

**Public Works and Buildings Committee**

**Meeting Minutes**

**September 17, 2020**

**Meeting Conducted Remotely**

**MEMBERS PRESENT**

Councilor David Walker, Chairman

Councilor Jim Gray- Vice Chairman

Councilor Don Hamann

Councilor Chris Rice (7:15PM)

**MEMBERS ABSENT**

Councilor Doug Lachance

**OTHERS PRESENT**

Blaine M. Cox, City Manager

Peter C. Nourse PE, Director of City Service

Daniel Camara, GIS / Asset Management

Ronda Boisvert, Admin DPW – Vast Broadcast Operator

**MINUTES**

**Councilor Walker called the Public Works and Building Committee to order at 7PM and he read the following statement:**

**Good Evening, as Chairperson of the Public Works and Buildings Committee I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A: 2, III (b).**

**Federal, State and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and services, which are vital to public safety and confidence during this emergency. As Such this meeting will be conducted without a quorum of this body physically present in the same room.**

**In addition to the following public access information, the Public Works and Buildings Committee will be allowing the public to come to City Hall and speak to the Committee via video conferencing software for the Public Input portion of this meeting. In an effort to adhere to CDC guidelines-enter only at the front Wakefield entrance and exit out the side closest the PD and adhere to 6 foot social distancing while inside. Hand sanitizer and face masks will be available at the Wakefield entrance.**

**For public access to the meeting by telephone: At this time, we welcome members of the public accessing this meeting remotely. In order for any public attendee to be allowed to**

comment during the public input portion of our meeting, you must have registered before the meeting with your name and the telephone number that you will use to call in. You may register now online [here](#) or by copying or typing the following address into your browser: <https://bit.ly/35Ru0Wu>. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum do apply. Any person found to be disrupting this meeting will be asked to cease the disruption. If the disruptive behavior continues thereafter, that person will be removed from this meeting. The public can call-in to listen at the below number using the conference code.

Phone Number: 857-444-0744

Conference Code: 843095

**Public Access Troubleshooting:** If any member of the public has difficulty accessing the meeting by phone, please email [ronda.boisvert@rochesternh.net](mailto:ronda.boisvert@rochesternh.net) or call 603-332-4096.

**Public Input:** Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for public input, while still ensuring participant safety and social distancing. In lieu of attending the meeting, those wishing to share comments, are encouraged to do so by the following methods:

- **Mail:** Rochester Public Works & Buildings Committee 45 Old Dover Road, Rochester, NH 03867 (*must be received at least three full days prior to the anticipated meeting date*)
- **Email** – [Lisa.Clark@rochesternh.net](mailto:Lisa.Clark@rochesternh.net) (*must be received no later than 4:00 pm of meeting date*)
- **Voicemail** 603-335-7572 (*must be received no later than 12:00 pm on said meeting date in order to be transcribed*)

Please include with your correspondence the intended meeting date for which you are submitting. *All correspondence will be included with the corresponding meeting packet (Addendum).*

**Roll Call:** Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When called, each member should state their name and ward, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law. Additionally, Committee members are required to state their name and ward each time they wish to speak. “

The roll call:

<i>Councilor Hamann</i>	<i>Ward 5</i>	<i>Present</i>
<i>Councilor Gray</i>	<i>Ward 6</i>	<i>Present</i>
<i>Councilor Walker</i>	<i>Ward 5</i>	<i>Present</i>

Councilors Rice and Lachance not present.

#### 1. **Public Input**

Councilor Walker asked Ms. Plaia if there were any members at City Hall waiting to speak to the Committee. Ms. Plaia stated there was not. Councilor Walker asked Ms. Boisvert if there were any members of the Public waiting in the virtual lobby that wanted

to speak to the Committee. Ms. Boisvert stated that there was not.

## 2. **DPW Facility**

Mr. Nourse stated that the New DPW was at 11% completed or stored, the concrete slab is being poured for the administration building and they are looking to complete all concrete work by end of October. He stated that the metal roof is going on at the salt shed and 90% of all underground utilities on site are completed. This includes water, electrical and gas lines. Mr. Nourse explained that the City is in the process of finalizing the Power Purchase Agreement (PPA) for the solar array. Mr. Camara displayed the aerial photos captured by an employee from the IT department. Mr. Nourse explained that the employee is a drone operator that has volunteered to take photos of the project along the way. Mr. Nourse stated that the DPW Facility Project has a 8% contingency budget of \$1,414,920.00. He explained that currently there are three approved change orders with a net total credit balance of \$-8,542.00. Mr. Nourse stated that of that number, there was \$6,258.00 for the onsite work required for the propane to natural gas conversion and the Unitil cost to run the natural gas down Chestnut Hill Road was \$175,820.00 for a total of \$182,078.00. He explained the annual expected cost savings of \$42,940.00 based on btu's. He stated that the payback period based on these figures is 4.14 years. Mr. Nourse stated that a late October site walk for the Committee is planned.

**Councilor Rice joined the virtual meeting and apologized for being late.**

## 3. **Rochester Neck Road Street Acceptance**

Mr. Nourse stated the Waste Management of NH has submitted the petition and documentation necessary for acceptance of the relocated Rochester Neck Road. He stated that Planning, Legal and Public Works Departments have reviewed documents including lot line adjustments, plans, deeds, easements, meets and bounds, and materials quality testing reports. Mr. Nourse stated that the staff and this Committee completed site walks. He stated all departments recommend acceptance of the roadway and note that it is completed with the exception of (2) cobra head lights and roadway striping. Mr. Nourse explained that the roadway striping is scheduled for 10/16/2020 which is after the scheduled acceptance of 10/6/2020. He explained that the roadway will open after striping is complete. Councilor Walker asked if the light fixtures would be up prior to the vote. Mr. Nourse stated that the City is in the process and will be working with Eversource to complete the light installation. He stated they would likely go up after the acceptance vote.

***Councilor Hamann made a motion to recommend that the full City Council accept the newly located portion of Rochester Neck Road Councilor Rice seconded the motion. A roll call vote was taken***

<b>Councilor Rice</b>	<b>Ward 5</b>	<b>Yes</b>
<b>Councilor Hamann</b>	<b>Ward 6</b>	<b>Yes</b>
<b>Councilor Gray</b>	<b>Ward 5</b>	<b>Yes</b>
<b>Councilor Walker</b>	<b>Ward 4</b>	<b>Yes</b>

**4. Tebbetts Road / Old Dover Road Intersection-NHDOT Road Safety Audit**

Mr. Nourse stated that this item was discussed the previous evening at the Public Safety Committee (PSC) and that there was a presentation by the NHDOT Engineer that included short term and long term recommendations. Mr. Nourse stated that the issue going forward would be both a Public Safety issue and a Public Works issue as there will likely be infrastructure work. Mr. Nourse summarized the previous night’s presentation and intersection history. He recommended that the Committee watch the PSC video presentation on the City’s website. (18 page PDF Presentation attached to these minutes) He stated that the PSC has motioned and approved the recommendation that the Full City Council approve the NHDOT short term recommendations. He stated that those near term recommendations include relocations and additions of signs, refresh stop bar painting, brush and tree trimming and truck prohibition and the long term recommendations include two roundabout options. He stated that there is an option of a 80/20 NHDOT cost participation through the Highway Safety Improvement Project program (HSIP). Mr. Nourse express his concern for truck prohibition as this is a major route for trucks that would then divert truck traffic into the downtown. Councilor Walker asked if any of the data showed trucks involved in accidents. Mr. Nourse stated that he did not see any data showing accidents with truck involvement. Councilor Hamann stated although their PSC motion recommended implementation of the near term NHDOT recommendations, the discussion at PSC was lengthy and when discussion is held at the City Council, the truck prohibition can be discussed and approved or not approved based on the City Council discussion. Councilor Gray suggested a double headed flashing beacon. Mr. Nourse stated he would look in to that and he noted that the department had made an adjustment to quicken the current flashing cycle of the beacon at the intersection.

**5. North Main Street Crosswalk Project Update**

Mr. Nourse stated that this project is underway and is currently in design. Mr. Camara displayed a picture of a similar crossing beacon that has been used in other communities (attached to minutes). Mr. Nourse stated that there is a NHDOT certification process required for these type of traffic control devices. He stated that it is not a lengthy process but it is required. Mr. Nourse stated that it is likely that we will be able to use the existing light structures to illuminate the crossings. Mr. Nourse stated the lead time for

ordering these devices is 8-10 weeks and we are expecting to be out to bid in October. He stated that the device should be operational by early next year.

6. **Other.**

Councilor Walker asked all Committee Members if they had any items to bring up for discussion.

**Ian's Way** - Councilor Hamann stated that he lives on this street and was approached by his neighbors, 34 & 40 Ian's Way, regarding DPW's work on this road. Councilor Hamann shared their concerns as follows: 1.) The crew arrived on site 2 days prior to scheduled date, and the residents had planned on being home and could not be. 2.) The culvert was installed without using the connectors that were provided with pipe and they wondered if that would be a problem. 3.) The culverts appear lower than the slope of the ditch line and they believe the water will sit in the pipe and not flow through. 4.) The ditches were not re-established as expected. The excavated area was only near the driveways and they wondered if the crew was coming back. Mr. Camara displayed the pictures that Councilor Haman had taken earlier in the day. Mr. Nourse stated that the crew would be back in the area the next day for hydro seeding the work area. He stated that the staff had looked at the pitch and took elevations every 5' in the area. He stated that they noted that the culvert at 40 Ian's way was pitched the wrong way and the newly installed culvert is pitched correctly. Councilor Hamann and Mr. Nourse were in agreement that the Director would stop in to meet with the homeowners.

**Agenda Postings** – Councilor Gray stated that it had been brought to his attention that the City Hall posting of agendas for the Public Works and Public Safety Committees were not done. He stated that he wanted to thank staff for quickly handling it and putting a plan in place for the future meetings.

**Light at intersection of Brock and Old Gonic Road** – Councilor Walker stated that he had someone call him regarding this light still be out after several calls to DPW.

**Traffic Lights** – Councilor Rice asked that the Director look at the timing of the Union Street light at North Main and at the North Main and Cumberland Farms entrance. Mr. Nourse stated he would look into the timings.

**Four Rod Rd Culvert** – Mr. Nourse stated that Councilor Gray had questioned if traffic detours and a full road closure would ensure better curing of the material to be sprayed on to the culvert surface for this project. Mr. Nourse stated that he had looked into it and the material has a quick set time so full road closures would not be needed.

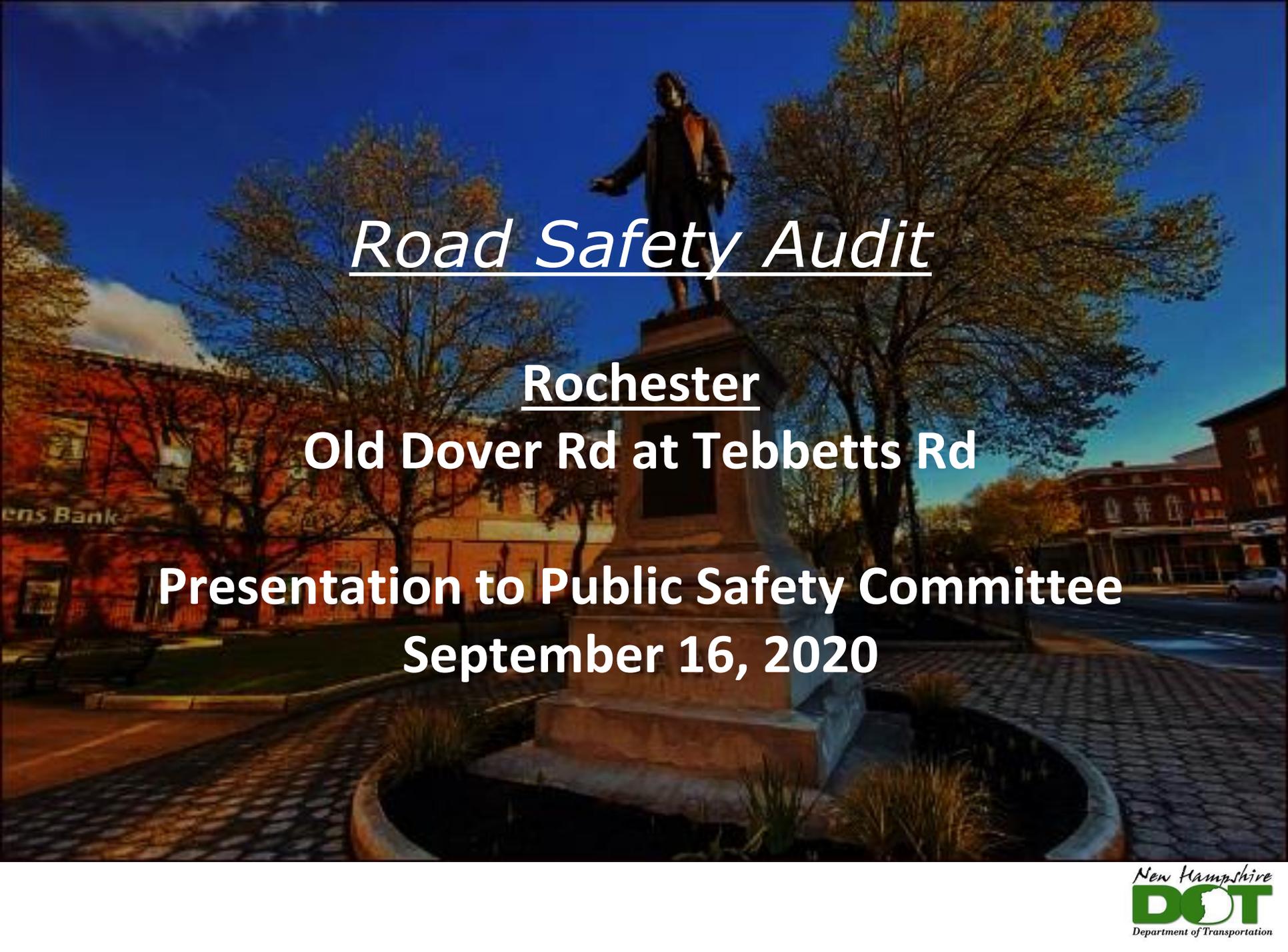
**Colonial Pines Project Update** – Mr. Nourse stated that the project is nearing completion. He stated that there has been 85 tie-ins, 3 waivers and 3 homes were greater than 100' from the installed sewer line and do not require connection. He stated that the homeowner options that have been finance by the City total about \$400,000.

*Councilor Hamann made a motion to adjourn at 7:50 pm. Councilor Rice seconded the motion.*

**A Roll Call Vote was taken:**

<b>Councilor Rice</b>	<b>Ward 5</b>	<b>Yes</b>
<b>Councilor Hamann</b>	<b>Ward 6</b>	<b>Yes</b>
<b>Councilor Gray</b>	<b>Ward 5</b>	<b>Yes</b>
<b>Councilor Walker</b>	<b>Ward 4</b>	<b>Yes</b>

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

A photograph of a town square in Rochester, New Hampshire. In the center is a statue of a man in a dark coat and hat, standing on a multi-tiered stone pedestal. The square is paved with cobblestones and surrounded by trees with autumn foliage. In the background, there are brick buildings, one of which has a sign for "Bank". The sky is a clear blue.

*Road Safety Audit*

Rochester

Old Dover Rd at Tebbetts Rd

Presentation to Public Safety Committee  
September 16, 2020

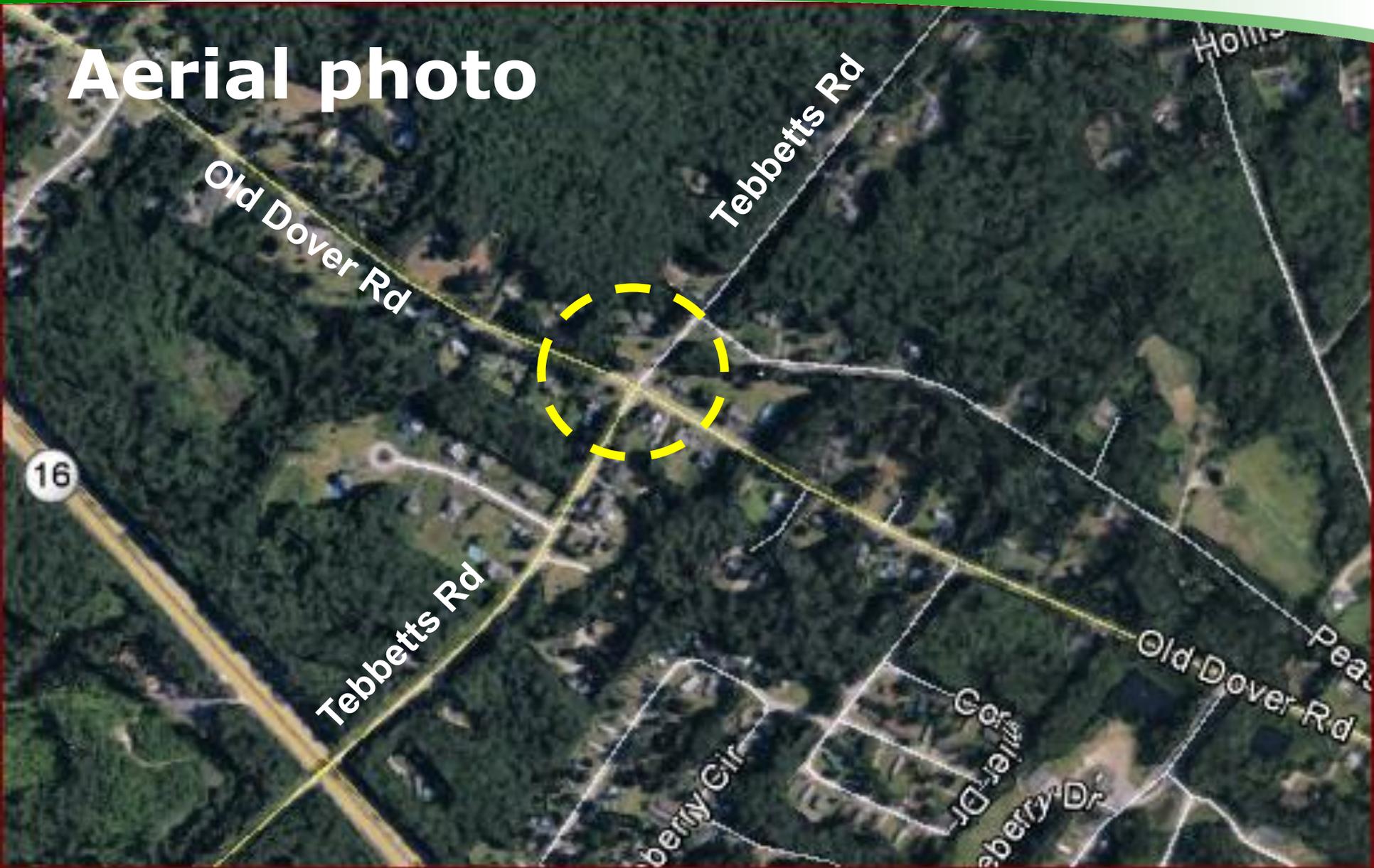
# Agenda

- What is a Road Safety Audit?
- Summary of existing conditions
- Key safety issues
- Recommended improvements
- Next steps

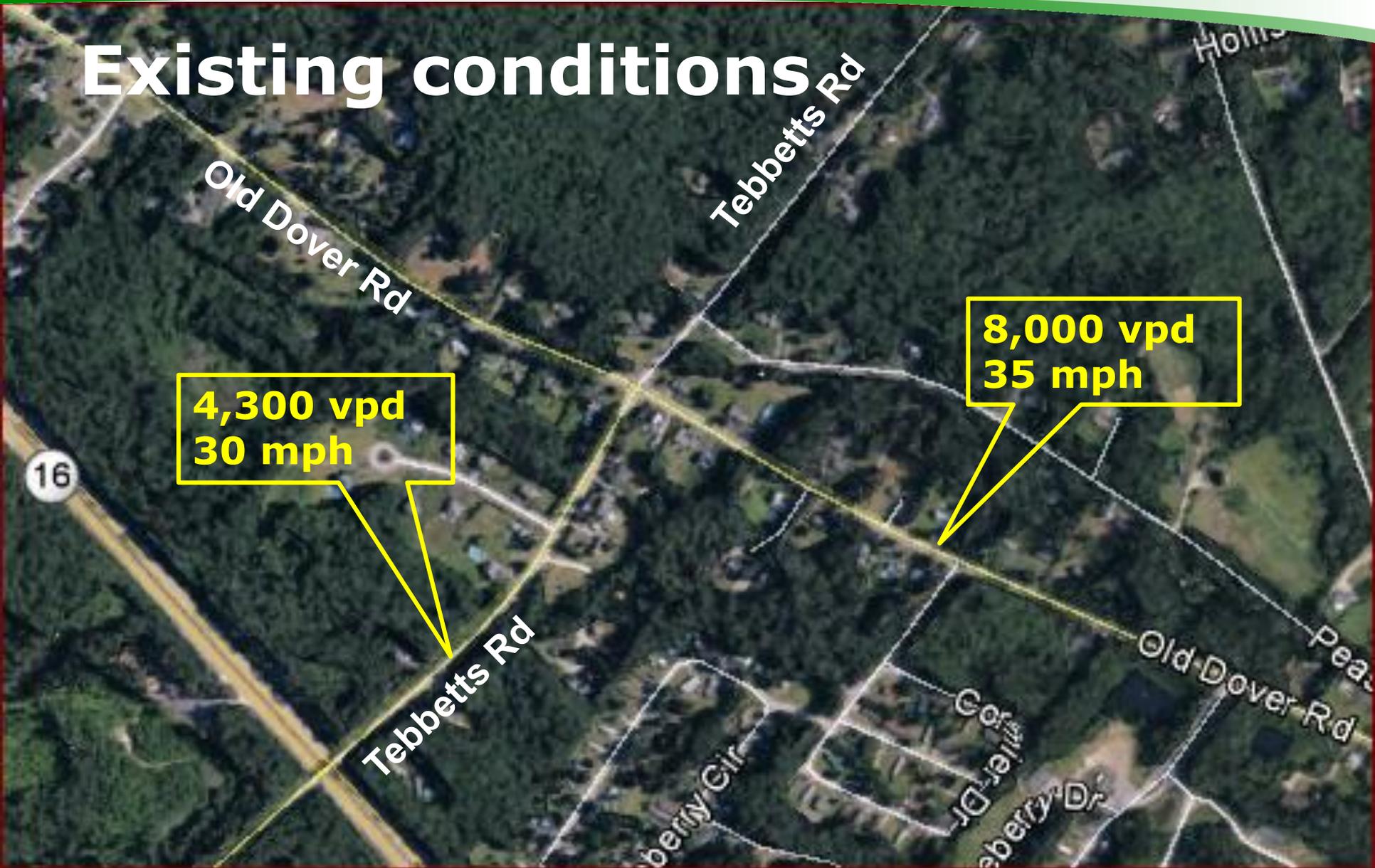
# What is an RSA?

- A formal safety performance evaluation.
- **Conducted by multi-disciplinary team.**
- Objective is to identify and **reach consensus** on safety issues and possible countermeasures

# Aerial photo



# Existing conditions



# Crash history

- 63 crashes in 11 1/2 years
  - 45 right angle collisions
  - 1 fatal, 3 serious injury crashes
- 30 collisions of SB vs Tebbetts
- 16 collisions of NB vs Tebbetts
- 15 crashes occurred from 3 to 4 PM

# Key Safety Issues – sight distance



# Key Safety Issues – behavior



# Key Safety Issues – trucks



# Key Safety Issues – fixed objects



# Improvement Alternatives

## -- Near term measures --

1. Clear roadside vegetation north of Tebbetts Rd to improve sight lines
2. Add SB intersection warning sign with name plaque
3. Relocate street name signs to make Tebbetts Rd more visible

# Improvement Alternatives

## -- Near term measures --

4. Adjust signs and beacons for visibility;  
replace flashing beacons with LED signs
5. Prohibit trucks from Tebbetts Rd

# Improvement Alternatives

## --Intermediate term measures --

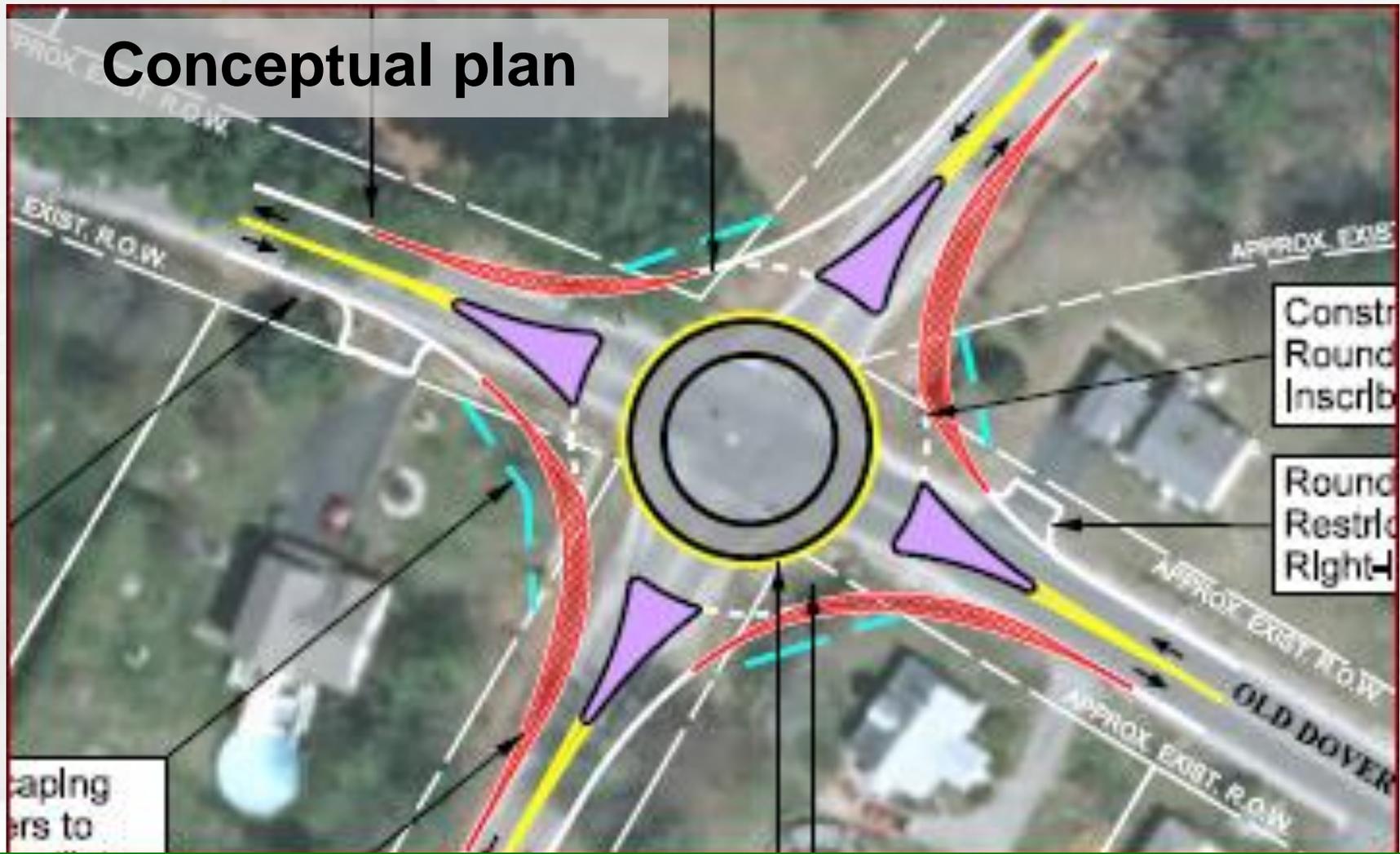
1. Convert control to 4-way stop
2. Eliminate redundant poles; relocate others

# Improvement Alternatives

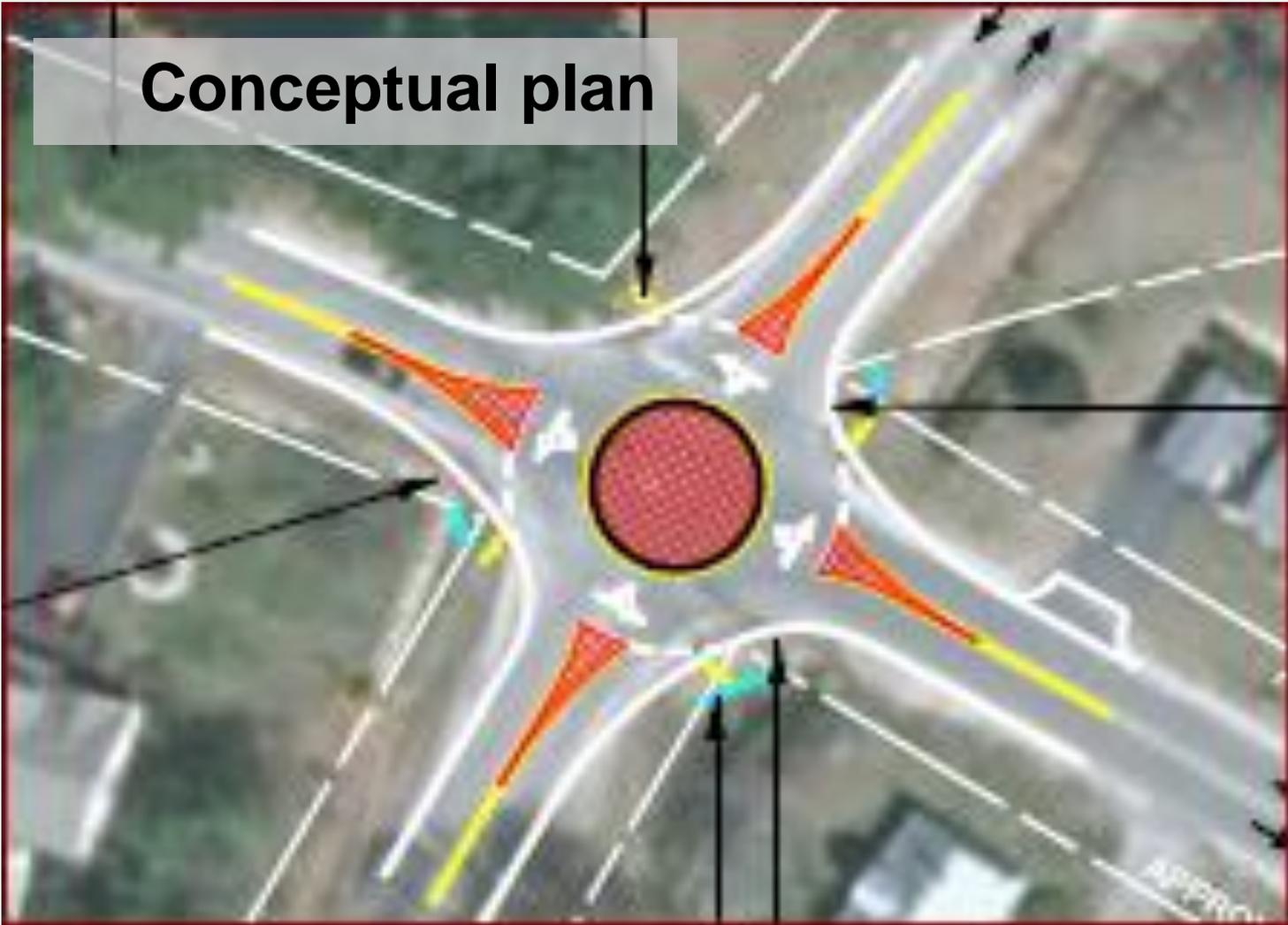
## -- Long term measures --

1. Traffic signal
2. Roundabout
  - Standard size
  - Compact size

# Roundabout - standard



# Roundabout - compact



# Recommended Next Steps

1. Near term: City pursue clearing, sign improvements, truck prohibition
2. Medium term: no feasible options
3. Long term: DOT advance project via Highway Safety Improvement Program

**Questions?**

**Michael.Dugas@dot.nh.gov**

**603.271.2604**



  
PUSH  
BUTTON TO  
TURN ON  
WARNING  
LIGHTS



STAPCO

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