

# Public Works Ad Hoc Committee

## DIRECTIVES

Exploring, developing and preparing for the possibility that outside contracted resources for maintenance of winter roads are not available in future years. Simultaneously, the committee will explore single or split contract services, and nearby town partnership(s) for winter maintenance services.

Timeline (see attached)

- Current contract expires May 2024

- Need to be ready for winter 2024-2025\*

Explore options of local contractors to plow

- Create list of local contractors\*\*

- Delegate list to committee members

- Option to split the plow routes (half/half) w/2 contracts

Discussion with KVCOG about any options/models for partnerships

Discussion with neighboring towns (Smithfield, Manchester, Rome, Mt. Vernon) re: plow routes and partnering for services

- Review plow routes

- Status of 8, 11, 135 with State

Speak with Warren Brothers about extending one year

- Extend one year

- Extend two years

- Cost

Determine status of D.O.T. garage

- Will it become available

- Cost

Explore options of local parcels for garage

- What open lots are available

- Location

- Cost

- Access

- Site planning, building, utilities

Equipment needs

- Identify

- What do we have already

- Procurement

- Costs

- Maintenance

- Replacement Plan

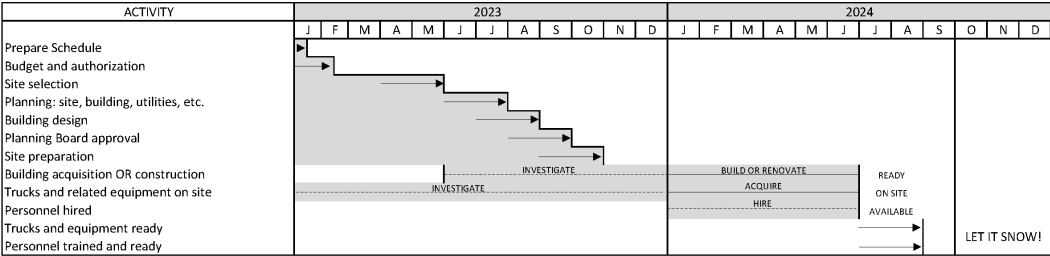
- Personnel needs and options with current employees
- Facilities maintenance and PW combined (?)
  - Some towns include the transfer station under PW as well. Facilities plows, sands, shovels all facilities now.
  - Separate Cemeteries Sexton
  - Benefits cost

Duties and Responsibilities of PW Department

- Winter maintenance
  - Sand, Salt, Plows, Snowblow, Shovel, Downed Trees
- Summer maintenance
  - Culverts, road work (no paving), patching, signs, ditching, brush cutting, mowing of all facilities and cemeteries, sweeping
- Facilities Maintenance
  - Combine current duties with PW, one department?

\*unless Warren Brothers agree to extension

\*\*see list



- RELATIONSHIPS
- Remedial water system?
  - State/town sand/salt agreement?
  - Proposed town 'Depot' fire and rescue facility?
  - State request to plow Rte. 27 etc.?

## POTENTIAL CONTRACTOR LIST

<u>Contact</u>	<u>Done</u>	<u>Contractor</u>	<u>Response</u>
in person	x	Jason Stevens	no
phone	x	Kevin Hawes	already said no
		David Hallowell	(207) 465-3344
email	x	Pike Industries	no - they don't do winter maintenance
email	x	B & S Paving	submitted request through their website, no response
Melanie <i>In person</i>	x	Warren Brothers <i>ask to extend contract to give more time</i>	May extend w/parameters Do not want 3-year contract
		Warren & Kincaid	
		Scott Lyons	
email	x	Scott Horne	emailed 1/24/23, no response
email	x	Nitram Excavation	no
email	x	McGee Construction	no

*Sample responsibilities of a Public Works Department:*

**Waterville:** The responsibilities of the Department include the maintenance and plowing of 354 roads, municipal parking lots and the Concourse, the airport and all school parking lots. Additionally, the Department is responsible for sidewalk repair and maintenance, refuse collection (approximately 5,000 tons of household waste per year), fleet maintenance, facilities maintenance, rights-of-way maintenance, street striping, signs and traffic lights. The department also performs numerous City-wide projects and provides technical and operational support to other departments and agencies.

**Farmington:** Maintain 120 miles of winter roads, 90 miles of summer roads, 9 miles of sidewalk maintenance and repairs

General maintenance of the right of way – Pavement markings, sweeping, roadside mowing, curb repair, street signs, ditching, and pothole patching.

Capital project support –Project management and cost estimating; as well as performing work not contracted like loam and grass seeding, final clean up, adjusting and installing culverts and drainage structures, sidewalk construction, and hand placed asphalt paving.

Equipment maintenance and repair – Operation of the town garage, regular maintenance and repair of all fleet vehicles and equipment.

**Hallowell:** Maintenance and repair of 31 lane miles of municipal streets and roads.

Maintenance and repair of 6 miles of sidewalks.

Plowing/sanding/salting of 42.62 lane miles of municipal and state-aid roads during the winter months.

Maintenance and cleaning of 350 catch basins as part of the stormwater system.

Mechanical street sweeping.

Mechanical sweeping of all sidewalks.

Pothole patching.

Street and traffic sign maintenance.

Grading two gravel roads.

Crosswalk painting.

Culvert replacement.

Miscellaneous paving.

Summer road projects.

Roadside ditching

Roadside moving.

Roadside brush cutting.

Mowing all grass areas on public property.

Stockpiling winter sand and salt.

Downtown snow removal

Maintenance of the recreation area.

Maintenance of the waterfront.

Maintenance of Vaughan Field.

Maintenance of the garage.

Maintenance of all vehicles and equipment.

Maintenance and repair of street lights and poles.

Maintenance and repair of municipal buildings.

Road closings in support of parades.

Fall City clean up.

Operation of the North Bay recycling center.

Special municipal construction projects.

**Buckfield:** The Public Works Department helps keep the Town of Buckfield moving every day. The crew has many responsibilities ranging from clearing our roads of ice and snow in the winter, providing grounds maintenance at all Town owned facilities year round, maintaining our cemeteries and our infrastructure by conducting road maintenance such as culvert replacements, ditching, and patching pot holes.

The Road Commissioner works with the Road Committee to identify the most problematic roads in need of repair each year and compile the specifications needed to send out to bid for paving projects within the Town's approved paving budget. The Road Commissioner also monitors contractors progress and performance to ensure the services provided meet the requirements of the Town's paving contracts.

### [Culvert Placement Policy](#)

### [Local Roads - Application for Driveway/Entrance Permit](#)

### [State Roads - Driveway/Entrance Permit Application](#)

Town	Road Miles	# of Trucks		Single Axle	Dual Axle	Grader	Loader	MT or =	Average ROAD Mileage/Truck/Route			Grader	Loader	Walks	Parking Lots	Schools
		Pickups	1-Ton +						Pickups	1-Ton +	Single Axle	Dual Axle				
Topsham	80	2	2	6			1	1	Lots only	6	11		5	7.5	3	
Winslow											11					
Brewer			2	5	1	1				1.5	6.5	13			5	3
Maine Turnpike											6.5	13			Toll Plazas	
Calais			1	4	1	1					8	6			Yes	
Bangor		3	1	9	10	2	2	5	Lots only		7.85	9.7	4.3	75	23	10
Yarmouth			2	6						In-Town	10					
Millinocket				4	1		1				9	9			Yes	2
Falmouth	84			4	2						11.5	11.5				
Skowhegan	102		1	5	2	1	2				9	16			6	
Gorham	153		2	7	4		1	1		P-Lots	11	14		School		Yes
Waterville-Rural				1	2		1				6	12	6			Yes
Waterville-Urban			2	4	2		1	4		P-Lots	6	7	Mall	25	Yes	3
Albion	52			4	1						10.5	10				
Clinton	51		1	4						6	11.25					
Fort Fairfield	99			1	5	1	1				5.8	17	5.6	Tractor	3	2
Farmington	106.7	1	1	6	2	1	1		1		12	13	12	8	6	no