

**Public Works and Buildings Committee**

**January 21, 2016  
Council Chambers  
7PM**

**MEMBERS PRESENT**

Councilor Ralph Torr – Chairman  
Councilor Ray Varney- Vice Chairman  
Councilor Sandy Keans  
Councilor Donald Hamann  
Councilor Thomas Willis

**OTHERS PRESENT**

Councilor James Gray  
Dan Fitzpatrick, City Manager  
Blaine Cox, Deputy City Manager  
John B. Storer, Director of City Services

**MINUTES**

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

**1. Approve minutes from December 17, 2015 meeting -**

The Chairman requested a recommendation on last month's minutes.

*Councilor Keans made a motion to accept minutes as presented for the December 17, 2015 Meeting. The motion was seconded by Councilor Hamann. The Motion passed unanimously.*

**2. Public Input**

None.

**3. Snow Removal and Parking Bans**

Mr. Storer stated that he wanted to discuss the current parking ban and towing situation. He stated that the Public Works Department issues overnight parking bans during storms and in the downtown areas when snow removal is necessary. He stated that when cars are parked in areas that are making plowing or snow removal difficult the supervisor calls the vehicles into police dispatch for removal. Mr. Storer stated that during the 1/12/16 storm staff was unable to get a plow vehicle down Gagne Street. He stated that the current police department practice requires that officers check license plate numbers and attempt to track down owners prior to towing the vehicles, even knocking on doors in an attempt to notify. He stated that this takes up quite a bit of time and depending on police resources hours may pass, and vehicles may not be towed. Mr. Storer stated that he would like the DPW Supervisor and / or the Director to handle the towing of vehicles during snow operations. He stated that during the storm of 1/19/16 Mr. Henderson had tried this out and it resulted in 14 vehicles being towed. Councilor Keans asked if proper notification was given. Mr. Storer stated that the department put out the notices six or

more hours in advance of all storms. The notice is posted on the City website, and sent to all local radio stations, Fosters, and to WMUR. He stated that the public that has subscribed via email to the alert system are immediately sent emails. Mr. Storer stated that he would like to use the message boards at different locations around the City but has been told that the Councilors prefer not to have them out year round for that purpose. Councilor Varney stated that the department could use the message boards but that they should not be left out all season. He stated that they are ugly and if left out motorists get use to them and do not pay attention to them when needed. Councilor Keans suggested using the reverse 911 system for additional notification. Councilor Willis stated if the City consistently towed vehicles the public would be trained to pay attention and to seek out the information to avoid being towed. He further stated that there are text messaging systems that could be acquired, or a dedicated phone line with a recorded message for parking bans could be made available for those that do not have the internet. There was discussion of other methods of notification. The Committee was in agreement that the parking ban should be enforced. There was a brief discuss regarding the William Allen Elementary School parking and bus issue. Mr. Storer mentioned that he had discussed this with staff and they had mapped it out. Councilor Hamann stated that the School Department had done a dry run with a bus and that they are able to make the turn. Councilor Varney asked the Director to provide the map and plan as discussed.

#### **4. Project Priorities**

Mr. Storer that he had prepared the packet spreadsheets prior to meeting with the Finance Office and he substituted the *attached* spreadsheet showing the currently funded projects and the schedule for actual expenditures. Councilor Varney stated that the projects that the Council has firmly committed to are the City Hall Annex, the EDA Sewer Extension Project, Strafford Square, Franklin Street and any other currently underway projects like Catherine Street area Improvements. Mr. Storer agreed. He stated that the EDA Project should be out to bid in February and the Franklin Street project will be out this spring. Mr. Storer stated they will proceed with the engineering of the Woodman Street Area as it is the 2<sup>nd</sup> phase of the I/I project in that area, but they have held off on the engineering of Wakefield Street. He stated that the Dewey Street Bridge project is currently in design and due to permitting will likely be constructed in FY 2018. Councilor Varney asked if there were any safety concerns with that schedule. Mr. Storer stated that the department has restricted the use of sidewalk tractors or motorized equipment on the bridge and they have posted no loitering signs. He further stated that the department will be continuing to monitor for signs of deterioration. Councilor Willis stated that keeping to moving foot traffic with no large gatherings should be appropriate. Councilor Varney asked if the project priorities list should be sent to Finance for discussion and if it was possible to have it on the February agenda. Mr. Cox stated that yes, they could do that. Councilor Gray asked Mr. Storer if the Franklin Street bid would include the Western Ave Pump Station Replacement. Mr. Storer stated that yes, it does.

## 5. City Electronic Message Boards

Mr. Storer stated the FY2016 CIP has an appropriation for the purchase and installation of a message board. He stated that he has shown mock ups of signs at several locations at previous PWC meetings and was asked to bring back a mock up in the area behind City Hall. *See attached.* Councilor Varney stated that he liked the location and the sign. He suggested having it located as close to the curb as possible for better visibility for traffic. Mr. Storer suggested a bump out of the curb. Councilor Varney said it was not necessary to bump out the curb. Mr. Storer stated that there may be opportunity to get two signs with a matching funds grant. Councilor Willis stated that he liked the classic brick design and stated that it fit in with other signs and architecture in the City. Chairman Torr suggested it might make it more difficult to plow behind City Hall as they would no longer be able to store snow in that area. Councilor Hamann asked if they should select another area for the second sign as there might be grant funds available. Councilor Varney asked if this project would be a spring project. Mr. Storer stated that it would be. Councilor Varney suggested proceeding with the one location at this time.

*Chairman Varney made a motion to recommend that the full City Council approve the location of the sign behind City Hall in the island area between the parking lot and Columbus Avenue. The motion was seconded by Councilor Hamann. The motion passed unanimously.*

## 6. FY2017 Paving

Mr. Storer distributed the *attached* listing of paving recommendations. Councilor Hamann stated that Jackson Street is on this list but he remembered it was going to be included in the Stafford Square construction project area. Mr. Storer stated that Jackson Street, Woodman Street, and Myrtle Street are included in upcoming construction projects. Councilor Varney stated that the City Hall Parking lot should be paved after the completion of the Annex project. Chairman Torr asked if the underground fuel storage tank was to be abandoned and left in place or removed with the Annex Project. Mr. Storer stated that the initial soil testing will be done and if the soils are not an issue it could be done either way. He stated if it is left in place then the work may be able to be completed by in house staff. Councilor Willis stated that if there is no issue with compromising the foundations of existing structures he would like to see it removed. The Committee agreed with Councilor Willis. Councilor Varney asked the Director for a count on the parking spaces in City Hall. He stated he would like to know the count for employee necessary spots now, and then the additional number of employees coming over once the Annex is open. Councilor Varney stated that there is limited parking available at the City Hall complex now and his concern is that the parking will be even more difficult with the Annex opening. The City Manager stated that 4 additional employees will be moving over from the Community Center. Mr. Storer stated that parking will continue to be an issue as it is likely that the Economic Development Department will have people coming and going from their offices as well. Chairman

Torr asked if the recommendation for Sheepboro Road was to pave the dirt road section. Mr. Storer stated that it was to pave only the currently paved 3500 foot section.

Councilor Torr asked where the pavement issues were on Eastern Avenue. Mr. Storer stated that he would look into the condition of the entire road, but stated he is aware of issues with the pavement and drainage on the Allen Street end. Chairman Torr asked Mr. Storer for his highest priority road. Mr. Storer stated that the condition of Whitehouse road is poor and that staff had put a considerable amount of shim pavement down just to get through the winter season. He stated that Somersworth had paved their end and it would be nice to complete our portion of the road as well. Chairman Torr asked about cost savings in regards to asphalt and the lowered petroleum costs this year. Mr. Storer explained that there is an escalation / de-escalation clause in the current Pike Industries contract and that the City had realized some cost savings due to asphalt pricing.

Councilor Varney asked the Director to do an analysis on cost savings that could be realized if they were to authorize funds earlier in the season as opposed to waiting until July.

7. **Other:**

**China Palace Parking Lot** – Councilor Varney asked the status of the project. Mr. Storer stated that staff had met with Mrs. Goon’s representative and that they have a direction for proceeding. Councilor Varney asked if the project had been funded. Mr. Storer stated that the conceptual plans and survey work was appropriated and the City had paid \$7,000 and Mrs. Goon had paid \$7000. He also stated that they would proceed with planning and developing a budget and would come back to Council then.

**Granite State Business Park Lighting and Sidewalks** –Councilor Varney asked about the project. Mr. Storer stated that it had been pushed back to spring. He stated that they were looking at striping the roads to provide walking space. Councilor Varney asked if the funding was adequate. Mr. Storer stated \$70,000 had been appropriated and they were looking into the lighting costs.

**Fieldstone Village Meter Project.** - Councilor Varney asked about the status. Mr. Storer stated that he would look into the status and get back to the Committee.

**Wallace Street** - Mr. Storer stated they groundwater testing had been completed and that the report was due soon.

**Crosswalks and Downtown lighting** – Councilor Keans stated that the crosswalks in several areas are dangerously dark. She noted the ones near the Church on the corner of Liberty Street by the Library and the one out front of the Lilac City Grille. Mr. Storer stated he would look into the lighting and see if there was any way to light up the areas or use additional signage. Councilor Willis suggested checking into the MUTCD’s recommended signage for crosswalk to see if we were compliant with the recommendations.

**DPW Vehicles** – Councilor Varney stated that he had heard that the Public Works Department trucks have been breaking down and the cost of repairs were escalating. Mr.

Storer stated that this has been a problem. He stated that the trucks are breaking down and that the cost of parts and repairs are escalating. Mr. Storer also noted that the upcoming FY2017 CIP includes a request for 2 new plow trucks as they were cut from the FY16 CIP. He further stated that the Council will notice that the budgeting for vehicle repairs has increased. Councilor Varney asked if the problem was related to the brand of vehicle we were buying. Mr. Storer stated that the last several trucks purchased were Internationals. He voiced his past problems with the brand and stated that the City's mechanics had voiced that the problems were with this brand at this time. He stated that the City might consider standardizing on certain brands instead of going with the lowest cost vehicle.

***Councilor Willis made a motion for adjournment at 8:19 PM. Councilor Hamann seconded the motion. The motioned passed unanimously.***

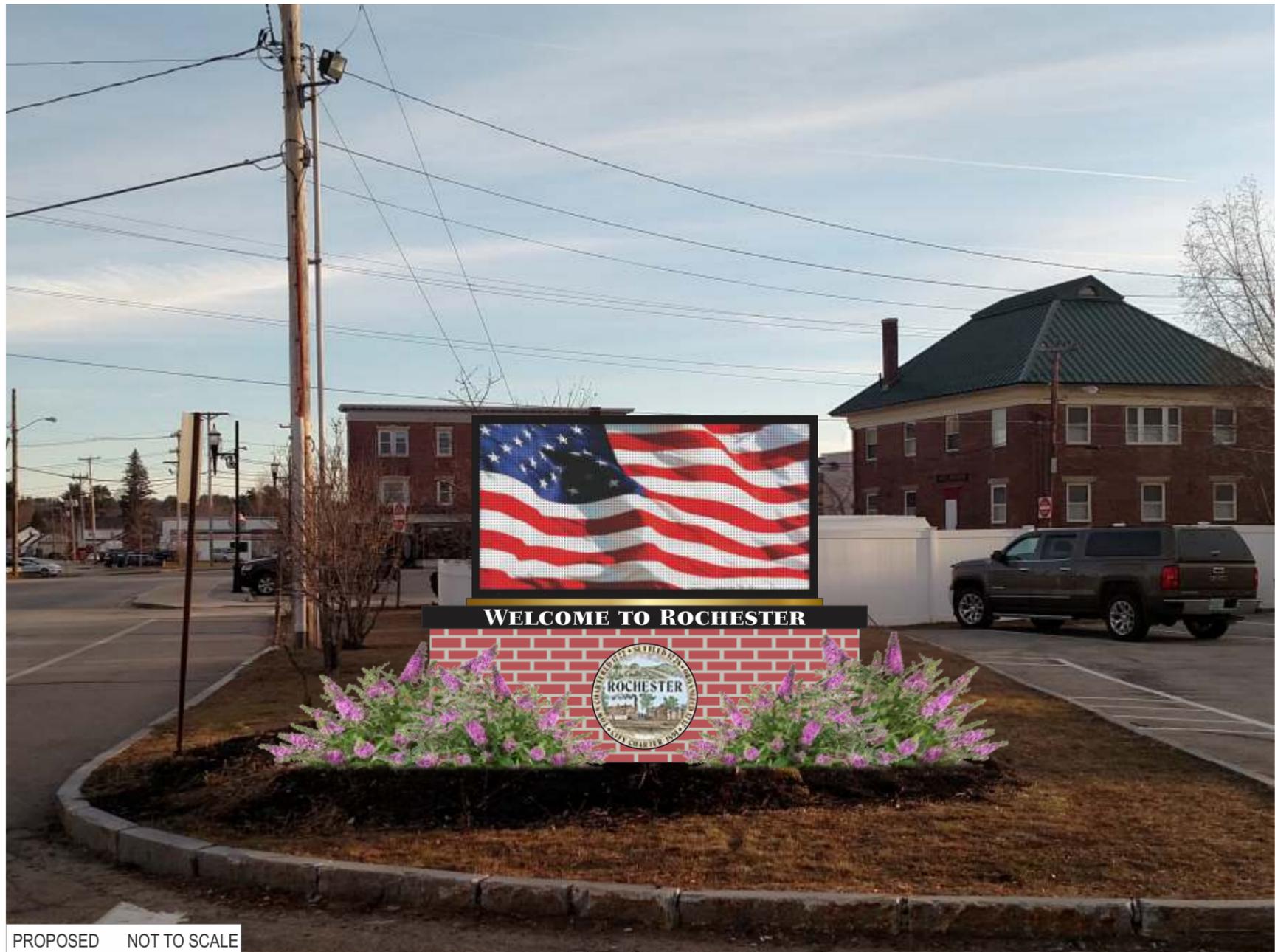
Minutes respectfully submitted by Lisa J. Clark, City of Rochester Office Manager.



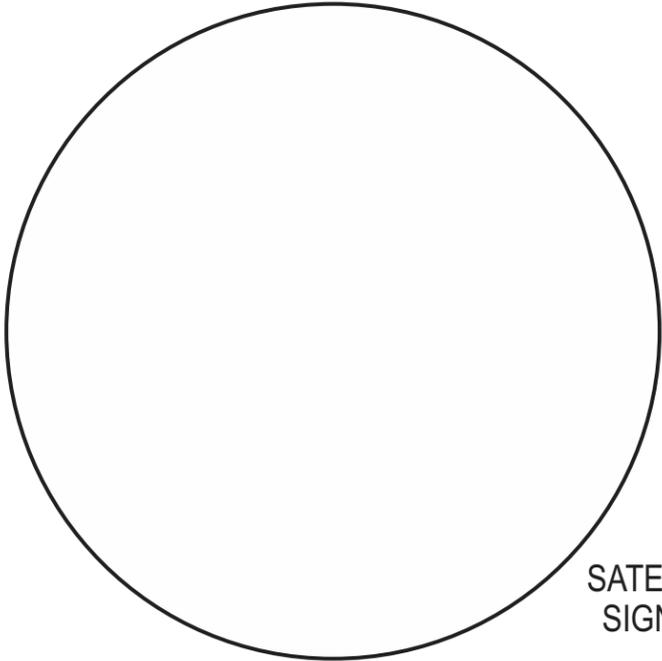
**ITEM A** - (1) D/F MONUMENT SIGN W/ MASONRY BASE & 10mm. EMC

SCALE: N.T.S.

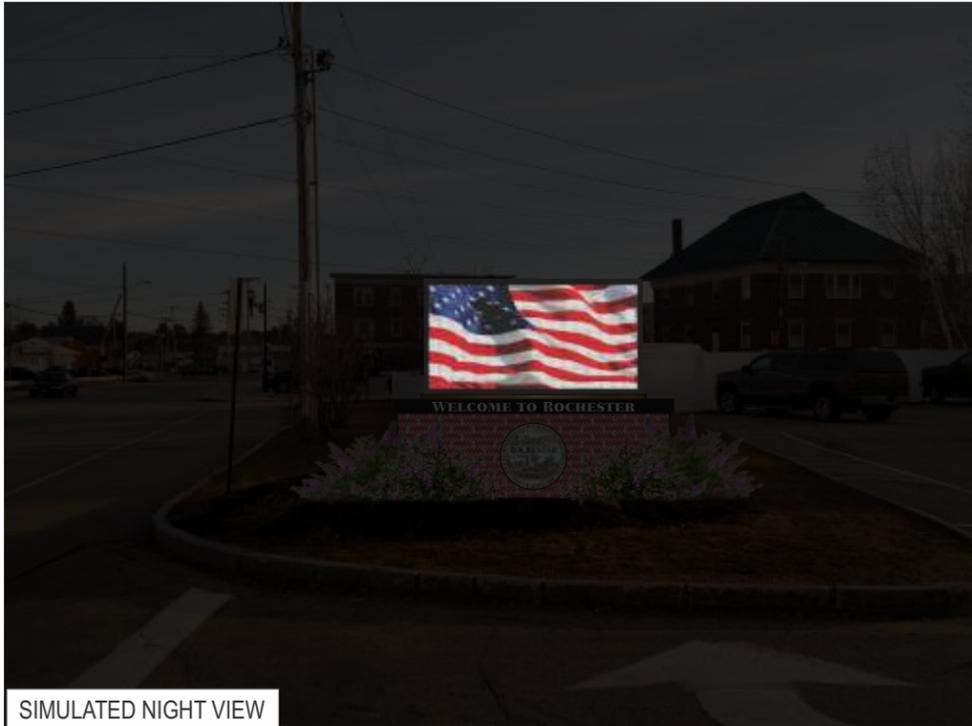
**OPTION 1** **LOC. E**



PROPOSED NOT TO SCALE



SATELLITE VIEW OF SIGN LOCATION E



SIMULATED NIGHT VIEW

<b>JOB#:</b>		<b>MONUMENT SIGN</b>		<b>GENERAL NOTES</b>		<b>REVISIONS</b>		Job Name: MAIN ST. WELCOME SIGN		<p>158 Greeley St., Hudson, NH 03051 (603) 882-2638 Fax (603) 882-7680 For Service: 800-227-5674</p>		
<b>SCOPE OF WORK</b>		Cabinet: ALUM. CABINET TO HOUSE (2) EMC's Cabinet Depth: 18" Face/Background: 10mm. EMC		<p><b>SITE SURVEY REQUIRED</b></p> <p>ALL LANDSCAPING TO BE DONE BY OTHERS</p>		Date		Location: ROCHESTER, NH				
ITEM A - MANUFACTURE & INSTALL D/F MONUMENT SIGN W/ MASONRY BASE & 10mm. EMC		Cap: .125" ALUM. CAP PAINTED BLACK				11-04-15		CHANGE SEAL/FCO LOC. ADD EMC DETAIL BOX ADD ARTWORK REQ. NOTE			Design Specifications Accepted By: Drawn By: JOE N.	
Sign Area: 38.55 SQ. FT.		Copy: <input type="checkbox"/> Vinyl <input type="checkbox"/> Digital <input type="checkbox"/> Painted <input checked="" type="checkbox"/> FCO <input type="checkbox"/> Push Through				12-01-15		SHOW SIGN AT 4 LOCATIONS			Client: Sales Rep: MALT	
Artwork Req: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Material: .5" ACRYLIC				01-04-16		SHOW SIGN AT 2 ADDITIONAL LOCATIONS		PM:		
Photos Avail: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Spacers: TBD						Date: 12/01/15		<p>© COPYRIGHT 2016 THE BARLO GROUP</p> <p>THIS DESIGN CONCEPT IS THE PROPERTY OF THE BARLO GROUP. ALL PRODUCTION AND DUPLICATION RIGHTS ARE RESERVED BY THE BARLO GROUP. THIS PRINT IS DESIGNED FOR YOUR PERSONAL USE AND IS NOT TO BE USED OUTSIDE YOUR ORGANIZATION OR EXHIBITED IN ANY FASHION.</p> <p> Underwriters Laboratories Inc.®  </p>		
Sign Deposition: REMOVE EXISTING & DISPOSE		Seal: CAST PLAQUE MOUNTED W/ STUDS						Landlord:				
Corp Specs Avail: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Post/Base: BRICK MASONRY						<b>PROJECT APPROVAL</b>				
		ALL COLORS ARE FOR REPRESENTATION ONLY. SEE ACTUAL SAMPLES FOR COLOR MATCH.						Design: Date:				
								Engineering: Date:		File Name: Main Street Welcome Sign 151015539 1-4		
								Estimating: Date:		<b>B-15-10-15539</b>		
								Sales: Date:		SHEET: 6.0		
								Production: Date:				
								Installation: Date:				

<b>FY17 Proposed Paving List</b>				<b>Revision Date: 1/19/2016</b>
<b>Street Name</b>	<b>Cost Estimate</b>	<b>Cumulative Total</b>	<b>Last Paved</b>	<b>Comments</b>
Whitehouse Road	\$500,000	\$500,000	1990 (est.)	
City Hall Municipal Parking Lot	\$100,000	\$600,000		previously proposed (FY16 estimate)
Union Street Municipal Parking Lot	\$140,000	\$740,000		previously proposed (FY16 estimate)
Tebbetts Road (portions Lowell St. to Rte. 108)	\$125,000	\$865,000	2004	previously proposed (FY15 estimate)
Lowell Street (Hillside - Tebbetts)	\$300,000	\$1,165,000	2005	previously proposed (FY15 estimate)
Columbus Ave./Old Dover Rd. Intersection	\$85,000	\$1,250,000	'02/'05/'06	previously proposed (FY16 estimate)
Hansonville Rd. (Including portion of Flagg Rd.)	\$400,000	\$1,650,000	2001/2002	previously proposed (FY16 estimate)
Sheepboro Road	\$210,000	\$1,860,000	2006	previously proposed (FY13 estimate)
Weeping Willow Drive	\$70,000	\$1,930,000	2004	previously proposed (FY16 estimate)
Eastern Avenue (Allen St. to Fieldstone Ln.)	\$275,000	\$2,205,000	2003	previously proposed (FY16 estimate)
French Hussey Road	\$75,000	\$2,280,000	1990 (est.)	previously proposed (FY16 estimate)
Sullivan Farm Drive	\$125,000	\$2,405,000	2005	previously proposed (FY16 estimate)
Four Rod Road	\$500,000	\$2,905,000	2012 shim	previously proposed (FY13 estimate)
Jackson Street	\$65,000	\$2,970,000	1990 (est.)	previously proposed (FY15 estimate)
Rockledge Road	\$78,000	\$3,048,000	2003	previously proposed (FY14 estimate)
Boulder Avenue	\$64,000	\$3,112,000	2003	previously proposed (FY14 estimate)
Conifer Circle	\$48,000	\$3,160,000	2004	previously proposed (FY14 estimate)
Myrtle Street	\$50,000	\$3,210,000	1990 (est.)	Mill & Overlay only. Future project area.
Woodman Street	\$45,000	\$3,255,000	1990 (est.)	Mill & Overlay only. Future project area.
Total:	\$3,255,000			
FY16 Projected Carryover:	Unknown			Ledgeview still remaining; Gear not complete
Department Requested FY17 Budget:	\$ 750,000			
Total Projected Available Funds:	\$ 750,000			