

City of Keene
New Hampshire

MUNICIPAL SERVICES, FACILITIES AND INFRASTRUCTURE COMMITTEE
MEETING MINUTES

Wednesday, March 21, 2018

6:00 PM

Council Chambers

Members Present:

Janis O. Manwaring, Chair
Randy L. Filiault, Vice-Chair
Stephen L. Hooper
Gary P. Lamoureux

Members Not Present:

Robert Sutherland

Staff Present:

Elizabeth Dragon, City Manager
Thomas Mullins, City Attorney
Kürt Blomquist, Public Works Director
Don Lussier, City Engineer
Todd Calderwood, Water and Sewer Foreman
Medard Kopczynski, Director Economic
Development
Michele Chalice, City Planner

Chair Manwaring called the meeting to order at 6:00 PM, welcomed the public, and explained the rules of procedure.

1) Department Presentation-Leak Detection-Public Works Department

Chair Manwaring recognized Todd Calderwood, Foreman of the Water and Sewer Division. Mr. Calderwood stated that here in NH, safe drinking water is something that is taken for granted and until water is lost it is not something that is considered.

Mr. Calderwood began his presentation describing a leak that occurred on lower Main Street in the Edgewood neighborhood last fall. He explained that his crew started digging after a call came in of a report of a dip in the road. Mr. Calderwood said that his crew was able to find the leak, diagnose and do the repair before the road was torn apart. This course of action is always the goal. Mr. Calderwood said the traffic on lower Main Street is busy and traffic needed to be rerouted through the Edgewood neighborhood. He said if a leak is not found it could be catastrophic. Mr. Calderwood presented a photograph of a leak on Water Street in 2009; the hole was 9 feet deep and big enough to swallow a pickup truck. He explained there is a 16 inch transmission main from the treatment facility that feeds the entire City and this leak made for a very difficult day. He reported that Brattleboro lost 250 feet of road when they lost a 16 inch main and cost tens of thousands of dollars in repairs.

Mr. Calderwood said the problems with leaks are that they can cause severe damage and undermine other utilities. He said that leak detection is a crucial skill that is learned on the job and finding the source of a leak and diagnosing it is difficult. He referenced the lower Main Street leak that was 9 feet deep and the logistics of diverting the traffic was

difficult so the decision was made to bring in additional help to confirm the leak they had found.

He reported last summer there was a break on Meadow Road that contained a 12 inch cast iron pipe with an 8 foot crack on the main that led to the loss of half million gallons of water. These are the types of situations where he will receive a call from Ben Crowder, Treatment Facility Manager, notifying him there is a loss of pressure and tanks are not filling as quickly as they should be. He reported the most extreme example was a call where they were losing a million and a half gallons a day. He explained the crew was looking in the brooks and rivers in addition to listening to the hydrants. Mr. Calderwood said this was tough logistically because the leak was located in a steep gully and they needed to hire Lawrence Excavating to assist due to the steepness of the banks.

Mr. Calderwood continued explaining that leak detection is most often used to find a known leak. In 2010, Donna Hanscom was able to procure grant money that was used to conduct a leak survey of the entire City. Don Keller, an experienced leak professional, was hired and he found 29 leaks in the course of two months. He reported that Mr. Keller walked hundreds of miles of water mains and the results were amazing. Based on the results the crew started working with Mr. Keller on a daily basis to learn his methods. Mr. Calderwood said that none of these leaks Mr. Keller found had surfaced and were all leaking at the time. He reported when the repairs were completed 354,000 gallons of water a day was saved, which is also 15% of the City's water demand. He noted this was an education in itself with leak detection but also a lesson that an unseen leak does not mean that it does not exist.

Mr. Calderwood reported their leak detection methods are old school to very modern. They have a state of the art listener that is used to walk along the pavement. In addition, they can trace iron mains electronically and bang on hydrants to listen to sound in order to detect if they are digging in the right place.

He displayed a photo of a top view of a 12 inch valve that showed rust around the outside where the bind bolts rusted away. He explained this leak was due to electrolysis also known as environmental corrosion.

The next photo he presented was a two foot crack on the main located on Marlboro Street that was a 14 inch cast iron universal pipe. Mr. Calderwood also showed a photo where stainless steel bolts were used to replace the carbon bolts that rotted away on this universal pipe. It was reported there were many pipes within the City where the carbon bolts had rotted away and were replaced with stainless bolts. Mr. Calderwood explained that replacing these bolts meant not having to cut pipe and having to leave people without water.

Mr. Calderwood then displayed a photo of the wear marks from a leak at a bell joint. He noted this particular leak was going for a year or more until it surfaced.

He then displayed a photo of a hole in a pipe located on Winchester Street that started due to electrolysis. The pressure of the water coming out of the pipe made the hole bigger and bigger. Mr. Calderwood noted this was another example of environmental corrosion.

The next photo presented was a leak in a flared fitting. He said most pipes from the 1920's-1980's were done with flare fittings and are the most common type of leak within the City. He said that they receive a lot of calls from home owners saying they can hear water running.

Mr. Calderwood presented a photo a CO2 cylinder that is used for small trenches where they do not have to dig into the street and shut off water. He said part of the job is to narrow down where the leak is located, notify property owners and fix the leak with minimum destruction.

The next photo Mr. Calderwood presented was to demonstrate how deep in the ground his crew will need to go in order to fix a leak. The photo presented was of the crew going 11 feet deep.

Mr. Calderwood closed his presentation by stating that if his crew was not wet, cold or dirty they were not happy.

Chair Manwaring stated that she requested this presentation out of concern because her water meter was buried under the ground. She stated that whenever the Public Works Department wants to look at the meter, she has to dig this up. Chair Manwaring asked if something should be done with the meter since it is located in the ground. Mr. Calderwood replied this was not uncommon for water meters that were installed years ago. He explained that it was considered years ago that if a water meter was in the ground it was protected and not up in the air getting a cold draft that could lead to freezing. Mr. Calderwood noted the water meter being in the ground could be changed with plumbing.

Chair Manwaring asked how she would know of a leaking or broken water meter. Mr. Calderwood replied there is a triangle on the water meter and if all the water is off in the house and that triangle on the meter is still moving this would indicate a leak in the house. He noted the leaks that have occurred in the City are not going through the home owners meter and are costs to the City.

The City Attorney asked how much water on a daily basis is going into the distribution system could then be correlated to how much the City charges for the water. Mr. Calderwood replied how much water is made at the plant is tracked and how much water is pumped at the wells is tracked on a daily basis and they measure that against what goes through home owner meters. He noted that Ms. Hanscom has great statistics on the City's water use and what the City is using and producing.

Chair Manwaring welcomed public comment. With no comment, Chair Manwaring asked if there was a motion.

Councilor Filiault made the following which was seconded by Councilor Lamoureux:

On a vote of 4-0, the Municipal Services, Facilities and Infrastructure Committee recommends accepting the presentation from the Public Works Department on Leak Detection as informational.

2) Keene Serenity Center-Request to Close a Portion of Carpenter Street

Chair Manwaring announced that she submitted this request and would be presenting this to the Committee. Councilor Filiault was appointed as Chair Pro Temp.

Councilor Manwaring stated this is the same request as last year for the closure of Carpenter Street from Church Street to Kingsbury Street on Saturday, June 23rd from 8AM-4PM. She said last year she submitted a request from Church Street to Kingsbury Street. Councilor Manwaring said that the Keene Serenity Center is holding their annual celebration where music will be featured and electrical cords will go across the street to the Patricia T. Russell Field. She noted the request is to have the road closed to protect the cords. Last year Councilor Manwaring said the Police Department (PD) was kind enough to drop off barricades.

Chair Pro Temp Filiault asked if there were any changes to the event from last year. Councilor Manwaring replied there are no changes.

The Public Works Director stated the petitioner is doing the same activities as last year and would recommend a motion to authorize the closure from Church Street to Kingsbury Street on June 23rd from 8AM to 4PM for the Keene Serenity Center subject to any conditions set forth.

Councilor Lamoureux asked if the PD used a hard barricade. The Public Works Director replied that a soft barricade was used and detour signs would also be used to bring traffic around this area.

Councilor Lamoureux asked if there were any issues with traffic last year. The Public Works Director replied they were not aware of any issues.

Chair Pro Temp Filiault welcomed public comment. With no comment, Chair Pro Temp Filiault requested a motion.

Councilor Hooper made the following motion, which was seconded by Councilor Lamoureux:

On a vote of 3-0, the Municipal Services, Facilities, and Infrastructure Committee moves to recommend authorizing the closure of Carpenter Street from Church Street to Kingsbury Street on June 23rd at the discretion of City staff upon the applicant following the rules of that closure.

(Councilor Manwaring returned to the meeting as Chair)

3) Monadnock Progressive Alliance-Requesting Support for their “Ready for 100% Renewable Energy” Campaign

Chair Manwaring welcomed Michele Chalice, Planner. Ms. Chalice stated this item was before the City Council at the most recent meeting and has been forwarded to the CCP Committee for exploration and recommendation. She stated that she requesting this item to be placed on more time.

Chair Manwaring welcomed public comment. With no comment, Chair Manwaring asked for a motion.

Councilor Lamoureux made the following motion, which was seconded by Councilor Filiault.

On a vote of 4-0, the Municipal Services, Facilities and Infrastructure Committee recommends the Monadnock Progressive Alliance-Requesting Support for their “Ready for 100% Renewable Energy” Campaign to be placed on more time.

4) Gilbo East Parking Lot Improvements – Public Works Department

The City Engineer stated the last time they were before the MSFI Committee in January they presented a few different plans and talked about the applicable ordinances and zoning rules that would apply to this project. He noted there were three different options provided. The City Engineer reported that the Committee expressed a strong interest in more comprehensive projects such as including sidewalks along St. James Street and to include a lighting plan for the project.

The City Engineer said the plan presented at this meeting would add those two components. He explained the addition of the raised concrete sidewalks and granite curbing along St. James Street. He reported the updated plan includes total of 11 light fixtures and are proposing solar lighting fixtures in this area that would be off grid battery operated solar fixtures. They received a price estimate from a vendor that was \$5,000 less than their estimate for doing the same system as a wired lighting system. He noted they were pleased to see that solar solutions are becoming price competitive. He explained that in a new installation of solar lighting they were avoiding the cost of new conduit, new wires, and new control systems. The City Engineer referred the Committee to the graphic of the lighting he presented, noting the lighting is not a perfect match to the downtown lighting but has a similar style. He explained the solar panels are integrated into the posts so it would become invisible and not aesthetically distracting. The City Engineer said the lighting would be programmed so that it would be 100% illumination for a certain period of time and programmed to dial back illumination after midnight go down to 50-75% illumination. He noted this option would be dark sky friendly.

In addition, the construction incorporated in the updated project is the landscaping along Gilbo Avenue to soften the edge. He explained the light fixtures located within the parking lot are the addition of small raised islands to protect the lamp fixtures. The City Engineer said they are not proposing a raised median and the reason being is that in order to have a raised median of sufficient width and to maintain parking spaces by City standards the whole site would shift toward St. James Street and would mean losing additional space. He said the motion on the agenda talks about directing staff to write a resolution to appropriate funds. The City Engineer said that it was quite clear watching the discussion at an FOP meeting, the Committee strongly prefers that this project move forward this summer and to find a source of funding. The proposal is to have the funding taken out of the Downtown Capital Reserve through a resolution.

The City Engineer acknowledged the request was not a small amount of money and that it would help the Committee by breaking down the numbers by round numbers as follows:

- Increase of \$29,000 in construction costs goes to the increase of pavement costs. The new changes include getting the water to move in the right direction with the addition of the sidewalks they are proposing to reclaim the existing surface, break up the asphalt and mix it into the existing base of the parking lot and then put new pavement down on top of it. The raised sidewalks will change drainage patterns and necessitate additional pipes.
- Additional granite curbing along St. James Street is \$22,000.
- Additional cost of sidewalk along St. James Street is approximately two and a half times the original sidewalk and is \$10,000
- The addition for more landscaping than previously included with additional trees and shrubs is \$5,000.
- New lighting option is \$65,000.

Councilor Lamoureux said that he was glad to see this come forward as a full project and it would be great for downtown revitalization in addition to providing a safe area for people to use in the evening. He stated that he appreciates the work that has been done by the City staff.

The City Engineer added they have checked with the Police Department about the location of the kiosks. They are proposing to have a kiosk at the corner of Lamson Street and St. James Street, one on the corner of Lamson Street and one in the center to service the Gilbo Avenue area. He noted the kiosks are included in the FY19 CIP.

Chair Manwaring asked the City Engineer if the request was to add \$185,000. Mr. Lussier replied in the affirmative and that the request was for funding to come from the Downtown Infrastructure Capital Reserve.

Councilor Hooper said that he sees this as money well spent and that it's good to add these important elements for safety. He stated that he whole heartedly endorses the project and the proposed changes.

Councilor Filiault asked if the lighting was LED. Mr. Lussier replied in the affirmative. Councilor Filiault asked if the lighting was down lighting or up lighting with a reflector. The City Engineer replied the light is located inside the top of the fixture and the diffuser gives it the distribution pattern. He noted these lights are dark skies certified and are appropriate for down lighting conditions. Councilor Filiault asked for the cost per fixture. Mr. Lussier replied there are 11 fixtures the cost of each fixture is just under \$6,000.

Chair Manwaring welcomed comment. With no comment, Chair Manwaring asked for a motion.

Councilor Filiault said that he likes what he is seeing and the problem that he has is that the proposal has more than doubled. He stated that he was not ready to vote based on a fifteen minute presentation when the proposal was more than doubling the original proposal. Councilor Filiault said that he would need more time before voting. Chair Manwaring stated that she agreed and did not expect the project to cost that much.

Councilor Lamoureux clarified the project was for \$118,000 because that is what the CIP funded and the approved project was not going to bring the parking lot to anything better than a new surface. He said the City wanted a project that could be completed without having to do it in sections and having to take money from all different places. He said more importantly the money that is in the Downtown Infrastructure Capital Reserve is already there and will not increase taxes. Councilor Lamoureux stated that it is important to bid the project immediately and not to push the project out. The City Engineer added that if the proposal is approved by the MSFI Committee they could move forward with advertising the project and the start the bidding process subject to the approval of available funding. He noted that construction could begin in June.

Councilor Hooper acknowledged the concerns and said that City staff worked hard to get to this point and the additional construction of \$185,000 had been looked at carefully.

Councilor Filiault reiterated this was a great proposal and that a major concern of his is the lighting in downtown. He stated that this money would be better spent working on lighting in downtown in places such as at the crosswalks. Councilor Filiault said that he applauds the work of City staff but once again there are other issues that hold priority. He stated that he would vote, "no" at this time due to the amount of the proposal more than doubling and the fact that there are other priorities that face the Council.

Councilor Lamoureux made the following motion, which was seconded by Councilor Hooper:

On a vote of 3-1, the Municipal Services, Facilities and Infrastructure Committee recommends that a resolution be drafted to appropriate \$185,000 from the Downtown Infrastructure Capital Reserve for additional improvements, to include new lighting and a

concrete sidewalk along the eastern side of St. James Street, to the Gilbo Surface Parking Lot Rehabilitation Project, as presented. Councilor Filiault voted in opposition.

5.) Relating to Parking Lots-Ordinance O-2018-05

Chair Manwaring welcomed Medard Kopczynski, Director of Economic Development. The Director of Economic Development said what the Committee had before them was an Ordinance to clean up some issues with the Wells Street Garage. He said the City Council authorized the City Manager to negotiate and execute a lease for parking spaces in the Wells Street Garage for the purpose of furthering a proposed expansion of the Monadnock Food Co-op. In addition, Cheshire Medical Center-Dartmouth Hitchcock will be relocated and reserved for the top and bottom deck.

The Director of Economic Development said what they have learned is that spaces located on the bottom deck of the Wells Street Garage are laid out as a public way and are not permitted for long-term lease. He stated the Ordinance needs to change so that it removes the direct reference to parking lots as public ways, but keep the public way restrictions as applicable to Parking Lots.

Councilor Lamoureux asked if this changes anything with the Police Department being able to do anything within that right-of-way. Mr. Kopczynski replied “no” and stated that it may make it more clear in some ways.

Chair Manwaring asked if it was just the Wells Street Garage. Mr. Kopczynski replied in the affirmative.

Chair Manwaring asked how the Wells Street Garage was set-up as such. Mr. Kopczynski explained that back in the 1970’s there was a number of buildings that the City took through eminent domain for the purposes of creating streets and parking lots. He explained that part of that was the abandonment process that allowed the construction of the Cleveland Building and Roxbury Plaza. He said lots and right-of-ways were combined and were laid out like a street.

Chair Manwaring welcomed public comment. With no comment, Chair Manwaring asked for a motion.

Councilor Filiault made the following motion, which was seconded by Councilor Lamoureux:

On a vote of 4-0, the Municipal Services, Facilities and Infrastructure Committee recommends the adoption of Ordinance O-2018-05 Relating to Parking Lots.

6.) Relating to the Release of Drainage Easements and Acceptance of a Deed for a Relocated Drainage Easement - Ashuelot Street Resolution R-2018-05

Thomas Frawley, owner of Summit Distributing, LLC, 219 West Street, Keene, NH stated that he was developing a site between the Mobile gas station and the building that was previously known as Summers Back Country Sports. Mr. Frawley stated this was an administrative process of changing drainage easements and releasing them to the new relocated drain line. He introduced Garrett Piccirillo, Civil Engineer, MHF Design, Salem, NH. Mr. Piccirillo stated they were present to seeking approval for release of an existing drainage easement and also the granting of a new easement for the new relocated drain line. He explained this was all the result of the need to relocate an 18 inch municipal drain line that goes through the project site and is a necessary modification to the easements.

The City Engineer stated that the Public Works Department is in favor of the proposal. He explained the existing condition is that the City's drain line comes from the Harper Acres neighborhood down through the abandoned parking lot along Ashuelot River and cuts across their property. He noted this precludes them from redeveloping their site and also noted that the drain line is in fairly poor condition and would need work in the future. The City Engineer stated that he sees this as win-win situation for the petitioner and the City.

Chair Manwaring asked if there was any public comment. With no comment, Chair Manwaring asked for a motion.

Councilor Hooper made the following motion, which was seconded by Councilor Filiault:

On a vote of 4-0, the Municipal Services, Facilities and Infrastructure Committee recommends the adoption of Resolution R-2018-05 Relating to the Release of Drainage Easements and Acceptance of a Deed for a Relocated Drainage Easement-Ashuelot Street.

7) Adjournment

Hearing no further business, Chair Manwaring adjourned the meeting at 6:52 PM.

Respectfully submitted by,
Jennifer Clark, Minute Taker