



*City of Rochester, New Hampshire*  
PUBLIC WORKS DEPARTMENT  
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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:** July 14, 2022  
**SUBJECT:** Public Works & Buildings Committee Meeting  
Meeting Date *Thursday July 21, 2022 at 7PM*

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There will be a Public Works and Buildings Committee Meeting held on Thursday July 21, 2022 at 7PM. This meeting will be at City Hall in City Council Chambers

### **AGENDA**

1. Approval of the June 16, 2022 PWC Minutes
2. Public Input
3. Update Evans Road
4. Sewer System Master Plan (SSMP) Summer Operations
5. Rt. 202A Water Main Extension Project
6. Animal Trapping
7. DPW Staffing Challenges
8. Other

**Public Works and Buildings Committee**  
**City Hall Council Chambers**  
**Meeting Minutes**  
**June 16, 2022**

**MEMBERS PRESENT**

Councilor Donald Hamann, Chairman

Councilor Jim Gray, Vice Chairman

Councilor John LaRochelle

Councilor Steve Beaudoin

**OTHERS PRESENT**

Peter C. Nourse PE, Director of City Service

Laura McDormand, Administrative Assistant

Jacob Hogue, DPW GIS

Jennifer Marsh, Assistant Economic Developer

David McNamara, Stantec Engineers

**MINUTES**

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

**1. Approval of May 19, 2022 Meeting Minutes**

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

**2. Public Input**

No Public Input

**3. Pavement Moratorium 44-55 North Main Street**

Mr. Nourse stated that this request is related to the renovation and construction of a six floor mixed use building that consists of first floor commercial spaces with residential apartments above. The moratorium is requested by the Developer and is necessary to connect water at the DPW preferred location on North Main Street. Mr. Nourse stated that connecting water to the existing water main in the Union Street lot that is at the back of the building is not advised as that would require tapping a pipe that is aged and in poor condition. He indicated that the Union Street Parking Lot water main is scheduled to be replaced when the Union Street Parking lot is reconstructed. Mr. Nourse advised the Committee that North Main Street had a pavement overlay in 2018 and the road is in year four of a five year moratorium. Mr. Nourse stated that the work would require 3 cuts across the roadway and that the DPW would oversee the proper restoration of the pavement. He explained that this waiver is at the City Council discretion

***Councilor Larochelle made a motion to recommend that the full City Council approve the requested pavement moratorium wavier on North Main for the service tie ins at 44-55 North Main Street with the condition that the pavement patch be made as directed by the Department of Public Works. Councilor Beaudoin seconded the motion. The***

*motion passed unanimously.*

#### **4. 536 Columbus Avenue – Parking Lot Fence**

Mr. Nourse noted that at the May Public Works and Building Committee Meeting the resident of 19 Lambert Court had spoken and requested that the City extend the existing vinyl fence to the end of his property line. Mr. Nourse explained that the property owner had pedestrians crossing his property and hopping the existing wood post fence. He stated that it caused safety concerns for himself and the tenants that occupy the building. The Committee had asked Mr. Nourse to research the history of the existing fence and to get cost information for the fence extension. Mr. Nourse stated that attached to this committee's agenda was the previous history he could find regarding the parking lot, the parking lot extension and the fencing associated. He noted that there didn't appear to be any significant history that would seem to conflict with extending the fence. Mr. Nourse stated that he had obtained pricing for an extension of forty-eight feet (48') which would be to the end of the property line as requested by the owner. That cost would be two thousand seven hundred and thirty-nine dollars (\$2,739). Mr. Nourse stated that the Committee had previously discussed the extension ending at the current foot path opening in the existing wood rail fence. He stated that would be an additional thirty-eight feet (38') and would cost an additional two thousand two hundred and eighty-two dollars (\$2,282). Mr. Nourse stated the cost to extend the fence an additional twenty-eight feet (28') to the paved walking path add an additional one thousand eight hundred and twenty-four dollars (\$1,824) for a total cost of six thousand eight hundred and forty-five dollars (6,845). Mr. Nourse stated that the department would be able to fund the extension after the new fiscal year. Councilor Gray suggested the shortest option as that would accommodate the request and it would leave better visibility to the area for the police Department. Councilor Beaudoin stated going to the property line seems reasonable but stated his concern for plowing and fence damage. He suggested making the property owner responsible for any damages. Mr. Nourse stated that he has the same concern as he believes that the snow is currently plowed in the direction of the proposed fence. Councilor Beaudoin noted that it could be plowed differently and if extended there should be a discussion with the property owner discussing plow damage had responsibility.

*Councilor Gray made a motion to recommend that the full City Council approve a forty-eight foot extension to the Columbus Avenue Parking Lot fence to the end of the property at 19 Lambert Court as requested by the property owner. Councilor Beaudoin seconded the motion. The motion passed unanimously.*

#### **5. Consumer Confidence Report / Water Quality Report**

Mr. Nourse stated that the Water Quality Report known also as the Consumer Confidence Report (CCR) is ready. He stated that the report is required annually by NHDES and is available at the City of Rochester Website or [click here](#) to be directed to the report. He explained that the report gives consumers detailed information about the City's Water System, testing and the high quality water produced by the City, as well as other interesting information. Mr. Nourse also discussed the nationwide shortage of sodium fluoride. He noted that HB 611 to abolish the requirement to add this chemical to treated water either died in Committee or was voted down. Mr. Nourse also discussed the

significant increase to the cost of chemicals for next fiscal year. He stated that the treatment plant will be over the currently budgeted amounts. He stated that the Finance Department has been advised of this issue and that the department will work with them as staff will need to purchase the chemicals necessary to treat and supply water. Councilor Beaudoin asked what percentage to the actual cost of water does the chemical cost pose. Mr. Nourse stated he would get back to the Committee with that number. Councilor Hamann asked about the progress on the project to raise the water levels in Round Pond. Mr. Nourse stated that the project is moving along slowly, but there has been favorable progress with the abutting property owners and the City is working toward the next steps by meeting with NH Department of Environmental Services. Mr. Nourse stated that the DPW has submitted for State Revolving Fund Loans and any possible grant funds to assist with this project's costs. Councilor Gray informed Mr. Nourse that the referenced HB had been tabled in Committee of the NH House

**6. Rochester Common Bandstand:**

Mr. Nourse explained that the bandstand on the Common has experienced significant vandalism and graffiti over the past few years and he discussed the recent history of the homeless living on the structure. He mentioned that in response the City has posted the Rules of Use and at times cordoned off the structure. He stated that the Police Department has increased patrols and surveillance in the area. Mr. Nourse explained that just in preparation for the Memorial Day Field of Honor the Buildings and Grounds staff spent thirty hours cleaning up the vandalism, graffiti and then re-painted the structure only to find that by the next day the graffiti was back. He stated that this is done several times throughout the year. Mr. Nourse stated that last year the City Council discussed putting camera surveillance at the Common and our Information Technologies (IT) Department had obtained a quote to do so. He stated that the cost estimate was approximately fifteen- thousand dollars (\$15,000). Ms. Gonzales explained the equipment and the streaming service necessary for video to be accessed from the dispatch center. She explained that it would be similar to other cameras around the City and be accessible from the same software systems. Councilor Beaudoin asked if the video would be recorded and accessible. Ms. Gonzales stated that it would record events as they happen vs. constant recording. She stated that this is the similar set up at the Dewey Street Pedestrian Bridge. Mr. Nourse stated that prior to the camera the new pedestrian had experienced numerous destructive events. The bridge had fires set on it, graffiti and numerous other vandalism events. He stated that at that location the cameras have significantly reduced the problems. Ms. Gonzales stated that she would have the camera company re-evaluate the area around the bandstand and submit a new quote as the current quote was over a year old and referenced a ceiling mounted camera in the Bandstand. She noted the advice of the Building & Ground Supervisor that a ceiling mounted device would not be a safe from vandalism. The Committee discussed the issues and were in support of the putting cameras at the location. Councilor Gray suggested that this be kept in committee and to have Ms. Gonzales work with Mr. Riley and Mr. Nourse to bring back up a new plan and quote with scope to include the bandstand area, playground and portable bathroom area.

## **7. Katie Lane Drainage**

Mr. Nourse explained the history of the project to improve the ground water problems in the homes and to the properties along Portland Street. He stated that residents in the area have reported significant ground water issues since Katie Lane was built and accepted as a City Street in 2005. Mr. Nourse stated the files indicate that the street was accepted without having the drainage facilities completed to plan specifications and contrary to the recommendations made by the DPW staff at the time. Mr. Nourse stated that the Public Works & Building Committee met on site last year with the abutters. He stated that it was determined that the pond was not build adequately to retain the flow and he explained the design flaws that are causing the problems. Mr. Nourse explained that this is a City property parcel and that per the MS4 permit this is a facility we are required to maintain. He stated that City Staff had met with NHDES and the State stated that any improvements made in the area must be outside of the delineated wetlands. Mr. Nourse stated that he has been working with the City Engineers and the City's contracted construction contractor to come up with the best plan to make the necessary corrections. The Committee discussed lesser cost options and decided that if those options did not work, there would be continued additional costs to make further improvements. Mr. Nourse explained the best option to make corrections and stating his confidence in that the work would ensure significant improvements in the area. Mr. Nourse stated that this option is estimated to cost two hundred and fifty-seven thousand dollars (\$257,000). He stated that there is sufficient funding available with drainage and MS4 funds and if there are no concerns from the Committee he will be proceeding with the plan. The Committee was in support of the project and determined there was no vote required as funding was available.

## **8. Strafford Square Bid 22-42 Results and Funding**

Mr. Nourse explained that this is a project to improve the intersection of Washington Street, North Main Street and Walnut Street. He stated that this project was the top priority in the 2019 Intersection Master Plan. He stated that the 2001-2002 Washington Street Corridor Study's conceptual plan had depicted this intersection as a roundabout and the Rochester City Council had voted in the fall of 2003 to design a two lane roundabout. Mr. Nourse stated that the City partnership with NH DOT has been in effect since 2005 and that agreement allows for an eighty percent Federal grant share of eligible expenses with a twenty percent City share. Mr. Nourse explained that at that time the project was estimated to cost one- million four hundred thousand dollars. Mr. Nourse stated that the project was originally slated for construction in 2013 was in the NHDOT ten year plan. He noted the NHDOT funding was deferred several times during the past several years. The design engineering for the roundabout started in 2007 and went through several reiterations and the current concept was completed in 2014. During this time the right-of-way (ROW)work was continuing. There were property purchases, building demolitions and archeological studies with documentation as required for federal funding. In 2016 the City requested and was given additional federal aid. He stated that up to that point the NHDOT construction portion of the project eighty percent of costs that were capped at seven hundred thousand dollars. In 2016 that went up and additional one million dollars to one million seven hundred thousand dollars with the eighty/twenty

split. The current final design was presented to the City Council in October of 2018 and a vote was carried to proceed with construction as designed. In 2020 a complicated ROW process with thirty separate abutters was completed and a public information meeting that was very well attended occurred. Mr. Nourse stated that a two phase approach was decided due to the complexity of the project and the undergrounding of utilities. The first phase was to complete the underground utility work that replaced the aged water and sewer infrastructure and moved the power, telephone, and cable from aerial facilities to underground. He stated that this phase of the project will be completed next month and was not supported by federal funds. Mr. Nourse explained that the next phase is for the actual roadway roundabout construction project and that this is the only phase that is considered eligible for the federal funding. Mr. Nourse stated that there have been several appropriations since 2005 for concept, design and construction. He stated that throughout the project history the PWC asked for assistance in decision making and they have been kept informed of design, funding and the timeline of the project. Mr. Nourse stated that the bids for the roadway phase of the project were received last week. He stated that there were two bidders for the project, Northeast Earth Mechanics (NEEM) from Pittsfield and SUR Construction from Rochester. He stated that the low bid was from SUR at three million five hundred thirty thousand seven hundred and seventy-seven dollars (\$3,530,777) and the NEEM bid was four million five hundred sixty-seven thousand four hundred and twelve dollars (\$4,567,412). SUR was lower by one million thirty-six thousand six hundred and thirty-five dollars (\$1,036,635). Mr. Nourse explained that the engineers estimate was about fifteen percent lower than that, but noted the estimated was nearly a year old and that the construction cost index has gone up considerably since that time. Mr. Nourse explained to the committee the bid structure that included a bid alternate for IT in reference to the installation of additional conduit for future use. He stated that a supplemental appropriation to complete the project will be necessary. He explained that the bid total, plus construction administration and a five percent contingency results in a total project value of four million seventy-eight thousand forty-eight dollars and one cent (\$4,780,048.01). Mr. Nourse stated that we have a remaining one million one hundred thousand dollars (\$1,100,000) in previous funding, leaving a short fall of two million nine hundred seventy-eight thousand forty-eight dollars and one cent (\$2,978,048.01). He noted that of that amount we will receive federal aid reimbursements of one million three hundred and sixty thousand dollars (\$1,360,000). He suggested a supplemental appropriation of three million dollars (\$3,000,000). There was discussion of bonding and how the Federal funding will reduce the bonding on the project.

***Councilor Beaudoin made a motion to recommend that the full City Council approve a supplemental appropriation to the general fund in the amount of three million dollars (\$3,000,000) for the completion of the Strafford Square project. Councilor Larochelle seconded the motion.***

Discussion – Councilor Gray stated his concern for the supplemental as the Council had just passed the FY2023 CIP budget. Councilor Beaudoin stated he had similar concerns but assumed that this would be a discussion at the full City Council Meeting.

***The motion passed three to one with Councilor Gray voting opposed.***

## **9. Other**

**Potters House Foot Bridge** – Ms. Marsh stated that there has been previous discussion

regarding the request from the Potter's House Bakery to allow for a footbridge across wet area between the Community Center and parking lot of the Bakery property. Ms. Marsh stated that the Bakery owners were not interested in leasing the property as suggested by the City. She stated that the Bakery owners would like to build and donate a bridge and they have stated that they would perform the winter and summer maintenance to keep it clear for use. Ms. Marsh stated that she had discussed the project with the City's insurance carrier, Primex NH. She stated she spoke with Mr. Ricker at Primex and he suggested that if there was to be a bridge it should be constructed, maintained and controlled by the City of Rochester due to liability issues. He mentioned that Potters House Bakery could give a gift of money or donation of materials to contribute to the project. He also mentioned ADA compliance issues as it would be for public access and he noted that an easement agreement would be necessary with the actual owner of 10 Chestnut Hill Road as the Bakery leases their space. Councilor Larochelle asked if the City should be in the position of providing a benefit for a private business. Ms. Marsh stated that this is why it would be stated as public access for the Bakery and other businesses in the area. Councilor Beaudoin stated with the ADA compliance and the need for paved approaches on both ends it would make it a costly project and this would require City maintenance by sidewalk tractors, which means the simple structure that was originally requested would not work. He suggested a culvert with gravel that would not need to be an ADA bridge. Councilor Gray stated that the area from parking lot to parking lot would need to be addressed. Ms. Marsh stated that this could be a seasonal bridge that could be removed in the winter and she stated that she was going to discuss the need for ADA compliance with the City Attorney. Mr. Nourse stated that there is an elevation issue as the Bakery property is at a higher elevation. Councilor Gray suggested just creating a sitting area with a culvert across the wet area. Councilor Hamann stated that he and Ms. Marsh could work with City Manager and the City Attorney to work out some of the details and come back to the Committee with additional information.

**City Website .gov vs. .net** – Councilor Gray asked that Ms. Gonzales inform the Committee about the change from .net to .gov for the City's website and email systems. Ms. Gonzales stated that the change is a result of new Cyber Security initiatives and she noted that additional securities are required to obtain a .gov domain which makes it beneficial to the City. She stated that it will be a transitional process starting now with the website and later moving to the email addresses.

**Old Dover Road/Tebbetts Road Roundabout** – Councilor Beaudoin ask if there has been any progress on this project. Mr. Nourse stated that the City Manager had just executed the agreement with the NH DOT in regards to this project. He discussed the high instances of accidents at the intersection. Councilor Larochelle asked if a traditional traffic signal vs. roundabout had been looked into. Mr. Nourse stated that it had been looked at but was determined not to be an option due to the level of traffic. The Committee had general discussion on the size of the roundabout and the area surrounding it.

**Spaulding Turnpike and Toll Booth Project** – Councilor Hamann asked if the State of NH was also widening the road. Mr. Nourse stated that they are removing the tolls and putting up the sound wall but are not widening the roadway to his knowledge. Councilor Gray stated that the plans are available online.

**Ten Rod Road Trees** – Councilor Hamann asked if the extent of Eversource’s tree clearing project exceeded the ROW. He stated that he had received complaints about the severity of the trimming. Mr. Nourse stated that he had also noticed the severe trimming on Chestnut Hill Road as well. He stated to his knowledge they have stayed within the ROW.

**NON Flushable Wipes** – Mr. Nourse stated that the issue of flushing wipes and sanitary products into the sewer system continues to be a problem. He noted that he has brought this up several times at this Committee. He stated in 2020 the full City Council carried a vote to support legislation for proper labeling and disposal of sanitary product including wipes. He stated that currently HB 11-34 is at fifty percent progression through the State of NH Study Committee. He stated that he wanted to keep the Committee informed of the progress.

*Councilor Hamann adjourned the meeting at 8:34 pm.*

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