

## PUBLIC WORKS DEPARTMENT 2020 ANNUAL REPORT

### ADMINISTRATION

2020 was certainly a year of challenges for each and every one of us. Throughout the covid pandemic, Gilford Department of Public Works (DPW) did our best to stay healthy and safe while maintaining all essential functions throughout the year. The year kicked off with opening the new Gilford Solid Waste Center (GSWC) and launching the Recycle Right public education campaign. In May, to celebrate National Public Works Week, our divisions worked together to beautify several Town parks and locations by planting flowers, mulching and painting picnic tables at the Town beach. These projects were very rewarding, as it was great to see our divisions working together on a project that residents were able to enjoy all summer long.



In July, all divisions worked together again to hold the annual Island Cleanup Event and Household Hazardous Waste Day. These events were well attended by residents and went very smoothly, thanks to the great team effort. Free Dump Days were cancelled this year due to the current pandemic and also since the new Gilford Solid Waste Center was now open and taking all bulky items on a regular basis.



Over the summer and fall, fifteen (15) roads were top coated or overlaid as part of the 2020 Road Program; sections of Belknap Mountain Rd, Liberty Hill Rd, Old Lakeshore Rd, Watson Rd, Dockham Shore Rd, Belknap Point Rd, Oakland Ave, Alpine Dr, Ridgeline Loop, River Rd, Leisure Dr, Henderson Rd, Chalet Dr, upper Cotton Hill, and Dinsmoor Point. Lower Cotton Hill Rd was reconstructed with all new drainage and, a gravel portion of Potter Hill Road was shaped, paved and new swales installed. Over a dozen, failed and poor condition drainage pipes were replaced on Belknap Point, Dockham Shore, Scenic Dr and most recently Shamus Dr. This work would not have been possible without the great working relationship DPW has with Wolcott Construction and Busby Construction. DPW recently received the Lakes Region Planning Commission's (LRPC) Town-wide Road Assessment Report, which is currently under review and will help in developing a new 5-Year Road Plan.

### SOLID WASTE

The Gilford Solid Waste Center (GSWC) has been open for a full year now and is fully staffed with four (4) full-time employees, including Solid Waste Supervisor, Bruce Hewitt. An impressive 540,000 lbs of recyclables have been collected, baled and sold this year, bringing in a revenue of over \$14,000 to the Town instead of costing taxpayers as much as \$74,000 to process as single stream recycling or \$25,000 to process as trash. While the recycle market does fluctuate greatly, the benefits of recycling right here in Gilford are evident and we thank the residents for helping to make these recycling efforts so successful.



Residents also brought over 950 tons of household trash for free to the new facility as well as many other household items such as refrigerators, tires, electronics and more for a small fee. Collection of construction demolition (C&D) material is still a challenge without a proper truck scale due to estimating loads. The Town is

significantly under on covering costs of processing C&D material. A truck scale would eliminate this problem, but will require some rearrangement of the front part of the site to make the traffic pattern work.

Several tours of the new facility have occurred over the summer and fall for towns interested in building a similar recycle center. During one tour, Gilford was presented with a grant check by NH the Beautiful for \$5,000! These funds were received for the new horizontal baler that was purchased earlier in the year. Our staff continues to receive great feedback from residents on the ease of use of the new facility. We appreciate the efforts of residents to separate and clean recyclables before visiting the GSWC as well as educating themselves on what is and is not allowed by our vendors! As always for more info on recycling right, please visit [www.gilfordnh.org/recycleright](http://www.gilfordnh.org/recycleright) or call us!



### HIGHWAY

One of the Highway Divisions most important road maintenance tasks is maintaining each roadways drainage structures, pipes and swales. To complete this work, up to three different crews cleaned out and retuned ditches on 27 different roads. The sweeper truck is also a critical piece of equipment for maintaining drainage. Staff used this truck to sweep roads, clean and inspect 50 catch basins, unclog culvert inlets and clean off paved swales clogged with dirt and leaves. Plugged road culverts were flushed with the vacuum trailer to get water properly flowing again. In addition to coordinating all road plan work with our contractors, DPW crews replaced three (3) culvert-crossing pipes to fix known drainage and icing issues on Leisure Lane, Timber Lane and Liscomb Circle.

Other work that was overseen by the Highway Superintendent, Kyle Tibbets, was town-wide knotweed spraying, removal of seven (7) hazardous large trees throughout Town and regular inspections of numerous Comcast permits for work in Town roads. DPW has been tracking all work order requests in our new software PubWorks. A total of 595 dig safe permit requests have been submitted which require a map check for utilities, site inspection



and markout of any sewer or drainage within the work zone. In addition to the high number of dig safe requests, 258 individual work order requests from residents for brush, drainage, potholes, washouts and driveway permits were closed out this year. Training is also an important part of maintaining great service to the Town and keeping our employees safe. This summer, several members from our highway staff attended a fantastic two-part chainsaw maintenance/tree felling class and were able to put their knowledge to immediate use on Town roads.

The 2020 approved budget allowed the purchase of a used mower, which was immediately put to use on Town roads. A new bobcat mounted planer was also purchased later in the year, which will be used for pothole repairs. Our crew was able to assist the Parks and Rec Department at the Town Beach with installing a new lifeguard chair, the swim raft and site work around the new playground. The Highway Division had a unique opportunity to work on a small joint project with the Laconia DPW, where the new Cotton Hill Road drainage system drained into a swale in Laconia. This joint effort saved both the Town and City money and allowed our crews to work together for the betterment of both community's roads and infrastructure. Lastly, I would like to congratulate Garrett Boisvert who obtained his CDL truck driver license in 2020 after passing a written, driving and pre-trip inspection test. Way to go Garrett!



## BUILDING AND GROUNDS



The Building and Grounds Division has been running in all directions from increased cleaning and disinfection due to the pandemic to countless hours watering and maintaining the flowers around Town all summer and fall. There have been several voting events as well this year, which required numerous changes to address COVID related concerns, all handled by the B&G team.

Matt Whitney, B&G Supervisor, coordinated numerous building related projects over the course of the year. The DPW exterior south wall was replaced due to age, deterioration and leaking. Town Hall upgraded numerous old black pipes with an HVAC contractor and the Library's entire building was scraped and painted. The east wall and four chimneys at Rowe House were repointed along with some ongoing scraping and painting of exterior wood siding. A small employee break room with heat for winter operations was constructed at the Gilford Solid Waste Center in the large uninsulated building as well.



The Glendale Dock Facility obtained some much-needed repairs on the three (3) docks this summer, such as skirting, tie posts, trip hazards, and concrete slab separation from winter ice. A dead tree was also removed and lights were upgraded in the bathrooms. The existing out of date kitchen grease exhaust fan and vent hood were replaced at the Gilford Town Beach Building. Lastly, the Town acquired new electrostatic spray machines, which have been used for disinfection and cleaning as needed in all Town buildings.

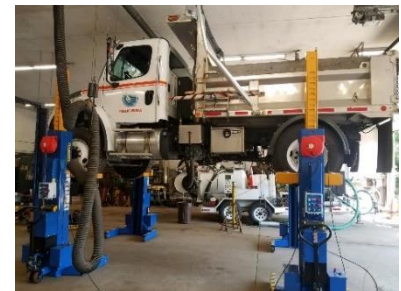
## FLEET



The Fleet Maintenance Division is always a busy place. Whether it be emergency repairs, like a new F550 transmission days before the blizzard storm, or preventative maintenance, like oil changes and brake jobs, they are never lacking work! Maintaining the entire Town's fleet (DPW, PD and FD) is certainly a full-time job for all three of our mechanics. In December we welcomed Dave Harris, DPW's new Head Mechanic, after Roger Weeks was promoted to Operations Manager. We are excited to welcome Dave to our team!

Along with routine service and unpredicted repairs, the mechanics aided in decommissioning several police vehicles and completed significant amounts of paint and recon work on DPW vehicles and trucks. This work is quite slow and tedious as the goal is to remove and repair areas of rust to extend the life of the vehicle. The Town received a new JCB backhoe recently, which was put into service immediately so that the old backhoe could stay at the Solid Waste Center where it is used daily for operations.

Approximately 50 annual vehicle inspections were performed and completed on the Town fleet. New equipment consisting of mobile column lifts and an updated tig-welding machine were purchased as part of the approved budget. These both made a great improvement to the safety and abilities to which the mechanics can perform their duties. In preparation for winter, the maintenance division installed snow tires on all town vehicles and checked, tested, and prepared all snow removal equipment. These can consist of snowplows, salt spreaders, pre-wetting systems, and snow blowers. They also fill in as truck drivers during the winter due to vacant positions, which is often the case. The mechanics are working hard to catch up on several repairs both major and minor following the recent large storm before the holidays.



**SEWER**



The Sewer Division has been very busy with meter reads, permits, dig safes requests (close to 600!) and annual maintenance work. Our sewer technician, Kevin Carlisle replaced or updated a total of 56 water meters and 57 MXU readers. He also issued 39 new sewer connection permits, 8 new commercial discharge permits and completed 86 final reads. Martinez Const. completed the rebuilding of 10 manhole structures this year due to age or uneven settling around structures.

Eastern Pipe Services completed the annual cleaning and TV inspection of 10,000 linear feet of sewer lines. Kevin inspected these lines by watching all the videos and noting any deficiencies along with inspecting 100 sewer manholes throughout Town. Eastern Pipe Services found two areas of mainline sewer inflow (groundwater) into the sewer line, on Coach Road and Hazelnut Road, during their CCTV work. Eastern Pipe Services has repaired the sewer on Hazelnut Road, and Busby Construction repaired the Coach Rd. sewer. Other notable items are that the two new pump stations at Varney Point worked flawlessly again this year as well as the Hedgewood Pump Station.



**BLIZZARD OF 2020**



I would like to thank everyone for their patience and help during the December 2020 blizzard that dumped 39 inches of snow here in Gilford. From Fire and Police assistance, to neighbors helping neighbors, it truly was an all hands on deck storm event that we can share stories about for years to come! Our DPW staff pushed through their exhaustion and worked a 42 hour shift with very little or no sleep. I am so proud of our staff for their teamwork and focus during this event and thank each one of them for their hard work, safety and time away from their families to keep Gilford’s roads safe! DPWs everywhere are recognized nationally as first responders and that major winter event proves why. The Highway Division responded to a total of 11 snow and ice events this year and while they were certainly all not as intense as the Blizzard of 2020, they are each important as roads must be kept as safe as possible during and after these events for all traveling on Gilford’s roads.



2020 has certainly had its challenges and successes, but overall I am happy to report it was a very productive year! I am proud of the many accomplishments this DPW team has achieved. I look forward to working with Roger Weeks in his capacity as the new Operations Manager, which I know will continue to propel us forward in a positive direction. Thanks to everyone in Town for their continued support of the Department of Public Works and to our DPW team who makes me very proud each and every day!



Sincerely,

Meghan Theriault  
DPW Director