

**CITY OF LEBANON
MANAGER UPDATES
Month of June 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

June 2021	2021 Year to Date	2020 Year to Date
Enplanements	2,778	1,955
Aircraft Operations	15,138	11,706
Airport Expense*	\$696,068	\$815,382
CARES Grant – Jan 20, 2020-Jan 19, 2021	(\$50,431)	(\$526,843)
Airport Revenue*	\$526,396	\$398,922
ACRGP Grant - Jan 20, 2020-Apr 13, 2025	\$64,961	NA
General Fund Support	\$244,960	\$385,610

* Includes Grant Funds – Change in tracking procedure from CARES to ACRGP

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. 8. FAA review underway. 9. Final document being assembled by Stantec 	<p>Airport Layout Plan Final Narrative Report Project closeout –3rd quarter 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>Bid award - October Project start - May 2021.</p>

	6. Milling and repaving started 11 June.	
AIP-67 Airport Coronavirus Relief Grant Program	1. Grant application submitted to FAA – 18 February 2021 2. Grant offer signed – 13 April 2021. Grant for \$1,003,521. Drawdown to date \$323,828	Grant Draw down Grant closeout
AIP-64 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 5. Bids opening – 20 April 6. Grant application submitted to FAA – 23 April. 7. Grant August G&C agenda for approval.	1. Submit and accept grant. 2. Perform work. Grant close out.
AIP-65 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. 6. Grant application submitted 16 April. 7. Grant August G&C agenda for approval. 8. Wetland delimitation 13-15 July.	1. Accept grant offer. DuBois & King performs study.
AIP-66 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. 4. Grant application submitted to FAA – 10 March 5. Grant agreement received. 6. FAA performing study.	FAA performs study.
Airport Leases	Restaurant Space.	Estimated opening now in late August, early September 2021.

	TSA Lease	Lease expires 2022. Negotiations started.
FAA Property Releases	TIF 1. Environmental Assessment – Categorical Exclusion approved by FAA 18 February 2021. 2. Release published in Federal Register. Final comments due to FAA 26 July.	Property Release estimated in 2021.

ASSESSING

	Month to Date	Year to Date
Number of Property Sales	49	188
Number of Property Inspections	51	621

CITY CLERK

	Current Month Revenue	Year to Date	Prior Year to Date
Motor Vehicle Regs	\$270,833.36	\$1,425,716.74	\$1,307,969.05
Dog Licenses	\$2,055.00	\$10,608.50	\$7,332.50
Vital Records	\$2,691.00	\$15,480.00	\$13,737.00

Highlights:

June was a very busy month in the City Clerk/Tax Collector's office!

- Civil forfeiture notices were mailed to delinquent dog owners on June 17th. A \$25.00 fine was assessed per unlicensed dog.
- Tax bills went out on June 10th with a due date of July 12th. This was the first tax billing handled by the City Clerk's Office since the integration.
- A lien was executed against several property owners for unpaid 2020 property taxes.
- Summer is marriage license season and June was busy as our office processed 17 of them. Marriage licenses take about twenty minutes on average, to process.
- The Verification of the Voter Checklist process began. Supervisors of the Checklist met June 24th to review a list of voters who were identified as not having voted for four years. As a result, 1,991 voters were mailed a letter requesting that they re-register to vote. A final session will be held August 10th.

- City Clerk Kenniston remotely attended the New Hampshire City and Town Clerk Association’s annual spring workshop on June 23rd.

FINANCE

	2021 Budget	Current Month Revenue	Year to date	% collected
General Fund	\$ 34,511,300	\$ (3,633.75)	\$ 17,659,460	51%
Landfill	\$ 4,487,830	\$ 120,684	\$ 2,063,988	46%
Water	\$ 4,130,550	\$ 761	\$ 1,983,317	48%
Sewer	\$ 7,368,570	\$ 22,495	\$ 3,204,591	43%
Airport	\$ 1,192,790	\$ 95,382	\$ 846,738	71%
General Fund current month revenue is a negative due to overlay abatements of \$147,573.01				
	2021 Budget	Current Month Expended	Year to date	% collected
General Fund	\$ 34,511,300	\$ 5,124,320	\$ 20,075,915	58%
Landfill	\$ 4,498,830	\$ 491,726	\$ 2,356,559	52%
Water	\$ 3,724,290	\$ 780,852	\$ 2,730,806	73%
Sewer	\$ 7,128,990	\$ 1,194,537	\$ 5,140,193	72%
Airport	\$ 1,358,250	\$ 166,229	\$ 757,879	56%

FIRE

June 2021	Current Month	Year to Date	Prior Year to Date
Fire	5	43	52
Rescue & Emergency Medical Calls	256	1322	1183
Hazardous Conditions	12	39	39
Service Calls	23	135	97
Good Intent Calls	34	139	112
False Alarms	29	169	149
TOTALS	359	1847	1632

Highlights:

- 06/02– units responded to Main Street at Seminary Hill Road for a fuel spill.
- 06/14- units responded to the Miracle Mile for a fuel spill.
- 06/16– units responded to Village Lane, West Lebanon for a cooking fire.
- 06/17 – units responded mutual aid to Grantham for a brush fire.
- 06/24 – units responded to Hanover Street for an outside trash fire.
- 06/27 – units responded to South Main Street for a motor vehicle fire.
- 06/28 - units responded to DHMC for a motor vehicle fire.
- 06/26 – units responded to Wolf Road for an arcing electrical outlet in an apartment.
- 06/30 - units responded to Seminary Hill Road for a house struck by lightning with smoke in the house.
- 06/30 – units responded to 10 calls related to a thunderstorm.
- **Other Events & Activities**
 - Personnel worked over 3500 staff hours to provide COVID-19 vaccinations via closed points of dispensing and at the State of NH fixed site in Lebanon.
 - Department began hosting Paramedic Student ride-a-longs.

Annual Department Revenues

\$581,600.00

HUMAN SERVICES

New Hire

Kristina Preston started as the Assistant Human Services Director on June 28.

Collaborative Meetings & Pooled Resources

Team/Group:	Meeting Date:	
Upper Valley Housing Support Team	6/3/2021	†
Housing First Working Group	6/11/2021	†
Upper Valley Continuum of Care	6/24/2021	†
NH Balance of State Continuum of Care	Did not meet	
NH Coalition to End Homelessness	6/22/2021	†
Energy Advocacy Council	Did not meet	

Lebanon Community Nurse Steering Committee	6/16/21	†
Upper Valley Strong	Monthly	†
NH Local Welfare Administrators Association	6/17/2021	†

† Participated by video

Monthly In-Office Activity

Authorized Voucher Totals

	June 2021	June 2020
Rent Assistance	\$2,730.00	\$2,752.00
Security Deposit*	\$0.00	\$205.00
Motel Assistance**	\$0.00	\$4,936.77
Total	\$2,730.00	\$7,893.77
Year-to-Date	\$47,076.03	\$42,341.40

*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 NH Emergency Rental Assistance Program is providing funding for motel stays. Human Services is referring all households needing emergency housing to NHERAP.***

Assisted Cases

June 2021	4 cases involving 4 adults and 5 children Extensive case management provided to 0 households
June 2020	9 cases involving 9 adults and 3 children Extensive case management provided to 3 households

Notices Issued in June 2021 vs 2020

Rent/Security deposit	4	8
Motel	0	6
Denials	0	0
Pending Decisions	0	0
Applications Withdrawn	0	0
Sanctions	0	0

Contacts with clients in June 2021 vs 2020

Walk-Ins	0 ~	0
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Scheduled Appointments	5	21
Home Visits	0	0

~ The Human Services office is not offering walk-in hours at this time.

Case Collaboration/Referrals in June 2021

AGENCY	June 2021	Year-to-Date 2021
Tri-County CAP (homeless outreach/shelter/coordinated entry)	3	28
Tri-County CAP (rent/security/NHERAP)	5	23
Tri-County CAP (fuel/electric)	0	11
LISTEN (housing)	7	32
LISTEN (fuel/electric)	0	5
LISTEN (food)	0	4
LISTEN (discretionary funds)	0	1
Haven (shelter)	1	10
Haven (housing)	0	1
Haven (food)	0	0
Haven (discretionary funds)	0	0
NH DHHS (food stamps)	2	21
NH DHHS (cash assistance)	0	5
NH DHHS (Medicaid)	2	7
NH Bureau of Elderly and Adult Services	0	4
NH Employment Security	0	1
Senior Center/Service Link	3	6
Headrest	0	2
UVGEAR	1	4
WISE	1	5
West Central Behavioral Health	1	7
Catholic Charities	0	3
Good Neighbor Health Clinic	0	3
Easter Seals	0	0
Other NH Town Welfare office	2	16
VT Economic Services	0	5

Reimbursement Received in June 2021 & YTD

	Client	SSI	Medicaid	Other Town***
June 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 June 2021: Issued=0 Discharged=0

LIBRARY

	Month	YTD
Circulation of library held items	4,792	19,404
Circulation of ebooks and downloadable audiobooks	2,807	17,513

Kilton Library reopened to the public on June 14th. Staff and members of the public are thrilled that our doors are open again. Our library board of trustees will revisit the mask mandate at their September meeting. Many children use the library, which is one of the reasons we have kept it in place, given the fact that those under twelve cannot get vaccinated at this time. Programs for kids and families will be held outdoors.

Supply chain issues have delayed the estimated completion date for the Lebanon Library renovation. Our books will return on Wednesday, September 15th, and we will reopen a week or two after that. Over four hundred boxes of books will have to be reshelved.

Our library foundation is very close to its \$300,000 fundraising goal. We anticipate reaching it by August, with some of the funds in the form of pledges, some of which will not be transferred to us until 2022.

PLANNING & DEVELOPMENT

Permit/Applications June	Res.	Comm.	Total YTD Jan- June 2021	Total Prior Year Jan- June 2020	YTD Permit Fees Collected (Jan-June 2021)	Prior Year Fees (Jan-June 2020)
Building Permits	33	15	302	211	\$335,660.75	\$149,667.88
Planning Board Applications	0	1	13	18	\$5,308.25	\$66,192.95
Zoning Board Applications	1	0	15	17	\$3,690.13	\$3,786.15

Inspection Activity	
Total inspections for the Month of June	266 YTD=1181

POLICE

Manager Updates for June 2021

	Current Month	Year to Date	Prior Year to Date
Dispatch Calls for Service	2768	15774	15783
Police Calls for Services	2326	13374	12449
Incident Based Reporting Calls	70	493	406
Traffic Accidents	53	357	309
Property Damage	24	145	131
With Injury (possible)	5	31	44
Involving Bicycle or Pedestrian	0	1	4
Referred to Outside Agency	0	4	1
Hit and Run	10	93	70
Parking Lot	17	121	112
Arrests	69	481	514
DWI Arrests	5	32	28
Motor Vehicle Stops	322	2315	2249
Warnings	305	2162	2093
Citations	17	142	125
Problem Oriented Policing Calls	71	485	396

Community Involvement

On June 17, 2021, the Police Department attended the Farmers' Market.

On June 19, 2021, Officer Jeremy Perkins and K-9 Blesk participated in a suicide prevention walk and fundraiser.

On June 24, 2021, Officer Gregory Parthum visited Camp Rec to educate staff on signs of child abuse and how to report it.

On June 24, 2021, the Police Department attended the Farmers' Market.

PUBLIC WORKS

Solid Waste

Month: June	2021	2020
Landfill Facility Received	3,258 (tons)	2,870 (tons)
Wastewater Bio-solids Received	421 (tons)	363 (tons)
Leachate Generation & Pumping	59,432* (gallons)	255,191 (gallons)

Recycling

- Pricing for the recycling commodities has been on the rise. The Recycling Center has seen increases as high as 20% on paper and cardboard markets. Projected pricing for recyclable commodities is strong.
- Recycling markets are extremely robust in the second quarter this year. Delivered recycling tonnage and participation also continues to be strong.
- Electronics, veggie oil, paper and cardboard were shipped out in June.

Other

- Leachate flows appear low; the flow meter is being investigated.
- MSW tonnage up nearly 12% over June 2020 numbers and only slightly less than June 2019. The region is slowly returning to pre-Covid waste disposal rates.
- The new digital permit process for access to the Lebanon Solid Waste Facility has been launched for Lebanon residents. Negotiations continue with community partners and permitting with them will occur soon.

Wastewater Treatment

Month: June 2021	2020	2021
Daily Avg. flow treated	1.2715 MGD	1.2590 MGD
Solids Inventory	12,774 lbs.	12,588 lbs.
Septage Receiving	372,320 gal.	246,575 gal.

Operations highlights

- There were no exceedances of our NPDES permit for the month of June 2021.
- Lebanon Wastewater treated 37,769,300 gallons of wastewater in June.
- Lebanon Wastewater treated 246,575 gallons of septage for the month of June, far less than the volume a year ago.
- Lebanon Wastewater dewatered and delivered 224.15 wet tons of sludge to the landfill in June 2021.
- Effluent quality was extremely good for the month. TSS average was 4.0 mg/l. BOD average was 6.0 mg/l for the month.
- Lebanon wastewater continues to develop an emergency response plan to outline proper response to complex situations and emergencies such as control failure of equipment and power loss. This is an ongoing document which we will develop over many months.
- WWTP staff continues to evaluate odor control measures in the collection system. Hydrogen sulfide data loggers have been placed into the collection system at specific locations to allow for plant staff to monitor H₂S levels. This data will allow us to make better informed decisions on treatment moving forward.
- Wastewater staff continue to conduct process testing to determine the possibility of very low total nitrogen limits that we may see in our new NPDES permit. The goal is to determine how low we can get our total nitrogen and what process modification we may need to implement in the future to achieve compliance with our limits. The staff has come up with different ideas that we have been testing within our treatment process to see what process changes would work best to substantially lower our total nitrogen leaving the plant.

Laboratory

- TKN testing and analyzing once per week per EPA discharge permit requirements. It 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 8.90 mg/L total nitrogen in our effluent for June. Our trial study for nitrogen reduction is lowering our total

nitrogen in our effluent, but we would like to see lower numbers as the study progresses.

- TKN average for June was 1.64mg/l.
- Monthly BOD 6.0 mg/l.
- Turbidity of final effluent 2.07 NTU.
- Effluent TSS is 4.0 mg/l.
- S.V.I. average for June is 126.
- DMRQA has been started for year 2021. This is a program which is used to accredit our lab testing results by analyzing samples with a known value by the administrator only. Our results are compared to these known values and a determination can be made that Lebanon wastewater produces accurate results to NHDES and EPA for reporting.
- The lab is updating procedures, methods, QA/QC and SOP's based on current standard methods and 40 CFR/ Chapter 136. This is ongoing for the next few months.

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 is still being conducted. We are monitoring at a variety of different locations and will 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.
- We are continuing the project of identifying and permitting all private sewage pump stations within the City of Lebanon or pump stations that may discharge to the City of Lebanon from a neighboring community. The purpose of this is so the city is aware of the locations of each of these stations, and the owner of such station is aware of their responsibility to maintain it appropriately.

DPW Fleet

In the month of June, the mechanics stayed busy with routine summer maintenance. They also took a virtual mechanic workshop training class that will help assist with improving operations and equipment repairs. The class was based around issues with new style vehicle and equipment emissions and related items. The mechanics continue to assist the solid waste facility one day a week with routine services and repairs to all equipment. One of the Holder sidewalk tractors was brought into the shop for a major repair of a PTO. This is a major repair requiring the removal of the engine and requires the machine to be split. This repair is expected to exceed a month's time.



Highway Maintenance

The Highway Operation & Maintenance crew began roadside mowing and catch basin cleaning. The highway crew completed the installation of 2 culverts on Moss Road. The highway crew also reduced the width of Foliage View, Moss Road, Stone Hill Road and Deer Run in anticipation of paving/chip seal. This will save pavement maintenance dollars in the future and provide for a 2' shoulder. The City Hall clock tower scaffolding was set up for repainting the tower.



City Highway crew removing pavement for shoulder & future savings.



City crew installing culvert, Moss Rd



City Hall tower painting begins

June	2021
Cemeteries & Park Maintenance	
Burials/Cremations	2-Full/10-Cremation
Entombments	0
Grave/Trust Fund Sales	3-GR/ 3-Special Reserve
Grave Transfers	2
Foundations	0
Place Grass Marker	1 marker placed

June again proved to be an active month. We completed 2 full burials on weekdays, 8 cremations on weekdays, along with 2 additional on weekends. One marker was placed and set, and 3 lot sales with 3 Special reserve sales included. Along with burials and a limited number of seasonal staff, the crews did extremely well preparing all cemeteries and green spaces for Independence Day. With the help of the Operations and Maintenance group, the Cemetery staff also completed the Valley Cemetery building demo and site cleanup in preparation of the new building. This project currently has the footing and foundation walls poured and is awaiting the plumbing in the floor to be installed for the floor to be poured. As long as the weather cooperates, this next phase should be complete, and the actual erection of the building should start toward the end of July. We were notified by Norwalk that our Columbarium builds were completed, and shipping is being arranged (see pictures below at shop in China). The foundations for these will be completed by staff and will take place during the month of August. While completing the columbarium foundations, we will also be installing a new pump and filtration system on the newly dedicated fountain in Glenwood Cemetery. This fountain has mostly been inactive this summer due to filtration issues from the original installer. The system will be replaced with the same system as the Logan Fountain which is also located in Glenwood Cemetery.



For the month of July, our focus will continue to be on rotational mowing of all cemeteries, green spaces, and parks. We will begin laying out and preparing the areas for the Columbarium installations, begin snowblower, plow and mall tractor maintenance, and painting on rainy days in preparation of fall.

Energy & Facilities

Streetlight Conversion Project

Those who were near downtown for the fireworks on the 4th of July may have noticed the new LED streetlights in the city.

Solar

We will be meeting with ReVision Energy in July to discuss options for the problematic arrays at the police station and landfill maintenance buildings. The airport hangers are proving problematic because of the nature of the buildings' interconnections to the grid.

LEAC: Municipal Aggregation

Lebanon Community Power (LCP) is being designed to bring greener, less expensive electric power options to Lebanon customers of Liberty Utilities default energy service. The program is anticipated to begin in 2022 if Lebanon City Council approves the [Electric Aggregation Plan](#) proposed by the [Lebanon Energy Advisory Committee](#) (LEAC). A presentation will provide an overview of the Lebanon Community Power Plan on Wednesday, August 18, 2021, at 6:00pm, in Lebanon City Hall Council Chambers and LebanonNH.gov/LIVE. Residents are encouraged to attend to share your comments and ask questions.

Community Power will help us reach our goal of relying less on fossil fuel-generated electricity and relying more on local renewable energy. Lebanon Community Power is being designed to save money and bring new efficiencies, value-added services, and rate options to local electricity consumers.

To learn more about this exciting new program, please visit our Lebanon Community Power page at LebanonNH.gov/LCP where you will find complete

details about this program, including the draft Energy Aggregation Plan, answers to frequently asked questions, and more.

Facility Assessment Plan

We have received the Facility Assessment Plan reports for DPW Administration building, DPW Garage, Veterans Pool building, Kilton Library, Airport Terminal and Maintenance buildings, Solid Waste Maintenance and Recycling buildings, and the Soldier's Memorial building. We will enter all equipment data into Beehive Asset Management Program to develop CIP proposals for each building based on the reports.

Asset Management

We continue to collaborate with other departments on Beehive and inputting data for facilities. Large sets of equipment data will be imported into Beehive from the Facility Assessment Plan and the Systems Manual that will come out of City Hall's commissioning report. The schedule for facilities to be incorporated into Beehive is by Oct. 1st.

Other

- City Safety Inspections: We have been tasked with overseeing the State Safety Inspections of City facilities and operations. A report will be issued soon listing all deficiencies by building/facility. When all deficiencies have been corrected, the inspector will return to verify compliance in all departments.
- City Hall: We are waiting for RBG consultant to deliver the Systems Manual for City Hall that will contain all HVAC system O&M manuals, warranties, spec sheets, etc. combined in a usable format. This will be accompanied by a spreadsheet of all HVAC equipment that we will be able to use to enter into Beehive all pertinent equipment data and maintenance schedules.

Engineering

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

- Reseeding and treatment of lawns occurred for residents who opted in, continued addressing emails and calls from the 200+ residents.
- Walk conducted with contractor, City and RPR, about lawns. They will be back in the fall to address the additional aerating and reseeded.
- Pavement Break repairs to be explored and to be redone when contractor comes in for final paving on CSO#12 area – to occur end of July/early August

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 July and completion of lawn restoration to occur in May that was not addressed will be re-addressed this fall.
- Addressed lawn weed control, fertilization and seeding for residents who opted in- addressing emails and calls from residents.
- Adding paving areas to contract – to connect CSO#11 and #12 on Mascoma Street to occur mid/end of July.

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

- Notts Construction low bidder; began work on June 14th along 12A.
- Utility poles being replaced-Liberty completed electrical work-still waiting on other utilities to move line.
- Contractor removed most basins from the sewer line, replaced 1000lf of sewer main on 12A and began services.
- Began cross-country storm work.

Miracle Mile Pedestrian Improvement Project -Phase 2 and 3

- New Sidewalk along Miracle Mile from Poverty Lane to Terri Dudley Bridge. The phase 2 is from where we left off with phase 1 to the Terri Dudley Bridge.
- Pine Hill was the low bidder; construction began June 28th
- Sidewalk prepped, concrete curb and tip-downs completed mid-July.
- Completion of project scheduled September 2021.

Mechanic Street Round-a-bout – (no change) - moving forward

- Design underway - meetings held with Historical on the NEPA.
- Additional meetings and correspondence with NH Cultural Resources.
- Monthly Meetings with consultant held and ROW bureau for July.
- Community Meeting being set for end of August/ first part of September.

Hillcrest

- Coordinating with Utility companies - awaiting on Consolidated to move off lines- some have been moved.
- Meeting with residents on drainage, lawns and plantings.
- Seeding work completed-some did not take so will eliminate weeds, reseed and mulch first part of September.
- Continued working on drainage, road base and underdrain work.
- Base paving was performed week of June 16th
- New curbing installed at Moulton; sidewalk prepped with gravels.
- Removed sidewalk at DPW- underdrain & prepped sidewalks for paving.
- Milling and paving scheduled for end of July and first week of August along Moulton Ave and DPW, and final paving of Prospect Street.

City Hall Project-Phase 3

- VAV's identified for replacement - work completed except the valves on level 3 in the Cyber Area.
- System still to be balanced one more time.
- Tile work completed in bathrooms and bringing bathrooms up to code for ADA compliance.
- Windows in, spray insulation in, sheetrock completed.
- Partitions completed end of June.
- Phase 3 punch list walk July 10th. Big walk of entire building scheduled July 15th.

Solar project- phase 1B. and Phase 2 No phase 2 Working through phase 1B- retesting of police station /landfill

- Interim trying to secure hangars for landfill relocation panels and police station - process has begun.
- Revision Energy removed panels from police station, still working on the phase for Airport Hangars, awaiting Liberty Utilities cost study to move forward for feasibility.
- New Study completed- trying to implement new panels on Police Station and Landfill vs the hangar buildings.

Kimball Street Reconstruction Project

- Contract signed and plans are being updated.
- Design meetings held, monthly meeting update held- plans progressing.
- Setting up meeting with residents for week of August 2nd.

Hanover Street/NH120 Bridge Project

- Permission granted by NHDOT to go into design with consultant.
- Agreement signed with NHDOT.
- Monthly progress meetings are being set.
- Temporary securing of bottom of bridge design is underway for work to be completed by Daniels by end of June so that the tunnel can remain open until such time of SAB construction funding. This is slated for 2024/2025 construction where the superstructure will be replaced.

Trues Brook Bridge Project

- Received permission to begin preliminary design work from NHDOT.
- Meeting held with residents on June 23rd
- Borings were drilled June 8-10th.
- Progress meeting held.
- Additional meeting with a resident held on July 6th.

Other Items:

- Working on CIP submittals
- Working on SAG applications
- Working on SRF applications
- Working on Floodplain applications and LOMAS
- Excavation permits/drive permits

South Main Street Bridge Project

- Alternative design 2E design plan preparation and permitting is on-going. The Preliminary Design Plans are scheduled to be submitted to NHDOT on July 16, 2021. Additional right of way acquisition is pending.

Downtown Tunnel Rehabilitation Project

- Tunnel construction is complete except for a few punch list items.
- Tunnel grand opening was July 15, 2021.

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 need to be assessed and finalized. Preliminary design and permitting pending.

Spencer Street Reconstruction

- Easement documents are complete, and negotiations with impacted abutters are on-going.
- Construction is scheduled to start July 16, 2021. United Construction is the contractor.

Airpark Road Extension Project

- Construction began in May 2021 with L&M Construction. Clearing and grubbing are on-going.
- The City is working with Liberty Utilities to extend power and other utilities along the new roadway extension.

RECREATION, ARTS & PARKS

Program Updates:

Summer programs are in full swing with primary focus on Day Camp, Outdoor Adventures, Special events, Farmers’ Market, live music, swim lessons and Fall sports planning.

Program	Residents	Non-Residents	Total
Track and Field – Granite State	28	12	40
Couch to 5K running	20	8	28
Carl Wallin’s Throw Club	10	2	12
Adult Softball	9 slow pitch	4 modified	233 players
Junior Golf	7	0	7
Outdoor Adventures	65	22	87
Adult Drop-in soccer	8	8	16
Tennis	11	5	16
Swim Lessons – 3 sessions	153	28	181
Pool lifeguard recertifications	8	5	13
Camp Rec Arts Parks - 6 weeks	436	32	468
Leaders in Training	4	2	6
UV Running Series	8	26	34
Running Club memberships	55	146	201
Quilters Retreat	7	5	12

Parks Maintenance Project Updates

Major Projects	Status
Baseball / softball field prep	Ongoing
Park turf maintenance	Ongoing
MRG Maintenance and Improvements	Weekly sweeping and litter management
Northern Rail Trail	Applied for Rec Trails Program grant
Pool Opening	100% complete. New water fountain installed
Beehive	Using regularly and ongoing asset building
MRG expansion	Attorney Barry Schuster seeking new methods to gain state or federal approval for expansion.

Special Events

Event	Status
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Thursdays in Park – Colburn	Children’s performances at noon
Storytime Wednesdays – Colburn Park	Noon partnership with Library
Fitness Tuesdays – Colburn Park	Noon partnership with CCBA. Free
Shamrock Shuffle Planning	Live event July 31. 260 currently registered.
Food Truck Festival	August 27 & 28. Registration is open
Summer Celebration	Planning for August 26
4 th of July Spectacular	Snuck it in between days of rain. 1 st major event
Summer Concerts	www.LebanonNH.gov/concerts . Thru Aug 26
Tunnel Grand Opening Celebration	Thursday, July 15. Well attended.

Capital Project Updates

Project	Status
Playing Fields	Obtaining concept and price option for next top choice.
Community Center	City Manager and City Council in conversation with SAU88 and School Board
Civic Maintenance Building	Construction begins in July
Colburn Park Sidewalks	100% complete