

Public Works and Buildings Committee

July 17, 2014

Council Chambers

7:00 PM

MEMBERS PRESENT

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

OTHERS PRESENT

Councilor James Gray
Councilor Elaine Lauterborn
Dan Fitzpatrick, City Manager
Peter Nourse, Director DPW
Gretchen Young, Construction Engineer
Susan DeRoy, Monarch School of New England
Dorothy Callaghan, 108 Franklin Street
Anthony Tillman, 28 Ryan Circle

Minutes

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

1. Approve Minutes from June 19, 2014 Meeting

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

Councilor Walker motioned to accept minutes as presented for the meeting of June 19, 2014. The motion was seconded by Councilor Hamann. The motion passed unanimously.

2. Public Input

Monarch School of New England - Ms. DeRoy spoke regarding a letter that Monarch School sent to the City regarding building permit fees. Ms. DeRoy stated that the letter requested the City of Rochester waive the building permit fees associated with the \$189,000 renovations / additions project at their school. Ms. DeRoy stated she understands that the City might be reluctant to waive fees as it would set a precedent and other non-profit agencies might ask for the same waivers. She stated that this non-profit agency is an active participant in the Community. She cited involvement with Adopt a Spot program and vocational training and services at the PD, FD and DPW. Ms. DeRoy stated that the Monarch School is a resource that brings in economic partners and business to the

City. She further stated that the City and the Monarch School have had a great relationship and she believes that waiving these fees would be a significant goodwill gesture. Councilor Varney asked Ms. DeRoy if the school had applied for any Community Block Development Grants for this project. Ms. DeRoy stated that she hadn't for this project due to time constraints, but will definitely explore that possibility for future projects. Councilor Varney suggested that the City Manager discuss the Council's ability to waive these fees with the City's attorney and get back to Ms. DeRoy.

Franklin Street – Dorothy Callaghan of #108 Franklin Street stated that there is brush growing through the fence and blocking the sidewalk in the area near her home. She further stated that the PSNH right of way is growing thick with brush and trees. She said the trees and growth are damaging her fence. Mrs. Callaghan stated that PSNH has told her that they cannot get in to the area to maintain it because the fence does not have a gate. Mr. Nourse stated he would look into the problem and get back to her.

Ryan's Circle - Mr. Tillman stated that he was here to let the committee know that he was unhappy with the decision made last month. He said that City staff told him that of the \$20,000 proposal to install drainage on Ryan Circle, \$5,000 would be on private properties and he and his neighbors would need to pay for the work on their properties. He stated that he thought it was unlikely his neighbors were going to pay for this work when they are not having a water problem. Mr. Tillman gave a history of the water problems that started back in the nineties when he purchased the property. He stated when he purchased the property in 1995 the disclosures stated high water table, so he knew there was standing water issues. In 1998 he stated after complaining to the City about the water problems the City came out and installed a culvert pipe that took the water into a different direction and that was okay until now. Mr. Tillman stated that he is building a garage on the property and this is causing the water to be pooling again. He would like the City to remove the fill and the culvert pipe that the City installed back in 1998. Mr. Tillman stated that the 3 apartment buildings around the corner on Rt. 108 are also adding to the problem. He stated that one of the building owners removed a culvert and filled in the ditch line, and one of the owners will not maintain the ditch in the back of the properties the way they are supposed to. Councilor Varney stated that if it was a condition of approval, the City can make the property owner maintain the ditch in the back of the property. Councilor Keans stated that the apartments have always had standing water for long periods of time. Councilor Varney asked if those properties along Rt108 were in the State right of way area. Ms. Young stated yes; they are in the State maintained area. Councilor Varney asked if the State of NH is aware of the Culvert removal. Ms. Young stated yes; State of NH did not have a problem with the removal of culvert. She stated that the property owner has used stone and fill, and that it is better

now than what was there previously. Mr. Tillman stated that something needs to be done to alleviate the water on his property. Mr. Fitzpatrick asked Mr. Nourse if the \$20,000 proposal would eliminate the problem. Mr. Nourse stated that the proposal was to install approximately 400' of drainage at a positive slope down the front of several properties on Ryan's Circle. He stated he could not guarantee that this would solve the standing water at Mr. Tillman's address. Ms. Young confirmed this will still be a wet area. Mr. Tillman stated that he would like the culvert and fill removed. Mr. Nourse stated that City staff could remove the culvert and fill as requested but he did not believe that would be helpful. The committee was concerned that doing so would just cause the water to gather at the neighboring property. Councilor Varney stated that the City should not be paying for the issues on private property. Councilor Walker stated that it appears that the installation of the culvert is now causing a problem. Councilor Keans asked if we go back on private property to fix it again, what stops the home owner from coming back again in 10 years asking for another change.

Councilor Walker made a motion to recommend that the full City Council instruct the City Manager to direct City Staff to complete the drainage repair and installation described in the SUR proposal of \$20,000, using City Funds. Councilor Hamann seconded the motion. The motion passed with 3 affirmative votes.

210 Ten Rod Road – Mr. Ryea stated he was here to discuss two issues. He presented a four page letter with 11 attached pages of pictures. He stated his first issue was regarding the speed of traffic coming over a rise in the road and that deer are often hit in the roadway just below the rise. Councilor Walker stated that this issue had already been addressed at the Public Safety Committee meeting and that they are recommending the full Council direct staff to put up deer crossing signs. Mr. Ryea stated that he would be pleased with that result. He then went on to describe the issue with the washing out of the roadway in the area of the culvert near his property. He stated, with heavy rains, the swale area washes out and the stones are scattered and the fine materials wash down and fill culvert. He stated that the DPW then comes out and re-establishes the ditch and fills it back in with gravel. He stated that he cleans out the culvert and then within the next storm or 2 it all happens again. Mr. Ryea stated that it is a repetitive cycle and he would like a more permanent fix. Mr. Nourse stated that he would look into the issue and get back to Mr. Ryea as soon as possible.

3. Drainage Fund Issue

Mr. Nourse stated that there have been some significant drainage concerns that have been brought to the City's attention recently. He stated in future years his plan is to ask for drainage funds annually like he does for distribution upgrades or collection system upgrades. He stated that he did not do that this year and that there are several projects

- pending that should be completed. He cited Plante Street, two separate areas on Forest Park, the ditch lines on Chamberlain and possibly this Ryan's Circle issue. Councilor Varney suggested that Mr. Nourse get proposals for some of this work and do an agenda bill for a supplemental appropriation for Plante Street and Forest Park.
- **Utility Extension Policy** – Mr. Nourse stated that at the June DPW Committee meeting he was asked to run the Colonial Pines subdivision through the draft extension policy protocols. He stated that this was a good exercise for him to complete as it showed him that it could be subjective base cost estimates and the assumption that over the 100 year period all available customers would tie in. Councilor Varney asked if the bond percentage pay out and/or current user rates would also be subjective as they fluctuate. Mr. Nourse stated it is a factor; he stated he had used the current rates and that whenever the draft policy was used again to weigh a project the rates at that time would be used along with cost estimates of that time. The Committee asked Mr. Nourse to add it to the agenda for discussion at the next Finance Committee meeting.
4. **DPW Facility** – Mr. Nourse stated that staff had completed the RFQ process and selected Weston & Sampson Engineers for this project. Councilor Keans questioned the decision due to it being an engineer instead of an architect. Mr. Nourse stated that Weston & Sampson was selected as they have completed numerous DPW facility projects and they were the most experienced with this type of project. Mr. Nourse stated that Weston & Sampson is looking at five City owned properties for various factors. Mr. Nourse stated some have been ruled out due to wetlands and proximity to water ways. He believes he will be ready for a presentation by year end. Councilor Torr asked how much land he thinks is needed. Mr. Nourse stated that it appears that 10 acres would be about right.
 5. **RFQ Consultant Process** – Mr. Nourse stated, as required for purchasing procedures and for the SRF and Grant processes, the City is required to select consultants based on qualifications and / or cost. He stated that the staff has just completed that process and that several new consultants have been selected and some of the previous consultants have been dropped. There was no other discussion.
 6. **Summary of Summer Construction Projects** – Mr. Nourse stated that Yeagley Way and Dominicus will be completed over the next several weeks. There was discussion regarding the roadway in front of Spaulding High School and if it was part of the City's project. Mr. Nourse stated he would look into it. Mr. Nourse stated that the sidewalk work on Charles Street will resume soon. Councilor Varney asked if crack sealing will be done this year. Mr. Nourse stated yes. Mr. Nourse stated that the Kirsten Ave, Sawyer Ave, Weeping Willow and Autumn Street Pump Stations will finish up by fall, the New Rt. 125 Pump Station will be completed in the Spring and the Western Ave Pump Station will be out to bid by this fall. He stated that the WTP Upgrade, Upper City Dam and the Stillwater Circle

bridge projects will begin construction in August. Mr. Nourse also stated concerns regarding paving without completing drainage or underground infrastructure improvements on Railroad Avenue and Brickyard Drive. He asked if the Committee wanted to reconsider those roads for reconstruction projects at a later date. Councilor Walker stated no, reclaim and pave now. He further stated that these roads have been discussed for paving for numerous years and have been put off. Councilor Varney stated that they have been put off pending reconstruction consideration. The consensus of the committee was to proceed with reclaim and paving. Mr. Nourse stated that Crocker Court, Chamberlain, Brickyard and Railroad Ave were the approved streets yet to be paved. Councilor Varney asked if the current funding was sufficient.

7. Other

City Hall Annex – Mr. Nourse stated that he had met with the Historic District Commission and that he felt that their concern was to have the building exterior, whether new or existing, be historically correct. Mr. Nourse stated that the City's consultant, Oak Point Associates, has given him a preliminary report that summarizes the interior issues and the exterior issues. While most of the interior issues can be resolved and the cost does not eliminate using the existing building, they are still looking at the exterior. The biggest concern is the brick mortar. If that has failed to the extent of needing complete replacement, that could make the cost too high to attempt to keep the existing structure. Oak Point is consulting a mortar specialist to determine the scope of deterioration. Mr. Nourse stated the other point of note in the preliminary report states that using the existing building would not allow for future growth at the City Hall site. The current location of the building will not allow for expansion. He stated with all architectural projects it is part of the scope to report the ability for future expansion. Mr. Nourse stated that a new building could be situated to allow for expansion. Mr. Fitzpatrick stated that the City needs to plan for growth. Councilor Keans stated that future growth does not need to factor into the decision to be made now.

Catherine, Sheridan, Upham & Knight Street Project – Mr. Nourse stated that he had presented intersection improvement plans to the Public Safety Committee and he wants to get feedback from the Public Works Committee as well. Mr. Nourse explained how the May/Upham/Columbus Ave. intersection would be changed. He stated that May and Upham would have separate entrances from Columbus Avenue. He said the current plan is for May Street to be one way coming in from Columbus Avenue. Mr. Nourse stated that the road width prohibits on street parking if it were to maintain two directions. Councilor Keans stated that the one-way is going to be a problem and that it might work better to have the one-way coming out. Councilor Varney stated that the plan would be an improvement. Councilor Walker asked if a traffic study had been completed. Mr. Nourse stated that the consultant did look at the traffic flow but he did not know if an actual count was completed. The

Committee consensus was favorable and Mr. Nourse stated that they would look at the direction of the one way traffic. Mr. Nourse stated the other intersection improvement would be at the intersection of Myrtle and Charles Street. He stated that intersection of Myrtle onto Charles would be re-aligned and the section of Myrtle, between Charles and Woodman Street, will become one-way going out onto Charles Street. Councilor Keans stated that she did not think the change was necessary. Mr. Nourse stated that the current configuration has allowed traffic to veer off from Charles onto Myrtle at higher rates of speed. Councilor Keans stated that the intersection is fine as is, and asked if this change would be costly. Ms. Young stated that there may be a cost savings as some of the pavement area would be eliminated. Mr. Nourse stated that this is a school area and the traffic speed has been an issue with the school department and the crossing guard. The consensus of the committee was favorable for the change described.

Twombly Street – Councilor Varney asked if the bump on Twombly Street was going to be fixed. Mr. Nourse stated that if the Strafford Square project re-routes traffic that way, the department would be looking at fixing the area then.

GSPB Maintenance Budget – Councilor Varney asked if the DPW has given the Finance Department the budget for maintenance of the Granite State Business Park (GSPB). Mr. Nourse stated that the department had supplied Finance with the requested cost to maintain the GSPB.

Ice Arena Maintenance – Councilor Varney asked about the process of adding the maintenance & capital improvement planning and oversight of the ice arena to the Buildings & Grounds budget and responsibility. There was discussion about staffing and funding. Mr. Fitzpatrick stated that this should be looked at during discussion of how the buildings and grounds division will be managed and staffed in the future. He stated that the City is currently looking at options for that division as a whole.

WTP Fluorination levels – Councilor Keans asked Mr. Nourse to get her information regarding the level of fluoride added to the system. Mr. Nourse stated that he would get her that information.

***Councilor Walker made a motion for adjournment at 9:18PM.
Councilor Hamann seconded the motion. The motion passed
unanimously.***

Minutes respectfully submitted by Lisa J. Clark, Rochester DPW