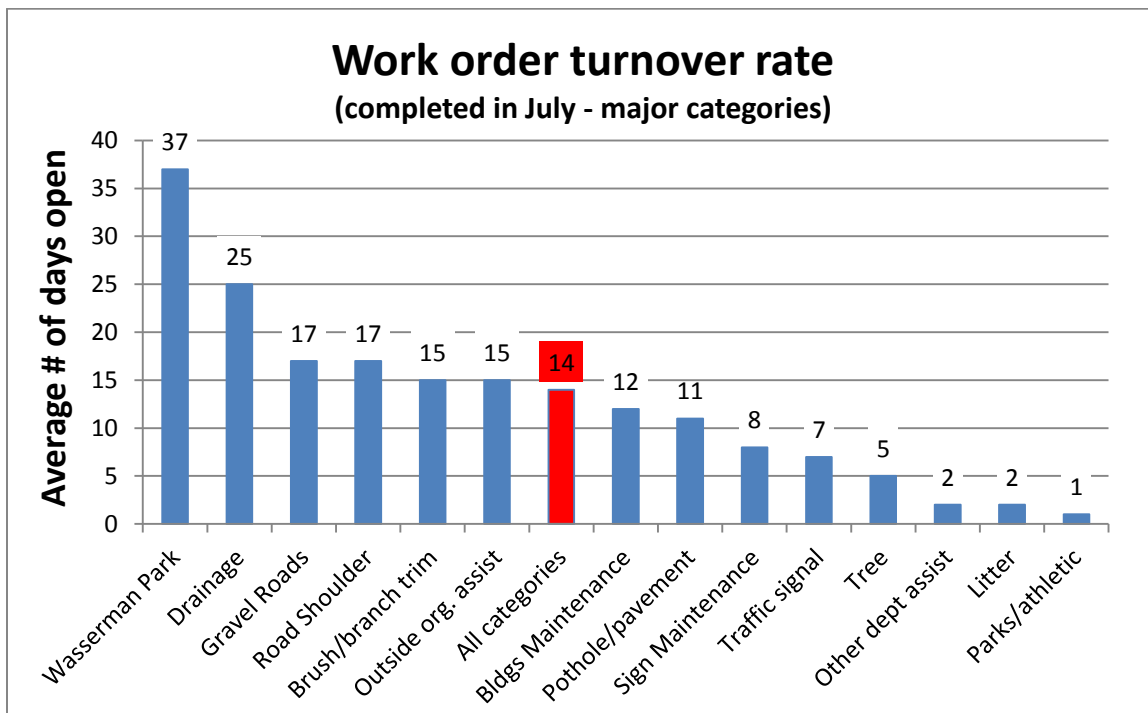


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Highway and Parks Maintenance Division

July highlights:

- Received and managed 125 work orders and service requests
 - Closed 78 work orders in July
 - 57% of WO opened in July were closed in July
 - 31% of pothole requests were closed within 72 hours

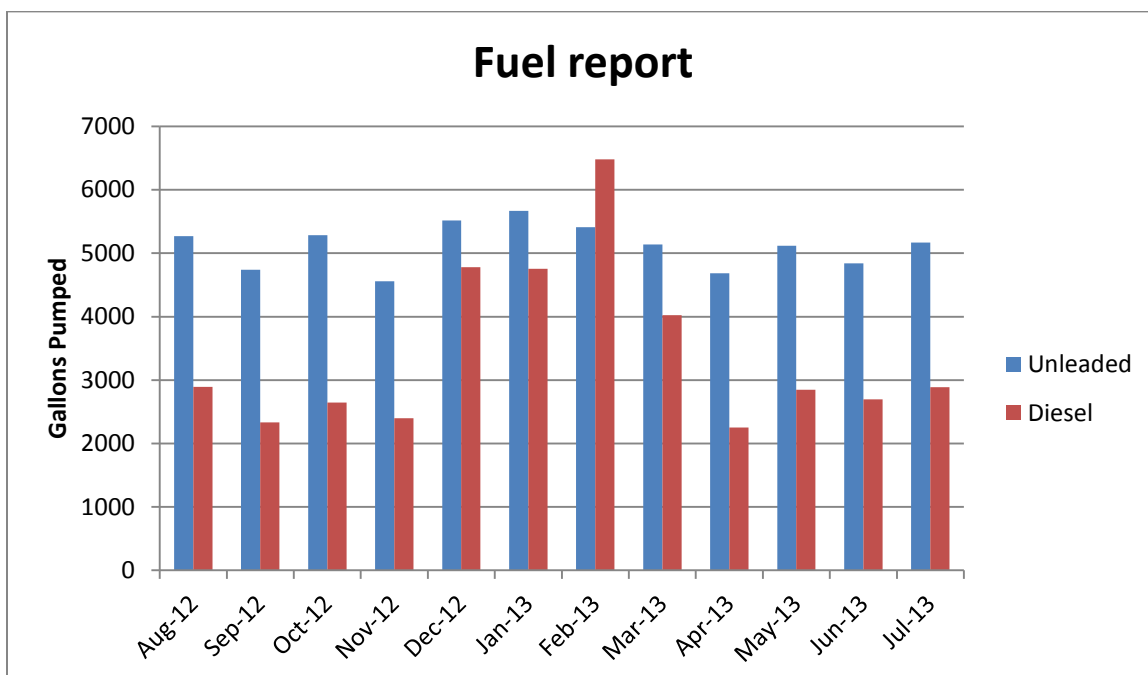


- Removed utility pole-mounted school zone flashing lights and controlling hardware, replaced with solar-powered units
- Trimmed vegetation and leveled ground to increase ADA accessibility to pedestrian push buttons at Baboosic Lake Road signals
- Awarded bids for replacement backhoe loader H-13 (Milton CAT) and upfit of replacement 6-wheel dump truck H-23 (Tenco Industries)
- Prepared baseball field at Twin Bridge park for annual Skeffington Tournament
- Prepared softball field at American Legion for annual Gibson Tournament
- Assisted Rotary and Town Hall staff with 4th of July midway and parade setup/restoration
- Graded all gravel roads
- Installed fence at Wildcat Falls parking area, purchased by Conservation Commission
- Commenced reconfiguration of Patten Rd intersection with Baboosic Lake Road
- Commenced pavement marking program and completed contract line striping



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- Completed annual street sweeping contract
- Performed drainage maintenance or repairs at the following locations:
 - Woodland Drive
 - Mountain View Drive
 - Turkey Hill Road
 - Pheasant Run
 - Hartwood Drive
- Completed overhaul of infield at Veteran's Park baseball field #1
- Provided setup assistance for farmer's market each Wednesday
- Met with representatives from NH Division of Historical Resources for planning of Veterans Park boat ramp improvement project
- Contacted marine dock contractor for planning of Wasserman Park beach improvement project
- Provided vehicles and staff for Library "Big Truck Day" demonstration
- Assisted P&R staff at Wasserman Park with light fixtures in the theater and function hall, tree trimming at Arts & Crafts building and tennis courts
- Held two meetings of Highway Garage Committee
- Training attendance cross-section:
 - Grader operation and safety – UNH T2 center



Monthly report
Equipment Maintenance & Highway Divisions