

To: Jeff Kobrock, City Manager
From: Chuck Applebee, Public Works Director
Date: April 27, 2007

RE: Snow Plowing and Public Works Procedures

We are currently involved in a comprehensive review to improve our procedures and practices, and make our services more effective and efficient.

Areas under review include but are not limited to:

- Equipment use
- Procedures for sand & salting of our highways
- Sander/Salt calibrations
- Plow Routes
- Covering of the sand and salt piles
- Staffing at Public Works
- Staffing hours during storm events long hours
- Existing equipment compatibility to plow routes
- Sidewalk Plowing
- Storm Water Management
- Training

Maine Local Roads a department of the Maine DOT has been assisting the city with this review.

Review and comparing of snow plowing procedures with MDOT and other municipalities is currently under way.