

## **Public Works and Buildings Committee**

**May 17, 2018**

**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 Cox, Deputy City Manager

Peter C. Nourse PE, Director of City Service

Daniel Camara, GIS / Asset Management

Mark Sullivan, Senior Accountant

### **MINUTES**

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

**1. Approve minutes from the April 19, 2018 Public Works & Building Meeting.**

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

*Councilor Walker made a motion to accept minutes as presented for the April 19, 2018 Public Works Committee meeting. Councilor Varney seconded the motion. The Motion passed unanimously.*

**2. Public Input – None**

**3. Granite State Business Park (GSBP) Water Line**

Mr. Nourse stated that at the DPW Budget Presentation he had stated the importance of this project. He said there is insufficient water flows to this business park to support the current businesses when the City's tank needs to be shut down for maintenance and when the demand for water is high during testing of fire systems at some businesses. The Committee discussed the need for water pressure in order to market the existing properties for future growth in the park. Mr. Nourse pointed out that due to NHDES Wetland Permitting and permanent easements with the railroad crossing there will likely be addition time required to get this project moving. Councilor Varney stated that this project should not wait for the FY19 Budget to start design. The Committee discussed funding sources for this project including the use of funds to be received from a pending property sale (\$450,000) within this TIF area, and the future use of Economic Development Funds. Mr. Nourse informed the Committee that he would be applying for the NH Drinking Water / Ground Water Trust Fund Grant for this project. He stated that he believed these grants will be highly sought after and that the award will be based on specific criteria. Mr. Nourse stated that his staff and the Economic Development Staff

will work together on the grant submission, and he believes this project might have a good chance, as economic growth, and sustainability and multi-funding source projects are some of the factors used for determination of award. Mr. Sullivan distributed a spreadsheet that showed the project amount that could be supported by the TIF District Funds. The estimate was approximately \$83,816 annually, which means an additional \$109,184 annually for 10 years from other sources in order to support the 1.6 Million Dollar Project. Councilor Varney suggested that if the design, permitting were funded now with the income from the property sale and the remainder of the property sale funds were put toward this fund, then this would carry the project for the next few years. He also suggested that the Economic Development annual \$100,000 could be used for this project should the grant not be awarded to the City. Councilor Walker stated he did not want to see the Water Fund ratepayer have to absorb the cost.

***Councilor Walker made a motion to recommend that the full City Council approve a supplemental appropriation for design of the project and support of the full project with the FY19 CIP. Councilor Keans seconded the motion. The motion passed unanimously.***

#### **4. Community Center Alarm Panel**

Mr. Nourse stated that there is currently a project to replace the annunciator alarm panel at the Community Center. He stated that currently the design using the previous appropriation for that purpose and that this year's FY19 CIP budget has a request for \$150,000 to support the purchase and installation of the panel. He explained the need for the panel, citing the deficiencies in the existing equipment. Mr. Nourse stated that the current panel is obsolete and parts and service are difficult to come by. He stated the current panel is in a mechanical room at the far end of the front corridor and that it should be located at the entrance of the building for access by Fire Department in the event of an alarm. Mr. Nourse stated that he is discussing this now with the Committee to get input on the possibility of adding the ability to use this alarm panel for additional equipment to support a building wide notification system for other types of emergencies. As an example, he stated an active shooter situation. He said these type of systems can vary in the abilities from display panels, silent strobes, even text or emails. Mr. Nourse stated that he has asked the consultant that is designing the panel to provide some cost information in regards to adding this capability to the system that is being designed now. He stated that the system could be implemented at the same time as the current project or possibly in later years. Councilor Keans stated that there Americans with Disabilities Act (ADA) considerations that would be costly. Councilor Hamann stated that he would not support additional cost. Councilor Varney stated that there are children in this building that should be considered. Councilor Walker stated that he did not support this project at the Community Center. The subject of training for active shooter situations. Mr. Nourse stated that the Rochester Police Department had provided the active shooter training to all interested parties at the Community Center and it was well attended. He stated that there

was approximately 100 people that attended. Councilor Walker suggested proceeding with just the planned panel at this time. Councilor Varney suggested that by looking into it and letting the Committee know what is available and the cost associated, Mr. Nourse would be able to educate this group. Mr. Cox suggested a discussion with the School Department to see what if any systems they are considering for implementations.

## **5. DPW Building**

Mr. Nourse stated that he and others took a tour of three facilities that our consultant had designed and built in Massachusetts. He stated that those facilities were in Wayland, Weston and Hopkinton. He stated that they varied from new to 5 years old. Mr. Nourse stated he was impressed with the quality, the layout, the materials and the finishes. He stated that he was able to speak with the onsite staff and that he saw the positive results of the engineers working closely with these people to produce excellent facilities. Mr. Nourse stated that he would like his staff to travel to these facilities to get them thinking about our needs. Mr. Nourse distributed a layout drawing with basic statistics of each of the facilities visited. He stated that all of these buildings are somewhat smaller than our needs but that they are all in the range of \$300 per square foot. Councilor Walker asked if that was design build. Mr. Nourse stated that he is recommending a design, bid, build process. Chairman Torr stated that the Hopkinton facility is on a small parcel of land. Mr. Nourse stated that they had been forced to build at that location as there was no other parcels available and he noted they do not have any room for future growth. Mr. Cox stated that he had gone on the tour and he appreciated that there were many things that were liked and we would want to emulate, but he noted that the tour was also useful as there were were things noted we would not want and would not do. He stated that overall he liked the Wayland and Hopkinton facilities. He stated that the Wayland facility was his top choice and noted that the Hopkinton facility had a layout that made it possible to go from the vehicle storage into the high bay repair area and to the wash bay that made that facility stand out. Councilor Keans asked if we had looked at any NH Facilities. Mr. Nourse stated that recently we had toured the Dover facility and in previous years, staff had toured to the Concord Facility and other Massachusetts locations. Mr. Nourse stated that he would go to other if it is helpful and suggested Manchester, which is much larger than our needs. Councilor Keans stated she appreciates the selection process that was followed but stated she believe that a New Hampshire Consultant would be preferable. Mr. Nourse stated that this consultant is based at Pease in Portsmouth, but has locations all of Northern New England states, as do most of our consultants. Mr. Cox stated that this will be bid in NH and open to all NH contractors for construction. Mr. Nourse stated he is seeking Committee and Council approval to move forward with the 58 Pickering Road site. Councilor Varney asked if the State was done removing and replacing contaminated soil per their project at this site. Mr. Nourse stated they are required to be finished by June 30, 2018 and that they are putting back soil that our consultants have suggested. Councilor Walker asked if building on this site proposed any

health risks. Mr. Nourse stated that in his reading the vapor transmission from soil to a building would not propose a problem. He stated the foundation itself may be more costly due to the types of soils and that may play into the parking lot surface, as we would want it to last. Chairman Torr asked the capacity of the current salt shed. Mr. Nourse stated approximately 2500 yards or tons. Councilor Walker expressed hesitation in approving the 58 Pickering Road site due to soil conditions. Mr. Nourse stated while it would likely be minor, we would also need signage for trucks entering as there is a line of sight issue when exiting this proposed site. Councilor Varney suggested starting the test borings now to provide additional cost information prior to the final location determination. Mr. Cox stated when discussing this issue with the consultants they noted an alternate construction technique instead of pilings. Mr. Nourse stated that he believed that this was a proprietary system that he would need to research. Mr. Nourse stated that the boring can be completed now and he would get back to the Committee. He stated that the current borings for the NHDES project only go down 12 feet and that they show silt and clay as would be expected. He stated those results also show 3 levels of water tables, which is odd. Councilor Walker stated that does add to his concern. Mr. Nourse stated that he would like to keep the Committee up to date with all aspects whether favorable or not and the department is ready to go, once the decision is made. The Committee was in agreement for the Director to proceed with the borings and report back prior to approval of the site.

**6. On Site Septic System – Prior Approval Status –.**

Mr. Nourse stated that the City Council had approved a letter to the State of NH requesting prior approval from the City before the State issuance of Septic Design Approvals. He stated that in order to catch failed systems within the 100 feet of the City sewer mains we would need the assistance of NHDES Subsurface Division. Mr. Nourse stated that we sent the letter and now NHDES has issued a statement that states, “Effective 9/16/17 the Subsurface Bureau will no longer require local approval prior to processing applications for the replacement of failed individual septic disposal systems.” Mr. Nourse stated that he called the Subsurface Bureau and asked why the contradiction after we had an agreement that would assist in enforcement of both the RSA 147 and the City Ordinance that requires connection if within 100 feet of City sewer mains. The Subsurface representative explained that RSA 485.432 was amended in 2017 by a City of Rochester Representative and it states that any person submitting plans for construction approval of a septic system that is in failure shall be exempt from submitting a certification of compliance from local government as required RSA 147. Mr. Nourse stated that he spoke with the City Attorney and our attorney believes that the State does need the local approval as the amendment RSA does stated that nothing herein shall be construed to lessen the power or authority of other statutes. Mr. Nourse stated that the problem with all this is that the state is the one approving the designs for new systems or repairs to failed systems. He stated that the reason that NHDES made this exception is

that the Communities were taking too long with the approvals. Mr. Nourse stated if the Subsurface Bureau is not requiring property owners to get local approval, we will not be able to catch these requests prior to property owners making the initial investment into design and likely building or repairing the system. He stated we do get notified when these systems are approved, but not in a period where we could stop them or the property owner could avoid that investment. Mr. Nourse stated that he try to talk with the Subsurface Bureau and he will go to the Commissioner with a letter or in person if necessary as it does not make sense not to be working in unity on this process. Chairman Torr stated that new or replacement systems could be more costly than the tie into the City Main, and the financing option would make it a better option. Councilor Keans suggested that Mr. Cox look into the NH Municipal Associations legal team for addressing this matter. Mr. Nourse stated he would report back on the progress of this issue.

7. **Consumer Confidence Report (CCR) Water Quality Report** – Mr. Nourse put up the current Water Quality Report for calendar year 2017 on the display screen. He stated that he wanted to inform the public of the availability of the report on the City’s website. He stated that the report incorporates a significant amount of required information and information that is very informative. He stated it is very educational and that he hopes the residents take time to look at it.

## 8. **Project Status Report**

**Whitehouse Rd Gas / Paving Project** – Mr. Nourse stated that Unitil has completed the installation of approximately 2500 out of 6000 feet of the natural gas main. He stated that they have hit quite a bit of ledge as expected in this area. Mr. Nourse stated that originally expected to be completed in June and it looks like they will be pushing that back into July. He stated once they complete that work the City would be doing the work to reduce a few of the hills and then paving the road. Councilor Haman suggested checking in on the length of the workdays and scheduled days of work. Mr. Nourse said he could check into that.

**125 Pedestrian Bridge Sidewalk & Guardrail** – Mr. Nourse stated that it is about 90% completed, we are just waiting for rails for roadside. Councilor Torr stated that the sidewalk looks great. Mr. Nourse stated that he was very happy with the results and that the DPW Staff assisted NorthEast Earth with a lot of this work. Mr. Nourse stated that it should be finished up soon.

**Paving** – Mr. Nourse stated that prior to running the Pavement Assessment Software Program we will need to know how much funding is approved. He stated that previously we selected the streets and then tried to fund them with the budget but now we have put the City in the perfect position for determining pavement. Once the FY19 budget is approved, we can run the program to determine which streets are in the most need, and go from there. He stated with last year’s funding and the SB 38 funding we have enough

work to take us through this construction season. He stated that the request for FY19 is 1.4 million and that we will be paving Whitehouse Road with a portion of that. Mr. Nourse stated that the assessment will give us the streets to be paved and that we will be going out to bid early next winter on those streets and paving in construction season starting in May of 2019. Councilor Walker asked what the list for paving is this year. Mr. Nourse stated that he had sent that out in an email, but he will resend it.

9. **Other**

**City Hall Parking Lot Parking Plan** – Mr. Nourse showed a graphic for City Hall striping. He stated that it had been updated from last month and that the Opera House staff has looked at this new plan and they are on board with it. He stated the new plan has 126 regular parking spaces, 5-handicapped space, and 5 motor cycle spaces. Mr. Nourse stated that this is ready to go to the full Council on June 5, 2018 for approval.

**Tennis Court** – Chairman Torr asked when construction of the lighting project at the tennis courts would start. Mr. Nourse stated this project is out to bid and expected to open tomorrow 5/18/18, and the work should begin in June.

**Stuart Acres 53 lot subdivision off from Jeremiah Lane** – Mr. Nourse stated that there was a request to look at the proposed sidewalk in this area of this new development. He stated that there was a one-time voluntary contribution from the developer of \$115,000 for sidewalks to the entrance of the property. Mr. Nourse stated that on page 63 of the proposed FY19 CIP book this project is discussed. He stated that the sidewalk is proposed on the north side of Franklin Street from Anderson Lane to this subdivision. Councilor Varney stated that this sidewalk would not be built until the subdivision is built so there is not a rush on for this project. Mr. Nourse stated this was brought up to start the discussion.

**Strafford Square** – Councilor Hamann asked current project status. Mr. Nourse stated he has been meeting with abutters and that he is working to schedule a public information meeting in June. He stated that staff is currently negotiating with the abutters regarding right-of-ways, and possible land swaps and sales. Mr. Nourse stated he is still pushing to start up the utility work this year and building the round a bout next year. Councilor Walker asked when and where the public meeting would happen. Mr. Nourse stated possibly at the church that is in the project area in June. Councilor Walker stated he could make the contact with them.

10. **Non Public Per RSA 91-A:3,II(d)s –**

**Councilor Walker made a motion for Non-Public Session at 8:03pm citing RSA91-A:3,II(d).**

**The Motion was seconded by Councilor Hamann.**

***Roll Call Vote***

***Chairman Torr - Yes***

***Councilor Walker     Yes***

***Councilor Varney - Yes***

***Councilor Hamann    Yes***

***Councilor Keans - Yes***

***Entered Non Public at 7:47PM***

**Councilor Walker Motioned to leave Non Public Session and to seal the minutes indefinitely 8:22 PM. The Motion was seconded by Councilor Keans. *The motion passed unanimously with a roll call vote as follows:***

***Roll Call Vote***

***Chairman Torr - Yes***

***Councilor Walker    Yes***

***Councilor Varney - Yes***

***Councilor Hamann   Yes***

***Councilor Keans – Yes***

***Councilor Walker made a motion to adjourn at 8:22pm. Councilor Hamann seconded the motion. The motion passed unanimously.***

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