

**CITY OF LEBANON
MANAGER UPDATES
Month of August 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

August	2022 Year to Date	2021 Year to Date
Enplanements	6133	4343
Aircraft Operations	17311	20945
Airport Expense	\$813,841	\$948,339
Airport Revenue	\$976,900	\$962,997
Sales of Goods and Services	\$748,148	\$588,737
CARES Grant – Jan 20, 2020-Jan 19, 2021		\$50,431
ACRGP Grant – Jan 2020-Apr 2025	\$208,604	\$323,829
TSA C19 Cleaning Grant – Sep 2020-Sep 2021	\$3,950	
ARPA Grant – Jan 2020-Nov 2025	\$15,459	
General Fund Support	- \$0 -	\$224,960

* Includes Grant Funds – Change in tracking procedure from ACRGP

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. 6. Milling and repaving started 11 June. Completed October. 	<ol style="list-style-type: none"> 1. Catch basin adjustment September 2022. 2. Grant closeout fall 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. 3. 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. 9. D&K evaluating change order to accommodate thicker insulation panels and wood rot repairs. 	<ol style="list-style-type: none"> 1. Work to start October 2022. 2. Grant close out.
AIP-65 Runway	<ol style="list-style-type: none"> 1. 3 November - Meeting with FAA 	<ol style="list-style-type: none"> 1. Public hearing.

Safety Area Project Environmental Assessment	<ul style="list-style-type: none"> to discuss EA requirements. 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. 6. Public hearing scheduled for 21 July at 6:00 PM 7. FAA issued Finding of No Significant Impact. 	<ul style="list-style-type: none"> 2. DuBois & King complete study. 3. FAA review. 4. Grant closeout.
AIP-66 FAA Reimbursable Agreement – Localizer Relocation	<ul 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. 4. FAA performing study. 	<ul style="list-style-type: none"> 1. FAA completes study. 2. Grant closeout.
AIP-069	<ul style="list-style-type: none"> 1. Grant received for \$1,035,622 in December 2021. 2. Current drawdown total - \$15,459. 	<ul style="list-style-type: none"> 1. Complete drawdown 2. Grant Closeout
Bipartisan Infrastructure Law Grant	<ul style="list-style-type: none"> 1. Notification of first year award for \$1,006,720, 	<ul style="list-style-type: none"> 1. Apply for grant 2. Complete project 3. Close grant
AIP-070 Runway Safety Project – Data Collection and Permitting	<ul 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. 4. Preliminary design underway. 	<ul style="list-style-type: none"> 1. NH G&C Approval. 2. Perform data collection. 3. Apply for environmental permits.
AIP-071 Runway Safety Project – LOC Relocation Design	<ul style="list-style-type: none"> 1. FAA to perform study. 2. Grant application submitted to FAA. Anticipated second half of August 2022. 3. Grant executed 8/14/2022. 	<ul style="list-style-type: none"> 1. NH G&C Approval. 2. Perform design 3. Close grant
Runway Safety Project – Avigation Easement	<ul style="list-style-type: none"> 1. Contract signed with Gale Associates. 2. Property surveyed. 3. Property assessment complete. 4. Review of deed complete. 5. Property owner amenable to easement. 	<ul style="list-style-type: none"> 1. Independent value evaluation. 2. Sign purchase agreement. 3. Apply for grant April 2023.
TIF 1B	<p>SDC 49 Plainfield LLC</p> <ul style="list-style-type: none"> 1. City Council authorized execution of ground lease – 2/2/22. 2. Saad Development working 	<ul style="list-style-type: none"> 1. Development review and approval. 2. Lease execution. 3. Construction.

	with Planning and Development. 3. Saad Development working on new building requirements from tenant.	
	Marketing Agreement Executed on 23 May 2022	

ASSESSING

	Month to Date	Year to Date
Number of Property Sales	71	380
Number of Property Inspections	94	763

Highlights:

- Vision Governmental Solutions is working on the city's statistical revaluation. Letters to property owners whose valuations change, will be receiving a letter in September. Hearings will start end of September, beginning of October.

CITY CLERK

	Current Month Revenue	Year to Date	Prior Year to Date
Motor Vehicle Regs	\$319,773.80	\$1,871,550.77	\$1,948,842.42
Dog Licenses	\$701.00	\$11,456.50	\$12,650.00
Vital Records	\$2,762.00	\$21,509.00	\$20,865.00

FINANCE

REVENUES	2022 Budget	Current Month August	Year to date	% collected
General Fund	\$33,312,670	\$1,194,842	\$20,601,180	61.8%
Landfill	\$4,127,230	\$360,682	\$2,887,830	69.9%
Water	\$4,210,810	\$32,329	\$3,203,690	76.1%
Wastewater	\$7,277,230	\$175,173	\$5,839,276	80.2%
Airport	\$929,040	\$67,650	\$880,100	94.7%

EXPENSES	2022 Budget	Current Month August	Year to date	% expended
General Fund	\$36,751,120	\$2,125,104	\$25,037,580	68.1%
Landfill	\$4,046,450	\$551,670	\$2,893,970	71.5%
Water	\$4,141,290	\$173,249	\$3,249,950	78.4%
Wastewater	\$7,264,310	\$472,277	\$5,578,790	76.8%
Airport	\$1,479,310	\$121,720	\$1,041,670	70.4%

Highlights:

- Finance conducted meetings with departments to discuss their 2023 proposed budgets.
- Continuing to work with BS&A (software company) setting up utility billing.
- Working with Plodzick and Sanderson on the 2021 year end audit.

FIRE

August 2022	Current Month	Year to Date	Prior Year to Date
Fire	11	64	60
Rescue & Emergency Medical Calls	247	1948	1745
Hazardous Conditions	10	53	60
Service Calls	10	154	205
Good Intent Calls	20	156	200
False Alarms	43	235	244
TOTALS	342	2640	2514

Highlights:

- 08/01– units responded to Hardy Hill Road for a report of a kitchen fire.
- 08/01 – units responded to Bridge Street for a fuel spill.
- 08/02– units responded to DHMC for a brush fire.
- 08/03 - units responded to Plainfield Road for a trash fire.
- 08/15 - units responded to Wolf Road for a cooking fire.
- 08/18 - units responded to Commerce Avenue for a brush fire.
- 08/21 – units responded to Church Street for a cooking fire.

- 08/28 - units responded to the Meadowbrook Village for a building fire.
- 08/29 – units responded to Interstate 89 for a grass fire.
- 08/30 – units responded to Whitcomb Avenue for a fire in a construction trailer.
- 08/30 – units responded to Juniper Circle for a cooking fire.
- 08/31 - units responded to Church Street for a cooking fire

Other Events & Activities

- Personnel participated in National Night Out in Colburn Park

Community Paramedic

New Referrals: 3

Active Clients: 11

Encounters: 28

Encounters by type:

- Hospital: 2
- Home: 22
- Telephone: 4
- Combined Nurse visit: 2

Total encounters as of 8/31/22: 226

Community Nursing:

Active Clients: 15

Encounters: 115

Encounters by type:

- Home: 21
- In person other locations: 7
- Telephone: 61
- Email: 28

Annual Department Revenues

\$827,282.00

HUMAN SERVICES

Collaborative Meetings & Pooled Resources

Meeting/Group	Meeting Date	
Upper Valley Housing Support Team	8/4/2022	†
Housing First	8/12/2022	†
Upper Valley Continuum of Care/Data Group	8/12/2022, 8/25/2022	†
NH Balance of State Continuum of Care	Did not meet	
NH Coalition to End Homelessness	Did not meet	
Energy Advocacy Council	8/18/2022	†
Lebanon MIH Advisory Council	Did not meet	
Service Coordinator Roundtable	Did not meet	
NH Local Welfare Administrators Association	Did not meet	
Public Health Council of the Upper Valley	8/19/2022	†
Housing Action NH	Did not meet	
Beacon Health/WCBH Community Crisis Response	Did not meet	

† Participated by video

Monthly In-Office Activity

Authorized Voucher Totals

	August 2022	August 2021
Rent Assistance	\$3,090.00	\$450.00
Security Deposit*	\$0.00	\$0.00
Motel Assistance**	\$1,175.70	\$0.00
Shelter Sponsorship	\$865.00	\$0.00
Cremation	\$1,500.00	\$0.00
Transportation	\$469.48	\$0.00
Laundry	\$69.50	\$0.00
Vital Records	\$23.00	\$0.00
Total	\$7,192.68	\$450.00
Year to Date	\$38,230.09	\$52,042.35

*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.

- ***As of April 6, 2022, Tri-County CAP 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.***
- ***As of July 28, 2022, Tri-County CAP said they were no longer placing additional people experiencing homelessness at the Quality Inn, but placements have continued to be made.***

Assisted Cases

August 2022	10 cases involving 10 adults and 5 children Extensive case management provided to 3 households
August 2021	1 case involving 1 adult and 0 children Extensive case management provided to 0 households

Notices Issued

	2022	2021
Rent/Security deposit	3	1
Motel	1	0
Shelter Sponsorship	2	0
Cremation	1	0
Transportation	1	0
Laundry	1	0
Vital Records	2	0
Denials	0	0
Pending Decisions	0	1
Applications Withdrawn	0	0
Sanctions	0	0

Contacts with Clients

	2022	2021
Walk-Ins	~0	0

Appointments	31	5
Home Visits	‡11	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	August 2022	Year to Date^ 2022
Tri-County CAP (homeless outreach/shelter/coordinated entry)	12	52
Tri-County CAP (rent/security/NHERAP)	4	50
Tri-County CAP (fuel/electric)	0	8
LISTEN (housing)	2	35
LISTEN (fuel/electric)	1	6
LISTEN (food)	4	14
LISTEN (thrift store voucher)	0	2
LISTEN (discretionary funds)	2	12
Haven (shelter)	3	19
Haven (housing)	0	4
Haven (food)	2	3
Haven (discretionary funds)	0	2
NH DHHS (food stamps)	2	17
NH DHHS (cash assistance)	0	1
NH DHHS (medical)	1	8
NH Bureau of Elderly and Adult Services	2	6
NH Employment Security	0	1
Senior Center/Service Link	2	27
Headrest	0	0
UVGEAR	6	33
WISE	1	8
West Central Behavioral Health	1	19
Mobile Integrated Health Team	2	25
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	2	17
VT Economic Services	1	7

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

Reimbursement Received

	August 2022	Year to Date 2022
Client	\$0.00	\$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 August 2022: Issued=0 Discharged=0

LIBRARY

	Month	YTD
Circulation of library held items	9,202	62,231
Circulation of ebooks and downloadable audiobooks	2,902	23,033
Internet use	418	2,310
Meeting room use by outside groups (bookings)	186	750
Number of library-led programs	81	281
Attendance at library-led programs	1,075	3,089
Card holders registered	135	861

PLANNING & DEVELOPMENT

Permit/Applications August	Res.	Comm.	Total YTD 2022	Total YTD 2021	YTD 2022 Permit Fees Collected	YTD 2021 Permit Fees Collected
Building Permits	43	25	353	390	\$775,002.58	\$958,416.25
Planning Board Applications	0	3 (2 are City Projects)	25	15	\$16,465.30	\$6,475.45
Zoning Board Applications	1	0	21	19	\$5,334.72	\$4,477.70

Inspection Activity	August	YTD 2022
Total Inspections	299	2090

POLICE

	August	Year to Date	Prior Year to Date
Dispatch Calls for Service	3273	22,339	21,466
Police Calls for Services	2851	19,098	18,280
Incident-Based Reporting Calls	105	749	670
Traffic Accidents	54	464	481
Property Damage	25	210	199
With Injury (possible)	8	45	45
Involving Bicycle or Pedestrian	0	6	3
Referred to Outside Agency	1	4	7
Hit and Run	16	114	123
Parking Lot	16	154	159
Arrests	98	677	646
DWI Arrests	10	55	41
Motor Vehicle Stops	480	3560	2820
Warnings	451	3295	2646
Citations	28	230	167
Problem-Oriented Policing Calls	73	249	776

Community Involvement

- On August 2, 2022, the Lebanon Police Department hosted our 6th annual National Night Out in Colburn Park.

- The Lebanon Police Department held RAD classes on August 8th, August 11th, August 17th, and August 20th.
- On August 11, 2022, School Resource Officer Greg Parthum visited the Farmer’s Market.
- Throughout the month of August, School Resource Officer Greg Parthum visited the Witherell Center, the Lebanon Memorial Pool, the Village at Crafts Hill, the Carter Community Building, Roger’s House, the Kilton Library, Glen Road Skate Park, and the Boston Lot.
- On August 18, 2022, Lieutenant Michael Wright did a presentation about active shooter training.
- On August 18, 2022, School Resource Officer Greg Parthum visited the Farmer’s Market.
- On August 21, 2022, Corporal Jeremy Perkins and K-9 Blesk did a demonstration at the Lebanon Memorial Pool.
- On August 31, 2022, Officer James Patt visited Ledyard Charter School.

PUBLIC WORKS

Solid Waste

Month: August	2022	2021
Landfill Facility Received (MSW)	3,364 (tons)	3,315 (tons)
Construction & Demolition Waste	175 (tons)	182 (tons)
Wastewater Bio-solids Received	344 (tons)	341 (tons)
Leachate Generation & Pumping	238,012 (gallons)	* (gallons)

*Due to a faulty flow meter; monthly leachate information was not available.

Recycling

- Recycling revenues for 2022 continue to be above projections.

Other

- Brandon Decato was hired as the new Solid Waste Division Operator

Water Treatment Plant

Month: August	2021	2022
Water Treatment Plant-Production	55.15 MG	54.20 MG

- The water treatment plant pumped 0.95 MG less in 2022 vs 2021, an 1.7% decrease.

Lab Highlights

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

Equipment Repair/Maintenance

- Filter #4 effluent sample tap replacement
- NuBridge Chlorine analyzer linked to SCADA
- High Lift pump #2 Installed, operating, and vibration satisfactory
- DHMC Chlorinator circulating pump replacement
- Carbon Tower feed motor replacement
- In-house meter calibrations
- Routine plant maintenance

After hour call-in:

- There were 8 after hour call-ins.
(Win911, Energy Curtailment, PLC failure, Tank Level, Power outage)

Customer Service / Water Quality Inquiries

- 2 Water quality inquiries

Training

- There was one training in August.

Wastewater Treatment

Month: August 2022	2021	2022
Daily Avg. flow treated	1.5328 MGD	1.1272 MGD
Solids Inventory	11,271 lbs.	12,114 lbs.
Septage Receiving	186,015 gal.	315,790 gal.

Operations Highlights

- There were no exceedances of our NPDES permit for the month of August 2022.
- Lebanon Wastewater treated 34,942,900 gallons of wastewater in August.
- Lebanon Wastewater treated 315,790 gallons of septage for the month of August which is significantly higher than the volume treated last year.
- Lebanon Wastewater dewatered and delivered 206.61 wet tons of sludge to the landfill in August 2022.
- Effluent quality was excellent. TSS average was 2.0 mg/l, and BOD average was 4.0 mg/l for the month.
- Plant staff installed a new Primary Effluent Composite sampler, replacing the old unit.
- Plant staff worked on replacement of worn parts for the influent control gate.

- Plant staff developed a plan to bypass the blended sludge holding tank in anticipation of tank coating operations in September.
- Record Concrete Cutting assisted Lebanon plant staff in cutting concrete in the polymer storage room and the magnesium Hydroxide containment area. Plant staff installed a drain line in the polymer storage room and a sump pit in the containment for mag Hydroxide cleanup.
- We have a new employee who started in August. Plant staff and supervisors have been working on training of new hire.
- Lebanon employee Matt Henry passed his CDL-B driving test and is now a licensed CDL holder.

Laboratory

- Total nitrogen was 11.0 mg/l in August. TKN portion of that was 2.0 mg/l. Nitrate makes up most of our total nitrogen.
- Monthly BOD 4.0 mg/l.
- Turbidity of final effluent 1.72 NTU
- Effluent TSS is 2.0 mg/l for August 2022.
- S.V.I. average for August is 137.

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.
- Hanover IMA sampling is being conducted in-house in August and September.
- Two industrial discharge permits were issued in August.

Highway Maintenance

The Highway Operation & Maintenance crew went back to general maintenance for August – mowing, patching potholes, occasional sweeping, repairing catch basins. Public Works staff continued to assist the Police Department in overseeing the improvements to their parking lot, including improved drainage and the installation of new conduit prior to paving. Asphalt paving of the following roads were completed: Brook Road, Blueberry Hill Drive, Blueberry Meadow Lane and Westview Lane. Road paving was also completed on White Avenue, Dana Street and the upper end of Highland Avenue.



New gravel base for White Avenue



Base pavement installed on White Ave



Fine grading of Dana Street



Asphalt leveling course on Brook Road

Fleet

In the month of August, the fleet started New Hampshire state inspections. We also started sand blasting, cleaning and painting plow trucks that were starting to show some rust on the dump bodies to have them ready for inspections and plow season. There was one major break down at the landfill. The cat dozer's track broke and came off the machine out on the landing. We had to build a temporary road to access the machine to make the necessary repairs by welding the broken track back together to get the dozer safely back to the landfill.





Cemetery

August	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	0
Natural Burial Grave Sales/ Trust Fund Sales	0-GR/ 0-Special Reserve

For the month of August, the Cemetery Department had 6 Cremation burials; 5 of which were in regular work hours and 1 on the weekend. We also had 1 grave sale and 1 MSR(Maintenance Special Revenue) Sale.

Energy & Facilities

Solar

Landfill Garage Solar: Work to re-locate the landfill garage solar has been ongoing including a cost-benefit analysis for different locations for this array.

Phase 3 Solar Project: We have begun work on the Phase 3 solar project, with the hope/intention of employing as many dual-access tracking systems on ground site as possible.

Valley Cemetery and Civic Memorial Buildings: We continue to work with Liberty and Catamount Solar to resolve the loss of metered solar production on these two buildings during the first half of this year. We are also starting the process to register the Renewable Energy Credits for either retirement or sale, a decision to be made by management.

Electric Vehicles

F150: Lebanon's Ford F150 Lightning truck arrived on September 1st and was put on display that night at the Lebanon Farmers Market, too much fanfare. Its presence has been requested at the regional EV showcase in New London on Sept. 24th. Staff are excited to try it out.



Regional Public Charging: Work continues with Hanover and Hartford to develop regional public EV charging infrastructure. We are in the process of drafting a Request for Proposals (RFP) and then applying for grant funding, possibly with the help of the Vermont Law School's Energy Clinic. The Planning & Development Department assisted recently with input on how to site public EV charging infrastructure in a way that is in alignment with broader City development goals. LEAC EV Subcommittee Chair Sherry Boschert has created the following updateable map to show where all public EV infrastructure exists in the three-town area: [Hanover-Lebanon-Hartford Public EV Charging Map](#). EV Charging Requirements in the Zoning Ordinance: At LEAC EV Subcommittee Chair Sherry Boschert's suggestion, the City Manager has instructed the Planning & Development Department to work with the Zoning Board to develop Zoning Ordinance language to incentivise or require EV charging stations – or the capacity to install them easily in the future – in new development projects.

Lighting & Streetlights

Phase 2 of the Streetlight LED Conversion Project: began on August 1st.

Floodlights will be converted to LED's, including six in the High School parking lot, as soon as the new lights arrive.

Storrs Hill Slope Lighting: We are working with the Recreation, Arts, and Parks Dept. to write an RFP to replace lighting on the Storrs Hill ski slope and parking lot. We hope to have this project done by ski season.

Indoor Lighting Conversion: We are writing another RFP for indoor lighting conversion at the Kilton Library and DPW Garage.

Landfill Gas Project

Work by the Energy & Facilities Manager, Solid Waste Manager, and Asst. Mayor Below continues.

Master Plan: Energy Chapter

Work by LEAC, the Energy & Facilities Manager, and the Planning & Development Department will continue at LEAC's September meeting. One particular focus that has been championed by LEAC member Woody Rothe is the addition of new language on environmental justice and equity in the Master Plan.

City Hall Renovation

- Chiller: We are still working with Honeywell, ReArch, design engineers, and Resilient Buildings Group to resolve ongoing issues with the new chiller. A patch to the Building Management System software was recently installed but did not resolve the issue. The chiller has functioned adequately through the hot days of the summer with one exception.
- Floor Moisture Issues: The first floor's floor will be re-sealed to resolve ongoing moisture issues as soon as the necessary materials can be secured. ReArch is working on this.

Other

- Micro-Grid: City representatives met with Liberty Utilities to discuss the potential of a micro-grid in West Lebanon. This would be a portion of the grid that could function and supply power when the rest of the grid goes down during a blackout. Power sources would be from the landfill gas-to-energy generator and solar PV that is on that specific circuit, such as potentially at the airport. Battery storage may also be incorporated. This would be a big project, and we need to coordinate it with Liberty and their triennial rate review before the NH PUC, which takes place the beginning of 2023.
- Citywide Building Management System (BMS): An RFP is being developed to replace the BMS in City buildings. The old system is antiquated and no longer supported by its developer. We hope to have a contractor chosen soon and at least the City Hall converted.
- Strategic Planning: The City Manager has initiated a strategic planning process: <https://lebanonnh.gov/1633/Lebanon-Strategic-Plan>. Work on this continues between LEAC and the EFM.
- DPW Garage: Work continues to resolve longstanding roof leak and insulation failure issues in the building at 181 Dartmouth College Highway.
- Generators: Price estimates for generators at the DPW Garage and Administration buildings were received. These have been offered for inclusion in next year's budget.
- Fleet EV Conversions: Staff is organizing presentations by companies that

- convert existing vehicles to EV hybrids.
- Smart Streetlight Training: Staff is organizing a training for all City Staff to manage streetlight lighting.
- Federal Climate Legislation: Staff is tracking the Infrastructure Act and Inflation Reduction Act as they roll out to see how funds might be available to help the City meet its infrastructure, energy, and climate goals.
- Energy Conservation: Staff is working with Liberty Utilities and performance contracting companies to develop systems and plans to reduce energy use in each City facility.
- Annual Electrical System Peak Demand: With the summer cooling season mostly behind us, and the water and wastewater plants having successfully curtailed electricity use during all forecasted hours of peak electricity use, the City will again avoid high-capacity tags on our two largest electricity accounts for the year 6/2023 to 5/2024.
- Fire Station Redevelopment: We are researching energy-efficient, and net-zero fire stations that have been build new or reconstructed in North America over the last few years. This is to inform the design of a new Lebanon fire station in the not-too-distant future.
- Environmental Procurement Policy: Staff continues to work with the City Manager, Marc Morgan, and Rebecca Owens in the Planning Office to develop a procurement policy that will guide City staff to reduce the City's environmental impact in its purchasing decisions.
- Electric Air Mobility: Staff continues to work with Airport Director Carl Gross to prepare for electric airplanes serving the Lebanon Airport. This includes the development of charging equipment and back-up power, such as through a possible micro-grid (see above).
- Elevator Contract: The City has signed a contract with a new elevator repair company, effective July 2023. This was done as part of a multi-city RFP with Concord, Dover, and Keene. We hope that such multi-city cooperation continues in other ventures.

Engineering

CSO #11 – Phase 2, Mechanic Street and Granite Street Area

- Completed walk-through of entire project to observe condition of lawns. Twenty-two lawns are in poor condition and not well established with grass. W-P notified, and Park Construction will be asked to address the poor lawns. Retainage has been held for this issue.

CSO#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 completing a walk-through of entire project to observe and report of condition of lawns. Retainage has been held for this issue.

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

- Record drawings are almost complete. GIS data is ongoing.
- Photos of two puddles sent to W-P. W-P asked Notts Construction how they want to address fixing the puddles. Notts arranging meeting with Blacktop to discuss. Warranty issue.

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 almost complete. 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 November/December 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

- Reviewed Pre-Final Plans and comments provided to Hoyle Tanner.
- 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 completed. Report pending.
- 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 October 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. Order placed and materials are starting to arrive. Materials to be stored at the WWTP.

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.
- NHDOT indicated that HTA can continue with the creation of Final Plans.
- NHDOT requested that HTA submit a revised final design scope and fee for review and approval. No IGE process for Municipal Bridge Aid Program or MOBIL program.
- Once a new scope, schedule, and budget is finalized, the NHDOT will send the city a draft amended project agreement for review and signature.

Miracle Mile Water Main Replacement Project

- Project to be re-bid in December 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. Order placed and materials are starting to arrive. Materials to be stored at the WWTP.

DHMC Interconnection to Hanover Water System

- Reviewed Wright-Pierce Report.
- Developed less expensive option for DH's consideration.
- Met with DH and City Mayor on August 1, 2022, to discuss moving project forward.
- Developed project schedule.
- DPW to design the water booster pump station.

Civic Park Field and Parking Study

- Developed sketch plan for Paul Coats showing a 245' x 145' field and expanded parking at Sem Hill School and Civic Park.

Second Water Source Development

- DPW will design this project in house.

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 punch-list items. Leaks that had developed toward the end of construction are in the process of being addressed.

20 Spencer Street Project

- The Activity Use Restriction (AUR) has been removed by NHDES. The property deed/information should be updated and recorded at the registry of deeds. Residual groundwater contamination issues are on-going and currently being addressed.

Mt. Support Road/Lahaye Drive Intersection

- Preliminary design is on-going. The permitting phase is pending completion of preliminary design.

Spencer Street Reconstruction

- Construction is complete. Punchlist items being addressed including a drainage issue along the street.

Airpark Road Extension Project

- Final punch list items are substantially addressed.

Other Items:

- Working on Floodplain permitting, applications and LOMAS
- Excavation permits/driveway permits

RECREATION, ARTS & PARKS

Program Updates:

Summer programs wrapped up in August, and several Fall programs began, along with significant special events.

Program	Residents	Non-Residents	Total
Couch to 5K running	23	14	37
Carl Wallin's Throw Club	10	2	12
Adult Softball – end of season tournament	10 slow pitch	0 modified	190 players
Adult Drop-in soccer	8	8	16
Swim Lessons – 3 sessions	252	39	291
Pool Season passes	315	51	366
Camp Rec Arts Parks - 6 weeks	577	29	606
UV Running Series	13	25	38
Running Club memberships			
Soccer: Pre-K	89	0	89
Soccer: K	51	0	51
Soccer: 1 st	55	0	55
Soccer: 2 nd	43	0	43
Soccer: 3 rd 4 th Boys	40	0	40
Soccer: 3 rd 4 th Girls	40	0	40
Soccer: 5 th 6 th Boys	29	0	29
Soccer: 5 th 6 th Girls	20	0	20
Soccer: 7 th 8 th Boys	23	11	26
Soccer: 7 th 8 th Girls	35	15	49
Field Hockey: K-2 nd	31	4	35
Field Hockey: 3 rd 4 th	2	3	5
Field Hockey: 5 th 6 th	9	1	10
Flag Football	24	9	33
Tackle Football	25	13	38
Fall Cheerleading	12	1	13
Harmony Night	13	27	40
Savvy Seniors Trips	15	0	15
Gear Shifters Mtn Biking Clinics-Youth	24	4	28
Gear Shifters Mtn Biking Clinics-Adult	4	2	6

Parks Maintenance Project Updates

Major Projects	Status
Baseball / softball field prep	Ongoing. Planning rebuild of mound/batters boxes
Park turf maintenance	Setting up for Fall sports and ongoing mowing/trimming. Fall fertilizing and overseeding.
MRG Maintenance and Improvements	Completed hardpack shoulders of APD connector trail. Weekly sweeping and litter

	management.
Northern Rail Trail	Trying to get shoulders mowed and washed out drainage repaired.
Pool Operations	Closed pool late August.
Beehive	Using regularly and ongoing asset building.

Special Events

Event	Status
Thursdays in Park – Colburn	Children’s performances at noon. Completed early August.
Storytime Wednesdays – Colburn Park	Noon partnership with Library. Completed early August
Paws in the Pool	69 participants plus dogs
Nexus Music Festival	3 day LOH event with Leb Rec games corner.
Summer Celebration	Volunteer of the Year presentation. DanceFest and 1 st ever Laser Light Show in Colburn.
Summer Concerts	www.LebanonNH.gov/concerts . Thru Aug 26
West Lebanon Community Day	Scheduled for Saturday Oct 1

Capital Project Updates

Project	Status
Playing Fields	Conceptual plan for Civic Park expansion
Community Center	No Progress
MRG Extension	Attorney Schuster is making progress with discontinuance filing.