

**CITY OF LEBANON
MANAGER UPDATES
Month of June 2022**

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	2022 Year to Date	2021 Year to Date
Enplanements	4,273	2,778
Aircraft Operations	12,395	15,138
Airport Expense	\$813,841	\$710,752
Airport Revenue	\$671,771	\$577,614
Sales of Goods and Services	\$545,148	\$462,221
CARES Grant – Jan 20, 2020-Jan 19, 2021		\$50,431
ACRGP Grant – Jan 2020-Apr 2025	\$107,214	\$64,961
TSA C19 Cleaning Grant – Sep 2020-Sep 2021	\$3,950	
ARPA Grant – Jan 2020-Nov 2025	\$15,459	
General Fund Support	- \$0 -	\$224,960

Airport Projects

Project	Tasks to Date	Tasks Remaining
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. Milling and repaving started 11 June. Completed October.	<ol style="list-style-type: none"> 1. Catch basin adjustment June 2022. Grant closeout summer 2022.
AIP-67 Airport Coronavirus Relief Grant Program	<ol style="list-style-type: none"> 1. Grant application submitted to FAA – 18 February 2021 2. Grant offer signed – 13 April 2021. Grant for \$1,003,521. Drawdown to date \$671,743.	Grant Draw down. Grant closeout.
AIP-64 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. Bids opening – 20 April 6. Grant application submitted to FAA – 23 April. 7. September 15 - G&C approved. 8. Contractor and engineering firm working on RFIs. D&K evaluating change order to accommodate thicker insulation panels and wood rot repairs.	<ol style="list-style-type: none"> 1. Work to start August 2022. Grant close out.
AIP-65 Runway Safety Area Project Environmental Assessment	<ol style="list-style-type: none"> 1. 3 November - Meeting with FAA to discuss EA requirements. 	<ol style="list-style-type: none"> 1. Public hearing. 2. DuBois & King complete study.

	<ol style="list-style-type: none"> 2. Dubois King comparing 2012 EA with proposed project from AIP-59. 3. FAA meeting on 9 December to Wetland delimitation 13-15 July, 10-11 August. 4. SHPO, US ACE, and FWS reviews complete. 5. Comments on final draft received and being compiled. Public hearing scheduled for 21 July at 6:00 PM 	<ol style="list-style-type: none"> 3. FAA review. Grant closeout.
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. Grant agreement received. FAA performing study. 	<ol style="list-style-type: none"> 1. FAA completes study. Grant closeout.
AIP-069	<ol style="list-style-type: none"> 1. Grant received for \$1,035,622 in December 2021. Current drawdown total - \$15,459. 	<ol style="list-style-type: none"> 1. Complete drawdown Grant Closeout
Bipartisan Infrastructure Law Grant	Notification of first year award for \$1,006,720,	<ol style="list-style-type: none"> 1. Apply for grant 2. Complete project Close grant
Runway Safety Project – Data Collection and Permitting	<ol style="list-style-type: none"> 1. Contract signed with Stantec. 2. Grant application submitted to FAA. Anticipated second half of August 2022. 3. Surveys and core sampling complete. Preliminary design underway. 	<ol style="list-style-type: none"> 1. Perform data collection. Apply for environmental permits.
Runway Safety Project – LOC Relocation Design	<ol style="list-style-type: none"> 1. FAA to perform study. Grant application submitted to FAA. Anticipated second half of August 2022. 	<ol style="list-style-type: none"> 1. Perform design Close grant
Runway Safety Project – Avigation Easement	<ol style="list-style-type: none"> 1. Contract signed with Gale Associates. 2. Property surveyed. 3. Property assessment complete. 4. Review of deed complete. Property owner amenable to easement. 	<ol style="list-style-type: none"> 1. Independent value evaluation. 2. Sign purchase agreement. Apply for grant April 2023.
TIF 1B	<p>SDC 49 Plainfield LLC</p> <ol style="list-style-type: none"> 1. City Council authorized execution of ground lease – 2/2/22. 2. Saad Development working with Planning and Development. <p>Saad Development working on new building requirements from tenant.</p>	<ol style="list-style-type: none"> 1. Development review and approval. 2. Lease execution. Construction.

	Marketing Agreement Executed on 23 May 2022	•
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ASSESSING

	Month to Date	Year to Date
Number of Property Sales	69	249
Number of Property Inspections	107	488

CITY CLERK

	Current Month Revenue	Year to Date	Prior Year to Date
Motor Vehicle Regs	\$206,814.39	\$1,325,933.73	\$1,425,716.74
Dog Licenses	\$722.00	\$8,405.00	\$10,608.50
Vital Records	\$3,040.00	\$16,423.00	\$15,480.00

Highlights:

- Tax bills were mailed on June 13, 2022, with a due date of July 13, 2022.
- Deputy Clerk Lori Gould successfully completed an eight-week Supervisory Course offered by the New Hampshire Bureau of Education and Training. Congratulations Lori!
- Assistant Clerk Darlene Cook and Deputy Clerk Lori Gould presented the Top Dog Winners with their prizes at the Lebanon Farmer's Market. Thank you to our Sponsors West Lebanon Feed and Supply and Stoney Brook Veterinary Hospital.
 - Top Dog: "Otto" Shannon Dow and Bob Johnson
 - 1st Runner Up: "Wally" David Ruel
 - 2nd Runner Up: "Harper" Jason & Charlotte Beaton
- The City Clerk's Office was short-staffed for the month of June. Out of a staff of six, there were often only three staff members in the office. Staff worked diligently to keep up with the workload and ensure customers transactions were completed in a timely fashion.
- Transactions processed in June.
 - 258 new car registrations
 - 932 car registration renewals
 - 18 boat registrations
 - 122 dog licenses
 - 4 marriage licenses
 - 516 certified copies of vital records
 - 44 voter registrations

- 33% of Property Tax Bills
- 21 Solid Waste Permits
- 484 Landfill Tickets
- The filing period for the NH State Primary began on June 1st and ended on June 10th. The City Clerk accepted the following filings for State Representative:
 - Laurel Stavis – District 13 Ward 1
 - George Sykes – District 14 Ward 2
 - Thomas Cormen – District 15 Ward 3
 - Susan Almy – District 17 At-large

FINANCE

REVENUES	2022 Budget	Current Month Revenue	Year to date	% collected
General Fund	\$ 33,312,670	\$ 12,381,118	\$ 18,747,297	56%
Landfill	\$ 4,127,230	\$ 407,804	\$ 2,124,821	51%
Water	\$ 4,210,810	\$ 29,428	\$ 2,124,279	50%
Sewer	\$ 7,277,230	\$ 23,087	\$ 3,731,469	51%
Airport	\$ 929,040	\$ 90,149	\$ 671,771	72%
EXPENSES	2021 Budget	Current Month Expended	Year to date	% collected
General Fund	\$ 36,616,370	\$ 5,170,291	\$ 20,202,767	55%
Landfill	\$ 4,046,450	\$ 24,688	\$ 2,088,917	52%
Water	\$ 4,141,290	\$ 834,833	\$ 2,758,228	67%
Sewer	\$ 7,264,310	\$ 1,206,412	\$ 4,736,314	65%
Airport	\$ 1,479,310	\$ 148,813	\$ 813,841	55%

Highlights: 1ST property tax warrant has been posted to the general fund revenue in June of \$11,998,631.50.

FIRE

June 2022	Current Month	Year to Date	Prior Year to Date
Fire	7	45	44
Rescue & Emergency Medical Calls	265	1433	1293
Hazardous Conditions	7	34	40
Service Calls	21	122	152
Good Intent Calls	27	140	145
False Alarms	22	149	169
TOTALS	349	1932	1840

Highlights:

- 06/06– units responded mutual aid to Norwich, VT for a building fire.
- 06/14 – units responded to the temporary bridge over the CT River for a fire in the bridge decking.
- 06/15– units responded to Wolf Road for an outside fire next to the building.
- 06/17- units responded mutual aid to Hartford, VT for a reported building fire.
- 06/25 - units responded to the CT River in Plainfield for a water rescue.
- 06/26 - units responded to Hanover Street Ext for a brush fire.
- 06/26 – units responded to Interstate 89 for a motor vehicle fire.
- 06/28 - units responded to Hanover Street Ext for a brush fire.

Other Events & Activities

- Department personnel assisted with a COVID Vaccination clinic at the Farmers Market.
- Department personnel participated in the Lebanon Alumni Day Parade.
- Department personnel conducted CPR training at the Woodlands.

Community Paramedic

New Referrals: 13

Active Clients: 16

Encounters: 31

Encounters by type:

Hospital: 2

Home: 18
 Telephone: 11
 Combined Nurse visit: 0

Total encounters as of 6/30/22: 158

Community Nursing

Active Clients: 23
 Encounters: 139
 Encounters by type:
 Home: 32
 In person other locations: 7
 Telephone: 67
 Email: 30

Annual Department Revenues
\$518,775.00

HUMAN SERVICES

Collaborative Meetings & Pooled Resources

Meeting/Group	Meeting Date	
Upper Valley Housing Support Team	6/2/2022	†
Housing First	6/10/2022	†
Upper Valley Continuum of Care	Did not attend	
NH Balance of State Continuum of Care	Did not meet	
NH Coalition to End Homelessness	6/17/2022; 6/21/2022	†
Energy Advocacy Council	Did not meet	
Lebanon MIH Advisory Council	Did not meet	
Service Coordinator Roundtable	Did not meet	
NH Local Welfare Administrators Association	6/3/2022; 6/15/2022	†
Public Health Council of the Upper Valley	6/17/22	†
Housing Action NH	6/3/2022	†
Beacon Health/WCBH Community Crisis Response	Did not meet	

† Participated by video

Workshops/Trainings

Workshop/Training	Date	
Public Health Council Forum on Substance Misuse in Older Adults	6/2/22	†
NHLWAA Art of Welfare	6/16/2022	

Monthly In-Office Activity

Authorized Voucher Totals

	June 2022	June 2021
Rent Assistance	\$570.00	\$2,730.00
Motel Assistance**	\$4,373.81	\$0.00
Shelter Sponsorship	\$895.00	\$0.00
Electric	\$339.00	\$0.00
Laundry	\$39.00	\$0.00
Total	\$6,216.81	\$2,730.00
Year to Date	\$25,437.41	\$47,076.03

**Motel assistance is granted as a means of temporary emergency housing pending shelter placement or permanent housing.

- As of April 6, 2022, Tri-County CAP has partnered with the Quality Inn in Lebanon to use all 48 rooms as temporary emergency housing for people experiencing homelessness. NH Emergency Rental Assistance Program funding is funding these motel stays. Human Services still provides motel assistance to those households for whom a stay at the Quality Inn is not appropriate and when the Quality Inn is fully booked.***

Assisted Cases

June 2022	6 cases involving 6 adults and 2 children Extensive case management provided to 2 households
June 2021	4 cases involving 4 adults and 5 children Extensive case management provided to 0 households

Notices Issued

	2022	2021
Rent/Security deposit	1	4
Motel	5	0
Shelter Sponsorship	2	0
Electric	1	0
Laundry	1	0
Denials	0	0
Pending Decisions	0	0
Applications Withdrawn	0	0
Sanctions	0	0

Contacts with Clients

	2022	2021
Walk-Ins	~0	0
Scheduled Appointments	22	5
Home Visits	‡9	0

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

‡ Multiple HS clients, some with mobility issues, needed in-home services.

Case Collaboration/Referrals

AGENCY	June 2022	Year to Date^ 2022
Tri-County CAP (homeless outreach/shelter/coordinated entry)	12	28
Tri-County CAP (rent/security/NHERAP)	1	38
Tri-County CAP (fuel/electric)	3	8
LISTEN (housing)	3	23
LISTEN (fuel/electric)	0	5
LISTEN (food)	0	10
LISTEN (thrift store voucher)	0	1
LISTEN (discretionary funds)	2	7
Haven (shelter)	0	13
Haven (housing)	0	3
Haven (food)	0	1
Haven (discretionary funds)	0	1

NH DHHS (food stamps)	0	10
NH DHHS (cash assistance)	0	0
NH DHHS (medical)	1	7
NH Bureau of Elderly and Adult Services	1	3
NH Employment Security	0	1
Senior Center/Service Link	2	20
Headrest	0	0
UVGEAR	8	20
WISE	2	6
West Central Behavioral Health	4	16
Mobile Integrated Health Team	3	20
Catholic Charities	0	0
Good Neighbor Health Clinic	0	0
Red Logan Dental Clinic	0	1
Easter Seals/Supportive Services for Veteran Families	0	0
Other NH Town Welfare office	4	12
VT Economic Services	0	6

^Year-to-date tallies are not unduplicated cases or referrals. Some cases receive case collaboration over months and multiple referrals.

Reimbursement Received

	June 2022	Year to Date 2022
Client	\$2,000.00	\$6,329.68
SSI	\$0.00	\$0.00
Medicaid	\$0.00	\$0.00
Other Town***	\$0.00	\$0.00

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

Liens in June 2022: Issued=0 Discharged=0

LIBRARY

	Month	YTD
Circulation of library held items	8,515	44,381
Circulation of ebooks and downloadable audiobooks	2,730	17,257
Internet use	286	1,519
Meeting room use by outside groups	147	415

Highlights:

- We have had over five hundred individuals sign up for our summer reading program. People can sign up online or in person. In addition to the ice cream coupons that we purchased as prizes for participants, Fore-U donated one hundred as well. They have been very generous over the years.
- Hypertherm sent volunteers to Kilton to install new equipment for our play area for kids. Three volunteers spent an entire day assembling and starting the installation process. They'll return at the end of July to complete the work.

PLANNING & DEVELOPMENT

Permit/Applications June	Res. June 2022	Comm. June 2022	Total YTD 2022 (Jan to June 2022)	Total YTD 2021 (Jan to June 2021)	YTD 2022 Permit Fees Collected	YTD 2021 Permit Fees Collected
Building Permits	40	15	249	302	\$735,563.07	\$335,660.75
Planning Board Applications	1	0	19	13	\$15,649.74	\$5,308-25
Zoning Board Applications	1	2	20	15	\$5,044.04	\$3,690.13

Inspection Activity	June	YTD 2022
Total Inspections	277	1516

POLICE

	June	Year to Date	Prior Year to Date
Dispatch Calls for Service	3057	16,175	15,775
Police Calls for Services	2608	13,762	13,376
Incident-Based Reporting Calls	87	542	491
Traffic Accidents	63	336	357
Property Damage	28	152	145
With Injury (possible)	5	31	28
Involving Bicycle or Pedestrian	1	4	1
Referred to Outside Agency	0	2	4
Hit and Run	16	81	93
Parking Lot	22	110	121
Arrests	78	490	486
DWI Arrests	10	40	32
Motor Vehicle Stops	520	2670	2315
Warnings	470	2468	1857
Citations	44	176	142
Problem-Oriented Policing Calls	20	146	485

Community Involvement

- On June 2, 2022, Officer Logan Scelza and K-9 Allergo attended the Farmers Market.
- On June 3, 2022, Corporal Nick Alden and K-9 Nitro partook in celebrating a happy send off to athletes participating in the 2022 Special Olympics USA Games.
- On June 22, 2022, Officer James Patt visited Appcast Inc. and spoke with staff.
- On June 29, 2022, Officer Eric Hunter gave a fraud and scam presentation to The Woodlands senior residents.
- On June 23, 2022, the Lebanon Police Department held the Annual Marge Hammond Memorial Bike Auction at Colburn Park. Each year, numerous bikes of all sizes and conditions go unclaimed. These bikes are auctioned off and the money raised goes toward the Child Health & Community Programs Fund.
- On June 29, 2022, Lieutenant Michael Wright gave a presentation about Civilian Response to Active Shooter Events (CRASE) to the staff of Twin River Children's Center. The presentation discussed the history and prevalence of active shooter events, the role of professional guardians, civilian response options, medical issues, and drills.
- On June 30, 2022, the Lebanon Police Department partook in an ice cream social event at Village At Crafts Hill.
- Throughout the month of June, School Resource Officer Gregory Parthum actively visited various Lebanon businesses, senior living facilities, and

Lebanon Recreation & Parks’ Summer Day Camps. He answered questions about the Police Department and participated in fun summer games with staff and campers.

- Throughout the month of June, as part of the Lebanon Police Department’s “Lighten Up Lebanon,” Officers passed out bike lighting kits to help bicyclists stay more visible at night.

PUBLIC WORKS

Solid Waste

Month: June	2022	2021
Landfill Facility Received	3,330 (tons)	3,258 (tons)
Wastewater Bio-solids Received	400 (tons)	421 (tons)
Leachate Generation & Pumping	326,714 (gallons)	*(gallons)

*June 2021 Leachate was estimated due to a flow meter failure.

Recycling

- Pricing for the recycling commodities has been up and down. Scrap metal pricing dropped \$100/ton last month. However, recycling markets continue to be strong overall.
- Delivered recycling tonnage and participation also continues to be strong.
- Electronics, veggie oil, paper and cardboard were shipped out in June.

Other

- MSW tonnage continues to rebound over June 2021 numbers and only slightly less than June 2019. The region is slowly returning to pre-COVID waste disposal rates.

Water Treatment Plant

Month: June	2021	2022
Water Treatment Plant-Production	48.17 MG	52.41 MG

- The water treatment plant pumped 4.23 MG more in 2022 vs 2021, an 8.8% increase.

Lab Highlights

- All monthly required testing was completed, and all results are passed.

Equipment Repair/Maintenance

- Fall Protection installed on all Water Storage Tanks

- High Lift pump #2 (waiting on vendor and backordered parts)
- Mascoma Lake (Algae Bloom, Analyzer purchased)
- Routine plant maintenance
- Sludge Level Indicator replacement
- Poly Orthophosphate Startup

After hour call-in

- There were 3 after hour call-ins.

Customer Service / Water Quality Inquiries

- Five complaints were taken this month at the water treatment plant. (Taste and Odor – Increased Powdered Activated Carbon level).

Training

- There were several online trainings attended by staff this month.

Wastewater Treatment

Month: June 2022	2021	2022
Daily Avg. flow treated	1.2590 MGD	1.3483 MGD
Solids Inventory	12,588 lbs.	20,174 lbs.
Septage Receiving	246,575 gal.	218,975 gal.

Operations highlights

- There were no exceedances of our NPDES permit for the month of June 2022.
- Lebanon Wastewater treated 40,448,000 gallons of wastewater in June.
- Lebanon Wastewater treated 218,975 gallons of septage for the month of June.
- Lebanon Wastewater dewatered and delivered 188.76 wet tons of sludge to the landfill in June 2022.
- Effluent quality was great. TSS average was 6.0 mg/l. BOD average was 5.0 mg/l for the month.
- Plant staff conducted a tank switchover which involves moving our entire biological treatment train to an adjacent tank. The new tank was inspected, air diffusers cleaned or replaced, mixers moved, and analyzer function tested. The switchover went well without any issues or problems with our treatment.
- Plant staff repaired #2 secondary clarifier scum trough.
- Plant staff cleaned and inspected #2 secondary clarifier.
- Plant staff have been utilizing Sodium Hydroxide for odor control in the collection system with good results. We have monitored zero H2S at the location on Excelsior Drive where most of our complaints arise.

Laboratory

- Total nitrogen was 11.0 mg/l in June. TKN portion of that was 2.15 mg/l. Nitrate makes up most of our total nitrogen.
- Monthly BOD 5.0 mg/l.
- Turbidity of final effluent 2.38 NTU.
- Effluent TSS is 6.0 mg/l for June 2022
- S.V.I. average for June is 117.

Industrial Pretreatment Program

- Continued review of industrial discharge permits.
- We are continuing with sampling for all industries needing permit renewals.
- Collection system samples are being taken monthly to test for PFAS. The samples are taken at locations that receive multiple side streams and are being tested for background data purposes.

Highway Maintenance

The Highway Operation & Maintenance crew finished the annual sweeping, began mowing and filled potholes as needed. The crew also began the installation for replacement of deteriorated culverts on streets scheduled for paving in 2022. Public Works staff also assisted the Police Department in overseeing the improvements to their parking lot, including improved drainage and the installation of new conduit prior to paving.



Site preparation work



Paving base on the North side

Fleet

In the month of June, the fleet mechanics were continuously maintaining and repairing summer equipment. The normal scheduled maintenance kept the fleet very busy, along with the unexpected break downs and repairs. This provides no extra time in the weekly schedule and most days it is difficult to finish daily tasks. For example, we spent a few days replacing the door hinges on the Wastewater Plant's roll off dumpster. The door hinges ripped off when the contractor was dumping the container. The mechanics did a great job straightening the door and welding the new hinges on. We also spent a few days on Highway's shared dump truck that needed several suspension pins replaced.



Cemetery

June	2022
Cemeteries & Park Maintenance	
Burials/Cremations	0-Full/6-Cremation
Entombments	0
Vaulted Grave Sale/Trust Fund Sales	1-GR/ 1-Special Reserve
Grave Transfers	0
Foundations	0
Place Grass Marker	1
Natural Burial Grave Sales/ Trust Fund Sales	1-GR/ 1-Special Reserve

June proved to be a bit slower than the month of May. We had 6 cremation burials, four during regular business hours and the remaining two on weekends. We also placed one grass marker and sold one regular vaulted full grave, as well as our first natural burial grave.

Once again, our limited staff was extremely busy preparing all cemeteries, traffic islands, parks, and recreation areas for Independence Day. A special thank you to all staff who worked overtime the week prior to Independence Day: Butch Carpenter, Doug Boisvert, Damien Hetzel, Scott French and Reginald Thibeault. We completed the plantings off of the Mascoma River Greenway (MRG). Six plantings of Swida Sericea, otherwise known as Red-Osier Dogwood were planted on the pathway on the back side of the cemetery off the MRG. The cemetery staff completed the plantings and the recreation department contributed by offering to keep them watered as they establish with the use of their UTV while they are watering other areas in that vicinity.

Energy & Facilities

Solar

The City will be meeting with Liberty Utilities on 7/25 to discuss options for returning solar to the Landfill Garage building or relocating it.

The Energy & Facilities Manager (EFM) will be drafting a Request for Proposals soon for a Phase 3 solar project that could be up to one Mega-Watt.

We are continuing to work with Liberty Utilities and Catamount Solar to resolve the meter issue on the Valley and Civic buildings earlier this year.

Electric Vehicles (EV)

Assistant Public Works Director Everett Hammond has been overseeing the re-paving of the Police Station parking lot and finalizing the plans for up to eight DC fast EV chargers for police cruisers, and four Level 2 chargers in the staff parking lot. Ted Makalinaw, City Electrician, has worked with Liberty Utilities' engineers to

design a plan for easy, if not cheap, installation of the chargers when the time comes.

EFM Tad Montgomery will be meeting again soon with staff from Hanover and Hartford to consider other collaboration options for regional EV infrastructure development.

Lighting & Streetlights

New streetlights have arrived, and Phase 2 of the Streetlight LED Conversion Project is planned to happen soon. A small number of additional lights will be removed, 16 floodlights will be swapped to LED's including six at the Lebanon High School parking lot, some miscellaneous streetlights will be added to the conversion list, and new streetlights will be added to the following crosswalks:

- Seminary Hill at Aldrich Avenue
- Seminary Hill at Crawford Avenue
- South Main Street at Romano Circle

The Department of Public Works (DPW) is writing a Request for Proposals to replace lighting on the Storrs Hill ski slope. We hope to have this done by ski season.

Landfill Gas Project

Work by EFM Tad Montgomery, Solid Waste Manager Marc Morgan, and with the expertise of Assistant Mayor Below continues. We hope to meet soon with the school district to explore group net metering some of the excess power above and beyond the City's needs to them.

Master Plan: Energy Chapter

Work by LEAC, the EFM, and the Planning Office continues. LEAC member Woody Rothe has instigated an effort to bring equity and diversity issues into the Master Plan re-writing process, starting with the Energy Chapter. He is coordinating these efforts with the City Manager's Office and Diversity, Equity, and Inclusion Commission.

City Hall Renovation

- The boilers have been reconfigured and received their first maintenance the week of July 6-11. Because special boilers were custom installed that can burn a high percent of biofuels, they need to be re-configured before they receive annual maintenance.
- We are still working with ReArch and Resilient Buildings Group to resolve ongoing issues with the new chiller.
- The first floor's floor, including the Council Chambers and both meeting rooms, will be re-sealed to resolve moisture issues that have been present since the renovations. This will be scheduled as soon as the necessary

materials can be secured, and it will involve moving meetings to other locations for one to two weeks.

Other

- City Electricity Use – City Electrician Tad Makalinaw finished work on the annual compilation energy use data for the City for 2021. Total electricity used was 4,271,963 kWh, with our solar arrays supplying 696,843 kWh, and 2,617,713 kWh supplied through wholesale power purchases.
- GAR Statues – Financial Consultant Shelley Hadfield has been working with Custodian Rich Adams and Assistant Director of Public Works Everett Hammond to submit a grant application to the Moose Plate Grant Program to cover renovations to the soldier, rifles, cannon balls, and artillery shell in front of the Soldier’s Memorial Building. We should know in October. The grant, if received, should cover \$20,000 of an estimated \$34,000 project. We are looking at DIY aspects and other funding sources to either reduce the project’s cost or cover the rest. As an interesting note – we have discovered that some of the elements of these statues were aboard the U.S.S. Maine when it was sunk in Havana Harbor in 1898, triggering the start of the Spanish-American War.
- Decorative Streetlights – The reconstruction of sidewalks on North and West Park Streets and Court Street have been completed and the lights are energized. This includes the refurbishment or replacement of the black ornamental streetlight posts on those streets.
- Micro-Grid – We are starting conversations with Liberty Utilities on the potential development of a micro-grid in West Lebanon. Assistant Mayor Below first proposed a micro-grid as a means of building resiliency in that part of the city when the larger grid suffers a power outage. The Landfill Gas-to-Energy project would be the primary source with various proposed solar arrays and energy storage systems supplementing it. The concept of a micro-grid has taken on increased primacy with the City’s intention to start using EV’s for police cruisers over the next few years, and the need for back-up power to charge them. We received a presentation from TRC Corp on June 30th and they were impressed with the City’s advanced thinking on the subject.
- Legislation – SB 321 - The recent signing of SB 321 by the Governor will add to the value and scope of a micro-grid project by allowing Lebanon, in collaboration with Liberty Utilities, to develop a pilot program to produce and sell up to two Mega-Watts of electricity. Transmission charges can be avoided in this pilot, and annual system capacity charges can be reversed if the pilot is shown to be producing during the annual system peak in electricity use. Both substantially increase the value of power generated through this program. Many thanks to Assistant Mayor Below for championing this legislation for the City.
- Elevator Contract – Lebanon has joined forces with Concord, Dover and

Keene to issue a multi-city RFP for elevator maintenance. The collaboration has been successful, and we hope that it leads to many other multi-city procurement projects.

- Environmental Procurement Policy – the EFM continues to work with the City Manager, Planning Office, and Solid Waste Division to draft language for environmental aspects of a revised city-wide procurement policy: ADM-110. More to come.
- Offshore Wind – We participated recently in an online symposium on offshore wind that was quite exciting. Based on what we heard, we might expect to see turbines turning in the Gulf of Maine as soon as 2024, though other parts of the country are ahead of us, namely the NJ coast and Gulf of Mexico.

Engineering

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

- Will be monitoring lawn restoration and keeping on warranty list until areas are in full growth.

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

- Construction restarted April 11, 2022.
- Final loam and seed completed as of June 6, 2022.
- Walkways, final drives and final pavement completed as of June 3, 2022.
- Line stripping completed July 7, 2022.
- Final Completion July 15, 2022.

Mechanic St./Mascoma St./High St. Roundabout

- Title research has been completed on all impacted parcels identified on the plan by the NHDOT Bureau of Right of Way.
- National Environmental Policy Act (NEPA) document will be completed by August 2022. Final NEPA document approved after Public Hearing.
- NHDOT will approve Final Design scope and fee after NEPA document is approved.
- Waiting for NHDOT to schedule Public Hearing, which is tentatively scheduled for August/September 2022.
- Met with NHDOT and the Bureau of ROW on June 3, 2022. Discussed ROW issues and easement appraisals and negotiations. City can be involved in negotiations.
- After Public Hearing, ROW negotiations and Final Design commence.
- Project Bidding in September 2023

- Project Construction in 2024.
- Screen house demolished on abutting parcel.

Kimball St./Forest Ave Reconstruction Project

- Contract signed and plans are being updated based on existing design.
- Reviewing Pre-Final Plans
- Met with Forest Ave neighbors regarding Special Assessment District to extend sewer. Sewer will not be extended due to cost.
- Potential drainage connections to sewer will be explored with letter, surveys, home inspections, and dye testing. Dye testing nearly completed.
- IDDE Questionnaire and cover letter was sent to project abutters.
- 2 Sump pumps and 7 floor drains identified.
- Final design plans and specifications to be completed by July 31, 2022.
- Solicitation to pre-purchase pipe and fittings completed. Three bids received July 6, 2022. Ferguson Waterworks awarded contract. 9-month lead time to fill order allows construction to start spring of 2023.

Trues Brook Bridge Project

- Submitted Preliminary Plans and Estimate of Probable Project Cost to the NHDOT on September 28, 2021, for review, comment, and approval.
- Received Municipally Owned Bipartisan Infrastructure Law (MOBIL) funding covering 100% of the construction costs for the project on March 18, 2022.
- MOBIL funding program requires project to conform to LPA process. Therefore, project must follow LPA ROW procedures and complete NEPA permitting. Mobil project funding program will delay project construction a minimum of 1 year.
- A temporary bridge will be constructed to maintain traffic during the construction of the bridge.
- Received NHDOT Preliminary Plans Approval June 10, 2022.

Miracle Mile Water Main Replacement Project

- Project to be re-bid in July 2022 to replace the water main from Terry Dudley Bridge to Gardener's Supply.
- Re-working design to construct project in 3 phases and eliminate need for temporary water. Should save \$750K or more.
- Phase 3 – Miracle Mile Sidewalk to be included as an Additive Alternate.
- Solicitation to pre-purchase pipe and fittings completed. Three bids received July 6, 2022. Ferguson Waterworks awarded contract. 9-month lead time to fill order allows construction to start spring of 2023.

DHMC Interconnection to Hanover Water System

- Reviewed Wright-Pierce Report
- Developed less expensive option for DHMC's consideration

Civic Park Field and Parking Study

- Developed sketch plan for Recreation, Arts & Parks Director Paul Coats showing a 245' x 145' field and expanded parking at Seminary Hill School and Civic Park.

Second Water Source Development

- DPW will design this project in house.

Other Items

- Working on Floodplain permitting, applications and LOMAS
- Excavation permits/driveway permits
- Sewer Service to 100 Maple Street has been completed. Sewer Use Permit being processed

South Main Street Bridge Project

- Approval to move to Final design is pending NEPA approval and NHDOT's review of the consultant engineer's proposal. Additional right-of-way acquisition is pending.

Downtown Tunnel Rehabilitation Project

- Tunnel construction is complete except for a few punch-list items. Leaks that had developed toward the end of construction are in the process of being addressed.

20 Spencer Street Project

- Efforts to remove the current Activity Use Restriction (AUR) and residual groundwater contamination issues are on-going.

Mt. Support Road/Lahaye Drive Intersection

- Preliminary design is on-going. A meeting with City Council was held on June 15.

Spencer Street Reconstruction

- Final paving, final slope work, loam and seeding, and Rail trail/Sidewalk work are completed except for punch list items. Rail Trail crosswalk is scheduled to be constructed in July.

Airpark Road Extension Project

- Final punch list items are currently being addressed.

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	29	22	51
Couch to 5K running	12	19	31
Carl Wallin’s Throw Club	10	2	12
Adult Softball	12 slow pitch	0 modified	216 players
Junior Golf	3	0	3
Karate Camp	9	3	12
Outdoor Adventures	55	13	68
Adult Drop-in soccer	8	8	16
Tennis	18	1	19
Lightning Soccer Camps	Registration directly with Lightning Soccer		
Swim Lessons – 4 sessions	153	28	181
Pool Season Passes	246	45	291
Pool lifeguard recertifications	5	4	9
Camp K: 5 – 12-year-olds - 7 weeks	577	29	606
Camp K Leaders in Training	4	2	6
UV Running Series	13	25	38
Running Club memberships	91	219	310
Savvy Seniors trips	32	12	44
Women’s Tennis League	4	10	14
Harmony Night	11	23	34

Parks Maintenance Project Updates

Major Projects	Status
Baseball / softball field prep	Ongoing
Park turf maintenance	Ongoing
MRG Maintenance and Improvements	Refinish deck/railings behind Goss Logan. Litter management. Install kiosk.
Northern Rail Trail	Applied for Rec Trails Program grant 2023. Redecking 6 th bridge July 26

Pool Opening	100% complete. Fresh paint on buildings and repairs.
Beehive	Using regularly and ongoing asset building
MRG expansion	Attorney Barry Schuster is pursuing railroad abandonment filing.
Bridge St Park	Planning improvements with West Leb Revitalization team

Special Events

Event	Status
Thursdays in Park – Colburn	Children’s performances at noon
Storytime Wednesdays – Colburn Park	Noon partnership with Library
Fitness Tuesdays – Colburn Park	Noon partnership with regrowth Wellness. Free
Friday Funday in the Park	Social time for babies to age 5
Slinging Into Summer Cornhole	18 teams plus spectators
Summer Celebration	Planning for August 25
4 th of July Spectacular	Excellent day with running race, Frederick Douglass reading, concert, food vendors and fireworks.
Summer Concerts	www.LebanonNH.gov/concerts . Thru Aug 25
Lebanon Luau and Lions Duck Race	At the pool Sunday July 17

Capital Project Updates

Project	Status
Playing Fields	Pursuing Westboro development plans, and partnership with a private developer
Community Center	Tabled
Civic Maintenance Building	100% complete and fully functional
North Lebanon Park	Pursuing partnership with Dartmouth College and Dartmouth Health