

DEPARTMENT OF PUBLIC WORKS
289 South Street, Milford, NH 03055 (603) 673-1662
2014 Annual Report

Public Works Administration - The Public Works Administration provides for all the processing and record keeping for the six divisions of the Public Works Department along with the street lighting for the entire town. In 2014, our department logged 781 requests for services in addition to our routine duties. The office also provides administrative services for construction activities in the existing right-of-way as well as construction of new right-of-way in new developments. We also contracted Cartegraph to collect road, sidewalk and sign data for the entire town, and some of this data is included in this report. This data will be integrated into our asset management system and will be essential for future tracking and planning.

During the calendar year 2014 we issued 24 street opening permits, 13 driveway permits, and 9 pole licenses.

Cemeteries – The cemetery staff continuously strives to improve the appearance and infrastructure of the Town’s (5) dedicated cemeteries, totaling (42.05) acres of property, on a daily basis.

Their efforts are in conjunction with the performance of routine maintenance activities including the mowing, pruning, raking, fence repair, upkeep to the water system and multiple other aspects of our complete grounds maintenance program.

We have completed (31) full burials and (26) cremations for the 2014 fiscal year. We have also installed (12) cement foundations for the placement of monuments, installed (6) military markers and repaired (134) monuments due to deterioration and/or vandalism.

We would like to express our sincere gratitude to the Cemetery Trustees (Mary Dickson, Leonard Harten and Steve Trombly) for their continued support and dedicated service.

Highway

Summer Maintenance Program – The town maintains approximately 85.6 miles of roadway. Routine maintenance of our asphalt roadway could include, but not be limited to, paving, milling, grinding, sweeping, crack sealing, highway line striping, parking space and crosswalk painting. We continue to implement our yearly programs such as grading gravel roads, roadside ditch and culvert cleaning, tree and brush trimming, and roadside mowing.

Winter Maintenance Program – The total snowfall for year 2014, as recorded by Jamie Soucy of wastewater and a National Weather Service Co-operative Observer, was 52.1”. The following is a monthly breakdown:

SNOWFALL IN MILFORD, NEW HAMPHIRE – 2014

Measured in inches and tenths, for 24 hour periods ending at 7:00 pm

<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>October</u>	<u>November</u>	<u>December</u>
11.1	28.8	2.5	0.0	0.0	9.1	0.6

Sidewalk Maintenance – The town has inventoried 13.62 miles of sidewalk of which 5.19 are in good condition, 5.51 are in fair condition and 2.93 are in poor condition. Our maintenance of these sidewalks includes sweeping, patching, paving and plowing.

Storm Water Maintenance – A contractor is hired annually to clean 1,000 of the 1,400 storm drains within the town. DPW's crew, with its vacuum-sweeper, cleaned an additional 15 storm drains.

Sign Maintenance – Federal mandate has required all communities to begin a retro reflectivity standard program for all signage. The town has inventoried 2,507 signs, determined the condition of the signs, and will develop a plan to replace or upgrade them as needed in order to meet the Federal mandate. DPW is using new software to assist in the program, along with the yearly tracking of stolen or repaired signs and the addition of new signs.

Highway Street Lighting – Currently there are 424 street lights rented on a monthly basis from Public Service of New Hampshire.

Dam Maintenance – The Town of Milford has oversight of 6 dams. Visual inspections and cleaning of the spillways is performed monthly or more often if needed.

Bridge Maintenance – There are 22 bridges within the Town of Milford. Seventeen (17) are inventoried and inspected by the state. Two (2) are not inventoried or inspected by the state. Three (3) of these bridges are "red listed" and permanently closed. Two are "red listed" with weight restrictions; 2 are rated as "fair"; 5 are rated as "satisfactory"; 4 are rated as "good"; and 3 are rated as "very good" by the state. The Jones Crossing Bridge, which has been closed for many years, has developed imminent failure and we are in the planning process of its removal. Jennison Road Bridge was temporarily repaired and final design has been completed and is awaiting the bid process in the Spring of 2015.

Rail Trail (Conservation Commission) – Each year DPW works 1 to 2 weeks on a section of rail trail, improving the condition of the trail.

Park Maintenance – We continuously maintain and strive to improve the Town's (296.9) acres of public useable property in the form of parks / memorials, through our aggressive maintenance programs which include, mowing, pruning, weeding, vandalism repair, painting, rubbish removal and upkeep of our multiple irrigation systems.

We monitor, implement change / upgrade and manage, (10) baseball/softball fields, (1) skate park, (2) tennis courts, (2) playgrounds, (2) gazebos, multiple picnic / pavilion areas, multiple soccer / lacrosse athletic fields, a (275,000) gallon swimming facility, as well as assisting with the Pumpkin Festival, Fall Harvest and Winter Festivals, not to mention the numerous parades and memorial related services throughout the year.

This year we were honored to work on the revitalization of the World War II Memorial, a new baseball field in Kaley Park, which was dedicated the Bubba Carson Memorial Field, both dedicated in September 2014. Also, in conjunction with in-kind services from the MCAA (Milford Community Athletic Assoc.) a new softball field was installed within Shepard Park.

We have continued to forge our ongoing working relationship with The Hillsborough Department of Corrections work program, where we were able to utilize them for (6) weeks,

consisting of (10) men per week, performing such duties as painting, brush cutting, weed eating of over growth, fall clean up and limited constructions tasks. This tremendous opportunity has saved the residents of Milford tens of thousands of dollars in labor related expenses.

We would like extend a special thank you to the Milford Garden Club, Milford Improvement Team and Milford Community Athletic Assoc. for their tireless dedication and support throughout the year.

Facilities Management - We have fourteen (13) buildings and (16) structures that we maintain throughout the year. This maintenance includes custodial work, mechanical repairs, annual maintenance, snow removal, side walk treatment, exterior/interior repairs and upgrades as well as scheduling all inspections and monitoring maintenance contracts.

In the past year we completed the Phase 2 exterior painting of Town Hall, and repaired roofs at the Fire Station and Town Hall. We also did modifications to offices to comply with new Department of Labor regulations.

In addition we provided services for functions within town facilities which include set up, tear down, and cleanup. This year we provided services for 100 town sponsored events of which 12 were senior events. We also provided services for 208 non-town sponsored events of which 50 were senior events.

- RECYCLING CENTER -

This year a total of 218 loads (2,888.45 tons) of MSW (Municipal Solid Waste) trash were disposed of at this facility. The trash was delivered to Wheelabrator's Concord facility which is located in Penacook, N.H., a waste to energy plant under contract with Waste Management. There were also 193 loads (767.08) tons of demolition material including painted, varnished and stained wood, sheet rock, insulation, shingles, mattresses, and overstuffed furniture that was transported to staging sites in Londonderry, Auburn, and Salem/Peterborough under a contract with Waste Management.

The department's recycling effort from January through December removed from the waste stream a total of 1,363 tons. (This does not include propane tanks which are shipped out by the piece.)

The Town started a new pilot program in September 2004 where we have the residents voluntarily separate glass and place them directly into the hoppers. The glass is then hauled to Goffstown, NH and ground up for use as road bedding through a program with the NRRA (Northeast Resource Recovery Association). In the updated ordinance of 2007 glass separation is mandatory for all who use the Transfer Station. For the year 2013 we have shipped 238.00 tons of glass to Goffstown. The glass program continues to save money as we move forward and fully implement the program. This number does not include residents who are in the craft business making lamps out of bottles, all types of "glass" for resale that comes and is picked up weekly. We also have a couple of business owners making counter tops out of glass. This saves on disposal costs and the glass is being recycled. In 2012, toilets with metal fixtures detached were added to glass.

Approximately 735 cubic yards of yard and leaf materials were added to our composting effort. The material is piled in windrows and periodically turned over. After about 2 years, it has decomposed into an excellent product that can be used as a soil amendment and is

currently free to residents. Thank you to all the Milford residents for their continued efforts to empty out all bags of leaves into the leaf pile and for continuing to keep contaminated debris out of leaves for our wonderful product of composting for gardens, landscaping, flower beds, grass, etc. We would like to send a special thank you once again to Soiland for all his time, equipment and dedication at the Transfer Station for the work with the compost piles (old and new), leaves and the use of pushing up our brush piles from time to time when needed as they grow. As a reminder to all residents, we also offer wood chips for free to anyone needing this material and clean pallets from the brush pile.

Total electronics shipped out for 2014 totaled 42,229 pounds. We also have school children who pick up CPUs to repair for school projects. We shipped out 325 freon items which includes refrigerators, air conditioners and dehumidifiers. In 2011 we added plastic grocery bags, clean to reuse at the "Still Good Shed". Residents can drop them off for reuse. In 2013, after a request from gardeners, we added plastic butter dishes, yogurt cups, and cottage cheese containers to the items in the Still Good Shed.

Several projects were completed at the Transfer Station in 2014 which included:

- Installation of new office trailer including a handicap accessible deck and railings
- Paving in front of the new office trailer
- Preventative storm water maintenance around Transfer Station and Recycling Center

Milford Recycling Center Historical Data																						
Solid Waste				Miscellaneous Solid Waste				Recyclable Solid Waste						Other	Total	Transfer Station Expenses and Revenue						
Year	MSW* Trash Tonnage	Demolition Trash Tonnage	Glass Tonnage	Total	Batteries tons	Electronics Tons	Freon #of units evacuated	Number of propane tanks	Tires Tonnage	Total	Aluminum cans Tonnage	Corrugated cardboard Tonnage	Metals and tins Tonnage	Mixed Paper Tonnage	Plastics #1,2 Tonnage	Total	Clothing Tonnage	Grand Total	Year	Non-cap Op Budget Cost	Revenue Income	Net Cost
2005	3275	1341	235	4851	14	0	0	341	33	47	33	126	219	452	69	899	55	5852	2005	\$656,822	\$131,984	\$524,838
2006	3196	1402	235	4833	21	0	294	226	22	43	42	117	238	480	80	957	53	5886	2006	\$681,045	\$172,722	\$508,323
2007	3014	1072	256	4342	20	8	495	343	16	44	21	257	224	493	65	1060	60	5506	2007	\$656,630	\$179,190	\$477,440
2008	3043	1030	259	4332	41	22	371	400	22	85	22	107	165	501	73	868	72	5357	2008	\$685,718	\$184,285	\$501,433
2009	2930	1008	272	4210	50	35	425	550	41	126	32	125	190	664	78	1089	93	5518	2009	\$712,874	\$123,803	\$589,071
2010	3006	957	264	4227	75	30	300	600	63	168	36	130	200	725	85	1176	97	5668	2010	\$715,254	\$142,103	\$573,151
2011	2528	867	257	3652	102	30	400	594	43	175	20	90	150	383	65	708	95	4630	2011	\$654,647	\$189,140	\$465,507
2012	2307	832	274	3413	155	33	351	495	48	236	22	92	140	389	60	703	98	4450	2012	\$654,115	\$151,177	\$502,938
2013	2470	810	245	3525	170	29	257	475	50	249	18	97	205	384	62	766	106	4646	2013			\$0
2014	2888	767	238	3893	155	35	325	515	68	258	20	125	200	270	60	675	192	5018	2014			
Total	28657	10086	2535	41278	803	222	3218	4539	406	1431	266	1266	1931	4741	697	8901	921	52531				
Avg	2866	1009	254	4128	80	22	322	454	41	143	27	127	193	474	70	890	92	5253				

In September of 2002, the Town of Milford implemented a new recycling recovery program, which includes the removal of paper recyclables (residential mixed paper). Integrated Paper provided a two cubic yard compactor and a 40 cubic yard roll off container at no charge. The roll-off container was picked up on site every week and is replaced with another. This year

290 tons of mixed paper was taken out of the waste stream. As of May 2011, the town went with Empire Recycling out of Billerica, MA who provides the same set up and picks up once a week or as needed.

MILFORD'S MIXED PAPER RECYCLING	
Please put only the items listed in the left-hand column (see below) in the mixed paper container. ALSO, PLEASE NO PLASTIC BAGS!	
ACCEPTABLE PAPER	NOT ACCEPTABLE PAPER
COMPUTER PAPER	CARBON PAPER
PAPER BAGS	SELF SEALING ENVELOPES
MAGAZINES	MYLAR
CATALOGS	TYVEK
WHITE/COLORED OFFICE PAPER	FOIL PAPER
FAX PAPER	JUICE BOXES (FOIL INSIDE)
ENVELOPES (WITH OR WITHOUT WINDOWS)	PAPER WITH ANY METALS (BESIDES PAPER CLIPS & STAPLES)
TAB CARDS	BLUE PRINTS
NEWSPAPERS (AND GLOSSY INSERTS)	PLASTIC COATED PAPER
MANILA FOLDERS	TISSUE PAPER
TELEPHONE BOOKS	PAPER TOWELS
STAPLED & PAPER CLIPPED PAPER	NAPKINS
PAPER BROCHURES	PAPER CUPS & PLATES
CHIPBOARD (CEREAL BOXES, TISSUES BOXES, ETC.)	ANY PAPER SOILED (WITH FOOD, OILS, ETC.)
PAPERBACK BOOKS	WAX CARDBOARD
JUNK MAIL (PLASTIC WINDOWS OK)	PLASTIC LAMINATED PAPER
MIXED OFFICE PAPER	
NOTEBOOK PAPER	PLEASE ASK IF YOU HAVE QUESTIONS
DRAWING PAD PAPER	

The Milford Transfer Station continues to utilize as many community workers as possible throughout the year. We work with the prosecutors and courts including the surrounding towns to help kids and adults who are requested to do community service with the Town. This year we had 200 community workers at various times. We also worked very closely with the Welfare Department utilizing the work program implemented for residents that receive assistance from the town. This program has grown in the last 3 years. Each individual who gets assistance is responsible for contacting the Transfer Station manager for a set schedule on a weekly basis.

We would like to thank the Board of Selectmen for their continued interest and support in our very busy recycling operation and especially the Milford residents for their continued support and cooperation in our recycling efforts and willingness to do more with recycling. Also thanks to all of you who donated time at our very successful Hazardous Waste collection at the DPW garage. Milford had the highest district wide household participation rate in 2014. We look forward to having it again in May 2015.

Special thanks to volunteers Fred Kimball and Moe Wells who donated their time and energy at the Still Good Shed and up on the hill at the Demo Area. They spend their days helping the community and assisting residents during our peak hours. Thanks also to all the volunteers on the Recycling/Solid Waste Committee for your attendance at monthly meetings and all the homework involved as well as the town's support for our new office trailer. Thank you for your encouragement, dedication and continued support. We look forward to working with you all in 2015.

Respectfully submitted,
 Ricky Riendeau
 Director of Public Works