

**Public Works and Buildings Committee**  
**Meeting Minutes**  
**October 17, 2019 7PM**  
**Council Chambers**

**MEMBERS PRESENT**

Councilor Ralph Torr, Chairman  
Councilor Ray Varney- Vice Chairman  
Councilor David Walker  
Councilor Geoffrey Hamann  
Councilor Sandy Keans

**OTHERS PRESENT**

Blaine M. Cox, City Manager  
Peter C. Nourse PE, Director of City Service  
Daniel Camara, GIS / Asset Management  
Todd Radict – Rochester Rise Up  
Steve Sprague – Rochester Rise Up  
Stephanie Hubbard, Wright-Pierce Engineers

**MINUTES**

Chairman Torr called the Public Works and Buildings Committee to order at 7:00 PM.

**1. Approve minutes from the September 19, 2019 Public Works & Building Meeting.**

Chairman Torr requested comments or a recommendation on last month's meeting.

*Councilor Walker made a motion to accept minutes as presented for the September 19, 2019 Public Works & Building Committee meeting. The motion was seconded by Councilor Hamann. The Motion passed unanimously.*

**2. Public Input -**

Mr. Radict and Steve Sprague of the Rochester Rise Up Group spoke to the Committee and explained their mission to bring the downtown community together and make it more inviting to businesses and residents. They distributed a list of request regarding the downtown area and explained the need for each request. See attached. Stated that

**3. Rochester Downtown Volunteer Groups Coordination**

Mr. Nourse stated that he was aware that the Rise Up Group was going to be here tonight. He stated that he was looking for an efficient process for the different volunteer groups to make contact with the City for their requests. Mr. Nourse stated that there are several groups working for the betterment of the Downtown including Rochester Rise Up, Make Rochester Great again, and there is also the Main Street Group. He stated that there are times that they are requesting simple cleanup efforts from the department and times that the request are beyond what the department can agree to. Those request typically need approval from the City Council or possibly the City Manager. Mr. Nourse stated that a

process that involves one point of contact for the City and One from the groups may be helpful to keep track of all request and assist these groups in a more efficient manner. It was discussed that the groups each have representatives that are going to several different City Departments with requests and that one department may not be aware of what the other department is doing. Mr. Nourse discussed that there are occasions where the groups are asking for conflicting requests. An example cited would be tree removal & plantings in the downtown and what would be considered more appealing. Mr. Cox suggested that the process should be discussed at the City's Leadership Team level and he suggested that one point of contact at the City might be an option.

4. **City Hall Oak Tree**

Mr. Nourse discussed the large Oak Tree in front of City Hall. He stated that the tree consuming all of the ground water and that it is making it difficult to grow grass in front of City Hall. He displayed a picture on the monitor that showed the extent of the problem. He stated staff would like input as to removal in order to facilitate grass growing in the area. Councilor Keans was opposed to removal. Councilor Walker stated he liked the tree as well. Councilor Hamann suggested a study on all of the downtown trees. There was discussion on the cost, funding and extent of a possible study. Mr. Cox stated that there may be a UNH group that could do that type of study and suggested that City could reach out to them.

5. **Woodman /Myrtle Reconstruction Project**

Mr. Nourse introduced Stephanie Hubbard from Wright-Pierce Engineers. Ms. Hubbard updated the Committee on the project. She stated that as discussed with the Committee in June of this year Wright Pierce has implemented the design elements that were suggested. Ms. Hubbard stated that the major roads and visible areas will have the concrete sidewalks and the other areas would have the bituminous paved sidewalks. She stated that the traffic pattern changes have been incorporated and that the fountain and head-in parking at the Woodman Park area are included. Ms. Hubbard stated that the project would also include some lighting at Woodman Park. She stated that plans show the same light post used in the downtown and on Congress Street. Mr. Nourse stated that the traffic pattern changes will be going to the Public Safety Committee in November and to City Council for approval in December. Mr. Nourse also stated that there would be a Public Informational Meeting in December with bidding to be out in January. Councilor Varney suggested that the Public Informational Meeting be held prior to the City Council Meeting. Mr. Nourse stated that he could do that. There was a lengthy discussion regarding the drainage outfall near the Intervale. Ms. Hubbard explained that the area is currently a flood plain and is wet or underwater at times of heavy rains and that the new drainage systems have been designed to impact it as minimally as possible. The Committee expressed concerns for the future development of a River Walk Plan in that area.

**6. DPW New Facility**

Mr. Nourse stated that the department had completed the pre-qualified bidding process with RFQ 20-24. He stated that there we had received eleven packages from construction companies interested in qualifying for the bidding process. He stated that the qualifying process included the scoring of the contractors abilities based on previous project experience, bonding capabilities, previous projects size, references and financial soundness. He stated that of the eleven submissions we determined a list of seven as qualified for the bidding process. Mr. Nourse stated that the bidding packages were made available to the seven earlier in this day and that five of the seven had already downloaded the plans and documents. Mr. Nourse informed the Committee that the bid is scheduled to open on Thursday November 21, 2019. He noted that this is also the scheduled date of the next Public Work Committee Meeting.

**7. FY2020 CIP Paving Assignments**

Mr. Nourse stated that previous discussions with the Committee had indicated that the \$900,000 that had been appropriated for the FY2020 paving was insufficient to the amount of paving the Committee wants to complete. Mr. Nourse stated that it was discussed that an additional \$680,000 would extend the paving further down Salmon Falls Road with reconstruction instead of mill and overlay. He stated it would include the area from Stonewall Drive to Bernard Road. Councilor Walker stated that he would like to see it go all the way to the town line. Mr. Nourse stated that he could obtain pricing on the extension to the town line and that amount could be added to the supplemental request. There was discussion of funding. Mr. Cox suggested that the funding could be discussed internally with the Finance Department and a recommendation for funding could be presented at the next Committee meeting. Councilor Varney asked if a recommendation for the supplemental at the next meeting would work for scheduling with the paving company. Mr. Nourse stated it would.

**8. Mandela Drive Water Main Ext Petition**

Mr. Nourse stated that the City Council had received a request from the 13 residents of Mandala Drive to extend the water main. Mr. Nourse stated he was unsure of the Council's intent to proceed. Mr. Nourse stated that per the City Ordinance and previous precedent it is required that the home owners / abutters to pay for any extensions of the water mains and he is unsure if the residents on this street are aware of this process. The Committee discussed the process and suggested Mr. Nourse send out a letter to the abutters that would explain the process.

**9. Rochester Common & Hanson Pines Playground Replacement Project**

Mr. Nourse stated that the proposals had been received for the playground projects. He stated that eight separate companies had provided very in-depth proposals. Mr. Nourse stated that while reviewing the submissions he and staff had narrowed it down to four contenders based on the quality equipment and designs in the submissions. He stated that he had run it by the City's insurance company, Primex, and by the Recreation

## **Public Works**

- 1. Action: Remove trees in front of mural and plant bee garden, remove bush in between mums.**

**Purpose: visibility of the mural, possible adopt a spot**

- 2. Action: remove black poles downtown, they are broken and bent, and no historical value**

**Purpose: create small business adopt a spots**

- 3. Action: More signage for downtown businesses**

**Purpose: To increase knowledge of downtown**

- 4. Action: Garbage cans downtown to open from the bottom**

**Purpose: fewer hazards to employees. Increase productivity**

- 5. Action: Put roof on Stage in Central square**

**Purpose: To increase music participation for downtown events**

- 6. Action: On small island, Remove cobble stone and bushes on Hanson Street, replace with flower beds**

**Purpose: to add to beautification in Rochester**

- 7. Action: Remove tree and increase size of sign for Union Street parking.**

**Purpose: Visibility to parking area**

- 8. Action: Remove dead trees in the back of Union street parking lot**

- 9. Action: Add colorful benches to the downtown area**

- 10. Action: Fix sidewalks for the safety of pedestrians as well as individuals with disabilities**
- 11. Action: Increase handicap parking downtown**
- 12. Actions: Sweepers for sidewalks**
- 13. Clean up Water St, remove all hazardous materials and alley way between buildings and board off, as well as Pave street**  
**Purpose: Future renovations, possible commercial property and/or addition to the River Walk.**

**Rochester Rise up would like to be part of the solution, and is willing to gather volunteers to help with the changes that will add to the care of Rochester, increase the use and safety of the downtown area, as well as revitalize the sense of community.**

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Department. Mr. Nourse explained that the Recreation Department would also be discussing the project with the Recreation Commission. Mr. Nourse mentioned that the submissions did allow for customization based on the City's preferences. He also stated that the project would be completed in the spring instead of this fall due to the weather conditions necessary for implementation.

#### **10. Whitehouse Road Paving Complaints**

Mr. Nourse stated that he had been out to the area to look for concerns for uneven pavement or a poor transition onto the new pavement. Mr. Nourse stated that he did not see an issue on the Rochester portion of the pavement. Mr. Nourse stated that there was a minimal rise/bump on the Somersworth portion. He explained that Somersworth had contracted with the City's contractor to extend the pavement into Somersworth and although there was a slight issue with the transition on that end, it is not in Rochester or part of our paving project on that road.

#### **11. Other**

**Arena Paving Project** – Mr. Nourse stated that the drainage work and paving is nearly finished and he stated that this has been a very successful project and that he is pleased with the results.

**Colonial Pines Update** – Mr. Nourse stated that due to permitting delays the City would not be getting into the drainage portion of the project this construction season. He stated that because of the delay we have been able to get further than anticipated with the sewer main extensions and that the sewer service work will be starting in November.

**Granite Ridge Traffic Analysis** – Councilor Varney asked about the Traffic Analysis that was expected for this area. Mr. Nourse stated that the analysis has not been received. He explained that the developer requested two additional months due to their consultants schedule.

**Osbourne Street** – Councilor Walker asked if the staff had shaved down the area of the catch basin as requested. Mr. Nourse stated that he would check and get back to the Councilor via email.

**Estes Road** – Councilor Haman stated that Estes Road looks fantastic. He stated the City staff had done an excellent job trimming it back and ditching where possible.

**Little Falls / Chestnut Hill Road** – Councilor Torr suggested that the road entrance to Little Falls be narrowed and boulders removed. Mr. Nourse said he would look into it.

*Councilor Walker made a motion to adjourn at 8:51 pm. Councilor Haman seconded the motion. The motion passed unanimously.*

Minutes respectfully submitted by Lisa J. Clark, City of Rochester Administration and Utility Billing Supervisor.