

## **Public Works and Buildings Committee**

### **Meeting Minutes**

**June 20, 2019**

**Council Chambers**

#### **MEMBERS PRESENT**

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

#### **OTHERS PRESENT**

Blaine M. Cox, City Manager  
Peter C. Nourse PE, Director of City Services  
Daniel Camara, GIS / Asset Management Coordinator  
Mark Sullivan, Deputy Finance Director  
Nel Sylvain, North St  
Valerie Green, Oak Street  
Bill Arcieri, VHB  
Steven Brennan, Lobster Way  
William Brennan, Lobster Way  
Mark Sullivan, Deputy Finance Director  
John Dunster, Revision Energy

#### **MINUTES**

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

**1. Approve minutes from the May 16, 2019 Public Works & Building Meeting.**

Chairman Torr requested comments or a recommendation on last month's meeting minutes.

*Councilor Walker made a motion to accept minutes as presented for the May 16, 2019 Public Works & Building Committee meeting. The motion was seconded by Councilor Hamann. The Motion passed unanimously.*

**2. Public Input.**

**Paving** - Mr. Sylvain a resident of North Street, stated he and Councilor Walker had looked at 3 streets that were paved and in their opinion not done well or properly. Mr. Sylvain requested that Mr. Nourse provide him with the City's specifications for roadside gravel. He stated that he did not believe that the quality that was used by the paving contractor was sufficient. Councilor Walker displayed pictures of Scott Street and stated that there were areas of standing water and he expressed that there are areas where the

water is not making it to the drainage basins as it should. Councilor Walker stated that the water shut off at #8 was paved over. Councilor Walker passed out a sample of the gravel used on Scott Street for the Committee to see. Councilor Walker then displayed picture of North Street. He stated that the road drains into the driveways due to the large crown at the center. Mr. Sylvain said the last house on the right has a significant amount of water draining into his driveway. Councilor Walker stated that he believed that the City is working with the paving contractor to make the corrections on Sampson Road. Mr. Sylvain stated that they are using poor materials on the gravel shoulders and not compacting it. He stated that he did not think the City staff was monitoring the contractors and he questioned the reason why. Mr. Nourse stated that Sampson is being looked into for corrections at the contractor's expense. He stated it was paved in the rain without notification to the City so that we could inspect. Mr. Nourse stated that there are also drainage issues the City should address prior to re-paving. Mr. Nourse stated that Osborne was paved and the conditions of pavement and drainage, while not ideal, are much better than the pre-paving conditions. He stated that he had been there in the rain as well and there is one house with a secondary driveway that is blocking the drainage that has standing water. He stated that there is no culvert under driveway and the home owner is not complaining about the water issue. Mr. Nourse stated that he had observed the drainage structures working as planned. Mr. Nourse stated that North Street was paved in 2012 by Brox Industries and then in 2013 due to Mr. Sylvain's street drainage concerns for the area the City contracted with SUR Construction to install drainage on the street. He stated that the current conditions are good with minor cracking on the 7 year old pavement, small amounts of puddling overall and he stated that there is one house at the end where the water does pool, but there have been no complaints from the property owner. Mr. Sylvain stated that the road was in good shape. He stated that when it was paved the City's contractor hired subs and that the City was not overseeing the work as it was being done. Mr. Nourse stated that he could get estimates to go in and remove inches of pavement and materials and to repave the road. Councilor Walker stated his observation of the Osborn drainage was that it was not working and he asked if there were inspections at the time. Mr. Nourse stated that yes there was inspections at the time. He stated that the contractor's supervisory staff changed mid project and that the directions given for drainage had not been passed on to the new supervisor. He stated that the City did make the contractor go back in and fix the drainage. Councilor Varney stated that if there are issues with inspection Mr. Nourse can correct that. He also stated that the concerns being discussed tonight are occurring in numerous spots around the City then we can have Mr. Nourse get estimates to have the areas corrected and the Council can decide if that is necessary in an individual area based on the cost. Councilor Walker agreed but questioned whether City staff is performing inspections of the work. Mr. Nourse stated that inspections are being done while work is in progress. Mr. Nourse stated that we have a full time Assistant City Engineer and we are currently contracting

out 2 days of work with a consulting firm until we can hire a second Assistant City Engineer. He stated that position has been advertised but there has been limited interest in the position. Councilor Walker suggested estimates on North Street, Sampson and Osborn. He stated the Council could then vote on whether to make the suggested improvements on a case by case basis. Mr. Sylvain again requested the specification for roadside gravel.

**Recycling** – Ms. Greene from Oak Street in Rochester discussed progressive thinking for Rochester regarding recycling and initiatives that could be taken. She discussed mandatory recycling for businesses and bans on some products, such as straws and styrofoam, in City parks. The Committee listened and thanked Ms. Green.

3. **MS4 Permit Public Outreach -**

Mr. Nourse stated that our MS4 Permit went into effect last June (2018) and that permit requires a public outreach. He stated that as part of that public outreach there is a requirement for the City to publicly announce that our Stormwater Management Plan is available for public review and comment. He stated that it will be posted by the end of June on the City's website under the DPW section. He stated that the plan outlines the permit requirements and the City's plan for implementation of those requirements. Mr. Nourse introduced Bill Arcieri from VHB as the City's Consultant for MS4. Mr. Arcieri spoke in detail for the permit and what it entails. He described the 5 year term and the required milestones to meet. He discussed educational messages, public involvement, elicit discharge detection and elimination, review of erosion control measures for private development, post construction stormwater treatment regulations, and operations maintenance plans for City infrastructures. Councilor Varney asked if the funding was in place for the MS4 requirements. Mr. Nourse stated that it is currently funded and the City Council should expect to see annual amounts in the CIP Budgets to fund these requirements. Councilor Keans asked for a brief summary of the permit requirements for the City Council.(attached to these minutes).

4. **Pavement Moratorium – Gear Road**

Mr Nourse explained that Gear Road was paved in 2016. He stated that there is a request to put in water services for two homes on the private road Lobster Way. Mr. Nourse stated that the department recommends approving the cuts for water as one is for new construction and one is needed due to insufficient well water supply. He stated that staff has placed the standard pavement patch and will monitor the contractor to see that it is completed properly. Mr. Brennan stated that this is the best solution for his family as the soils are sandy and he believes that drilling a well would run very deep.

*Councilor Walker made a motion to recommend the full City Council waive the moratorium on Gear Road for the installation of the two water lines with the pavement patch recommended by the DPW. Councilor Hamann seconded the motion. The motion passed unanimously*

## 5. Project Updates

**Woodman & Myrtle Street Area Project** – Mr. Nourse stated that this project is the next phase of the Catherine, Sheridan and Granite St Project that was completed in 2016. He stated that this project is expected to go out to bid this winter. Mr. Nourse introduced Rick Davee and Stephanie Hubbard from Wright Pierce Engineers. Ms. Hubbard stated that this project includes Charles, Congress, Myrtle, Woodman, Liberty, and Academy Streets along with Davy Anne Locke Lane, Ela and Beaudoin Courts. Councilor Walker asked if current funding supported this entire area. Mr. Nourse stated that the funding does include all of these named streets. There was discussion of sections of Myrtle and Congress being made one way and there was discussion regarding some streets having sidewalks on one side due to the narrow areas. Ms. Hubbard stated that the current design includes a redesign of the municipal parking lot at the end of Congress Street and the corner of Charles Street. She mentioned the removal of the bump outs on Academy Street and she discussed an area that will tie into the area that is listed as part of the Riverwalk & Intervale. She stated that the outfall for stormwater, while it is in this area, the design will be cautious not to flood the area any more than it currently is. She stated it is considered a flood plain. Ms. Hubbard stated that the green space known as Woodman Park will be designed taking into account the historical significance of the park. An option of a historical fountain similar to the Torr Park Fountain was discussed. Councilor Hamann asked if the sidewalks would be bituminous or concrete and what type of curbing is included. Ms. Hubbard stated that the project has vertical granite curbing and she stated that there is a mix of concrete and bituminous sidewalks. Ms. Hubbard described concrete would be in areas that are currently concrete and along Charles Street, but bituminous is being considered on the back sections and less traveled areas of the project. Councilor Keans stated she would like to see a list of the concrete sidewalk and bituminous sidewalk areas. She stated that this project area is close to the downtown and has heavy foot traffic. Mr. Nourse asked if the Committee was in agreement with the plans as discussed for one way, and one side of the road sidewalks. He stated that the consultant will move forward with the design if so. Councilor Walker asked to see the data on volumes of water that would be sent to the interval area.

**Granite State Business Park Water Line Extension** – Mr. Nourse stated that the design has completed and that the project is out to bid and scheduled to open on 7/18/19. He stated that there are some final property and right of way negotiation in progress with North Coast Railroad and with Albany. He stated he expects construction to start this season. .

**Paving** – Mr. Nourse stated that we are on the optimal paving schedule with pavement starting in June instead of August. He stated that Brox Construction is well underway with FY19 approved paving list. Mr. Nourse then stated that he would run the PCI pavement model based on the FY2020 \$900,000 appropriation. He explained that the department had run the model with the 1.5 million that had been requested. He stated

with the different amount it would likely change the recommended streets based on the new number. Councilor Varney stated that we have approximately \$200,000 in cash de-authorization coming up that could be re-appropriated to paving. He suggested running the model with the 900,000 and with 1,100, 000. Councilor Varney asked if Mr. Nourse had the estimates for Betts Road and Estes Road to be consider as separate projects.

Councilor Varney asked if there is a sufficient amount of work that would warrant construction and bonding of these as separate projects. Mr. Nourse stated that Estes Road has significant amount of ledge and both Estes and Betts have considerable amounts of drainage work that would classify them as standalone projects for bonding. Councilor Varney asked that estimates be obtained for Estes and Betts Road. Mr. Nourse mentioned that he obtained the quoted for Laura Lane to remove approximately 12” of materials, replace culvert and to put in new gravel. He stated the total estimate is \$70,000. Councilor Walker asked what the paving estimate would be. Mr. Nourse stated that he had not obtained a quote per for paving per the Committee guidance. He stated he could get one.

**Arena Parking Lot Paving** - Mr. Nourse stated that if there are no objections he will be working with the Recreation Department to pave the entire parking lot at the arena. The Committee was in agreement.

**Strafford Square Public Meeting** – Mr. Nourse stated that the Public Informational Meeting was held 5/29/19 with over 100 attendees. The project was described in detail and roundabout history and operation was covered. He stated that more than half of the abutters were present at the meeting. Mr. Nourse stated that the next day he sent a mailing requesting appointments and he was able to schedule all but 2 abutter meetings. He said those meetings have occurred and the have gone fairly well with 12 of the 18 waiver evaluations and abutter compensations signed. The others have taken them home for consideration or are waiting for formal appraisals. Councilor Walker stated that he had attended and that the meeting was educational and well done.

**Rt. 202A Water Main Extension** – Mr. Nourse stated that a public information meeting was held on 6/12/19 with approximately 60 people present from Winkley Farm, Fiddlehead Lane, Dustin Homestead and Rt202A. The construction schedule was discussed along with homeowner option financing and the lien process involved. He stated that he had informed residents that tie-in was optional and that some areas would be stubbed off for future tie in and others along 202A would not be.

**Colonial Pines Sewer Extension Project** - Mr. Nourse stated that the project is moving along as scheduled. The construction has passed through Birch Drive and has moved across Old Dover Road and is now ongoing within the neighborhood. Mr. Nourse stated that there was some confusion from a few residents regarding liens on properties with the homeowner financing option. He stated that this is standard operating procedure regarding these loans. Mr. Nourse stated the liens are to insure the City’s interest and will ensure payment if the property is sold or changes hands. He discussed the surface

drainage work that may need to be completed. He stated he would get back to the Committee with pricing on drainage. Councilor Keans asked about the subsurface drainage that had been recommended years ago and talked about drainage ditches and pipes in her area. Mr. Nourse stated that subsurface system is not the issue and that the surface drainage is what we will be addressing. He stated that it is a combination system with ditches and drainage pipes.

New DPW Facility – Mr. Nourse stated that the building is at 60% design. He stated that the Committee had requested that City Staff look into the purchase of a solar array or a power purchase agreement (PPA) for the building and to come back with a recommendation. Mr. Nourse stated that he has worked with Deputy Finance Direct, Mark Sullivan and with John Dunster from Revision Energy and the recommendation is for a large array which is a 335KW system using the PPA. He stated that with the PPA there is no upfront cost for the City and although there are no guarantees there would likely be some significant savings on O&M electricity costs. Mr. Sullivan spoke and was in agreement on the recommendation for the PPA. There was discussion on maintenance and other unexpected cost. Councilor Hamann asked about maintenance, snow sliding, roof leaks, roof warranty problems and generator tie-ins. Mr. Dunster addressed the concerns raised explaining that all maintenance is done by the company that owns the equipment and the roof that is planned is the ideal roof for the array. He stated that there would be no harm or warranty issues with the roof. He stated that the owner of the PPA would be responsible for all maintenance on the structures and that the snow would slide off the roof and panels in the same way and would need to be planned for during design. Mr. Dunster stated that the generator tie –in is something that has been done at numerous facilities and would not be a concern. . Mr. Cox asked how long the term of the agreement is. Mr. Dunster stated that it is a 25 year agreement and that after 5 years the company that owns the PPA will have realized all of the tax benefits and the City would have the option to buy the array at a 40% discount. He stated that if not purchased the company that owns the PPA would be required to remove the structures if not purchased by the City.

***Councilor Varney motioned to recommend that the full City Council approve the large 335kw Solar Array using a PPA for the roof of the new DPW Facility. The motion was seconded by Councilor Keans. The motion passed unanimously***

Councilor Varney asked for a concise summary document for discussion at the full City Council meeting. **(attached to these minutes).**

**Biosolids and Carbon Storage Facility** – Mr. Nourse stated that last June (2018) the Committee was briefed on the anticipated funding short fall. He stated this short fall was anticipated due to the fluctuations in steel cost needed for steel pilings, the increased construction index cost, and the cost for SRF. He stated that the City had gone out to bid

and the short fall was higher than anticipated. He stated that there were only two bidders and that the bids were within 1-2 million of each other. He stated that the low bidder is currently working on the new Portsmouth facilities. Mr. Nourse stated that the City had bid it using alternates to separate out the cost of building the Biosolids Building, the Carbon Storage Building and the cost of going SRF with or without both buildings. Mr. Nourse stated that a supplemental appropriation is necessary. He stated that the cost of going SRF is outweighed by the principal forgiveness and the cash flow needs. Mr. Nourse stated to build only the required Biosolids building would require a supplemental of \$6,700,000 and to build both buildings it would be a supplemental of \$8,750,000. Mr. Nourse stated that the priority project is the Biosolids building but that due to permitting reasons we will likely have to move on the Carbon Storage Building within the next few years, so he would like to keep the 1.3 million currently funded in the budget for later if we opt to do just the Biosolids Building. Mr. Nourse stated he has met with Mark Sullivan to discuss this and the possible sewer rate impacts. Councilor Varney asked Mr. Sullivan how this would play into our currently planned Sewer debt service calculations. Mr. Sullivan stated it will add additional issued and unauthorized debt obligations to the rate projections that are determined by the timing of the projects that are to be funded and the timing of when debt payments finish on previous project. He stated this would put us up to an approximate 30 million and each million in theory adds \$0.11 to the anticipated rates. Councilor Varney asked when the supplemental would be needed. Mr. Nourse stated that the bids are to be held for 90 days and the funds would need to be available for award by mid-August. Councilor Varney asked Mr. Sullivan for the Sewer Rate Impact information. Mr. Sullivan stated that he will be going to Utility Advisory Board (UAB) in July. Councilor Varney asked if Mr. Sullivan could get that information to the City Council in July for the workshop meeting. Mr. Sullivan stated he would.

**Commons and Hanson Pines Playground** – Councilor Varney stated that the playgrounds project funding had been moved from FY21 to this next years budget (FY20). He asked if the construction would be done in this season. Mr. Nourse stated that he was in the process of defining the project and he would report back next month.

**6. Non Public RSA 91-A:3,II(d) Real Estate**

Chairman Torr stated that the next item is for a non-public session regarding real estate. *Councilor Walker made a motion at 8:57pm to go into Non Public Session per RSA91-A:3,II (d) regarding real estate. Councilor Hamann seconded the motion. A Roll call vote was taken with Councilor Varney, Keans, Walker, Hamann and Torr voting yes.*

Public Session was reconvened at 9:45pm

*Councilor Walker made a to seal the minutes indefinitely citing “to render a proposed action ineffective” Councilor Hamann seconded the motion. A Roll call vote was taken with Councilor Varney, Keans, Walker, Hamann and Torr voting yes*

7. Other

North Main Street Dam – Councilor Keans noted that there is a log that is hung up on the Dam at North Main Street and asked if it could be removed.

***Councilor Walker motioned to adjourn at 9:57 pm. Councilor Hamann seconded the motion. The motion passed unanimously***

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



## NH MS4 Permit Overview - Rochester

Across the State of New Hampshire, approximately 44 communities are subject to the United States Environmental Protection Agency's (USEPA) Municipal Separate Storm Sewer System (MS4) permit. The following is a brief overview of the required MS4 Plan submittals and the six Minimum Control Measures (MCMs) and water quality impairments. For the City of Rochester, the primary water quality impairments include bacteria and nitrogen according to USEPA.

**Table 1: Timeline to Complete Various Plans and Submittals**

MS4 Plans / Major Tasks	Description	EPA Deadline	Submittal
Notice of Intent (NOI) Form	General Info on City MS4 System & Receiving Waters	09-30-2018	Submitted to EPA
Stormwater Management Plan (SWMP)	Describes planned BMPs for 6 MCMs and WQ impairments	07-01-2019 (and update annually at a minimum)	Post on City Web site
Illicit Discharge Detection Elimination Plan (IDDE) Plan	Dry Weather Screening and Sampling Field investigations	07-01-2019	Attach to SWMP
	Catchment Investigation Plan: Wet Weather Screening	12-30-2019	Attach to SWMP
Operations and Maintenance (O&M) Plan	Pollution Prevention Measures for City Facility O&M Practices	07-01-2020	Attach to SWMP
Annual Report	Status Update on Measures Adopted to Comply with Permit	09-30-2019; every Sept. 30 <sup>th</sup>	Submit to EPA
Stormwater Mgt Regulation Update	Update stormwater treatment requirements for new and redevelopment projects	07-01-2020	Attach to SWMP
Nitrogen Source Identification Plan	Identify nitrogen sources and various control measures to reduce nitrogen inputs	07-01-2022	Submit to EPA

**Notes:** Both the SWMP and IDDE Plan are working documents. The initial documents are nearly 100% complete and will be completed by the July 1<sup>st</sup> deadline and updated annually thereafter (as needed). The O&M Plan is in draft form and expected to be completed well in advance of the 2020 deadline.

The following is a brief description of the six MCMs and additional water quality impairment requirements.

**MCM1: Public Education and Outreach.** A program to deliver targeted educational messages to residents, businesses, institutions, developers and contractors who perform activities that may affect stormwater quality and discharges to receiving waters.

**MCM 2: Public Involvement and Engagement.** An opportunity to allow public to participate and provide comments on the Stormwater Management Plan.

**MCM 3: Illicit Discharge Detection and Elimination (IDDE) Program.** A program to effectively detect through field inspections and eliminate illicit discharges within the MS4 regulated area.

**MCM 4: Construction Site Erosion Control Review and Inspections.** A program to ensure that proper sediment and erosion control measures are included on construction projects disturbing more than one acre and inspected for effectiveness.

**MCM 5: Post-Construction Stormwater Controls.** A program to ensure that adequate post-construction stormwater measures are included on development projects in the MS4 regulated area and these stormwater controls are maintained.

**MCM 6: Good Housekeeping and Pollution Prevention for Municipal Operations.** A program to ensure that stormwater pollution sources associated with municipal properties and facility operations and maintenance activities are minimized.

## Summary of Additional Requirements for Water Quality Impaired Waters

<b>Bacteria Impaired Waters</b>	<ul style="list-style-type: none"><li>• Sample for bacteria as part of IDDE outfall screening.</li><li>• Categorize outfalls as high priority for IDDE screening.</li><li>• Provide annual educational messages for pet waste and signs in parks &amp; other popular dog walking areas.</li><li>• Provide annual educational messages to promote septic system maintenance and routine pump outs.</li></ul>
<b>Nitrogen Impaired Waters</b>	<ul style="list-style-type: none"><li>• Sample for specific nutrient as part of IDDE outfall screening.</li><li>• Enhanced street sweeping at least twice/year for curbed streets.</li><li>• Annual educational messages for pet waste, fertilizer/grass clippings &amp; septic systems.</li><li>• Develop and implement Nitrogen Source Identification Plan.</li></ul>



# DPW SOLAR ARRAY

The Department of Public Works is planning on entering into a Power Purchase Agreement (PPA) for the installation of a Photovoltaic Solar system on the new DPW building. The goal is install an array that will offset as much of the building annual kWh consumption as possible. Based on the initial estimates by Weston & Sampson the building will use 403,000 kWhs per year the building can fit a 335KW solar array.

## PROJECT SUMMARY

SYSTEM SIZE.....335 KW  
 ESTIMATE ANNUAL PRODUCTION.....403,0000 KWHS  
 % OF ESTIMATED USAGE OFFSET.....100%  
 ESTIMATED ANNUAL SAVINGS TO THE CITY .....\$10K –15K PER YR

## PPA DETAILS

UPFRONT CAPITAL.....\$0  
 TERM.....25 YEARS  
 ESTIMATED YEAR 1 PPA RATE.....\$0.095/ KWHS (2% Annual Escalator)  
 BUYOUT OPTIONS .....ANY YEAR AFTER YEAR 5 (At Fair Market Value of System)  
 MAINTENANCE COST.....NO COST TO THE CITY WHILE UNDER THE PPA

## ESTIMATED SAVING

25 YEAR.....\$406,000 w PPA  
 25 YEAR B/O.....\$960,000