

Windham Public Works
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Department Activity Reports

January 2018

Public Works

HIGHWAY MAINTENANCE DIVISION:

Winter Operations Mission – To maintain the roads during winter weather events as safe as possible for the traveling public.

Success – Our Definition of success at winter maintenance, snow removal in particular, include clearing roads and sidewalks of snow and ice within a reasonable time after the storm. (Not including times when there are back to back storms or extreme temperatures.)

Measurement – Return Arterials and Collector roads to black pavement (i.e. free of snow and ice within the travel way) within one day after a storm ends within the current level of effort staffing, equipment, materials, resources, and practice 95% of the time.

Clear sidewalks on Windham Center Road and Route 202 adjacent to the school campus within one normal working day (Monday thru Friday) after a storm (as long as there aren't back to back storms) 95% of the time. Windham Center sidewalks are a priority due to the number of school kids walking in this area. North and South Windham sidewalks will continue to be best effort after the roads are cleared (snow banks pushed back, shelved, and drainage open for rain or snow melt). This is one area where additional manpower would help by allowing sidewalks to be cleared in a timelier manner.

Public works achieves a success rate of at least 95% for returning arterials and collector roads to bare conditions, and clearing the Windham Center sidewalks through the month of December, unless successive storms occur within 24 hours. This success rate is determined by visual inspection.

Storms:

- Public Works responded to 4 storm events, 22" of snow, and 1 snow to sleet/freezing events
- 2 multi-day storms – 1/4-1/5, 1/22-1/24
- Salted roads were 100% bare post storm events
- All catch basins and guard rails open for melt water
- Windham Center Road sidewalks cleared after each storm – 100%

FLEET MAINTENENACE DIVISION:

Winter Mission- Maintains all vehicles and heavy equipment to ensure the Fleet is ready for storm events.

Success- One of the necessary components of keeping vehicles and heavy equipment safe and efficient is to keep up with preventative maintenance

Measurement- Completion of scheduled preventive maintenance on time (at stated mileage or hours) is one indicator of success. Our goal is to complete this 95% of the time (winter weather events can interfere with scheduled services) Keep trucks and equipment repaired and on the road for winter weather events 100% of the time unless a vehicle is at a vendor for repairs or parts availability.

Equipment Repair & Maintenance:

- Scheduled maintenance for January 100 % complete.

- Requested maintenance for January 60% complete. (Will be completed in February)

Vehicle Repair & Maintenance:

- Scheduled maintenance for 56% January complete. (Minor maintenance that will be completed in February)
- Requested maintenance for 78% January complete. (Remaining work orders will be completed in February)

Winter Storm Repairs:

- There were 15 work orders from winter storm damage or emergency repairs. 4 of the 15 work orders are not yet completed. One work order is for a repair on the Backhoe push box and is not urgent at this time. The second work order isn't complete because we are waiting for warranty parts. The last work order that is not complete is for cutting edge replacement on the sidewalk machine – will be done in the next few days.

BUILDING & GROUNDS MAINTENANCE DIVISION:

Winter Mission – Our winter mission is to maintain and keep all municipal parking lots and walkways as safe as possible along with maintaining all municipal buildings.

Success - Return parking lots and walkways to bare pavement within 24 hours of a storm event.

Measurements – 100% of the time to have parking lots and walks free of snow and ice within 24 hours

Winter storm events

- Responded to 4 storm events, 22" of snow, and 1 snow to sleet/freezing events
- Achieved a success rate of 100% in keeping parking lots and walkways clean and free from ice and snow, unless successive storms occur within 24 hours, which is determined by a visual inspection

Additional Activities for Public Works

Highway Activities:

Cold patching as needed throughout town
 Cut ice spots on Falmouth Rd
 Hauled Snow from North Windham
 Snow-blow sidewalks in North and South Windham
 Cleaned equipment and trucks in Gorham
 Re-stocked/hailed winter sand
 Pushed back salt deliveries
 Yard clean up – hauled snow
 Installed Frost Heave "Bump" signs

Building & Grounds Activities:

Delivered copy paper to Public Safety, Library and Public works
 Delivered janitorial supplies to all fire stations 3x
 Insulated the bunk room ceiling at EWF
 Chipped ice dams from EWF and SS building
 Disposed of old stove from PD to riverside recycling
 Shoveled B&G garage roof
 Shoveled Gym roof
 Installed Knox box at Town Hall
 Thawed roof drain pipes 3x
 Fixed leak in gym roof (IRC roofing company) will need to come back to inspect the entire roof due to snow build up
 Repaired Library mail box after being hit by plow
 Purchased new vacuum for Central fire
 Removed debris from removing water damaged sheetrock and old furnace

