

Public Works and Buildings Committee
City Hall Council Chambers
Meeting Minutes
July 21, 2022

MEMBERS PRESENT

Councilor Donald Hamann, Chairman

Councilor Jim Gray, Vice Chairman

Councilor John LaRochelle

Councilor Steve Beaudoin

Councilor Alexander de Geofroy

OTHERS PRESENT

Peter C. Nourse PE, Director of City Service

Lisa Clark, Administration & Utility Billing Supervisor

Dan Camara, DPW GIS

John Sykora, Weston & Sampson Engineers

MINUTES

Councilor Hamann called the Public Works and Building Committee to order at 7PM

1. Approval of June 16, 2022 Meeting Minutes

Councilor Larochelle made a motion to accept the minutes as presented. Councilor Beaudoin seconded the motion. The motion passed unanimously.

2. Public Input

No Public Input

3. Update Evans Road

Mr. Nourse explained that Evans Road is a gravel road on the West side of Rochester. He stated that the road is about $\frac{3}{4}$ of a mile long and that it connects Crown Point Road to Meaderboro Road. Mr. Nourse stated that there are 15 homes on the road and back in March there was a petition from some of these homeowners to have the road paved. He stated that the homeowner's complaints were about poor winter and spring conditions as well as dust and poor maintenance of the roadway. Mr. Nourse stated a survey of all abutters was completed and a super majority were in favor of paving. Mr. Nourse was asked to get estimates of options for paving or reconstructing the gravel road. He said there are four options that all include realignment of the center line in the right of way, erosion & sediment control, culvert replacement, underdrain, re-establishing ditch lines and use of a variety of base materials (See Attached). He said evaluation of the culverts have been completed and that cost can be eliminated from the estimates, the culverts are in good order. Option One is \$270,796 and will reconstruct this road leaving it a gravel road. Option Two is \$259,919 and includes the use of asphalt reclaim instead of gravel. Mr. Nourse stated that asphalt reclaims are the product of pavement and subservice grindings. He stated that this would hold better than gravel and will still require grading

by City Staff and will cause dust. Option Three is \$306,525 and includes the use of asphalt millings instead of gravel or the asphalt reclaim. Mr. Nourse stated that the millings are 100% asphalt product and will bare up better than the other materials and will not dust. He stated that none of these options are long term fixes and with exception of the millings option will all require annual maintenance on surface and ditch lines. Option Four is \$489,709 is for asphalt pavement to City Standards. Mr. Nourse made a point that these cost may escalate over time. Councilor Gray asked the current cost of annual maintenance and if additional measures could be taken to improve conditions. Mr. Nourse explained that current cost are nominal and are for the cost of materials added and staff time. He state it is in the hundreds of dollars, not thousands. He also stated that to keep the dust down staff could use calcium chloride, which will cut the dust down. Council Beaudoin asked about the annual maintenance on the first three options. Mr. Nourse stated that all would require ditch line maintenance. He stated that the gravel and reclaim will require annual grading. Millings would not require grading but would not hold up for 10 years. Councilor de Geofroy asked about ditch line maintenance if we paved the road. Mr. Nourse stated the ditch line would not require as much maintenance because the gravel and silt would not be making its way to t the ditch line. Mr. Nourse stated that this project would be added to the FY2024 CIP for consideration based on the Committee and Council recommendation on the options. Councilor Gray explained that this is a cut through road with fifteen homes that may not warrant the expense of paving and he noted the possibility of exploring lesser cost options.

Councilor Larochelle made a motion to recommend that the full City Council approve Evans Road for a Paving Project to be added to the FY2024 Capital Improvement Budget for consideration with other capital projects. Councilor de Geofroy seconded the motion. The motion passed four to one (4-1) with Councilor Gray voting against.

4. Sewer System Master Plan (SSMP) Summer Operations

Mr. Nourse that he the consultants in for a presentation of the SSMP. He noted that as a requirement for the City's permit we are required to control Infiltration and Inflow (I/I) into the sewer system to the maximum extent possible. Mr. Nourse explained the cost of treating what is essentially clean water at our treatment facility and pump stations and he estimated that more the 50% of the treated sewer during storms is the result of I/I. He introduced the City's consultant, John Sykora of Weston & Sampson Engineers, as the Project Manager for this project and stated Mr. Sykora was her to explain the initiatives that are underway. Mr. Sykora displayed a PowerPoint presentation (attached). The first slide explained some of the acronyms terminology used in reference to this program. Mr. Sykora explained Infiltration as groundwater entering the systems through leaking pipe joints, breaks or manhole and other defects in the system, and he defined Inflow as rainfall entering through direct connections such as roof leaders, yard drains, catch basins and residential sump pumps as well as City storm drains with direct connection to the sewer system. Mr. Sykora stated that Weston & Sampson will be working with City Staff and conducting system investigations to find locations where the I/I is entering the system. He stated that internal building inspections, CCTV inspections, manhole inspections and smoke testing will be conducted. Mr. Sykora stated that the smoke testing will be conducted this fall and he explained in detail the coordination and public notification processes that will be used. Councilor Larochelle asked about the content of

smoke. Mr. Sykora explained that this is non-toxic smoke and described it as similar to stage smoke. He stated Material Safety Data Sheets (MSDS) will be provided to Police, Fire and residents that request it. Councilor Gray stated that he believed that the homeowners will be most worried about the cost for disconnecting and rerouting the sump pumps and roof drains. Mr. Nourse stated that this phase is to identify the extent of the problem. He noted that as we are in project areas we will be redirecting the drain lines to a dedicated stormwater system. Councilor LaRoche asked if this is part of the EPA mandated permit. Mr. Nourse stated that it is required per the permit, it is necessary due to our overloaded basins at the WWTF and because of the treatment costs for treating the I/I unnecessarily. Councilor Gray asked if there was benefits to our process due to dilution of our inflow from I/I. Mr. Nourse stated that the I/I does not benefit us. The treatment process permit limits are based on pounds of influent and the I/I is included in that calculation. Councilor de Geofroy asked the percentage of the I/I vs. actual sewage going to the WWTF. Mr. Nourse stated that in high rain events the flow is 2X the amount of typical amounts. Councilor de Geofroy asked if it is likely that the future permits will get more restrictive as time goes on. Mr. Sykora stated that yes it is.

5. RT 202A Water Main Extension Project Update

Mr. Nourse stated this is an update on the 13.5M water main extension and tank project that will bring water to the RT202A corridor and may serve as many as one hundred and sixty homes. He stated that many of the homes have contaminated well water and that approximately 70% of the project is funded by the NH MtBE Bureau and NH Drinking and Groundwater Trust fund grants programs. Mr. Nourse stated that the pedestal has been installed for the tank and the water main has been run from the tank area cross country to Bickford Road and Winkley Farm Lane. The installation of the remaining 60 feet of pipe to complete the connection from Washington Street to Winkley Farm should be completed in August. He displayed several construction photos for the Committee. He stated there has been a significant amount of ledge in the project, but that was anticipated and an allowance for it was included in the project cost. Mr. Nourse noted that the wear course of pavement is completed on Winkley Farm and the top coat is scheduled for September. Mr. Nourse noted that sixteen of the thirty homes on Winkley Farm Lane have committed to water service tie-ins. He stated he believes more will commit. He stated the costs for those services has ranged from nine thousand to thirty one thousand dollars with the average cost being seventeen thousand five hundred dollars. Mr. Nourse stated there are two abutters on Bickford Road that intend to tie in. Survey on RT202A are being processed to determine any tie-ins on that road. He stated that the pipe and fuel escalation cost have previously been discussed that the pipe has not been an issue, but the fuel escalation allowance is at about 92%. Mr. Nourse stated that there is still eight hundred and sixty thousand dollars remaining in contingency. He stated that installation of the water main on 202A will be beginning along with tree trimming. He stated that the crane will be coming in to start the tank pedestal installation. The Dustin Homestead tie-in will occur in late July and service work for installation on Winkley Farm will begin in August. Mr. Nourse stated that the main installation for Fiddlehead Lane is scheduled for October and reclaiming and paving will follow. Service work on Fiddlehead is scheduled for November. Councilor Hamann asked if there will be hydrants installed on the mains. Mr. Nourse stated that they would

be installed along the lines. Councilor Hamann asked if the system would be looped to the existing line on Walnut Street near the overpass. Mr. Nourse stated that that would not be connected. He noted for future expansion at the Granite Ridge there is a possibility of tie-in to this new line in Winkley Farm Lane.

6. Animal Trapping/ Baiting:

Mr. Nourse stated that there had been a request to bait for bear on the City's Cocheco well property. He stated that this request had also been sent to the Code and Ordinance Committee where it has already been discussed and has been tabled for further investigation and information by the City Attorney. Mr. Nourse stated that this specific request is for a location at the City's well head and there is a one thousand foot sanitary protection area around the well head. He also noted that this property is in the South East Land Trust (SELT) Conservation area and that agreement does stipulate passive recreation that includes hunting. Mr. Nourse stated his concern for this activity at the well head that might be unsanitary. Mr. Nourse explained that the reason he included trapping in this agenda item is that he wanted the Committee to know that the City previously banned trapping on City property, but the DPW does allow trapping when it is necessary for public safety. Councilor Beaudoin mentioned that the State of NH Fish & Game has jurisdiction of all hunting regulations and that the City will have to defer to them for clarification.

7. DPW Staffing Challenges

Mr. Nourse displayed the memo he completed for the FY2023 Budgeting process as requested by Councilor Beaudoin (attached) He stated that the DPW has seen a 30% turnover of staff in five years and he mentioned this does not include retirements, disciplinary actions or disabilities. He stated that these departures are department wide. He said the increase in turnover is making our department's staffing less stable. He stated that he is not looking for action at this time, but he wants the City Council to be aware as he has concerns for the ability to meet the department's missions in the future if this is to continue. Mr. Nourse stated that this issue predates the Covid employment and the current inflation issues, but is exacerbated as post Covid times limits the number of available employee candidates and the inflation rate magnifies the problem of our sub-standard pay rates. Mr. Nourse stated that because of the high turnover rate our department is less effective than it could be and our supervisors and staff are in a continuous cycle of searching for qualified candidates, hiring, training and then seeing them depart. He stated that he understands the City Council and the Public do not see this but it is constant and it is a grind for staff and a drain of our department's resources. He stated that in many instances we are hiring staff, training them and paying for certifications required for the position, only to have them leave and go to other municipalities for higher wages once trained. He stated that we are also dealing with the nation's shortage of Commercial Driver Licensed (CDL) employees. He noted that the Nation is down one hundred thousand drivers. In the private sector driver starting wages for private sector drivers is thirty dollars (\$30) per hour, our average wage is twenty-one dollars and eighty-seven cents. The starting rate of thirty dollars per hours is more than our most senior drivers are making with decades of experience. He stated private sector wages are significantly higher than what the City staff is making and it makes it impossible to hire any experienced employees resulting in the department being a training

facility for other municipalities and private sector employers. He note private sector tow truck operators starting rates are approximately twenty-five dollars and hours with sign on bonuses and flaggers are at twenty dollars per hours. Mr. Nourse gave the example of a WWTF Operator leaving to work for a neighboring Community because our top end wage here in Rochester was very close to the bottom end wage scale in the neighboring Community. Rochester paid for the training and certification of this employee only to have another Community benefit from the training. He stated that two highly effective administrative professionals left employment in Rochester as they were contacted by previous employers with significantly higher wage offers. He stated that it isn't always about wage offers, we have lost employees to other Communities that have much higher opt out payments for opting out of health insurance programs and recently we had an Assistant City Engineer candidate that could not find housing in the area. Mr. Nourse stated we are down five employees at this time and he is aware of four other quality employees that are actively seeking employment elsewhere. Mr. Nourse stated that last winter we had more new plow truck operators than we have ever seen in the department and it did effect our operations with more complaint than we have previously seen. He note some of those new drivers have already left the City after getting their training, experience and CDL's here. Mr. Nourse explained that in order to get new employees into the City we are forced to higher wages which means an inexperienced new employee is coming in at rates that are close to or the same as our experienced and dependable seasoned employees. This is causing morale issues and causing our staff to look elsewhere. Mr. Nourse stated that it is his hope that the upcoming contract negotiations with these employees results in competitive wages, but he has concern for what is happening now as the new contract will not be effective until a year from now, in July of 2023. Mr. Nourse stated some of these highly qualified employees are pulling all of the overtime they can just to keep up with the inflation impacts on their households. He noted that if we experience significant shortages we may need to look at contracting out some work and that is always going to be more costly for the City than maintain a stable workforce. Mr. Nourse reiterated that he understands there are no solutions at this time, but he feels that in support of his department's mission and in support of his staff he wanted to make the Council aware of the problem. Councilor Beaudoin asked that the Director resend the Budget memo displayed and attach it to the minutes. Councilor Beaudoin expressed his concern for the issue. Councilor LaRoche asked if the City Manager was aware. Mr. Nourse stated that Mr. Cox is aware and recognizes that this concern is Citywide. Councilor LaRoche stated his hope that the full City Council is made aware of the problem. Councilor Beaudoin suggested sign on bonuses that have stipulations and noted that the City does need to look wages that will make us competitive.

8. Other:

Water Resources – Councilor LaRoche asked about water levels and any shortages due to regional drought conditions. Mr. Nourse state that the City is still over 90% of capacity and does not have concerns at this time.

Community Center Parking Signs – Councilor Gray stated that the reserved parking signs for the Tax Office do not state days of the week or hours, therefore when people go there outside the operation hours of the Tax Office we are limiting parking unnecessarily. Mr. Nourse stated staff would look into that.

Eversource Tree Cutting – Mr. Nourse stated that the Committee members may have noticed a significant amount of tree trimming or removal in the City’s right of way recently. He noted that Eversource has explained the number one cause of power outages in NH is caused by trees, at 35% of all outages. He stated that Eversource has a vegetation management program. That program budget has gone from six million dollars in 2015 to thirty-five million in 2022 and this investment has significantly diminished the outage in the past few years. Mr. Nourse stated that he has been informed that they are on a three year mission to trim twelve thousand miles of transmission mains state wide, including 213 miles in Rochester. He stated that they have an aggressive approach which includes clearing eight feet from each side of the line, ten feet below and fifteen feet above the line, and all saplings capable of growing are removed as are all dead trees. He stated that any trees on private property they must receive permission from the owner. Logs and debris are left for homeowner and residents to take if wanted, and will be cleaned up and removed by a separate crew if not. Mr. Nourse stated if residents had concerns about the tree trimming and removal they can call Eversource at the 800-662-7764.

Chemical Costs – Mr. Nourse reported that the Water Treatment chemical cost is up 71% and the Wastewater chemical cost are up 26%. He stated that follow up from last month was to provide what percentage the cost of chemicals were to the overall water and sewer fund budgets. He stated it is 5% of Water Fund O&M Budget and 1.5% of the Sewer Fund O&M Budget. Councilor de Geofroy asked about the unavailable chemical. Mr. Nourse stated that there is a nationwide shortage of Sodium Fluoride and we are unable to obtain it so is not being added. He noted that if necessary fluoride can be obtained by prescription from health care professionals.

Katie Lane Drainage Reconstruction – Mr. Nourse stated that in June he had provided the scope of work and cost to the Public Works Committee for the drainage reconstruction on City property at the end of Katie Lane and behind the Portland Street homes. The total cost was two hundred and seventy-eight thousand three hundred and ninety-nine dollars and forty-eight cents. \$278,399.48. He stated there are sufficient funds to complete that scope. Mr. Nourse noted that he had proposed the use of the City’s contracted service contractor per Bid #21-23. He stated that this bid goes out every couple of years and is awarded to the low bidder. Mr. Nourse explained that this bid and contractor pricing is use for projects when the magnitude is outside the ability of City Staff and sometimes for cost savings when consulting engineers may not be necessary. Consulting engineers can escalate a project cost when formal plans and documents are needed for bidding. Mr. Nourse noted that this contractor had met on site with this Committee and residents and had worked with City Staff to have plans made for the reconstruction of the drainage facilities in the area. Since last month’s meeting he has discussed the project with the Finance Department and they have suggested this topic go to the Finance Committee for a waiver of bidding. Mr. Nourse further explained that per the specifications of the bid this would fall under non-emergency work which is described as “work that is considered small scale, routine maintenance or repair to water distribution, wastewater or storm water collection system, streets, or sidewalks that the city does not have the equipment to complete. It is expected that the duration of such work will be short term and generally less than 4 weeks.” Mr. Nourse stated that the project while it is for the stormwater system it is not routine or small scale and may last

for more than four weeks. He noted that if the department does go out to bid, formal plans and bid documents will need to be drafted and managed by a consultant and he is not opposed to doing that, but wants the Committee to be aware that this will not happen in this year's construction season. Councilor Beaudoin noted that the drawings that were provided last month were of good quality and asked where they came from. Mr. Nourse stated that those were provided by a sub consultant of the contractor. Councilor Beaudoin asked if the cost for that was included in the proposed pricing. Mr. Nourse stated that it was.

Councilor Gray made a motion to recommend the full City Council send the discussion for a bid waiver to the Finance Committee. Councilor Beaudoin seconded the motion. The motion passed unanimously.

Councilor LaRochelle made a motion to adjourn the meeting at 8:38 pm. Councilor Beaudoin seconded the motion. The motion passed unanimously.

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

Evans Road Paving Survey

Address	I Do	Do Not	Comments
0 Evans	X		Please also pave the end of Stage Coach Rd due to constant build up of road material from plowing & road maintenance.
15A & 15B Evans	X		If not paved please grade and maintain with dust control.
16 Evans		X	We already have issues with cars coming too fast over the blind hill towards our driveway. We have had several near misses already.
31 Evans	X		
33 Evans	X		At the very least, we would ask that the maintenance to the road be increased. If paving is not selected we ask that a beter base be applied per the standards Peter spoke about durning the meeting.
34 Evans	X		
35 Evans		X	
35A Evans	X		
40 Evans	X		Either pave the road or find an alternative surface material that will reduce dest and mud.
50 Evans	X		
51 Evans	X		If not paved we would like to have a more regular routine maintenance put in place. We feel grading the road two times a year is not enough. In the past reclaimed was used on the road not only helped with dust but also lasted longer.
55 Evans	X		If not paved please maintain with dust control.
61 Evans	X		
75 Evans		X	

Option 1**Evans Rd. - Enhanced Gravel Road**

Work Item	Estimated Cost	Cumulative Est. Cost
Erosion/Sed Control	\$20,860	\$20,860
Culvert Replacement	\$25,960	\$46,820
Centerline Adjustment	\$20,893	\$67,713
Underdrain	\$44,860	\$112,573
Shape Base	\$19,630	\$132,203
Reestablish Ditch Lines	\$49,087	\$181,290
Add 6" Crushed Gravel	\$64,888	\$246,178
Contingency 10%		\$24,618
Total		\$270,796

Option 2**Evans Rd. - Enhanced Asphalt Reclaim Road**

Work Item	Estimated Cost	Cumulative Est. Cost
Erosion/Sed Control	\$20,860	\$20,860
Culvert Replacement	\$25,960	\$46,820
Centerline Adjustment	\$20,893	\$67,713
Underdrain	\$44,860	\$112,573
Shape Base	\$19,630	\$132,203
Reestablish Ditch Lines	\$49,087	\$181,290
Add 6" Asphalt Reclaim	\$55,000	\$236,290
Contingency 10%		\$23,629
Total		\$259,919

Option 3**Evans Rd. - Enhanced Asphalt Millings Road**

Work Item	Estimated Cost	Cumulative Est. Cost
Erosion/Sed Control	\$20,860	\$20,860
Culvert Replacement	\$25,960	\$46,820
Centerline Adjustment	\$20,893	\$67,713
Underdrain	\$44,860	\$112,573
Shape Base	\$19,630	\$132,203
Reestablish Ditch Lines	\$49,087	\$181,290
Add 6" Asphalt Millings	\$97,369	\$278,659
Contingency 10%		\$27,866
Total		\$306,525

Option 4**Evans Rd. - Asphalt Paved to City Standards**

Work Item	Estimated Cost	Cumulative Est. Cost
Erosion/Sed Control	\$20,860	\$20,860
Culvert Replacement	\$25,960	\$46,820
Centerline Adjustment	\$20,893	\$67,713
Underdrain	\$44,860	\$112,573
Shape Base	\$19,630	\$132,203
Reestablish Ditch Lines	\$49,087	\$181,290
Add 6" Crushed Gravel	\$64,888	\$246,178
2.5" Binder HMA	\$136,222	\$382,400
1.5" Wear HMA	\$62,790	\$445,190
Contingency 10%		\$44,519
Total		\$489,709



transform your environment

INTRODUCTION

- John Sykora, Weston & Sampson

TERMS & DEFINITIONS

- gpd: gallons per day
- mgd: million gallons per day
- gpdim: gallons per day per inch per mile
- SSO: Sanitary Sewer Overflow
- SSES: Sewer System Evaluation Survey
- Infiltration: Groundwater entry into sewer system via pipe and manhole defects
- Inflow: Surface runoff entry into sewer system via storm system, roof leaders, sump pumps, etc.
- I/I: Infiltration and Inflow
- CCTV: Closed Circuit Television Inspection
- CMOM: Capacity, Management, Operation and Maintenance

WHAT IS I/I?

Infiltration and Inflow (I/I) is extraneous water that enters a sewer and reduces the useful life and capacity of the sewer system and treatment facility

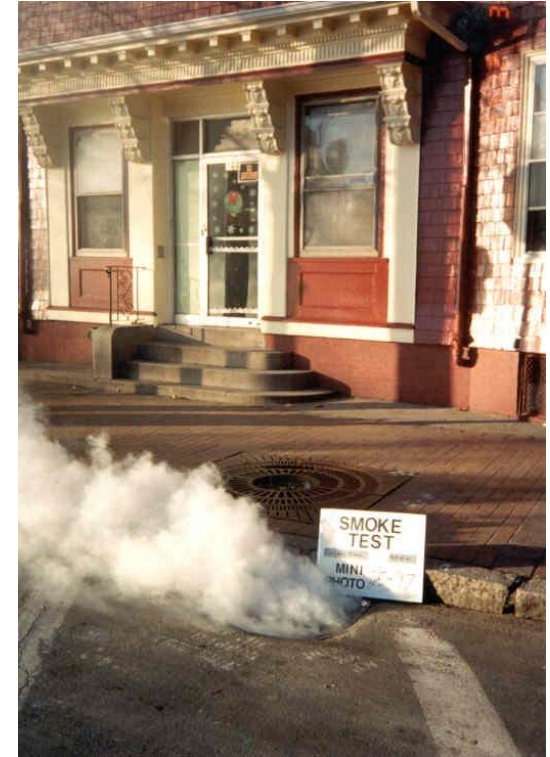
WHAT IS INFILTRATION?

Groundwater entering through leaking pipe joints, breaks, or manhole defects. This occurs when the system undergoes material and joint degradation, as well as when it is poorly designed and constructed



WHAT IS INFLOW?

Rainfall entering through direct connections such as roof leaders, yard drains, catch basins, sump pumps, defective manhole covers and frame seals, or indirect connections with storm sewers



INVESTIGATIONS

INFILTRATION INVESTIGATIONS

- Television Inspection
- Manhole Inspections
- Flow Isolation



Scheduled for Fall
2022

INVESTIGATIONS

INFLOW INVESTIGATIONS

Smoke Testing Scheduled for
August-September 2022

- Smoke Testing
- Internal Building Inspections
- Dye Testing

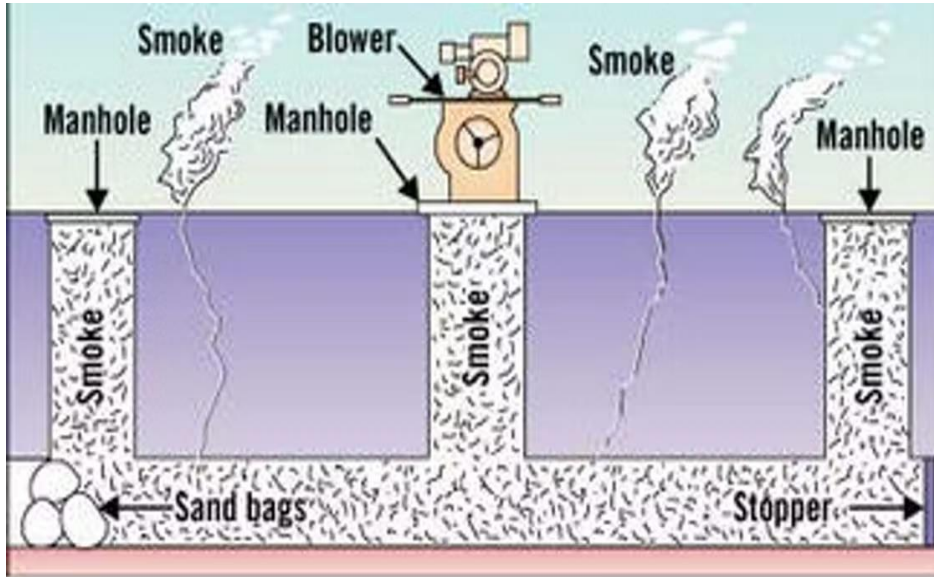


AUGUST- SEPTEMBER INVESTIGATIONS 2022



- Smoke Testing-250,000 lf
- Approximately half of the city-wide sewerage linear footage
- Reporting

WHAT IS SMOKE TESTING?



- Introduce smoke into sewer system
 - Non-Toxic Smoke
 - Blow smoke into piping
- Observe where smoke surfaces
- Document

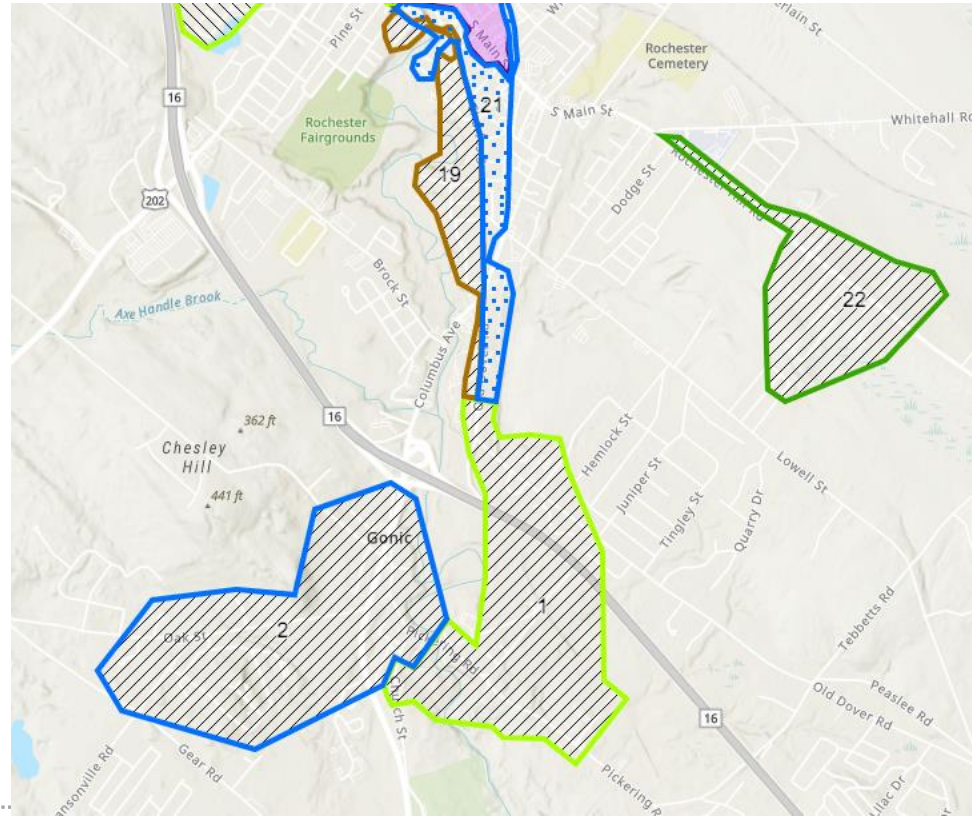
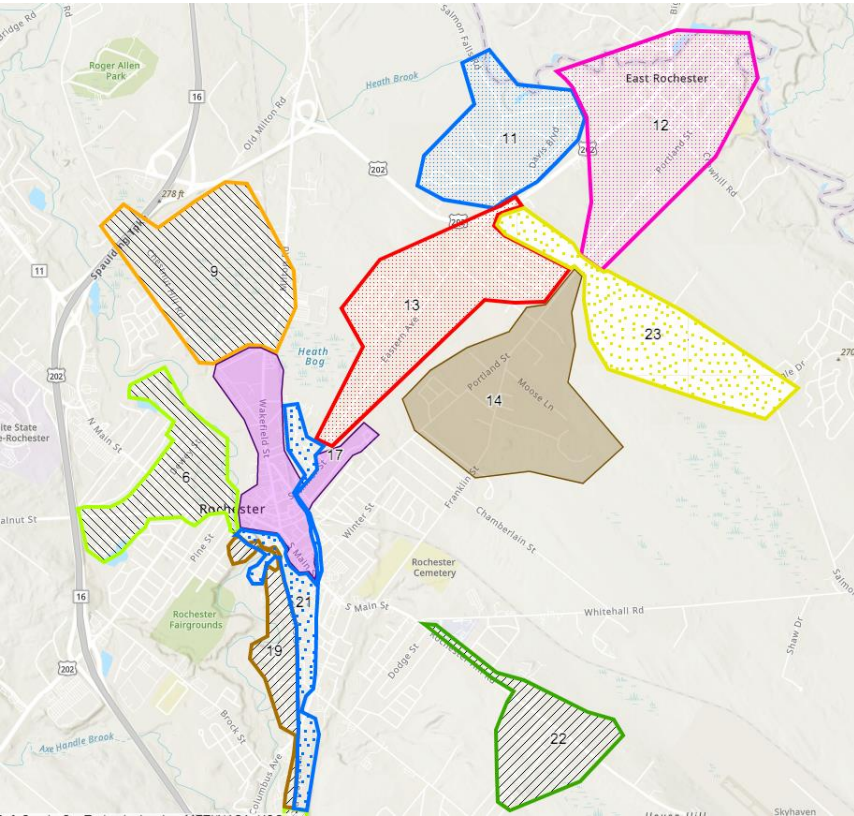
WHAT ARE WE LOOKING FOR?



SMOKE TESTING EQUIPMENT?



SMOKE TESTING AREAS



PUBLIC NOTICE



Pre-Noticing to home owners.

- Notify public (1-2 weeks prior)
- Local media and local fire, police, 911 call center
- Handouts to Residents/ Businesses
- Day of Notifications
 - locations, appropriate actions, phone number to relay concerns

PUBLIC NOTICE

Press Release Statement

**Smoke Testing to be Conducted
August X, 2022 to September XX, 2022**

In order to improve the sewer service in your area, on behalf of the City of Rochester, Weston & Sampson will be conducting smoke testing of the sanitary sewer between August X and Sept. X, 2022. Testing will take place from 7:00 a.m. to 5:00 p.m., Monday through Friday, weather permitting.

The purpose of smoke testing is to locate sources of rainwater entering the sanitary sewer. During the test, white smoke is introduced to the sanitary sewer system via a smoke-generating machine. During this procedure, white smoke will be venting from holes in manhole covers located in the street and from plumbing vent pipes located on or near your roof surface. THIS IS NORMAL AND SHOULD NOT CAUSE ALARM.

Smoke should not enter your premises unless there is either a dry trap in an unused fixture or a plumbing defect. You may wish to pour two gallons of water down your basement floor drain or unused plumbing fixture to ensure that the drain trap will be effective.

Should smoke be detected within your building, do not be alarmed. The smoke is NON-TOXIC, NON-STAINING, and dissipates quickly through open windows. IF YOU HAVE A LUNG AILMENT or RESPIRATORY CONDITION SUCH AS ASTHMA OR EMPHYSEMA, STAY AWAY FROM THE SMOKE. Any smoke within a building should be immediately reported to the persons conducting the tests.

Weston & Sampson Engineers, Inc. company vehicles are black with the company name on the sides and their smoke testing personnel will be wearing shirts with the Weston & Sampson markings and a current Weston & Sampson ID card.

Any questions should be directed to Weston & Sampson at (603) 570-6318. Please leave a message including your name, address, and telephone number and you will be responded to promptly.

***NOTICE* SMOKE TESTING**

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During the test, white smoke is introduced to the sanitary sewer system via a smoke-generating machine. During this procedure, white smoke will be venting from holes in manhole covers located in the street and from plumbing vent pipes located on or near your roof surface. THIS IS NORMAL AND SHOULD NOT CAUSE ALARM.

Smoke should not enter your premises unless there is either a dry trap in an unused fixture or a plumbing defect. You may wish to pour two gallons of water down any floor drains or unused plumbing fixture to avoid this possibility.

Should smoke be detected within your building, do not be alarmed. The smoke is NON-TOXIC, NON-STAINING, and dissipates quickly through open windows. IF YOU HAVE A LUNG AILMENT or RESPIRATORY CONDITION SUCH AS ASTHMA OR EMPHYSEMA, STAY AWAY FROM THE SMOKE. Any smoke within a building should be immediately reported to the persons conducting the tests.

PRIOR TO SMOKE TESTING, THE CITY OF ROCHESTER MUST IDENTIFY LOCATIONS OF RESIDENTS WITH POOR HEALTH CONDITIONS. ALTHOUGH THE SMOKE IS NON-TOXIC AND NON-STAINING, IT IS CAPABLE OF CAUSING IRRITATION, ESPECIALLY TO THOSE WITH LUNG AILMENTS SUCH AS ASTHMA OR EMPHYSEMA. IF YOU HAVE A RELATED HEALTH CONDITION, PLEASE CONTACT WESTON & SAMPSON ENGINEERS, INC. AT (603) 570-6318. PLEASE LEAVE A MESSAGE INCLUDING YOUR NAME, ADDRESS, AND TELEPHONE NUMBER AND YOUR CALL WILL BE RETURNED PROMPTLY.

THE TEST WILL BE PERFORMED WITHIN ONE TO THREE BUSINESS DAYS AFTER RECEIVING THIS NOTICE AT YOUR HOME, PENDING WEATHER CONDITIONS.

PLEASE NOTE:

- YOU ARE NOT REQUIRED TO BE AT HOME DURING THE SMOKE TESTING
- IF YOU WILL NOT BE HOME DURING THE DAY, PLEASE TAKE PRECAUTIONS TO VENTILATE THE AREA WHERE YOUR PET WILL BE.

If you have specific questions regarding the inflow source removal program, please call Rochester's DPW's phone number at 603-332-4096.

COMMUNICATION IS KEY



- Weston & Sampson Staff will be available before, after and during testing to answer any questions
- Notify public when testing has been completed in their area
- Ongoing communication is key!

THANK YOU!

Contact info:

John M. Sykora III

sykoraj@wseinc.com

603-570-6318

Questions?



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

45 Old Dover Road • Rochester, NH 03867

(603) 332-4096

Fax (603) 335-4352

www.rochesternh.net

INTEROFFICE MEMORANDUM

TO: Katie Ambrose, Deputy City Manager
Kim Conley, Human Resources

FROM: Peter C. Nourse, Director of City Services

DATE: May 16, 2022

SUBJECT: FY23 Budget Proceedings: Follow up for Councilor Beaudoin's
Question on Public Works Department Attrition Rate

CC: Blaine Cox, City Manager

At the May 6th Budget hearing I indicated that the department has struggled with employee retention. Requested was the “attrition rate” of employees. I have maintained a journal of employee additions and deletions from the department workforce and the reasons therefore to the best of my knowledge. Much of the turnover is due to wage shortfalls when compared with other communities and sometimes the private sector. The Jacobs Workforce Study presented to the Council indicates that Rochester’s water/wastewater workforce compensation is about 18% below the municipal regional average for similar work.

Below is a list of department positions by year that saw employees depart from City service. Many departed for higher wages elsewhere. None listed are due to Retirements, disability or disciplinary issues. The number indicates a 30% turnover rate in five years.

2022	Wastewater Treatment Operator	Wastewater Treatment Facility
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2021	Municipal Supervisor;	Utilities Division
2021	Light Equipment Operator	Utilities Division
2021	Medium Equipment Operator	Highway Division
2021	Mechanic	Highway Division
2021	Mechanic	Highway Division
2021	Wastewater Maintenance Mechanic	Wastewater Treatment Facility
2021	Wastewater Maintenance Mechanic	Wastewater Treatment Facility
2021	Wastewater Lead Mechanic	Wastewater Treatment Facility
2020	Wastewater Maintenance Mechanic	Wastewater Treatment Facility
2020	Light Equipment Operator	Highway Division
2020	Light Equipment Operator	Utilities Division
2019	Light Equipment Operator	Highway Division
2019	Maintenance Mechanic	Public Buildings and Grounds
2019	Admin Assistant II	Admin Division
2019	Admin Assistant II	Admin Division
2019	Municipal Supervisor	Utilities Division
2018	Water Treatment Operator	Water Treatment Plant
2018	Assistant City Engineer	Engineering Division
2017	Wastewater Lead Mechanic	Wastewater Treatment Facility
2017	Light Equipment Operator	Highway Division

Training a new employee requires a significant resource of existing staff. New employees often obtain trade licenses or qualifications at the expense of Rochester's staff and funds. Too often these employees move on to other communities after a short time with the City, beyond the short-term resulting in a waste of City resources.