

**CITY OF LEBANON  
MANAGER UPDATES  
Month of October 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**

<b>October</b>	<b>2021 Year to Date</b>	<b>2020 Year to Date</b>
Enplanements	6,103	3,160
Aircraft Operations	26,901	20,686
Airport Expense*	\$1,066,757	\$1,156,278
CARES Grant – Jan 20, 2020-Jan 19, 2021	(\$50,431)	(\$837,123)
Airport Revenue*	\$1,432,853	\$709,235
ACRGP Grant - Jan 20, 2020-Apr 13, 2025	\$564,530	NA
General Fund Support	\$224,960	\$385,610

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

## **ASSESSING**

	<b>Month to Date</b>	<b>Year to Date</b>
Number of Property Sales	59	552
Number of Property Inspections	82	1005

## **CITY CLERK**

	<b>Current Month Revenue</b>	<b>Year to Date</b>	<b>Prior Year to Date</b>
Motor Vehicle Regs	\$243,166.80	\$2,418,643.86	\$2,053,941.29
Dog Licenses	\$565.50	\$14,527.50	\$9,001.50
Vital Records	\$2,168.00	\$25,431.00	\$20,956.00

### Highlights:

- The City Clerk/Tax Collector’s office has been busy with the implementation of new software. There are a lot of pieces to learn with the new program, but staff has been doing very well. We are especially grateful for the public’s support and understanding when we have encountered obstacles.
- City Clerk/Tax Collector Kristin Kenniston and Deputy Tax Collector Jill Potwin attended the NH Tax Collector’s Association annual conference.
- City Clerk/Tax Collector Kenniston has been preparing a presentation to the City Council regarding the adjustment of the boundary lines amongst the wards. The first presentation will be held during the City Council meeting on November 17, 2021.
- Assistant City Clerk Darlene Cook continues to work with the Lebanon Police Department to clear up unlicensed dogs.
- 30 Solid Waste Permits were issued over the counter to Lebanon residents.

## **FINANCE**

<b>REVENUES</b>	2021 Budget	Current Month October	Year to date	% collected
General Fund	\$35,461,300	\$412,945	\$19,581,900	55.2%
Landfill	\$4,487,830	\$339,306	\$3,451,402	76.9%
Water	\$4,130,440	\$997,743	\$3,967,244	96.0%
Wastewater	\$7,368,570	\$1,695,270	\$6,681,707	90.7%
Airport	\$1,192,790	\$283,600	\$1,657,813	139.0%

<b>EXPENSES</b>	2021 Budget	Current Month October	Year to date	% expended
General Fund	\$35,461,300	\$2,383,877	\$29,151,380	82.2%
Landfill	\$4,498,830	\$243,462	\$3,175,819	70.6%
Water	\$3,724,290	\$190,138	\$3,325,293	89.3%
Wastewater	\$7,128,990	\$260,689	\$6,192,684	86.9%
Airport	\$1,358,250	\$107,352	\$1,026,326	75.6%

## **FIRE**

<b>October 2021</b>	Current Month	Year to Date	Prior Year to Date
Fire	3	69	88
Rescue & Emergency Medical Calls	252	2264	2132
Hazardous Conditions	3	67	62
Service Calls	23	231	170
Good Intent Calls	32	244	195
False Alarms	27	303	252
<b>TOTALS</b>	<b>340</b>	<b>3185</b>	<b>2899</b>

### **Highlights:**

- 10/04- units responded to Tracy Street for a cooking fire.
- 10/10- units responded to Mechanic Street for a cooking fire.

- 10/27 - units responded to DHMC for a brush fire.

### Other Events & Activities

- Department hosted several Paramedic Student ride-a-longs.
- Department hosted annual Halloween Open House
- Personnel conducted fire drills in the Lebanon Schools.
- Department hosted an advanced incident management class for city personnel.

### Annual Department Revenues

**\$966,462**

## HUMAN SERVICES

### Collaborative Meetings & Pooled Resources

Team/Group:	Meeting Date:	
Upper Valley Housing Support Team	10/7/2021	†
Housing First	10/8/2021	†
Upper Valley Continuum of Care	10/28/2021	†
NH Balance of State Continuum of Care	Did not meet	
NH Coalition to End Homelessness	Did not meet	
Energy Advocacy Council	Did not meet	
Lebanon Community Nurse Steering Committee	Did not meet	
NH Local Welfare Administrators Association	Did not meet	

† Participated by video

### Monthly In-Office Activity

#### Authorized Voucher Totals

	October 2021	October 2020
<b>Rent Assistance</b>	\$464.00	\$5,870.00
<b>Security Deposit*</b>	\$568.00	\$205.00
<b>Motel Assistance**</b>	\$695.20	\$10,473.89
<b>Shelter Sponsorship</b>	\$490.00	\$0.00
<b>Cremation</b>	\$0.00	\$1,000.00
<b>Total</b>	\$2,217.20	\$17,548.89
<b>Year-to-Date</b>	\$55,550.25	\$99,167.99

\*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. Lack of vacancy in NH motels required use of a VT motel, which NHERAP could not pay for.***

**Assisted Cases**

<b>October 2021</b>	6 cases involving 6 adults and 0 children Extensive case management provided to 2 households
<b>October 2020</b>	13 cases involving 13 adults and 5 children Extensive case management provided to 5 households

**Notices Issued in October 2021 vs 2020**

Rent/Security deposit	3	8
Motel	2	13
Shelter Sponsorship	2	0
Cremation	0	1
Denials	0	2
Pending Decisions	0	0
Applications Withdrawn	0	2
Sanctions	0	0

**Contacts with clients in October 2021 vs 2020**

Walk-Ins	0 ~	0
Scheduled Appointments	13	39
Home Visits	1	0

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

**Case Collaboration/Referrals in October 2021**

<b>AGENCY</b>	<b>October 2021</b>	<b>Year-to-Date 2021</b>
Tri-County CAP (homeless outreach/shelter/coordinated entry)	5	39
Tri-County CAP (rent/security/NHERAP)	7	44
Tri-County CAP (fuel/electric)	0	15

LISTEN (housing)	2	44
LISTEN (fuel/electric)	2	12
LISTEN (food)	1	5
LISTEN (discretionary funds)	1	2
Haven (shelter)	4	24
Haven (housing)	0	2
Haven (food)	0	0
Haven (discretionary funds)	0	0
NH DHHS (food stamps)	0	30
NH DHHS (cash assistance)	0	6
NH DHHS (Medicaid)	1	13
NH Bureau of Elderly and Adult Services	1	6
NH Employment Security	0	1
Senior Center/Service Link	2	12
Headrest	0	3
UVGEAR	0	10
WISE	0	6
West Central Behavioral Health	1	11
Catholic Charities	0	3
Good Neighbor Health Clinic	1	4
Easter Seals/Supportive Services for Veteran Families	0	1
Other NH Town Welfare office	1	22
VT Economic Services	0	6

**Reimbursement Received in October 2021 & YTD**

	<b>Client</b>	<b>SSI</b>	<b>Medicaid</b>	<b>Other Town***</b>
<b>October 2021</b>	\$2,114.00	\$0.00	\$0.00	\$0.00
<b>Year-to-Date</b>	\$2,359.00	\$3,565.00	\$0.00	\$0.00

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

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

## **LIBRARY**

	Month	YTD
Circulation of library held items	5,315	43,100
Circulation of ebooks and downloadable audiobooks	2,691	28,595

## **PLANNING & DEVELOPMENT**

<b>Permit/Applications October</b>	Res.	Comm.	Total YTD Jan-Oct 2021	Total Prior Year Jan-Oct 2020	YTD Permit Fees Collected (Jan-Oct 2021)	Prior Year Fees (Jan-Oct 2020)
Building Permits	20	21	476	394	\$431,700.59	\$1,457,903.19
Planning Board Applications	2	1	21	26	\$8,941.97	\$76,687.25
Zoning Board Applications	0	2	21	32	\$4,770.50	\$7,152.20

<b>Inspection Activity</b>	
Total inspections for the Month of October	177 / YTD=1,778

## **POLICE**

### **Manager Updates for October 2021**

	Current Month	Year to Date	Prior Year to Date
Dispatch Calls for Service	2298	26224	26810
Police Calls for Services	1903	22239	23059
Incident Based Reporting Calls	75	829	658
Traffic Accidents	58	588	508
Property Damage	22	241	192
With Injury (possible)	7	69	69
Involving Bicycle or Pedestrian	0	4	6
Referred to Outside Agency	1	10	3

Hit and Run	16	149	115
Parking Lot	21	200	182
Arrests	82	794	875
DWI Arrests	7	53	46
Motor Vehicle Stops	181	3202	3334
Warnings	174	3006	3436
Citations	3	187	190
Problem Oriented Policing Calls	65	919	586

## **Community Involvement**

On October 6, 2021, the Lebanon Police Department participated in McDonald's fundraiser for the New Hampshire Association of Chiefs of Police.

On October 20, 2021, the Lebanon Police Department took part in a One-Time Drug Take Back Event at Hyperthem, Inc.

On October 23, 2021, the Lebanon Police Department took part in the Nationwide Drug Take Back Event, which is a collaborative effort between the Drug Enforcement Administration, state and local law enforcement agencies, in an effort to remove potentially dangerous controlled substances from homes.

On October 31, 2021, the Lebanon Police participated in the City's Halloween FunFest. Officers handed out candy to kids.

## ***PUBLIC WORKS***

### **Solid Waste**

<b>Month: October</b>	<b>2021</b>	<b>2020</b>
Landfill Facility Received	3,080 (tons)	3,158 (tons)
Wastewater Bio-solids Received	309 (tons)	356 (tons)
Leachate Generation & Pumping	186,000 (gallons)	231,594 (gallons)

### Recycling

- Electronics, propane tanks, freon units and used oil were shipped out in October.
- Mixed plastics were shipped to domestic markets.
- Paper and cardboard continue to be shipped locally with positive revenues.

### Other

- Lebanon hosted the final Household Hazardous Waste Collection Event for the season, in October, at the Lebanon High School. Nearly 200 households from the Upper Valley participated in the event.



## Water Treatment Plant

Month: October	2021	2020
Water Treatment Plant-Production	46.45MG	46.12MG
After Hour Call-in's	10	

- The water treatment plant pumped 0.332 million gallons more this October vs. October 2020, a modest 0.71% increase.

## Lab Highlights

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

## Equipment Repair/Maintenance

- Biyearly sedimentation basin cleaning and maintenance was completed. Contractor completed repairs as part of a warranty issue for a bearing alignment issue.
- The generator was serviced with new hoses and belts.
- The sedimentation basin weir gates were installed.
- Winter equipment preparation has begun.

## After hour call-in

- There were 10 after hour call-ins in October; half were due to setting up the water plant for a contractor project.

## Training

- There was one online training attended by one operator in October.

## Wastewater Treatment

Month: October 2021	2020	2021
Daily Avg. flow treated	1.2399 MGD	1.2688 MGD
Solids Inventory	17,674 lbs.	16,011 lbs.
Septage Receiving	347,350 gal.	314,015 gal.

## Operations highlights

- There were no exceedances of our NPDES permit for the month of October 2021.
- Lebanon Wastewater treated 39,331,700 gallons of wastewater in October.
- Lebanon Wastewater treated 314,015 gallons of septage for the month of October, considerably less than the year prior.
- Lebanon Wastewater dewatered and delivered 157.38 wet tons of sludge to the landfill in October 2021.

- Effluent quality was very good for the month. TSS average was 5.0 mg/l. BOD average was 5.0 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. Planning is in place to put these procedures to real time practice for training and familiarity on how it is to be accomplished.
- WWTP staff continue to evaluate odor control measures in the collection system. This monitoring will take place through October.
- We are in the process of building solids for colder temperatures by increasing MCRT a day per week. Total solids are slightly lower than the previous year, but treatment looks good. We are hoping to build into the low 20k lbs. range, but nitrification will drive decisions on that number.

### **Laboratory**

- TKN testing and analyzing was done once per Month in October per EPA discharge permit requirements.
- Plant nitrification is very good, with full nitrification and denitrification present. We saw a monthly average of 10.5565 mg/L total nitrogen in our effluent for October.
- 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**

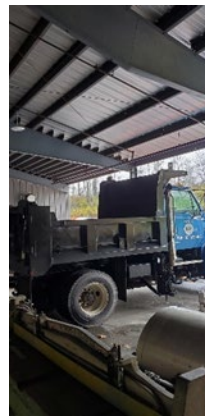
- Continued review of industrial discharge permits.
- Weekly collection system monitoring for BOD, COD and TSS is still being conducted. We are monitoring three different locations and will be plot testing results to show potential trends in pollutant concentrations. This data will be trended to show areas of concern in the years to come and will assist us in determining where most of the plant loading is coming from. This data is put together into spreadsheets to show potential trends in loading.
- 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. We have had mixed reviews from businesses and residents in this venture.
- Industry profiles are being put together via PowerPoint to give plant staff an overview of the process, pollutants and flows of each individual industry. It's

good knowledge for staff to be aware of industries located in Lebanon and what potential hazards they pose to the WWTP.

- Two staff members attended the EPA Industrial Pre-Treatment conference virtually. This training is essential for regional industrial coordinators.

### **Fleet**

In the month of October, the fleet division started getting equipment ready for winter operations. We started winterizing summer equipment and stored everything for the winter. We checked all sanders to make sure they were operating properly and started testing our liquid de-icing spray systems. All sanders need to be calibrated every year for salt, sand, mix salt/sand and liquid magnesium chloride to make sure the operators are using the proper amount of material per lane mile. We also sandblasted and painted one of the older 6-wheel dump trucks. The cemetery division built a box for their dump trailer for fall leaf pickups and requested the help of fleet to mount and adapt the front end of the trailer to accommodate the Billy Goat leafblower.



### **Highway Maintenance**

The Highway Operation & Maintenance crew: United Construction began the Cavendish Road project by milling and installing the base pavement. A section of concrete sidewalk to the entrance of the mall was poured by Pelow Concrete. The new copper finials on the City Hall clock tower were installed by Vermont Copper.



Milling of Cavendish Court



Cavendish Court milled surface



**Cemetery**

October	2021
Cemeteries & Park Maintenance	
Burials/Cremations	1-Full/10-Cremation
Entombments	0
Grave/Trust Fund Sales	6-GR/ 7-Special Reserve
Grave Transfers	0
Foundations	0
Place Grass Marker	1

October was a steady month in the cemeteries, as well as throughout the city with fall cleanups. We conducted 1 full burial held on a weekday, 7 weekday cremations, as well as 3 weekend cremations. We sold 6 graves and 7 maintenance & special reserve funds sales.

Mowing and trimming have come to a halt. We are still utilizing mowers with vac systems to assist with fall clean-ups, but trimmings of grass has been halted. With the leaves continuing to drop, we have also taken over fall cleanups for the Recreation, Arts and Parks department in Colburn Park, as well as other greenspaces throughout the city.

All fountains have been closed and we are continuing to cover the few remaining. This work is predicted to be completed by the 18th of November.

The cemetery maintenance building is almost complete. We are waiting on the Solar company to install the panels and equipment to feed back into the grid. We are also waiting on the completion of the septic system, which as mentioned in last month's report, is due to be installed the week of November 22nd.

In the next month, 2 of the 3 full time employees will transition back to the highway department to assist with winter road maintenance. The remaining fulltime employee will work with myself and one seasonal and start the tear down and rebuild of all summer equipment. This winter, we will also complete the organization of shelving and materials within the new cemetery maintenance building.

## **Energy & Facilities**

### **Streetlight Conversion Project**

The City received \$50,000 in energy efficiency incentives/rebate this month for the streetlight conversion project. Many thanks to Liberty Utilities and Andrew Hatch of NHSaves for working with the City on this.

### **Solar**

Valley Cemetery and Civic Field Buildings' Solar – Catamount Solar will start installing solar PV arrays on the Valley Cemetery and Civic Memorial Park buildings as soon as the Civic building roof is done. They are doing them at the same time to increase the project's efficiency and save the City money. As of 11/02/21 the floor was poured at Civic, and one stud wall was up.

### **Municipal Aggregation**

Lebanon was in the news again recently in its role as founding member of the Community Power Coalition of NH. On 11/02 there was a story on NHPR on the data docket before the NH PUC that will allow for the easy transfer of information to cities undertaking Community Power programs. Assistant Mayor Clifton Below is the City's representative to CPCNH and was elected its vice-chair.

## **Asset Management**

Recent work includes entering data into the Beehive software for City Hall and buildings of the Recreation, Arts and Parks Department.

## **Other**

- New HVAC Contract - The DPW issued a request for proposals (RFP) for a new contract to maintain all City heating, ventilation, and air conditioning (HVAC) units on Oct. 12<sup>th</sup>. We are changing from an 'all inclusive' type of contract to a 'time and materials' type. Proposals are due November 16<sup>th</sup>.
- Generator Contract - DPW staff will issue an RFP soon for the maintenance of all City generators except the portable ones on Fire Department trucks, which are under a separate contract.
- City Hall Commissioning\_– We should be getting the Commissioning Report soon from RBG. It will include a Systems Manual with important specs for all major HVAC equipment in a condensed manual.
- Underground Storage Tanks – E&FM took the DES training and test and is now certified Class A&B for the maintenance of fuel storage tanks.
- Storrs Hill Lighting –looking at the cost/benefit of replacing the lights on the ski slopes.

## **Engineering**

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

- 12A second coat of base paving, and paving Romano Circle
- Curbing installed on 12A
- Plantings along river and loaming of cross-country
- All utilities in Romano completed
- Back curbs completed; sidewalks prepped
- Sidewalk concrete pours started
- On Track to finish project mid – November with a few items, landscaping and final pavement to occur in the Spring

### **Mechanic Street Round-about**

- Design continued - meetings held with Historical on the NEPA
- Public Hearing plans, and documentation submitted to NHDOT
- Historic plans submitted to NHDOT- for the NEPA

## **Hillcrest**

- Coordinating with Utility companies - awaiting on Consolidated to move off lines
- Everything operational as of October 7<sup>th</sup>
- Working on pay req's and holding semi-monthly meetings



- Substantial completion reached.

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

- Bathroom renovations completed
- Continue to work on the punch-list. Update meetings being held every two weeks.

### **Solar project- phase 1B. and Phase 2 No phase (NO CHANGE)**

New Study completed- implemented new panels on Police Station with a positive result- looking to Landfill vs the hangar buildings to complete phase 1-this is on hold until the beginning of the year

### **Kimball Street Reconstruction Project**

- Continue working on plans
- Project made the NHDES SRF list for sewer funding- going to Council for funding to bring plans up to SRF Compliance
- Looking at wall options and road alignment to cut construction costs
- Progress meetings held monthly with the consultant

### **Hanover Street/NH120 Bridge Project (no change)**

- Letters went out for preliminary meeting which was held on the site on October 19.

### **Trues Brook Bridge Project**

- 2023 Draft NHDOT Ten Year Plan showed a reduction in the project
- Correspondence with NHDOT regarding the funding and preliminary plans and EOC
- Manager has approved the closing of the bridge for a 4–5-month construction season to help offset the construction costs by over \$650,000
- Awaiting a meeting with NHDOT on the funding
- Communication letters went out to all Lebanon residents along the roadway, and the Town of Plainfield with the updated decision to close the bridge to expedite construction and cost
- Some communications with NHDOT about supplying additional funding to make the city whole on the 80/

### **Other Items**

- Working on Floodplain permitting, applications and LOMAS
- Excavation permits/drive permits
- Altaria, Dartmouth Coach-3<sup>rd</sup> party

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

- Alternative design 2E preliminary design plans and permitting documents have been submitted to NHDOT and the City for review. Draft review comments have been issued to the design engineer with final comments pending. Additional right-of-way acquisition is pending.

### **Downtown Tunnel Rehabilitation Project**

- Tunnel construction is complete except for a few punch-list items including moisture/water issues.

### **20 Spencer Street Project**

- Contaminated soil removal work has been bid, and the City has an agreement with US Ecology/NRC. Work to begin on November 15 and be substantially completed by December 15, 2021.

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

- Developer paid conceptual design has been prepared and reviewed. The Basis of Design Report has been received and reviewed. Preliminary design, final design and permitting are pending. A RFP for these final stages of design and permitting was issued in October, and the project has been awarded to Weston & Sampson. Early field work is tentatively scheduled for this Fall.

### **Spencer Street Reconstruction**

- Construction began July 16, 2021 and is ongoing (90% complete). Winter shutdown is scheduled for November 30, 2021. Remaining work items, such as final paving, will be completed in the Spring of 2022.

### **Airpark Road Extension Project**

- L&M Construction began work in May 2021 and is ongoing (85 percent complete). Winter shutdown is scheduled for mid-November with remaining work items to take place in the Spring of 2022.
- The City is working with Liberty Utilities to extend power and other utilities along the new roadway extension.

### **Mill Road Sewer Main Relocation/Slope Stability Project**

- Hoyle, Tanner & Associates, Inc. is working on a feasibility study to assess potential relocation (complete or partial) of the existing sewer force main along Mill Road. They are also evaluating slope stability upgradient and downgradient of the existing force main. Their report is pending further field evaluation and overall assessment.



## **RECREATION, ARTS & PARKS**

Fall sports wind down in October with 852 athletes participating. Winter activities are in the planning phase.

<b>Program</b>	<b>Residents</b>	<b>Non-Residents</b>	<b>Total</b>
Couch to 5K running	17	12	29
Adult Drop-in soccer	8	8	16
UV Running Series	8	26	34
Running Club memberships	75	176	251
Field Hockey: K-2 <sup>nd</sup> grade	26	3	29
Field Hockey: 3 <sup>rd</sup> – 6 <sup>th</sup> grades	14	3	17
Gear Shifters	19	5	24
Soccer: PreK	72	1	73
Soccer: K	45	0	45
Soccer: 1 <sup>st</sup>	41	0	41
Soccer: 2 <sup>nd</sup>	31	2	33
Soccer: 3 <sup>rd</sup> 4 <sup>th</sup> Boys	33	0	33
Soccer: 3 <sup>rd</sup> 4 <sup>th</sup> Girls	25	0	25
Soccer: 5 <sup>th</sup> 6 <sup>th</sup> Boys	33	0	33
Soccer: 5 <sup>th</sup> 6 <sup>th</sup> Girls	16	0	16
Soccer: 7 <sup>th</sup> 8 <sup>th</sup> Boys	22	4	26
Soccer: 7 <sup>th</sup> 8 <sup>th</sup> Girls	31	18	49
Tackle Football	14	11	25
Flag Football: 1 <sup>st</sup> 2 <sup>nd</sup> grades	14	4	18
Flag Football: 3 <sup>rd</sup> – 6 <sup>th</sup> grades	10	2	12
Fall Cheerleading	10	1	11

### Parks Maintenance Project Updates

<b>Major Projects</b>	<b>Status</b>
New Maintenance Foreman	Tanner Hibbard began his new career as Maintenance Foreman
Fall sports field prep	Lining fields weekly
Park turf maintenance	Mowing twice weekly, trimming
MRG Maintenance and Improvements	Kiosk and signs maintenance planned. Requires daily sweeping and litter pick-up.
Northern Rail Trail	Downed Tree removal. Planning 2022 bridge rehabilitation projects.
Pool Operations	Winterized
Beehive	Using regularly and ongoing asset building.

### Special Events

<b>Event</b>	<b>Status</b>
Halloween FunFest	All outside in Colburn Park: Horse buggy rides, carnival games, free hamburgers/hotdogs, spin-art, pumpkin bowling, and pumpkin ring toss. Excellent attendance and Youth-in-Action vols.
#LightUpLeb Jack-O'-Lanterns	Displayed around Colburn Park evening of Halloween. Prizes for "Classiest, and "Scariest"

### Capital Project Updates

<b>Project</b>	<b>Status</b>
Playing Fields	Hoping to fit one full size field at Westboro and considering an additional location.
Community Center	City contingency met with SAU88 School Board Oct 13 and established a plan to proceed with design and cost analysis.
Civic Maintenance Building	Walls are up. Roof next and then plumbing/electrical.