

**CITY OF LEBANON
MANAGER UPDATES
Month of April 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.

Table of Contents

- [AIRPORT](#)
- [ASSESSING](#)
- [CITY CLERK](#)
- [FINANCE](#)
- [FIRE DEPARTMENT](#)
- [HUMAN SERVICES](#)
- [LIBRARY](#)
- [PLANNING & DEVELOPMENT](#)
 - Planning Division
 - Zoning Division
 - Building/Codes Division
- [POLICE DEPARTMENT](#)
- [PUBLIC WORKS](#)
 - Administration
 - Engineering
 - Maintenance Services
 - Solid Waste
 - Water
 - Wastewater
 - Utilities Maintenance
- [RECREATION & PARKS](#)

AIRPORT

April 2021	2021 Year to Date	2020 Year to Date
Enplanements	1,128	1,712
Aircraft Operations	8,274	7,385
Airport Expense*	\$501,486	\$565,232
CARES Offset**	(\$50,431)	(\$273,671)
ACRGP Offset***	(≈\$270,000)	NA
Airport Revenue	\$279,812	\$259,238
General Fund	\$224,960	\$385,610

* Expense includes Offset

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

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

AIP-62 Terminal Loop Road and Public Parking Lot Paving	<ol style="list-style-type: none"> 1. Project advertised March. 2. Bid opening March 27. 3. Grant agreement signed. 4. G&C approval on 26 August. 5. Contract with Blaktop for signature. <p>Work will begin late May 2021.</p>	Bid award - October Project start - May 2021.
AIP-67 Airport Coronavirus Relief Grant Program	<ol style="list-style-type: none"> 1. Grant application submitted to FAA – 18 February 2021 <p>Grant offer signed – 13 April 2021. Grant for \$1,003,521.</p>	Grant Draw down Grant closeout
AIP-XX Terminal and Maintenance Building Renovation	<ol style="list-style-type: none"> 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 5. Bids opening – 20 April <p>Grant application submitted to FAA – 23 April.</p>	<ol style="list-style-type: none"> 1. Submit and accept grant. 2. Perform work. <p>Grant close out.</p>
AIP-YY Runway Safety Area Project Environmental Assessment	<ol style="list-style-type: none"> 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. <p>Grant application submitted 16 April.</p>	<ol style="list-style-type: none"> 1. Accept grant offer. McFarland Johnson performs study.
AIP-66 FAA Reimbursable Agreement – Localizer Relocation	<ol style="list-style-type: none"> 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. 4. Grant application submitted to FAA – 10 March <p>Grant agreement out for signatures – 17 May.</p>	<ol style="list-style-type: none"> 1. Accept grant. FAA performs 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.
-----------------------	---	--

ASSESSING

	Month to Date	Year to Date
Number of Property Sales	51	91
Number of Property Inspections	116	458

CITY CLERK

	Current Month Revenue	Year to Date	Prior Year to Date
Motor Vehicle Regs	\$220,886.36	\$878,647.20	\$827,368.06
Dog Licenses	\$4,883.50	\$6,560.50	\$5,387.50
Vital Records	\$2,720.00	\$10,391.00	\$9,980.00

Highlights:

- The integration of the City Clerk and Tax Collector positions is in full swing. Staff is working hard to learn the various aspects of Tax Collecting.
- Assistant City Clerk Jill Potwin has been promoted to Deputy Tax Collector. Congratulations Jill!
- City Clerk Kenniston and Deputy City Clerk Gould interviewed several candidates for Assistant City Clerk. Jenna Drouin was chosen for the position; her start date was May 17th.
- City Clerk Kenniston attended a briefing on HR 1 an S 1 “For the People Act” with the NH Secretary of State’s Office.
- Preparations for the Verification of the Voter Checklist are underway. Per NH Law, the Supervisors of the Checklist must verify the checklist every ten years. Any person on the checklist who has not voted in the past four years (Since April 1, 2017) must re-register to remain on the checklist. The first Supervisor Session for this process will be held Thursday June 24 from 6:00PM to 6:30PM.
- Staff has been busy with dog licensing. Dog licenses are due by April 30th; owners will have until May 31st to license their dogs to avoid paying fees and fines in June.

FINANCE

REVENUES	2021 Budget	Current Month April	Year to date	% collected
General Fund	\$34,511,300	\$573,552	\$5,392,829	15.6%
Landfill	\$4,487,830	\$380,879	\$1,213,065	27.0%
Water	\$4,130,550	\$869,864	\$1,983,034	48.0%
Wastewater	\$7,368,570	\$1,509,402	\$3,068,192	41.6%
Airport	\$1,192,790	\$74,064	\$504,772	42.3%

EXPENSES	2021 Budget	Current Month April	Year to date	% expended
General Fund	\$34,511,300	\$2,207,830	\$12,063,941	35.0%
Landfill	\$4,498,830	\$181,728	\$1,031,046	29.8%
Water	\$3,724,290	\$233,895	\$1,829,414	49.1%
Wastewater	\$7,128,990	\$264,133	\$3,732,263	52.4%
Airport	\$1,358,250	\$95,669	\$451,054	33.2%

FIRE

April 2021	Current Month	Year to Date	Prior Year to Date
Fire	9	29	34
Rescue & Emergency Medical Calls	210	825	800
Hazardous Conditions	6	23	30
Service Calls	30	80	66
Good Intent Calls	26	89	78
False Alarms	15	103	90
TOTALS	296	1149	1099

Highlights:

- 04/04– units responded to Renihan Meadows for a brush fire.
- 04/06- units responded to Route 4A for an outside trash fire.

- 04/08– units responded Mascoma Street for an outside trash fire.
- 04/08 – units responded mutual aid to Grantham for a building fire.
- 04/09 – units responded mutual aid to Hartford, VT for a brush fire.
- 04/11 – units responded to Railroad Avenue for a brush fire.
- 04/12 – units responded to Cedarwood Lane for a cooking fire.
- 04/23 - units responded to Mechanic Street for a cooking fire.
- 04/24 – units responded mutual aid to Corinth, VT for a rescue from a mine.
- 04/27 – units responded mutual aid to Hartford, VT for a building 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.
- Personnel participated in several birthday drive by parades.

Annual Department Revenues

\$347,939

HUMAN SERVICES

Collaborative Meetings & Pooled Resources

Team/Group:	Meeting Date:	
Upper Valley Resource Team	Did not meet	
Upper Valley Housing Support Team	4/1/2021	†
Housing First Working Group	4/9/2021	†
Upper Valley Continuum of Care	4/29/2021	†
NH Balance of State Continuum of Care	4/6/2021	†
NH Coalition to End Homelessness	Did not meet	
Energy Advocacy Council	Did not meet	
Lebanon Community Nurse Steering Committee	Did not meet	
Upper Valley Strong	Biweekly	†
NH Local Welfare Administrators Association	4/15/2021	†

† Participated by video

Monthly In-Office Activity

Authorized Voucher Totals

	April 2021	April 2020
Rent Assistance	\$3,825.00	\$2,177.00
Security Deposit*	\$0.00	\$1,300.00
Motel Assistance**	\$3,272.18	\$3,273.31
Cremation	\$0.00	\$3,500.00
Total	\$7,097.18	\$10,250.31
Year-to-Date	\$36,073.43	\$29,219.51

* 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

April 2021	6 cases involving 6 adults and 0 children Extensive case management provided to 2 households
April 2020	15 cases involving 16 adults and 4 children Extensive case management provided to 1 household

Notices Issued in April 2021 vs 2020

Rent/Security deposit	5	12
Motel	6	8
Cremation	0	3
Denials	0	0
Pending Decisions	0	0
Applications Withdrawn	0	0
Sanctions	0	0

Contacts with clients in April 2021 vs 2020

Walk-Ins	0 ~	0
Scheduled Appointments	19	18
Home Visits	0	0

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

Case Collaboration/Referrals in April 2021

AGENCY	April 2021	Year-to-Date 2021
Tri-County CAP (homeless outreach/shelter/coordinated entry)	4	18
Tri-County CAP (rent/security/NHERAP)	4	16
Tri-County CAP (fuel/electric)	1	10
LISTEN (housing)	4	17
LISTEN (fuel/electric)	0	5
LISTEN (food)	2	4
LISTEN (discretionary funds)	0	1
Haven (shelter)	3	8
Haven (housing)	0	1
Haven (food)	0	0
Haven (discretionary funds)	0	0
NH DHHS (food stamps)	3	18
NH DHHS (cash assistance)	2	4
NH DHHS (Medicaid)	0	5
NH Bureau of Elderly and Adult Services	1	4
NH Employment Security	0	1
Senior Center/Service Link	1	3
Headrest	1	2
UVGEAR	2	3
WISE	0	3
West Central Behavioral Health	0	5
Catholic Charities	0	3
Good Neighbor Health Clinic	1	2
Easter Seals	0	0
Other NH Town Welfare office	4	11
VT Economic Services	2	5

Reimbursement Received in April 2021 & YTD

	Client	SSI	Medicaid	Other Town***
April 2021	\$0.00	\$0.00	\$0.00	\$0.00
Year-to-Date	\$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 April 2021: Issued=0 Discharged=0

LIBRARY

	Month	YTD
Circulation of library held items	2,661	11,680
Circulation of ebooks and downloadable audiobooks	3,022	11,750

The library welcomed new hire Beatrice Couser to fill our Library Administrative/Technical Assistant position. Hired in April, Bea started May 3rd. She previously worked at the Hooksett and Merrimack library systems.

The trustees voted at their April meeting to start Outdoor Library at Kilton on May 3rd, and to reopen Kilton in a limited way on June 14th. The library now has an eight-stage plan for being fully reopened.

The Lebanon Library renovation project is still ahead of schedule, and we have a good amount of funding left in contingency. We should be under budget.

The library foundation plans to have members at the farmers' market every other week to help pursue our fundraising efforts for the Lebanon Library renovation capital campaign.

PLANNING & DEVELOPMENT

Permit/Applications April	Res.	Comm.	Total YTD Jan-April 2021 #of Bldg Permits	Total Prior Year Jan-Apr 2020 # of Bldg Permits	YTD Permit Fees Collected (Jan-Apr 2021)	Prior Year Fees (Jan-Apr 2020)
Building Permits	37	28	184	118	\$228,655.29	\$121,812.43
Planning Board Applications	0	5	11	13	\$3,540.49	\$65,552.70
Zoning Board Applications	3	3	14	8	\$2,895.39	\$1,737.85

Inspection Activity	
Total inspections for the Month of April	174 / YTD= 713

POLICE

Manager Updates for April 2021

	Current Month	Year to Date	Prior Year to Date
Dispatch Calls for Service	2497	9970	10004
Police Calls for Services	2118	8473	7970
Incident Based Reporting Calls	99	345	262
Traffic Accidents	56	235	211
Property Damage	24	90	95
With Injury (possible)	7	18	31
Involving Bicycle or Pedestrian	1	1	3
Referred to Outside Agency	0	2	1
Hit and Run	9	59	44
Parking Lot	16	79	71
Arrests	78	332	347
DWI Arrests	3	23	21
Motor Vehicle Stops	372	1582	1692
Warnings	354	1467	1585
Citations	16	105	86
Problem Oriented Policing Calls	77	300	209

Community Involvement

On April 24, 2021, the Lebanon Police Department partook in the Nationwide Drug Take Back Event.

PUBLIC WORKS

Solid Waste

Month: April	2021	2020
Landfill Facility Received	3,145 (tons)	2,495 (tons)
Wastewater Bio-solids Received	365 (tons)	324 (tons)
Leachate Generation & Pumping	(gallons)	497,247 (gallons)

Recycling

- Recycling markets have slowly come back. Fiber markets are strong and other commodity pricing is improving.
- During the Month of April, the following items were shipped to recycling markets:
 - Paper and Cardboard
 - Scrap Metal
 - Freon-Containing Units
 - Plastic
 - Aluminum
 - Electronic Waste

Water Treatment Plant

Month: April	2021	2020
Water Treatment Plant-Production	43.88 MG	41.36 MG
Water Quality Complaints	Several due to hydrant flushing	
After Hour Call-in	5	

- The water treatment plant pumped 2.51 MG more this April vs. April 2020, a 6.1% increase. This increase is primarily due to hydrant flushing throughout the City by DPW as part of the exercising of water gate valves and watermain cleaning.
- A meeting was held with the state DES Dam Bureau to discuss drought planning, water usage and the recreational demand factor. Hopefully, we get some much-needed rain so that water levels do not become an issue like last summer.

Lab Highlights

- All monthly required testing for April was completed and all results passed.

Equipment Repair/Maintenance

- We tested approximately half of the city owned backflows this month and all were acceptable.
- Staff is continuing with asset management efforts.
- The Prospect Booster station piping rebuild project is nearly complete.
- The yearly service on approximately half of our remote site valves was performed.

After hour call-in:

- There were 5 after hour call-in's in April.

Customer Service / Water Quality Inquiries:

- There were several complaints/ inquiries about discolored water, due to hydrant flushing.

Training:

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

Wastewater Treatment

Month: April 2021	2020	2021
Daily Avg. flow treated	2.0041 MGD	1.7090 MGD
Solids Inventory	21,144 lbs.	21,598 lbs.
Septage Receiving	233,530 gal.	214,495 gal.

Operations highlights

- We had zero plant violations to our NPDES permit or SWPPP permit for April 2021.
- Lebanon Wastewater treated 51,271,200 gallons of wastewater in April.
- Lebanon Wastewater treated 214,495 gallons of septage for the month of April, slightly less than the volume a year ago.
- Lebanon Wastewater dewatered and delivered 217.52 wet tons of sludge to the landfill in April 2021.
- Effluent quality was extremely good for the month. TSS average was 2.0 mg/l which is an extremely low value. BOD average was 4.0 mg/l for the month which is also very low.
- Lebanon Wastewater is developing an emergency response plan to outline proper response to complex situations and emergencies such as control failure of equipment and/or power loss.
- WWTP staff continue to evaluate odor control measures in the collection system. An odor control study was performed by Bowker and Associates out of Scarborough, Maine. The results of that study will help in decision making on how to control odors in certain parts of the Lebanon collection system.

Laboratory

- TKN testing and analyzing once per week per EPA discharge permit requirements. It is a seasonal requirement and is required once per week after March 1st.
- Plant nitrification is very good, with full nitrification and denitrification present. We saw a monthly average of 10.0 Mg/L total nitrogen in our effluent for April.
- TKN average for April was 1.0 mg/l.
- Monthly BOD 4.0 mg/l.
- Turbidity of final effluent 1.74 NTU.

- Effluent TSS is 2.0 mg/l.
- S.V.I. average for April is 210.
- The lab is updating procedures, methods, Quality Assurance/Quality Control and Standard Operating Procedures based on current standard methods and federal requirements (40 CFR/ Chapter 136).

Industrial Pretreatment Program

- Continued review of industrial discharge permits.
- We are continuing with sampling for all industries needing permit renewals.
- 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 and areas of concern in the years to come.

DPW Fleet

During the month of April, the fleet division continued preparing all equipment for summer. We spent a week going through the roadside mower making any necessary repairs to minimize down time this summer. Public works purchased a used Pelican road sweeper to help speed up spring cleanup with in-house staff. The mechanics continue to work one day a week at the solid waste facility, checking and maintaining the equipment.

Highway Maintenance

The Highway staff completed winter damage repair and began sweeping the streets. L & M Service Contractors began much needed sidewalk improvements in and around Colburn Park. The highway crew graded gravel roads and started performing ditch work. After the opening of the hot mix pavement plants for the season, the highway crew also kept busy patching potholes and making roadway repairs from the winter freeze/thaw cycles.



L & M Service Contractors completing sidewalk in and around Colburn Park



Pike Industries paving Seminary Hill, City Public Works crew sweeping

Cemetery

April	2021
Cemeteries & Park Maintenance	
Burials/Cremations	1-Full/9-Cremation
Entombments	1
Grave/Maintenance Special Reserve Sales	1-GR/ 1-Special Reserve
Grave Transfers	0
Foundations	0
Place Grass Marker	0 corner markers

In the month of April, we started to see an increase with our spring burials. We had 1 Full burial on a weekday, 6 cremation burials on a weekday and 3 cremation burials on weekends.

Along with spring cleanups in all cemeteries, the staff was able to complete the entire perimeter clearing of brush and low hanging branches in the West Lebanon Cemetery. All winter burial graves were also topped off with compost and loamed in, as well as seeded and mulched. All cemeteries had their scheduled spring clearing of old flowers, debris, and unwanted planters and memorabilia.

Finding seasonal staff has proven to be difficult this spring. Typically, we have 6 seasonal staff employees to assist with string trimming and handwork for the cemeteries and green spaces throughout the city. We currently only have two with no pending applications for review which likely will result in a longer rotation of mowing and string trimming for all maintained properties until positions are filled.

The month of May's staff will focus on preparation for Memorial Day with mowing and string trimming all green spaces, as well as laying out, digging and pouring all spring run foundation orders.

Energy & Facilities

Streetlight Conversion Project

The City is in the process of ordering the new light fixtures around Colburn Park that will be replaced by Liberty Utilities.

Facility Assessment Plan

The facility assessment plan is due from the consulting engineer this month. When we receive it, we will start putting inputting the equipment list into the asset management program and scheduling preventative maintenance work orders.

Asset Management

We are continuing to collaborate with other departments on the asset management software program "Beehive" and inputting data for city facilities.

Energy Tracking

Continuing to work to develop a system to track energy use for the City. This will include tabulating all of the 2020 usage, and then developing a program that is filled in monthly for electricity and fuel usage at all facilities.

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 Few items left to address- lawns and utilities punch list

- Final paving End of May/June and completion of lawn restoration to happen in May/June 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

- Construction bids were due May 3rd, 2021.
- Utility poles being replaced, Liberty mostly completed electrical work.
- Water/Sewer Licenses went out to the residents and received.
- Easements received.
- 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 was designed. Will bid phase 2 from where phase 1 ended in 2020 to the Terri Dudley Bridge – Bids received on April 29th and Pine Hill was low bidder.

Mechanic Street Round-a-bout

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

Hillcrest

- Still working with residents on easements and wetland permissions.
- Coordinating with Utility companies - awaiting on consolidated to move off lines.
- Contractor began Spring work mid-April.
- Temp waterline work installed for residents, waterline placed on Skylark and a portion of Hillcrest, began boxing and working on underdrain and drainage on Skylark.
- Meeting with residents on drainage, lawns and plantings.
- Waterwork anticipated to continue the month of May and then start loaming and seeding the work that was completed last year.
- Contract will be amended to include the extension of Moulton Ave sidewalk work to a cross country walking trail with a crosswalk crossing Route 4.
- Final paving will be performed Summer of 2022.

City Hall Project-Phase 3

- Bathroom work continuing including plumbing, tile work, fixtures and counters, bringing up to Code for ADA compliance, windows, and spray insulation.
- Negotiating with a contractor to perform painting of the clock towers with minor repairs, with anticipation of work being performed in June-July 2021.

Solar project- phase 1B, and Phase 2 No phase 2

- Continuing to work through phase 1B which involves the retesting of police station.
- In the interim, and as an alternative, looking to secure airport hangers for the relocation of the landfill panels and the police station panels.
- 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.

Kimball Street Reconstruction Project

- Contract signed and plans are being updated by a consulting engineer firm HTA, to prepare the infrastructure improvements including roadway, sidewalk, curbing, drainage, water and sewer.

Hanover Street/NH120 Bridge Project

- Permission granted by NHDOT to go into design with consultant, HTA.
- Agreement signed with NHDOT.
- Monthly progress meetings are being set.

Trues Brook Bridge Project

- Scoping meeting held and cost and scope sent to NHDOT for approval in March.
- Waiting on permission to begin work from NHDOT.

South Main Street Bridge Project

- Preliminary design plans and permitting is proceeding with NHDOT.
- Preliminary Design Plans received April 9,2021 and have been reviewed by the City. DPW would like to replace the existing old water line given its age and condition.
- Public Informational meeting was held on April 13, 2021.
- Project bridge is scheduled for construction in 2023.

Downtown Tunnel Rehabilitation Project

- Eastern tunnel construction is on-going.
- The upper parking lot is scheduled for pavement sealing and re-striping in May or early June. Parking will be impacted during this work, expected to be three days in duration.
- Topping stabs, lighting, CCTV installation, glass enclosure installation, stair construction, tunnel painting, sign installation, hardscape/landscape and other finish work is scheduled for completion into early June.

20 Spencer Street Project

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

Mt. Support Road/Lahaye Drive Intersection

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

Spencer Street Reconstruction

- Easements are currently being drafted, and negotiations with impacted abutters are pending.
- Project construction has been bid and we have a signed agreement with the Contractor – United Construction.
- Construction is scheduled for spring/summer 2021.

Airpark Road Extension Project

- Project construction has been bid and we have a signed agreement with the Contractor – L&M Construction.
- Construction is scheduled for spring 2021.

General

- Reviewed & approved Building Permits & Planning Board Plans.
- Pre-submittal meetings with proposed developers prior to submissions.
- Altaria Bike path along NH Route 120 completed. The punch list includes submittal of as-builts.
- FEMA/coordination meetings on redevelopment of Kmart Plaza-for building floodproofing.
- The NH Route 120 Sewer project is complete and as-builts have been delivered to NHDES.

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.

Program	Residents	Non-Residents	Total
Lacrosse – 1 st 2 nd grade Boys/Girls	22	11	33
Lacrosse – 3 rd 4 th grade Boys	6	3	9
Lacrosse – 3 rd 4 th grade Girls	6	8	14
Lacrosse – 5 th 6 th grade Boys	7	11	18
Lacrosse – 5 th 6 th grade Girls	8	6	14
Lacrosse – 7 th 8 th grade Boys	10	8	18
Lacrosse – 7 th 8 th 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

Program	Residents	Non-Residents	Total
Golf Lessons	5	1	6
Softball – 3 rd 4 th grade	12	1	13
Softball – 5 th 6 th grade	10	4	14
Track and Field – Middle School	39	4	43
Track and Field – Granite State	28	12	40
Carl Wallin’s Throw Club	6	2	8
Adult Softball – 11 teams so far			
Camp Rec Arts Parks – All weeks full except for 9 to 12-year-olds. Wait list with others.			

Parks Maintenance Project Updates

Major Projects	Status
Pool pump rebuild	DPW employees completed 100%
Spring field maintenance	Ongoing
MRG Maintenance and Improvements	Weekly sweeping and litter management
Northern Rail Trail	Planning bridge redecking projects for late Fall
Turf Management	Organic compost, aeration and seed completed
Beehive	Using regularly and ongoing asset building
MRG expansion	Connection agreement with Miracle Mile Plaza completed by Planning. Pursuing easement with Lebanon Ford for additional connectivity.

Special Events

Event	Status
Community Clean Up Day	March 19 through May 8. Excellent participation
Arbor Day Trees Plantings	3 shade trees at Maple St Playground. Mt Leb 4 th grade class attended with Mayor McNamara and Tree Board.
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 th of July Spectacular	Planning July 4 - Music and Fireworks
Summer Concerts	Begin Thursday July 1
Tunnel Grand Opening Celebration	Thursday July 8

Capital Project Updates

Project	Status
Playing Fields	Obtaining concept and price option for next top choice.
Community Center	CCBA site is not an option. Exploring other options with SMP.
Civic Maintenance Building	Completing building permits
Colburn Park Sidewalks	DPW leading. Construction completed.