

Public Works and Buildings Committee
City Hall Council Chambers
Meeting Minutes
October 15, 2020

MEMBERS PRESENT

Councilor David Walker, Chairman
Councilor Jim Gray- Vice Chairman
Councilor Don Hamann
Councilor Chris Rice
Councilor Doug Lachance

OTHERS PRESENT

Blaine M. Cox, City Manager
Peter C. Nourse PE, Director of City Service
Daniel Camara, GIS / Asset Management

MINUTES

Councilor Walker read the following statement:

Good Evening, as Chairperson of the Public Works 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 location.

a.) **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, when permitted, with the Public Works Committee (Public Hearing and/or Workshop settings) are encouraged to do so by the following methods:

- **Mail:** Public Works Committee, Rochester DPW 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 (*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).

In addition to the above listed public access information, **the City Council will be allowing the public to enter Council Chambers and speak in person during the Public Input portion of this meeting.** In an effort to adhere to CDC guidelines: enter only at the front Wakefield Street entrance and exit on the side closest to the police department and adhere to 6-foot social distancing while inside. Hand sanitizer and facemasks will be available at the Wakefield Street entrance. Participants will be admitted into Council Chambers one at a time to speak, and will exit directly thereafter. Please note; the seating in Council Chambers will not be available for the public during meetings.

At this time, I also welcome members of the public accessing this meeting by phone. The public can call-in to the below number using the conference code. This meeting will be set to allow the public to “listen-in” only, and there will be no public comment taken via conference line during the meeting.

Phone number: 857-444-0744 Conference code: 843095

b.) **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 each member states their name (and/or 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, Council members are required to state their name and ward each time they wish to speak.)

The roll call:

<i>Councilor Lachance</i>	<i>Ward 1</i>	<i>Present</i>
<i>Councilor Rice</i>	<i>Ward 5</i>	<i>Present</i>
<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 3</i>	<i>Present</i>

1. **Public Input**

Councilor Walker asked if there were any members at City Hall waiting to speak. There were none.

2. **FY21Recommended Pavement Program:**

Mr. Nourse explained that the \$1 Million of funding for the FY2021 Paving Rehabilitation funds is in the process of being appropriated. He stated that this program was originally cut from the FY2021 Budget due to concerns for City Revenue shortfalls related to the Covid 19 Pandemic. Mr. Nourse stated that the appropriation should be completed at the November 10, 2020 City Council Meeting and that he is seeking approval of the streets to be paved. He displayed the list on the monitor (ATTACHED) and asked that the Committee review and approve the streets as presented. Mr. Nourse explained that the last street on the list is Betts Road and will be completed if there is sufficient funding left from the FY2020 paving plan that has not been billed out in full.

Councilor Hamann made a motion to recommend that the full City Council approve the submitted streets for paving. The Streets included are sections or the entirety of the following streets; Chamberlain, Dartmouth, Edgewood, Nature, Sunset, Hobart, Crow Hill, Anctil, Norman, Ramsey, Donald, Four Rod, Phillips, Walbridge, Yale, Bickford and Betts Road to be added if funding is sufficient. Councilor Rice seconded the motion.

Councilor Gray asked the director if the Covid-19 Pandemic has resulted in any increase or decrease in paving costs. Mr. Nourse state that he would look into that and get back to the Committee. Councilor Gray discussed the School Department parking lots and the Creteau Tech Center funds available. Mr. Nourse stated that the School Department will can use the DPW Paving Contract and their own funding to complete their project. Councilor Gray advised the Committee that the School Department will likely need a supplemental appropriation if they are to pave both of the lots in the area.

A Roll Call Vote as follows:

<i>Councilor Lachance</i>	<i>Ward 1</i>	<i>Yes</i>
<i>Councilor Rice</i>	<i>Ward 5</i>	<i>Yes</i>
<i>Councilor Hamann</i>	<i>Ward 5</i>	<i>Yes</i>
<i>Councilor Gray</i>	<i>Ward 6</i>	<i>Yes</i>
<i>Councilor Walker</i>	<i>Ward 3</i>	<i>Yes</i>

3. Energy Savings – Capital Improvement Projects

Mr. Nourse disused the DPW Departments efforts to obtain rebates and incentives from Eversource as part of the NH Saves Energy Efficiency Programs. He explained that he wanted to keep the City Council informed of the Department’s commitment to receiving these funds. He stated that as part of new building projects or new equipment purchases the City meets with Eversource and their consultant to review the efficiencies that will be achieved as part of the project and they determine rebates and incentives based on those efficiencies. Mr. Nourse displayed a listing (ATTACHED) of projects that showed that the City has received approximately \$411,000 for several projects. He described the 2017 City Wide LED Lighting Project that had a CIP cost of approximately \$350,000. He stated that the project cost were to replace Cobra Head light fixtures on all City Streets with LED fixtures. He explained that with the \$50,000 rebate from Eversource and the estimated \$80,000 in annual lighting cost savings, this project had a 4 year pay back. Mr. Nourse explained that staff had also worked on updating current City Buildings with LED lighting and other efficiencies to obtain rebates and incentives. He stated that these projects are also shown in the spreadsheet.

4. DPW Facility Update.

Mr. Nourse stated that the new DPW facility is at about 20% completed with buildings and materials stored on site. He Displayed picture of the work in progress. (ATTACHED PHOTOS). Mr. Nourse stated that this Committee had requested an onsite meeting to be conducted in October. He asked if the members were available on October 21, 2020.

Councilor Walker suggested that 4PM would work. All Committee members stated their intent to attend at 4PM on October 21, 2020.

5. Amarosa Drive / Milton Road/ Salmon Falls Intersection & Utility Improvements

Mr. Nourse stated that the news had reported about the new manufacturing facility to be located on Amarosa Drive. Mr. Nourse explained that the City has previously considered the re-alignment of this intersection and that there had been studies and a conceptual design for the intersection. He stated that a re-alignment to a "T" intersection was recommended at the time. Mr. Nourse stated that although it was the City's desire to upgrade this intersection, now, due to the new facility, it is a high priority. He explained that the preliminary estimates for the re-alignment were approximately \$1 million. Mr. Nourse explained his concerns that the previous concept may not be sufficient to accommodate the level of traffic estimated for the new facility. Mr. Nourse stated there is no current funding for this project and in order to complete the needed traffic study and to design based on the proposed impacts, it will require a supplemental appropriation for the project. He stated that the developer is making a contribution to the improvements and he will defer to the Finance Department for a recommendation of the funding source, bonding or fund balance. Councilor Gray suggested an appropriation to get the engineering started.

Councilor Gray made a motion to recommend that the full Council approve a supplemental appropriation of \$200,000 from a source recommended by the Finance Department. The motion was seconded by Councilor Rice.

Councilor Lachance asked the Director to explain the needs of the new facility. Mr. Nourse stated that there are a lot of unknowns at this time and that he will be setting up a meeting soon with our engineers and theirs to determine the impacts and scope of improvements necessary. He stated he knows that this area will require a sewer extension and water improvements and he explained that he had just received the information regarding the number employees coming and going through the intersection per day. He said that recent information estimated 300 employees per each of three shifts, which could amount to as many as 1000 vehicles per day. Mr. Nourse stated that our consultant has been assisting us without billing at this time, but we will need funds to get the traffic study completed, the project scope laid out and to start design. Councilor Lachance suggested holding off on the supplemental appropriation until the impacts are more fully understood. Councilor Gray stated that regardless of what type of business goes into that facility the intersection has had issues since back in the Cabletron days and will need to be addressed. Councilor Rice asked if the State of NH would need to be involved. Mr. Nourse stated that NH DOT would need to be involved once the concept and design process begins. There was discussion as to whether the City Council should send this to the Finance Committee or the have the full City Council decide at the November meeting.

Roll Call Vote on the above motion:

<i>Councilor Lachance</i>	<i>Ward 1</i>	<i>NO</i>
<i>Councilor Rice</i>	<i>Ward 5</i>	<i>Yes</i>
<i>Councilor Hamann</i>	<i>Ward 5</i>	<i>Yes</i>
<i>Councilor Gray</i>	<i>Ward 6</i>	<i>Yes</i>
<i>Councilor Walker</i>	<i>Ward 3</i>	<i>Yes</i>

6. Inflow & Infiltration

Mr. Nourse explained the difference between Inflow and Infiltration (I/I). These terms describe the methods of penetration of stormwater (SW) and groundwater (GW) into the City's sewer system. That water is then sent to our Wastewater Treatment Facility (WWTF) for treatment via the system. He explained that the "clean" SW & GW is then treated at our WWTF as if it was sewerage and adds significant treatment cost to the sewer rate payer. Mr. Nourse stated that we estimate that cost to be as much as \$450,000 annually. He explained that aged and cracked sewer pipes allow "infiltration" into our system, and when stormwater from sump pumps, foundation drains, roof leaders or other stormwater is directly piped to our system it is considered "inflow". Mr. Nourse stated that this Inflow from homes or businesses is prohibited by City Ordinance and he stated that the elimination of the I/I may be mandated by the Environmental Protection Agency (EPA) as part of future permits. Mr. Nourse stated that we believe that up to 55% of the flow going to the WWTF is clean GW & SW. Mr. Nourse described the methods used to determine this percentage and he stated that he had consulted with Exeter NH and found that their system estimate was similar. Mr. Nourse described the steps that Exeter had used to identify that 70% of the I/I issues in Exeter were on the private property (Inflow) and 30% on the municipal side (Infiltration). Mr. Nourse explained Exeter's initiatives at isolating areas of Inflow and the efforts used and incentives given while working with private property owners to remove the illicit connections to the sewer system. Mr. Nourse stated that he will be discussing this more and that there was no action needed at this time, but he would like to keep the City Council informed that DPW will continue to prioritize the project to reduce the infiltration of SW & GW into our sewer systems. He cited CIP Infiltration Projects that are in the process such as the 2021 Woodman / Myrtle St. Reconstruction, the 2024 Winter St. Area Project, the 2025 Rochester Hill Road Project and the 2026 Linden St/King Street Area I/I projects. Mr. Nourse stated that the Inflow problem will be the most difficult to work through and education of the public will be important. He stated the flyer going out with the Utility Bills and a previous letter sent to the new sewer users in the Colonial Pines Project are a start to this process. He stated that funds have been appropriated for a city-wide Sewer Master Plan. The consultant selected for this project will guide us through the process of isolating and removing the illicit connections. Other Communities that have been working on this stated that this is a long-term and continually challenging process and that public awareness, education and support from the Governing Body is key to the success of the program.

7. Other

78 Wakefield Street – Councilor Lachance asked the Director if he was aware of the sewer issue at 78 Wakefield Street. Mr. Nourse state he was not. Councilor Lachance understood.

Downtown Comcast Project – Councilor Lachance asked if the Director if he could confirm that the asphalt patches would be temporary and that the concrete sidewalks would be corrected. Mr. Nourse stated that the asphalt patches were temporary and the concrete sidewalks would be repaired and new concrete panels will be put in place.

Linscott Court – Councilor Lachance discussed abandoning this small and in his opinion rarely used street. He stated that he would like to give the roadway to the Grace Church as they on property on one side and lease property from Profile Bank on the other side. Councilor Rice asked what the benefit would be to the Church. Councilor Lachance stated that the Church could then expand their campus. Councilor Hamann asked if there were any driveways off from the street. Councilor Lachance said there were not. He stated that the Church driveway was located on Wakefield Street with an outlet onto Linscott. Councilor Gray suggested if we were to entertain this idea, he would want to see the property combined into the existing lots. Councilor Lachance stated that it would require an easement for water and sewer as well. The Committee discussed that this road is used as a cut through and that there are alternate and safer routes for vehicle traffic to use. Councilor Lachance suggested adding this item to the next agenda for discussion. Councilor Walker stated that could be done. Councilor Gray stated he would like a formal request from the Church requesting the abandonment. He stated his assumption that ½ of the property would go to the church and ½ to the other abutting property, Profile Bank, and both properties would need lot line adjustment. Councilor Lachance stated that he would like to give it all to the Church. Councilor Lachance stated he would make a formal written request, and get it to the Committee, to abandon the street and donate it to the Church. Councilor Gray suggested that the letter should come from the Church.

Amarosa Drive – Councilor Gray asked about the cost of extending the sewer line and the what the water system needs might need. Mr. Nourse stated that the City Council will be discussing that at the October 20, 2020 City Council meeting

8. Non Public - RSA 91-A:3, II (c)

At 7:53PM Councilor Lachance made a motion to go into Non Public Session and cited RSA 91-A:3 II (c). The motion was seconded by Councilor Rice.

A Roll Call Vote:

<i>Councilor Lachance</i>	<i>Ward 1</i>	<i>Yes</i>
<i>Councilor Rice</i>	<i>Ward 5</i>	<i>Yes</i>
<i>Councilor Hamann</i>	<i>Ward 5</i>	<i>Yes</i>
<i>Councilor Gray</i>	<i>Ward 6</i>	<i>Yes</i>
<i>Councilor Walker</i>	<i>Ward 3</i>	<i>Yes</i>

At 8:25 Councilor Lachance made a motion to return to Public session and to Seal the minute indefinitely due to affecting reputation or rendering a position ineffective. The motion was seconded by Councilor Rice.

A Roll Call Vote:

<i>Councilor Lachance</i>	<i>Ward 1</i>	<i>Yes</i>
<i>Councilor Rice</i>	<i>Ward 5</i>	<i>Yes</i>
<i>Councilor Hamann</i>	<i>Ward 5</i>	<i>Yes</i>
<i>Councilor Gray</i>	<i>Ward 6</i>	<i>Yes</i>
<i>Councilor Walker</i>	<i>Ward 3</i>	<i>Yes</i>

Councilor Lachance made a motion to adjourn at 8:25 pm. Councilor Rice seconded the motion.

A Roll Call Vote was taken:

<i>Councilor Lachance</i>	<i>Ward 1</i>	<i>Yes</i>
<i>Councilor Rice</i>	<i>Ward 5</i>	<i>Yes</i>
<i>Councilor Hamann</i>	<i>Ward 5</i>	<i>Yes</i>
<i>Councilor Gray</i>	<i>Ward 6</i>	<i>Yes</i>
<i>Councilor Walker</i>	<i>Ward 5</i>	<i>Yes</i>

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

FY21 CIP Roadwork Assignments Recommended by Pavement Condition Index Program					
Roadway	Starting Cross Road	Ending Cross Road	Treatment	Estimated Cost	Runing Cost
Chamberlain	Portland	Franklin	FWM+2" overlay	\$91,764	\$91,764
Dartmouth	Sunset	Hillcrest	R/P	\$49,909	\$141,673
Edgewood	Sunset	Hillcrest	R/P	\$47,212	\$188,885
Nature	Sunset	Hillcrest	R/P	\$40,890	\$229,775
Sunset	Dartmouth	Nature	R/P	\$37,758	\$267,533
Hobart	NW End	Portland	R/P	\$20,184	\$287,717
Crow Hill	Spring	Green	FWM 2" OL	\$19,475	\$307,192
Anctil	Gonic	North End	Shim + 1" OL	\$11,493	\$318,685
Norman	NW End	Ramsey	R/P	\$36,888	\$355,573
Ramsey	Chesley Hill	Norman	R/P	\$20,329	\$375,902
Ramsey	Norman	North End	R/P	\$17,226	\$393,128
Donald	Chesley Hill	NE End	R/P	\$31,232	\$424,360
Four Rod Rd.	Sampson	Ten Rod	R/P	\$354,375	\$778,735
Phillips	South End	Flat Rock Bridge	R/P	\$24,621	\$803,356
Walbridge	SW End	Crimson	R/P	\$21,357	\$824,713
Walbridge	Crimson	Salmon Falls	R/P	\$15,309	\$840,022
Yale	Washington	Maple	R/P	\$37,497	\$877,519
Bickford	Dustin Homestead	Walnut	R/P	\$19,488	\$897,007
Betts	Cross	Milton Rd.	R/P	\$441,001	\$1,338,008

FY21 Appropriation: \$1M

Year	Division	Cost	Comments	Processing Date	Comment
2017	Eversource Incentive rebate	\$3,360.00	Public Buidings	12/19/2017	
2017	Eversource Incentive rebate	\$50,000.00	City Lights	9/19/2017	Lighting cost down Est 80K Annually, Project cost were \$350K total. Payback complete
2018	Eversource Incentive rebate	\$3,380.00	Public Buildings-downtown lights	5/8/2018	
2018	Eversource Incentive Rebate	\$5,170.00	WWTP-Mech Bldg	5/11/2018	
2018	Eversource Incentive rebate	\$710.00	WWTP -Admin Bldg	5/11/2018	
2018	Eversource Incentive rebate	\$425.00	WWTP: Grit Bldg	5/11/2018	
2019	Eversource Incentive rebate	\$700.00	WWTP - other	5/31/2019	
2019	Eversource Incentive rebate	\$74,435.00	Community Center	10/1/2019	
2020	Eversource Incentive rebate	\$56,000.00	WWTP - Automation System	9/30/2020	
2020	Eversource Incentive rebate	\$35,700.00	WWTP - Iris Valve install	9/30/2020	
2020	Eversource Incentive rebate	\$100,000.00	WWTP - Biosolids&Carbon Storage	Pending	
2020	Eversource Incentive rebate	\$82,000.00	DPW Facility	Pending	
		\$411,880.00			









