

**CITY OF LEBANON  
MANAGER UPDATES  
Month of March 2021**

City Manager Updates are monthly reports that contain departmental information compiled by the Manager's Office. In an effort to keep the Council apprised of recent City activities, these updates are provided to the City Council in advance of the Council meeting. This provides the Council with an opportunity to ask questions of the administration, and to possibly answer questions raised by their constituents.

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# AIRPORT

March 2021	2021 Year to Date	2020 Year to Date
Enplanements	743	1,674
Aircraft Operations	5,913	6,763
Airport Expense*	\$363,334	\$490,726
CARES** Offset Received	\$50,431	-\$0-
CARES** Offset Anticipated	-\$0-	\$197,764
ACRGP Offset*** Anticipated	≈\$175,000	NA
Airport Revenue	\$205,748	\$203,139
General Fund	\$244,960	\$385,610

\* Includes Received and Anticipated Offsets

\*\* Jan 20, 2020-Jan 19, 2021

\*\*\* Should be obligated by May 2021 for Jan 20, 2020-Apr 13, 2025

## Airport Projects

Project	Tasks to Date	Tasks Remaining
AIP-59 18-36 Limited Scope ALP	<ol style="list-style-type: none"> <li>1. March 13, 2019 – met with NHDOT &amp; FAA to discuss this project moving forward. Consensus was to develop a limited scope study to determine the needs to runway safety improvements.</li> <li>2. Grant Award Package received July 5, 2019.</li> <li>3. Project kick-off meeting held on October 9<sup>th</sup>.</li> <li>4. Inventory and Forecasts accepted by FAA 11 June.</li> <li>5. Facility Requirements and Alternatives reviewed, and edits sent to Stantec 9 July. Reviewed by FAA and NHDOT 6 August.</li> <li>6. 29 January 2021 – Stantec, FAA, NHODT final draft review.</li> <li>7. 16 February - Public Meeting to be held on March 23 at 6:30pm.</li> </ol> <p>Final draft being prepared.</p>	<p>Airport Layout Plan Financial Analysis Draft Narrative Report Final Narrative Report Project closeout – 2<sup>nd</sup> quarter 2021</p>
AIP-61 Snow Removal Equipment Replacement	<ol style="list-style-type: none"> <li>1. Bid opening April 15.</li> <li>2. Grant agreement signed.</li> <li>3. G&amp;C approval on 26 August.</li> </ol> <p>Contract with M+B signed.</p>	<p>Bid award - October Equipment acceptance - July 2021</p>
AIP-62 Terminal Loop Road and Public Parking Lot Paving	<ol style="list-style-type: none"> <li>1. Project advertised March.</li> <li>2. Bid opening March 27.</li> <li>3. Grant agreement signed.</li> <li>4. G&amp;C approval on 26 August.</li> </ol>	<p>Bid award - October Project start - May 2021.</p>

	5. Contract with Blaktop for signature. Work will begin May 1 <sup>st</sup> , 2021.	
AIP-63 (CARES Act)	1. Grant Application – 23 April 2020 2. Grant Offer – 11 May 2020 3. Reimbursement request 11 – approved 5 February. 100% drawn down. 4. Grant closeout paperwork submitted – 5 February	Grant Close Out – Spring 2021
<b>AIP-67</b> Airport Coronavirus Relief Grant Program	1. Grant application submitted to FAA – 18 February 2021 Grant offer signed – 13 April 2021. Grant for \$1,003,521.	Grant Draw down Grant closeout
<b>AIP-XX</b> Terminal and Maintenance Building Renovation	1. 21 October - Preliminary assessment of needs completed by Dubois King. 2. Eligibility discussion with Dubois King on 8 December. 3. 8 February - Terminal MEP evaluation 4. 12 March – 80% design meeting Bids opening – 20 April	1. Bid project. 2. Submit and accept grant. 3. Perform work. Grant close out.
<b>AIP-YY</b> Runway Safety Area Project Environmental Assessment	1. 3 November - Meeting with FAA to discuss EA requirements. 2. Dubois King comparing 2012 EA with proposed project from AIP-59. 3. FAA meeting on 9 December to discuss scope. 4. Fee Negotiation completed 30 March. Grant application ready for submittal week of 19 April.	1. Determine scope based on FAA review of the changes in the proposed project. Submit and accept grant.
<b>AIP-ZZ</b> FAA Reimbursable Agreement – Localizer Relocation	1. FAA provided cost estimated for project. 2. Grant application sent to FAA 14 January 2021. 3. New FAA Lead Planner sent executed copy of reimbursable agreement for signature on 11 February 2021. Grant application submitted to FAA – 10 March	1. Submit and accept grant. FAA study.
Airport Leases	Restaurant Space.	Estimated opening now in Mid 2021. (May slide due to COVID-19)
	TSA Lease	Lease expires 2022. Negotiations started.

FAA Property Releases	TIF Environmental Assessment – Categorical Exclusion approved by FAA 18 February 2021.	Property Release estimated in 2021.
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## **ASSESSING**

	Month to Date	Year to Date
Number of Property Sales	21	40
Number of Property Inspections	53	342

### Highlights:

Assessing is nearing completion of building permit inspections and has begun reviewing and processing the residential and commercial abatements applications. Once the abatement process is completed, assessing will formulate a plan to begin cyclical inspections. Applications for exemptions and credits are being reviewed and will be brought before the Board of Assessors next week.

## **CITY CLERK**

	Current Month Revenue	Year to Date	Prior Year to Date
Motor Vehicle Regs	\$261,491.60	\$657,760.84	\$612,367.68
Dog Licenses	\$721.50	\$1,677.00	\$2,476.50
Vital Records	\$2,942.00	\$7,641.00	\$8,241.00

### Highlights:

- The Municipal Election was held on March 9, 2021. 217 absentee ballots were issued to voters, which is more than usual for a Municipal Election. Overall, the voter turnout was 19%.
- Ward 3 was moved back to City Hall and the operations ran smoothly in the new space.
- With the ongoing COVID 19 pandemic, election staff was once again supplemented with the help of volunteers. Thank you to everyone who helped make our election a success!
- The City Clerk’s Office, in collaboration with other departments, prepared for the integration of the Tax Collector function in the office.
- Staff worked on preparing dog license billing to go out by the end of March. Dog licenses are due by April 30<sup>th</sup>.

## **FINANCE**

<b>REVENUES</b>	2021 Budget	Current Month March	Year to date	% collected
General Fund	\$34,511,300	\$914,967	\$4,765,239	14%
Landfill	\$4,487,830	\$299,955	\$832,555	19%
Water	\$4,130,550	\$12,643	\$1,113,170	27%
Wastewater	\$7,368,570	\$52,836	\$1,558,790	21%
Airport	\$1,192,790	\$104,021	\$430,708	36%

<b>EXPENSES</b>	2021 Budget	Current Month March	Year to date	% expended
General Fund	\$34,511,300	\$1,833,794	\$9,649,530	28%
Landfill	\$4,498,830	\$162,269	\$1,331,353	30%
Water	\$3,724,290	\$82,637	\$1,588,961	43%
Wastewater	\$7,128,990	\$310,142	\$3,468,423	49%
Airport	\$1,358,250	\$36,147	\$323,122	24%

## **FIRE**

<b>March 2021</b>	Current Month	Year to Date	Prior Year to Date
Fire	6	20	23
Rescue & Emergency Medical Calls	208	615	640
Hazardous Conditions	7	17	22
Service Calls	23	50	54
Good Intent Calls	33	63	60
False Alarms	41	88	72
<b>TOTALS</b>	<b>318</b>	<b>853</b>	<b>871</b>

### **Highlights:**

- 03/01- units responded to Green Street for a propane leak.
- 03/04- units responded to Union Street for a building fire.

- 03/07– units responded for mutual aid to Enfield for a building fire.
- 03/09 – units responded for mutual aid to Hartford, VT for a building fire.
- 03/11 – units responded to Wolf Road for an outside trash fire.
- 03/17 – units responded for mutual aid to Grantham for a water rescue.
- 03/26 – units responded to Mascoma Lake for an animal rescue.
- 03/27 - units responded for mutual aid to Hartford, VT for a brush fire.
- 03/29 – units responded to Mechanic Street for a propane leak.
- 03/31 – units responded to Tracy Street for a cooking fire.

### **Other Events & Activities**

- Personnel have been assisting with providing COVID-19 vaccinations via closed points of dispensing and at the State of NH fixed site in Lebanon.

### **Annual Department Revenues**

**\$225,145.00**

## ***HUMAN SERVICES***

### **Collaborative Meetings & Pooled Resources**

Team/Group:	Meeting Date:	
Upper Valley Resource Team	Did not meet	
Upper Valley Housing Support Team	3/4/2021	†
Housing First Working Group	3/12/2021	†
Upper Valley Continuum of Care	3/25/2021	†
NH Balance of State Continuum of Care	3/9/2021	†
NH Coalition to End Homelessness	3/23/2021	†
Energy Advocacy Council	3/18/2021	†
Lebanon Community Nurse Steering Committee	3/24/2021	†
Upper Valley Strong	Biweekly	†
NH Local Welfare Administrators Association	Did not meet	

† Participated by video

## Monthly In-Office Activity

### Authorized Voucher Totals

	March 2021	March 2020
<b>Rent Assistance</b>	\$2,350.00	\$1,795.00
<b>Security Deposit*</b>	\$0.00	\$875.00
<b>Motel Assistance**</b>	\$5,637.82	\$4,523.96
<b>Cremation</b>	\$0.00	\$435.46
<b>Total</b>	\$7,987.82	\$7,629.42
<b>Year-to-Date</b>	\$28,976.25	\$18,899.90

\* Agreements are rendered with landlords so that all security deposits are returned to the City should the tenant vacate the housing without first reimbursing the City for the deposit.

\*\*Motel assistance is granted as a means of temporary emergency housing pending shelter placement or permanent housing. ***The Upper Valley Haven and all homeless shelters in NH have had to reduce capacity to mitigate the spread of COVID-19. Increased levels of motel assistance are anticipated through the pandemic.***

### Assisted Cases

<b>March 2021</b>	9 cases involving 9 adults and 0 children Extensive case management provided to 2 households
<b>March 2020</b>	12 cases involving 16 adults and 5 children Extensive case management provided to 1 household

### Notices Issued in March 2021 vs 2020

Rent/Security deposit	7	10
Motel	13	7
Cremation	0	1
Denials	0	2
Pending Decisions	0	0
Applications Withdrawn	0	1
Sanctions	0	0

### Contacts with clients in March 2021 vs 2020

Walk-Ins	0 ~	20
Scheduled Appointments	33	21
Home Visits	0	0

~ There are no walk-in hours for the foreseeable future due to COVID-19.

**Case Collaboration/Referrals in March 2021**

<b>AGENCY</b>	<b>March 2021</b>	<b>Year-to-Date 2021</b>
Tri-County CAP (homeless outreach/shelter/coordinated entry)	4	14
Tri-County CAP (rent/security)	5	12
Tri-County CAP (fuel/electric)	3	9
LISTEN (housing)	6	13
LISTEN (fuel/electric)	0	5
LISTEN (food)	0	2
LISTEN (discretionary funds)	1	1
Haven (shelter)	2	5
Haven (housing)	0	1
Haven (food)	0	0
Haven (discretionary funds)	0	0
NH DHHS (food stamps)	4	15
NH DHHS (cash assistance)	2	2
NH DHHS (Medicaid)	2	5
NH Bureau of Elderly and Adult Services	1	3
NH Employment Security	0	1
Senior Center/Service Link	1	2
Headrest	0	1
UVGEAR	1	1
WISE	1	3
West Central Behavioral Health	2	5
Catholic Charities	0	3
Good Neighbor Health Clinic	0	1
Easter Seals	0	0
Other NH Town Welfare office	3	7
VT Economic Services	1	3

**Reimbursement Received in March 2021 & YTD**

	<b>Client</b>	<b>SSI</b>	<b>Medicaid</b>	<b>Other Town***</b>
<b>March 2021</b>	\$60.00	\$0.00	\$0.00	\$0.00
<b>Year-to-Date</b>	\$245.00	\$0.00	\$0.00	\$0.00



\*\*\*Reimbursement received from another NH municipality because Lebanon Human Services assisted a resident of that town.

**Liens in March 2021:** Issued=0 Discharged=0

**LIBRARY**

	Month	YTD
Circulation of library held items	3,232	9,019
Circulation of ebooks and downloadable audiobooks	2,953	8,728

- Ronald Houk of Ottumwa, Iowa, accepted a job offer as IT Librarian, and will join our staff on May 17<sup>th</sup>. We are looking forward to him joining our team.
- The library foundation has resumed bi-weekly fundraising meetings to reach our goal of raising \$300,000 toward the Lebanon Library renovation project.
- Systems Librarian Jaki Frisina integrated Paypal into our Koha system, which will make it possible for online payments to be made for lost book, non-resident fees, and other charges.
- We will soon be getting a new look to our catalog, so the public will be able to see their print and digital options in one place, rather than having to go to different areas of our website. The software is called Aspen Discovery, and our library is part of a consortium, which will bring the cost down significantly.
- The Lebanon Library renovation project is ahead of schedule. We are keeping our fingers crossed that we can reopen in mid-July.
- The Kilton Library restroom renovation is slated to be done by late May.

## **PLANNING & DEVELOPMENT**

<b>Permit/Applications March</b>	Res.	Comm.	Total Permits YTD Jan-Mar 2021	Total Permits Prior Year Jan-Mar 2020	YTD Permit Fees Collected (Jan-Mar 2021)	Prior Year Fees (Jan-Mar 2020)
Building Permits	20	21	119	87	\$165,989.23	\$75,429.32
Planning Board Applications	0	3	6	6	\$1,619.65	\$47,941.10
Zoning Board Applications	0	3	8	5	\$1,875.10	\$1,123.45

<b>Inspection Activity</b>	
Total inspections for the Month of March	190 / YTD=539

## **POLICE**

### **Manager Updates for March 2021**

	Current Month	Year to Date	Prior Year to Date
Dispatch Calls for Service	2885	7473	7404
Police Calls for Services	2470	6355	5904
Incident Based Reporting Calls	98	246	213
Traffic Accidents	61	179	184
Property Damage	23	66	83
With Injury (possible)	2	11	29
Involving Bicycle or Pedestrian	0	0	3
Referred to Outside Agency	0	2	1
Hit and Run	19	50	36
Parking Lot	28	63	62
Arrests	94	254	289
DWI Arrests	4	20	19
Motor Vehicle Stops	491	1210	1649
Warnings	449	1113	1550
Citations	33	89	78
Problem Oriented Policing Calls	124	223	24

## Department Highlights

On March 31, 2021, Chief of Police Richard Mello announced his retirement from the Lebanon Police Department. Deputy Chief Phillip Roberts has been appointed as Chief of Police, effective May 1, 2021.

## PUBLIC WORKS

### Solid Waste

Month: March	2021	2020
Landfill Facility Received	2,894 (tons)	2,640 (tons)
Wastewater Bio-solids Received	396(tons)	350 (tons)
Leachate Generation & Pumping	201,699(gallons)	449,772 (gallons)

### Recycling

- During the Month of March, the following items were shipped to recycling markets:
  - Paper and Cardboard
  - Scrap Metal
  - Freon-Containing Units
  - Electronic Waste
  - Mixed Plastic
  - Aluminum

### Other

- Solid Waste staff continue to monitor the impacts of waste disposal rates as it relates to Covid-19. March 2021 tonnage received/managed at the Lebanon Solid Waste Facility is approximately 10% lower than March 2020. Solid Waste Administration will monitor tonnage to forecast revenues.
- Marc Morgan recently finished teaching a course with OSHER at Dartmouth. The course was titled, *Beyond the Curb* and focused on what happens to trash and recyclables once they are picked up.

### Water Treatment Plant

Month: March	2021	2020
Water Treatment Plant- Production	42.66 MG	43.70 MG
Water Quality Complaints		
After Hour Call-in	7	

- The water treatment plant pumped 1.04 MG less this March vs. March 2020 a 2.4% decrease.

### Lab Highlights

- All monthly required testing for March was completed and all results passed.
- The operators practiced Jar testing this month.

**Equipment Repair/Maintenance**

- The bi-yearly sedimentation basin cleaning was done.
- A lot of time was spent this month entering plant data into the new asset management software “Beehive”.
- The prospect booster station rebuild started in March.
- The plant upgrade is down to a few remaining things that could not get finished in the winter.

**After hour call-in:**

- There were 7 after hour call-in’s in March.

**Customer Service / Water Quality Inquiries:**

- There were several complaints/ inquiries about the low water pressure issues due to the Prospect Booster Station upgrade.

**Training:**

- There were several virtual trainings attended by staff in March.

**Wastewater Treatment**

<b>Month: March 2021</b>	<b>2020</b>	<b>2021</b>
Daily Avg. flow treated	1.7826 MGD	1.5041 MGD
Solids Inventory	23,027 lbs.	23,223 lbs.
Septage Receiving	125,710 gal.	69,465 gal.

**Operations highlights**

- We had zero plant violations to our NPDES permit or SWPPP permit for March 2021.
- Lebanon Wastewater treated 46,626,100 gallons of wastewater in March.
- Lebanon Wastewater treated 69,465 gallons of septage for the month of March, significantly less than the volume a year ago. This is most likely due to road weight limits still being implemented in a majority of surrounding towns.
- Lebanon Wastewater dewatered and delivered 211.86 wet tons of sludge to the landfill in March 2021.
- Effluent quality was extremely good for the month. TSS average was 3.0 mg/L, and our BOD average was 4.0 mg/L.
- Ron’s Johns portable toilets was permitted for disposal in March.
- Annual air blower maintenance was performed by Neuros.
- Lebanon wastewater is developing an emergency response plan to outline proper response to complex situations and emergencies.

- WWTP staff continue to evaluate odor control measures in the collection system.
- Both Influent wetwells at the WWTP were cleaned of grease buildup and sediment in March.
- WWTP septage receiving tank was cleaned in March and the grinder installed.
- The septage pinch valve liner was replaced in March and should help with velocity through the septage line into the plant.

### **Laboratory**

- TKN testing and analyzing once per week per EPA discharge permit requirements. It is required once per week after March 1<sup>st</sup>.
- Plant nitrification is very good, with full nitrification and denitrification present.
- Monthly BOD 4.0 mg/L.
- Turbidity of final effluent 2.26 NTU.
- Effluent TSS is 3.0 mg/L.
- S.V.I. average for March is 207.
- The lab is updating procedures, methods, QA/QC and SOP's based on current standard methods and 40 CFR/ Chapter 136.

### **Industrial Pretreatment Program**

- Continued review of industrial discharge permits.
- We are continuing with sampling for all industries needing permit renewals.
- All industrial tours have been cancelled because of Covid-19.
- Weekly collection system monitoring for BOD and TSS has commenced. We are monitoring at a variety of different locations and will be plot testing results to show potential trends in pollutant concentrations. This data will be trended to show areas of concern in the years to come.
- Sampling for our NPDES permit renewal was done in January. This sampling and analysis was done to better understand pollutants in Lebanon's waste stream and our new permit may reflect changes based on the results.

### **Highway Maintenance**

For a change, March saw no significant snowfall. The highway crew took advantage of this good weather to begin spring work and complete winter lawn damage repair, begin sidewalk sweeping, brush cutting, fill potholes, repair plows, complete a new sign inventory and straighten out signs.

### **Fleet**

In March, the fleet division prepares for spring. We slowly start cleaning and getting ready to put winter equipment away. We spend a week or two going through our vac truck making any necessary repairs to minimize down time. We also start getting all the sweeping equipment and mowing equipment ready. Most

of the new equipment is ordered for 2021 and the mobile column lifts came which is a great addition to the shop.

**Cemetery**

<b>March</b>	<b>2021</b>
Burials/Cremations	-Full/1-Cremation
Entombments	3
Grave/Trust Fund Sales	3-GR/ 3-Special Reserve
Grave Transfers	1
Foundations	0
Place Grass Marker	0 corner markers

- Winter burials were still low for the month of March with one weekday cremation burial. Spring burial scheduling has increased over the month as scheduling will begin to take place in April and March.
- With the storage container on site at the Valley Cemetery, the majority of the building has been cleaned out in preparation of the new building. Mowers are still currently in the building for storage.
- We took receipt of the new Exmark mower. This mower was purchased with a thatching system, as well as aerator mounted on the front. This is a new feature for our mowers which should help remove winter kill with the turf and add air to the soil to help improve turf conditions. The staff have begun thatching and aeration in the Valley Cemetery.
- Spring cleanup has begun and will continue through the Month of April. With the warmer weather this spring, it has given the crews the ability to start cleanup early this year which should help have everything in pristine condition for the Memorial Day holiday.
- Upcoming tasks for the month of April will be our annual spring cleanup of flowers and debris off graves, spring thatching and aeration in all cemeteries, finish loaming and seeding of winter burials and getting fountains operational for summer.

**Energy & Facilities**

**Streetlight Conversion Project**

Pine Ridge Associates completed the installation of the LED lights in March. There are a few minor outstanding issues that will be addressed over the next few weeks such as the replacement of a few more lights, control nodes that may have failed, and glare shields as necessary.

**LEAC: Municipal Aggregation**

Community Power Coalition of New Hampshire or CPCNH received approval on their Joint Powers Agreement by the New Hampshire Attorney Generals' Office on January 14, 2021. Community Power, authorized under RSA 53-E, democratizes energy governance by empowering towns, cities and counties to choose where their electricity comes from on behalf of their residents and businesses, work with utilities on local energy infrastructure upgrades, and provide electricity supply rates and services to all customers participating in the program: Community Power programs serve as the default electricity supplier within the municipality and are self-funded through the revenues received by participating customers.

Local electric distribution utilities continue to own and operate the "poles and wires" and deliver electricity to all customers in the municipality.

Community Power programs may also offer innovative services and rates for customers on an "opt-in" or "opt-up" basis, such as 100% renewable premium products, time-varying rates, and Net Energy Metering generation credits for customers with solar photovoltaics.

The Community Power Coalition of New Hampshire is a non-profit Joint Powers Agency in development — governed "by communities, for communities" — that will empower towns, cities and counties across New Hampshire to:

- Streamline the process required to establish an Electric Aggregation Committee, draft an Electric Aggregation Plan and establish Community Power programs.
- Jointly solicit and contract for third-party services and staff support to launch and operate Community Power programs.
- Participate in joint power solicitations and project development opportunities.
- Facilitate knowledge-sharing and regional collaborations on clean energy and resilient infrastructure development at the community-level throughout the state.
- Represent the interests of member communities in [state policy affairs](#) relating to Community Power and electricity (both legislative and regulatory).

There are no upfront costs to join the Coalition, and the expense of launching and operating each member's Community Power program will be repaid after program launch through the electricity rates set by each member's governing body (town select boards, city councils and county executive committees) and the revenues received from participating customers in each program.

The Coalition will be a Joint Powers Agency to provide a range of services to our municipal Community Power members. By joining together, members will access economies of scale in procuring services and purchasing power, gain

administrative efficiencies and strengthen their voice at the Legislature and Public Utilities Commission, while maintaining local control and community values.

### **Facility Assessment Plan**

- City is still waiting for the Facility Assessment Plan report from the consultant.

### **Asset Management**

- We are continuing to collaborate with other departments on Beehive and inputting data for facilities. When the reports are ready, large sets of equipment data will be imported into Beehive from the Facility Assessment Plan the City Hall commissioning.

### **Energy Tracking**

- Continuing a system to track energy use for the City for all of the 2020 usage. The plan is to develop a table that is filled in monthly with all of the different electricity and fuel usage.

### **Other**

- Greenhouse Gas Report: The Planning Department will be making a presentation to City Council on April 27<sup>th</sup> on greenhouse gas emissions reduction in the past year and a plan for reductions for the future.
- Civic Memorial and Vellely Cemetery Buildings: DPW has received proposals and is reviewing options to move forward in 2021.
- HVAC Maintenance Contract: We have started the process of preparing a Request for Proposals for the city's heating, ventilation and AC systems. Current 5-year contract expires Jan 31, 2022.
- Renovation of the City Hall bell tower is moving ahead with minor repairs and repainting. We are still looking for a shop to refabricate the four architectural finials for the tower.

### **Engineering**

#### **CSO#23-Contract #11 Mechanic Street Area and Guyer/Young Street Area (phase 2)-Park Construction**

- Reseeding and lawn letters out to residents to opt in for treatment and addressing emails and calls from the 200+ residents.

#### **CSO#23-Contract#12 Ora, Avon, Freeman, Bomhower, Myra, Mascoma and Mechanic Streets and cross-country areas between Mascoma St. and Mechanic St. and, Mechanic St. to the Mascoma River (NO CHANGE)**

- Few items left to address- lawns and utilities punch list.
- Final paving and completion of lawn restoration next spring that was not addressed this fall-approach received from Contractor.



- Letters went out addressing lawn weed control, fertilization and seeding for residents to opt in- addressing emails and calls from residents.

### **CSO#26- Contract#13 –Rte. 12A, Romano Circle and Cross-country to interceptor**

- Bidding expected to happen end of March.
- Environmental review submitted February 4<sup>th</sup> to NHDES approved posted in paper and website February 24<sup>th</sup> - 30-day comment period.
- Water/Sewer Licenses went out to the residents – received most back.
- Easements at the lawyers for title search and write up (questions on 3 different ones).
- Meetings with individual residents and businesses on licenses and plans.

### **Miracle Mile Pedestrian Improvement Project -Phase 2 and 3**

- New sidewalk along Miracle Mile from Poverty Lane to Terri Dudley Bridge design. Will bid only Phase 2 from where we left off with Phase 1 to Terri Dudley Bridge - north side.
- Meetings with Ford and meeting with Suburban on driveway curb cuts.

### **Mechanic Street Round-a-bout**

- Design underway - meetings held with Historical on the NEPA.
- Additional meetings and correspondence with NH Cultural Resources.
- Monthly Meetings with consultant held.

### **Hillcrest**

- Still working with residents on easements and wetland permissions.
- Coordinating with utility companies -still awaiting Comcast to move off lines-contacted PUC.
- Contractor to finish Skylark, Hillcrest and Ledge Lane this year.
- Final paving Summer of 2022.

### **City Hall Project-Phase 3**

- VAV's identified for replacement - work being done.
- All plumbing replaced in walls and bringing valves to be accessible for shut-off – complete.
- Bringing bathroom up to code for ADA compliance.
- Windows in, spray insulation in, sheetrock being installed.

### **Solar project- Phase 1B. and Phase 2 No Phase 2 Working through Phase 1B-retesting of police station**

- Interim trying to secure hangers for landfill relocation panels and police station - process has begun.

- Revision Energy recommends reaching out to the SAU 88 school district for the Lebanon High School as that looks to be a promising site/project for a Phase 2 project.

### **South Main Street Bridge Project**

- Alternative design 2E design plan preparation and permitting is ongoing. The design and permitting effort will take several months. Additional right of way acquisition is pending.
- Project scheduled for construction 2023-2024.

### **Downtown Tunnel Rehabilitation Project**

- Eastern tunnel construction is ongoing.
- The upper parking lot is partially reopened, with only intermittent partial closures going into the spring of 2021.
- Topping stabs, finish work, lighting, CCTV, glass enclosure installation and hardscape/landscape work is scheduled for completion in May 2021.

### **20 Spencer Street Project**

- Soil remediation work is pending further site investigation work and associated environmental reports, which is currently ongoing.

### **Mt. Support Road/Lahaye Drive Intersection**

- Developer paid conceptual design has been prepared and preliminarily reviewed. Basis of design report has been received and is under review. Special assessment district criteria needs to be assessed and finalized.

### **Spencer Street Reconstruction**

- Easements are pending title searches and negotiations with impacted abutters.
- Advertisement for Bid scheduled for March 2021.
- Construction is scheduled for spring/summer 2021.

### **General**

- Reviewed & approved Building Permits & Planning Board Plans.
- Pre-submittal meetings with proposed developers prior to submissions.
- Altaria bike path along NH120 completed punch list waiting as-builts -no change.
- Fema/coordination meetings on redevelopment of Kmart Plaza-floodproofing- internal and external meetings-review of plans.

## **RECREATION & PARKS**

### **Program Updates:**

March brought a relatively early ending to Winter and gradual introduction to Spring. With that transition of weather, we have been making a transition to Spring programs and park maintenance.

<b><u>Program</u></b>	<b><u>Residents</u></b>	<b><u>Non-Residents</u></b>	<b><u>Total</u></b>
Lacrosse – 1 <sup>st</sup> 2 <sup>nd</sup> grade Boys/Girls	22	11	33
Lacrosse – 3 <sup>rd</sup> 4 <sup>th</sup> grade Boys	6	3	9
Lacrosse – 3 <sup>rd</sup> 4 <sup>th</sup> grade Girls	6	8	14
Lacrosse – 5 <sup>th</sup> 6 <sup>th</sup> grade Boys	7	11	18
Lacrosse – 5 <sup>th</sup> 6 <sup>th</sup> grade Girls	8	6	14
Lacrosse – 7 <sup>th</sup> 8 <sup>th</sup> grade Boys	10	8	18
Lacrosse – 7 <sup>th</sup> 8 <sup>th</sup> grade Girls	3	8	11
Gear Shifters Mtn Biking – Beginner	11	5	16
Gear Shifters Mtn Biking – Inter	9	0	9
Gear Shifters Mtn Biking – Adv	3	5	8
Golf Lessons	4	1	5
Softball – 3 <sup>rd</sup> 4 <sup>th</sup> grade	11	0	11
Softball – 5 <sup>th</sup> 6 <sup>th</sup> grade	8	4	12
Track and Field – Middle School	25	6	31
Carl Wallin’s Throw Club	6	2	8
Farmers’ Market opens May 20			
Camp Rec Arts Parks – Registration opens April 19			

### **Parks Maintenance Project Updates:**

<b>Major Projects</b>	<b>Status</b>
Pool pump rebuild	Scheduled with DPW staff
Pat Walsh Ice Rinks	Dismantled and stored for the season
MRG Maintenance and Improvements	Sweeping and cleaning from Winter use
Northern Rail Trail	Planning bridge redecking projects for late Fall
Turf Management	Organic compost, aeration and seed scheduled

Beehive	Using regularly and ongoing asset building
MRG expansion	Pursuing legal counsel approach and collaborative statewide effort to argue for more DOT participation in rail-trail conversions.

Special Events:

<b>Event</b>	<b>Estimated Attendance</b>
Community Clean Up Day	March 19 through May 8
Arbor Day Trees Plantings	3 shade trees at Maple St Playground
Ride of Silence	Virtual Event, May 19
Shamrock Shuffle Planning	Live event July 31
Food Truck Festival	Planning for August 27 & 28
Summer Celebration	Planning for August 26
4 <sup>th</sup> of July Spectacular	Planning for July 4
Summer Concerts	Begin Thursday July 8
Tunnel Grand Opening Celebration	Thursday July 8

Capital Project Updates:

<b>Project</b>	<b>Status</b>
Playing Fields	Back to square one
Community Center	SMP Architects have begun site evaluation. Discussions with CCBA have started.
Civic Maintenance Building	Bids awarded in conjunction with DPW project.
Colburn Park Sidewalks	DPW leading. Scheduled completion late April.