



December 16, 2014

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

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

Equipment Maintenance Division

- Completed 52 corrective maintenance repair orders and road service calls on Town vehicles, including:
 - Replaced suspension spring for Highway loader H-16
 - Replaced plow pump/motor for Highway 1-ton dump truck H-7
- Performed 62 preventive maintenance repair orders
- Issued 8 repair orders to outside entities, including:
 - Rotated and replaced tires for Solid Waste trailer
 - Repaired power issue with Fire Department ambulance A-3
 - 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	114	\$97	Parts only
Outside vendors	8	\$633	Parts & labor

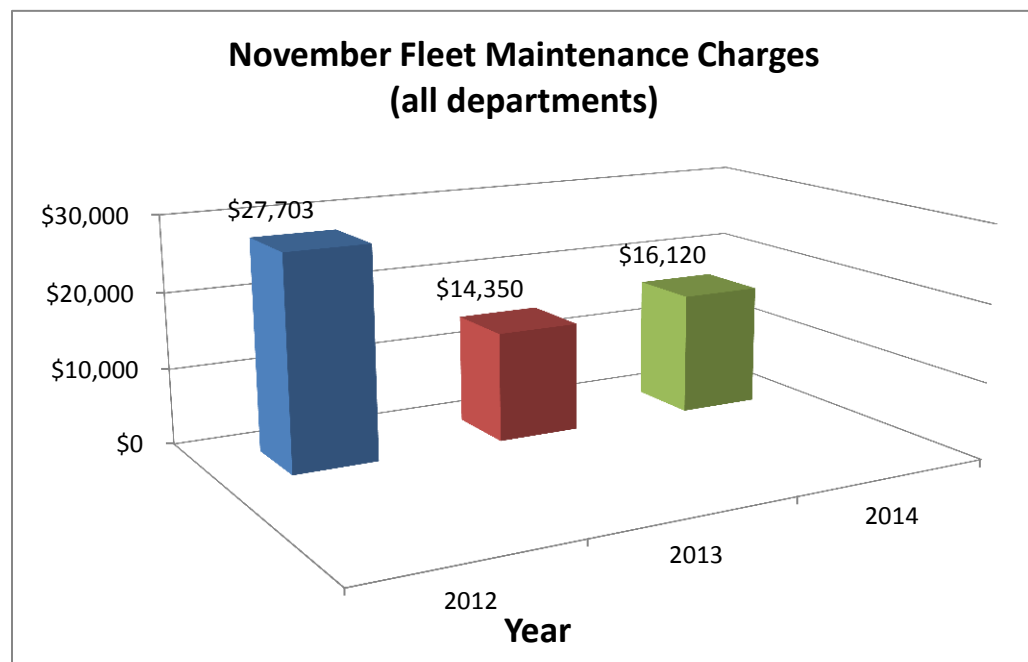
Monthly report
Equipment Maintenance & Highway Divisions

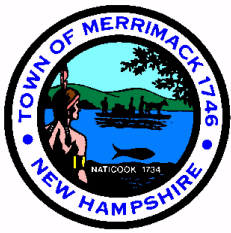


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Equipment Maintenance Division, cont.

- Managed \$16,120 in equipment maintenance town-wide

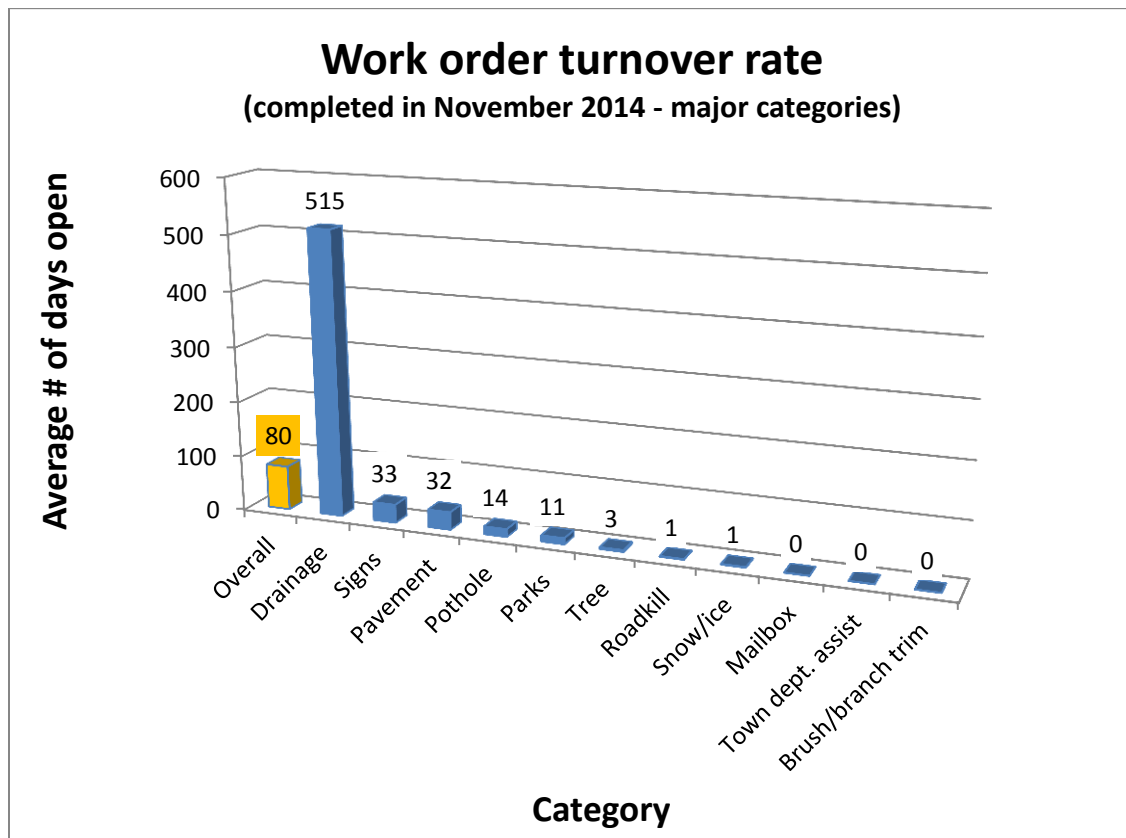




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Highway and Parks Maintenance Division

- Received or managed 71 work orders and service requests
 - Closed 49 work orders
 - 88% were open for less than 30 days
 - 0% of pothole requests were closed less than 72 hours from first report



- Responded to 3 winter storm events:
 - 18th (treated roads)
 - 26th-27th (24 hour plow and downed tree & line event into Thanksgiving)
 - 28th (treated roads)
 - Total material distributed:
 - 12 truckloads of salt
 - 21.5 truckloads of sand/salt mix
- Moved portable light towers from Wasserman Park football field to highway yard for winter storage
- Removed football goal posts from Veterans Park
- Shut down tennis courts at Wasserman Park
- Performed setup and restoration from general elections

Monthly report
Equipment Maintenance & Highway Divisions



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- Completed pre-season preparations of winter maintenance equipment
- Completed drainage improvements at Glenforest Drive and South Baboosic Lake Road
- Placed gravel shoulder support in newly paved areas
- Continued fall cleanups of parks and cemeteries
- Performed water shutoff at Wasserman Park and town fields
- Constructed ice rink at O’Gara Drive and secured winter volunteer corps
- Assisted Conservation Commission with town wide beaver management plan
- Assisted with safety and coordination of Turkey Trot road race after Thanksgiving snow storm
- Completed seasonal gravel road maintenance
- Held first weigh-in of the Badges vs. Hardhats Holiday Food Drive:
 - PD = 1,129 lbs
 - Public Works = 305 lbs
- Attended training
 - NH DES: Underground storage tank operator certification

