



City of Rochester, New Hampshire  
PUBLIC WORKS DEPARTMENT  
45 Old Dover Road • Rochester, NH 03867  
(603) 332-4096  
[www.RochesterNH.net](http://www.RochesterNH.net)



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## MEMO PUBLIC WORKS & BUILDING COMMITTEE AGENDA

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**TO:** PUBLIC WORKS AND BUILDINGS COMMITTEE  
**FROM:** PETER C. NOURSE, PE  
DIRECTOR OF CITY SERVICES  
**DATE:** November 12, 2020  
**SUBJECT:** Public Works & Buildings Committee Meeting  
Meeting Date *Thursday November 19, 2020 at 7PM*

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There will be a Public Works and Buildings Committee Meeting held on November 19 at 7PM at Rochester City Hall, 31 Wakefield St. This meeting will be broadcast on Cable 26 for Atlantic Broadband customers, and the meeting will be streamed online at City's website [WWW.Rochesternh.net](http://WWW.Rochesternh.net).

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 may 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](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).*

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.)

#### **AGENDA**

1. Public Input
2. .DPW Facility Update
3. Engineering & Architectural Service – RFQ 21-19
4. Unitil Regulator Station
5. Water Audit & Demand Analysis
6. Other