

Windham Public Works
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Department Activity Reports
February 2017
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 determined by visual inspection.

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 February, except during successive storm events occurring within 24 hours. This success rate is determined by visual inspection.

Storms:

- Public Works responded to 6 storm events, 46" of snow, 1 snow to sleet/ freezing rain event
- Concurrent storms on 2-7/8, 2-9/10, 2-11, 2-12/13
- Multi-day storms: 4
- Salted roads were 100% bare post storm events, except during successive storm events occurring within 24 hours
- All catch basins and guard rails open for melt water
- Windham Center Road sidewalks cleared after each storm, except during successive storm events occurring within 24 hours

FLEET MAINTENANCE 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 February 100% complete.
 - No scheduled maintenance for February.
- Requested maintenance for February 100% complete.
 - 3 critical requested maintenance work orders – all completed.

Vehicle Repair & Maintenance:

- Scheduled maintenance for February 80% complete.
 - 5 critical scheduled maintenance work orders – 4 out of 5 are done. Remaining work order will be completed in March.
- Requested maintenance for February 67% complete.
 - 2 critical requested maintenance work orders – both completed.
 - 1 minor requested maintenance work order – will be done in spring or next available opening.

Additional Repair & Maintenance:

- Storm repairs for February 100% complete.
 - Storm on 2/1/17 – 1 critical repair work order – completed.
 - Storm on 2/7/17-2/8/17 – 2 minor repair work orders – completed.
 - Storm on 2/9/17-2/10/17 – 2 critical repair work orders – completed.
 - Storm on 2/11/17 – No issues.
 - Storm on 2/12/17-2/14/17 – 10 critical work orders – completed.
 - Storm on 2/16/17 – 3 critical work orders – completed.
 - One work order was completed as a temporary repair due to dump truck being hit by resident plow truck. This repair was successful in getting the truck back on the road in the middle of the storm in a timely fashion.

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 6 storm events, 46" of snow, 1 snow to sleet/freezing rain event
- Achieved a success rate of 100% in keeping parking lots and walkways clean and free from ice and snow, except during successive storm events occurring within 24 hours. This success rate is determined by visual inspection

Additional Activities for Public Works

Highway Activities:

- Brush Cutting
- Cold Patching
- Sign Work
- Snow Removal
- Sidewalk Clearing
- Cleaned Equipment and trucks as weather permitted

Fleet Activities:

- Performed inventory of sander chains & ordered replenishment.

- Started spring services of dump trucks.
- Hotbox trailer is now registered and is ready to be wired for use.
- Completed all snow storm reports for Director for the month.

Building & Grounds Activities:

- Relocated sally port sensor higher so the light will turn on coming from booking
- Add occupancy dead bolts to the upstairs restroom doors on the fire side of Central
- Installed new LED lights in the lab at PD
- Ordered a new exterior door for SS Building
- Conducted Monthly Safety Inspections
- Picked up food from Hannaford and Wayside
- Installed new LED lights at Building and Grounds Office
- Repaired ceiling at PD Lobby
- Inspected the backflow protectors at all the buildings