

Public Works and Buildings Committee

**March 15, 2018
Council Chambers**

MEMBERS PRESENT

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

MEMBERS ABSENT

Councilor Ralph Torr – Chairman

OTHERS PRESENT

Daniel Fitzpatrick, City Manager
Peter C. Nourse PE, Director of City Service
Daniel Camara, GIS / Asset Management
Krzysztof Kozlowski, 9 Academy Street

MINUTES

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

1. Approve minutes from the February 15, 2018 Public Works & Building Meeting.

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

Councilor Walker made a motion to accept minutes as presented for the February 15, 2018 Public Works Committee meeting. The motion was seconded by Councilor Hamann. The Motion passed unanimously.

- 2. Public Input** – Mr. Kozlowski spoke of the poor drainage and pavement conditions on Academy Street. He asked the Committee to look into the status of paving and drainage conditions. Mr. Kozlowski stated that the City charts list it as one of the poorest road conditions. Councilor Walker stated that he believed this street was completed 10-12 years ago. Mr. Kozlowski stated not in his 16 years of living there. Mr. Nourse stated he would look into the status of roadwork in that area and Mr. Kozlowski a call soon. There was a brief discussion on the pavement plan for FY19. Mr. Nourse explained that due to the SB38 Funding of approximately \$550,000 from the Federal Government the City has scheduled paving work through this calendar year and is in the perfect position now to go out to bid mid winter next year for paving to start up in the spring of calendar year 2019. Councilor Walker asked when this Committee would be seeing the paving list for the pending FY2019 appropriation, and he asked if he could have a list of the paving that is scheduled for calendar year 2018. Mr. Nourse stated he would send the Committee the list of paving work scheduled and he expects to bring the recommended paving list to the Committee in April. Councilor Hamann asked for the full listing of

City streets with the assessment status. Mr. Nourse stated that he would get that information to the Councilors.

- 3. Colonial Pines** – Mr. Nourse informed the Committee of the public informational meeting to be held on Thursday March 22, 2018 at 7PM. He stated the meeting will be held in the Belknap Room at the Frisbie Memorial Hospital Conference Center. Mr. Nourse stated that a letter was mailed to the properties owners within the project area to notify them of the meeting and the letter was displayed on the monitors. Mr. Nourse stated that the meeting will inform residents about the design in progress and the way that it will phase into each area. He stated there will likely be three phases over a few years in order to complete the project. Mr. Nourse stated that a key component to the project will be the basement surveys and that these must be completed in order for the design engineers to determine where the septic currently exits the buildings and the scope of work at each property. Councilor Varney asked when the sewer pipe from the turnpike to the neighborhood will be completed. Mr. Nourse stated that he has two goals to complete this construction year. The first is to run the pipe from the turnpike crossing down Railroad Avenue to the existing interceptor and the second is to begin running the pipe to the neighborhood from the Old Dover Road. Mr. Nourse stated as the design is being completed they will look to see if there is potential for future extensions into Quarry Drive, Rockledge, and Victoria Street areas.
- 4. Whitehouse Road Utilities** – Mr. Nourse stated that Unitil would like to start working on the gas extension project down Whitehouse Road next month and they would like to have the project completed in July. He stated that they have requested the road be closed and to allow local traffic only. Mr. Nourse stated that we will allow this to keep the project moving quickly and stated that staff is currently working with Unitil on the detour plan and signage Mr. Nourse stated that the City has received the check in the amount of \$45,000 for the cost share to shim the road that was estimated at \$90,000. Councilor Hamann asked how long Unitil is looking to shut down the road. Mr. Nourse stated that they want to complete the work as quickly as possible, that is why they would like to close it. Mr. Nourse stated that that it is not just laying the pipe. He stated that there are areas that Unitil has been asked to put their pipe deeper as the City is requiring it as we intend to lower some of the steep inclines prior to paving. He stated that he would get back to the Committee with the traffic plan once it is confirmed. Councilor Walker asked if the pipe would be run in the pavement area. Mr. Nourse stated that most of the gas main will be off the pavement, but there is one section as it passes over a culvert that will require them to be out in the paved area 200 feet in length on each side of the culvert. Councilor Keans stated advance notice should be put out on the message boards for the traffic that travels that road daily.
- 5. Salmon Falls Road Sewer Connects** – Mr. Nourse stated that as discussed last month the Notice to Connect letters went out the properties within the EDA Sewer Extension Project Area. He stated that per the City Ordinance that once notified these owners will

have 90 days to complete the required tie in. Mr. Nourse stated that there were 23 letters sent and that is approximately 28% of those that were within the 100 feet of the sewer main. Mr. Nourse stated that last month the Committee had asked him look into the State of NH policy when approving Septic System Permits. He stated that he did that and found that there is a process in which the City can request a Pre Approval Status with the Sub Surface Division Bureau of NHDES. This status will allow the City to have authority to have the Subsurface Division deny a Septic Permit Request if the City has available sewer within 100 feet of the dwelling. All that is required for us to obtain this status is a City Council vote to have the pre approval letter sent to the State of NH

Councilor Walker mad a motion to recommend the full City Council approve the submission of an Pre-Approval letter be sent to the State of NHDES Subsurface Division requesting Pre Approval Status on Septic Systems for the City of Rochester. The Motion was seconded by Councilor Hamann.

Discussion: Councilor Hamann stated his support for the letter, but he does not approve of forcing any residents with working septic systems to tie into the City's system. He stated that he is ok with the 90 day connection letter as well, but he has concerns for residents with working systems. Councilor Varney stated those with working systems would not be forced. Councilor Walker mentioned the sale or fail ordinance. Mr. Nourse explained that the ordinance has been changed and now there is a waiver process for working septic systems. He stated that the sale or fail wording in the ordinance has been removed. Mr. Nourse explained that the updated Ordinance now reads that all dwellings within 100 feet of the system must tie in unless they have a system built in 1985 or newer that is in working order. He stated that an inspection of the system and documentation of the systems age would be required, then a waiver would be issued until such time as the system fails. The pre approval status with the Subsurface Division will allow us to catch them at the time of failure. Councilor Keans asked where property owners would get a record of the designs. Mr. Nourse stated that NHDES approves all septic designs, they could check with them.

The motion was voted on and passed unanimously.

6. NPDES Permits – Mr. Nourse stated that he had intended to update the Committee on a meeting was to be held this week regarding the NPDES Stormwater Permit, but that the meeting was canceled due to this week's winter storm. Mr. Nourse stated that he will bring this item back after the meeting is rescheduled and held.

7. Other

DPW Facility – Councilor Varney stated concerns for the budget and stated that the 20 million dollar number was discussed 3 years ago and then reduced due to additional information. Councilor Varney stated that comparable sized facilities have been built for considerably less. He cited the Dover facility for \$5 Million. Mr. Nourse stated that the \$5 Million in Dover was in his understanding just for the shell. Councilor Varney asked if Mr. Nourse could schedule a tour of the Dover Facility and if possible the new

NHDOT building on the connector road. Mr. Nourse stated that he would look into scheduling the tours. He also stated that the consulting engineers have built numerous facilities and the cost estimates are based on those facilities and are estimated conservatively for budgeting at \$250 to \$300 per square foot. Mr. Fitzpatrick stated that previous discussions have been to build the facility with a design and build approach, and that the cost savings is expected using this approach as each component of the facility will be discussed and weighed using individual costs to determine how to proceed with each component. Mr. Fitzpatrick stated we wouldn't be able to determine the savings until later on in the project. Councilor Varney stated it will be worth re-educating the Councilors as we move forward. Councilor Hamann asked if there was a conceptual plan. Mr. Nourse stated that there is a basic floor plan posted on line that includes square footage of the spaces. He stated that recently these areas were reconfigured using the same square footages but realigned to accommodate a certain parcel of property we were looking at. Councilor Varney suggested that anyone interested in the DPW Facility Plans visit the website for the Facility Study and the basic floor plans that have been discussed. He stated that it has its own tab on the Public Works Department page. Mr. Nourse stated that the plans have been on the website for quite some time but he will get the Study posted tomorrow. Councilor Varney stated that the study shows the 6 different properties that were evaluated for the possible sites. He stated that the Fairgrounds site was not in the original study because it hadn't been offered to us yet at that time. Councilor Keans expressed concerns for the current budget split for the projected. She stated the cost have been budgeted with the General Fund paying 50% and the Water and Sewer Funds paying for 25% each. She believes that it should be less to the water and sewer. Mr. Nourse explained that all of the water distribution system and the sewer collection system staff, vehicles and equipment will be housed in this building. Mr. Fitzpatrick stated that can be looked at if needed. Councilor Varney asked if it was possible to determine the cost of the project to build the National Guard facility on Brock Street.

Library Carpet – Mr. Nourse stated that the City appropriated \$30,000 for an FY18 Project to carpet the first floor of the Library. He stated that staff has obtained quote a quote of \$25,635 that is within budget for the 7500 square foot project area. Mr. Nourse stated that the Library Trustees would like us to pull up the existing carpet and look into having the hardwood floors restored in the old section of the building instead of carpeting. Mr. Nourse stated the hardwood section discussed is approximately 3500 square feet of the project area. He stated the cost estimate to do that is \$18,550 and the remaining 4000 square foot of carpet would cost would be \$13,455 for a total of just over \$32,000 which would put us over budget. Mr. Nourse noted that the \$18,500 quote for the hardwood restoration allows for up to 200 square feet of wood repairs, but until the carpet comes up completely we cannot really quantify that number, it could be much higher. Mr. Nourse stated that he would like Committee input to see if this is something

the City Council would like to consider. Councilor Keans suggested tearing up sections to explore it further and bring back additional information to make the decision. Mr. Nourse stated that he could do that.

8. Non Public Per RSA 91-A:3,II(d)s –

Councilor Walker made a motion for Non-Public Session citing RSA91-A:3,II(d).

The Motion was seconded by Councilor Hamann.

Roll Call Vote

Vice Chairman Varney - Yes Councilor Walker Yes

Councilor Keans Yes Councilor Hamann Yes

Entered Non Public at 7:33PM

Councilor Walker Motioned to leave Non Public Session and return to Public Session at 7:49PM.

The Motion was seconded by Councilor Hamann.

Roll Call Vote

Vice Chairman Varney - Yes Councilor Walker Yes

Councilor Keans Yes Councilor Hamann Yes

Councilor Walker made a motion to seal the minutes indefinitely.

Councilor Hamann seconded the motion.

Roll Call Vote

Vice Chairman Varney - Yes Councilor Walker Yes

Councilor Keans Yes Councilor Hamann Yes

Chairman Varney asked if there were any other items for the Committee. Seeing none; ***Councilor Walker made a motion to adjourn at 7:50. Councilor Hamann seconded the motion. The motion passed unanimously.***

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