

**TOWN OF HAMPTON
NEW HAMPSHIRE**



Memorandum

Date: June 3, 2019

To: Fred Welch, Town Manager
Board of Selectman

From: Chris Jacobs, Director of Public Works
Jennifer Hale, Deputy Director of Public Works

RE: Department of Public Works Update to Board of Selectman

The information below summarizes the Departments Operations as being reported to the Board of Selectman.

Staffing:

Retirement - Marie Hall our Operations Coordinator will be retiring at the end of June. Marie has been with us for 30 years and her service and knowledge will missed. Robert "Bob" Walker our sewer and drainage inspector will also be retiring at the end of June. Bob has been with the department for over 42 years. Bob started just after graduating from high school in 1976. He has literally been a part of every excavation and repairs on every street here in Hampton.

Hires - Bradley Bailey started with us on April 15, 2019. Brad is Hampton resident. He already has his CDL and has several years of construction experience under his belt so we feel very fortunate that he is now part of the team. Joshua Tymann started with us on May 8th and is a resident of Stratham. He came with a referral from Frank Swift and we look forward to many years of service with him.

Vacancies and Transfers – There are currently multiple vacancies for laborers and seasonal labors. We ask that everyone please help spread the word.

Current Major Projects:

Lafayette Road Drainage & Sidewalk Replacement – A Public Meeting was held in March and the comments received have been reviewed. The final design plans for the drainage replacement and sidewalk design work is underway. We have decided that construction will not start until after Seafood Festival. Final plans will be posted on the website and at Town Hall for viewing once they are complete.

Mill Pond Dam – Construction is substantially complete. As you are aware we have had to hire another contractor finish up the remaining grading, cleanup, loaming, fencing and other miscellaneous work. They started the work today. The project will be completed within budget.

Ann's Lane Sewer Replacement – The sewer, drainage and roadway work is now complete. Permanent roadway striping and new signage is all that is remaining.

Grist Mill Renovation – Powell Builders has completed their work to repair the roof, new shingles on the outside. New windows, keeping with the original style, will be installed in the coming weeks. The total scope of work exceeds what was approved by that article due to cost increases but we hope to cover the additional work out of the Departments budget.

Church Street Force Main Relocation –The new force mains are operational! We will work over the next two weeks to flush and remove the temporary force main, cleanup areas adjacent to the work, and program the actuator that will automatically switch the flow between the two new pipes. We are excited and proud of all the hard work from all those involved that made this happen.

Park Avenue Culvert Replacements- Design is well underway for the culvert replacements across Park Avenue. We have meet with NHDES and permit notification is being prepared. Plans are expected to be out to bid in the next week or so and construction immediately starting upon the award of bids (First/second week in July). The Department has coordinated with Parks and Rec about the need to keep Kid's Kingdom closed until the construction is complete. Parks and Rec has put out multiple notices and a PSA announcement that has been circulated on the website and social media. Our department will continue to work with them to assure access and ease of drop off and pick-ups through their summer programs.

WWTP Facility Upgrades: In the second quarter, Wright Pierce has submitted the final Preliminary Design Report for the upgrades to NHDES for review. In this report, Wright Pierce outlines specific items and design approaches that will be taken in the Final Design phase as well as addressing items of need that are to be completed in future phases of plant upgrades. The contract to start the Final Design was signed last month and the project will be ready for bid by October of this year.

Meadow Pond/Hampton Harbor Studies – The two studies are on their way. We are working with a team of consultants (Hoyle Tanner Associates, Milone MacBroom, Doucet Survey, NHDES and UNH) to develop a monitoring program of the first-hand conditions that drive flooding. This information is essential not only to develop management measures to alleviate flooding from heavy rains, tidal events, and severe storms but also for input into proposed hydraulic models. We are currently completing the survey and the installation of water level and characteristic sensors. We also have recently completed and submitted an application for matching funds for mitigating design solutions with the National Fish and Wildlife Foundation. The intent is to use the recommendations from these findings and continue to move forward with warrant articles and additional grant requests to implement and construction solutions.

Blacksmith Ship Renovations - After inspecting the blacksmith shop in detail we have determined that some of the sill beams need to be replaced before we start to try and level the floor. After the floor is level we will then move onto replacing the roof shingles and getting the brick fireplace repaired. We are going to be meeting with the local contractor we used for the Grist Mill to determine a cost and schedule. We have had an anvil and blacksmithing tools donated to the project from David Cee's. The anvil and tools are being stored in a secure building until they are needed.

Department Operations:

House Hold Hazardous Waste Day - This year's first HHWD event was busy as well as a success. There were a total of 252 participants with line pretty much throughout out the event. The second event is scheduled August 24th. This will give residents that were unable to attend or those with additional materials another opportunity to dispose of them properly.

Asset Management Software – We continue to benefit from the use the asset management software for our Sewer and Drain, WWTP and Highway Departments. Since January, there have been 150 Service Requests and 191 Work Orders entered from all our departments. This of course is beyond our daily work. We have also added our Driveway Permit, Sewer Connection & Disconnection and Excavation permits to this system. We continue to gain efficiency and find ways to use the information for meet compliance requirements, organize information, plan for improvements and as always to maintain the highest possible level of service for the Residents of Hampton.

Highway Operations:

Potholes & Pavement Repairs – We continue to make temporary repairs as potholes are called in and/or noted. Crack sealing is scheduled no later than June 15th this year. We are looking to crack seal the roadways that have been most recently paved providing the proper maintenance to assure longevity from the work we have already completed. This will include Exeter Road, Towle Farm Road and Acorn Road. In addition, we will complete Winnacunnet Road from Wentworth Avenue east to Ocean Blvd.

As a reminder, we are aware that there are roads that are in tough shape. We do have plans and this year a proposed warrant article for Locke Road to allow us to not only fix the road but the infrastructure beneath them. In addition, we intend on making repairs along Ancient Highway, Cranberry Lane, Westridge Drive, Smith Road, Acadia Drive, Beach Plum Way and Park Avenue. While this is a list of our intentions, funding and timing may change the order or ability to complete it all.

Long Line Painting - Our contractor will be in town within the next two (2) weeks to paint new yellow center lines on Ann's Lane and on other roads around Town. April was a wet month so the contractors schedule has been delayed.

Wastewater Treatment Plant Operations:

The monthly summary is attached to this report.

The total flow into the plant is down by 40 million gallons through April due to the milder winter and early spring.

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Plant Flow (mg)	310.43	1,017	925	848
Percentage	31%	110%	109%	97%

The total amount of sludge generated also fell compared to last year for the same period by 32 tons. This means that less money was expended from our budget for this line in comparison to last year.

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Sludge Disposal (tons)	882	2,995	2,996	3,142
Percentage	29%	100%	95%	96%

The total amount of septage received also fell compared to last year for the same period by 9,000 gallons. This means that less money was taken in through tipping fees in comparison to last year.

	2019	2018	2017	2016
Septage Received (gal)	312,500	1,905,000	2,093,000	1,556,000
Percentage	16%	91%	135%	93%

Finestkind Brewing, LLC – We have met with the operators of the brewery on April 26th and they are proceeding with the installation of 2 digesters to pre-treat their waste prior to releasing it into the Town’s collection system and plant. They have notified us that the digesters have been received and their contractor is installing them. They expect that they will be tested during the week of June 17th and operational later in the month. Once the new equipment is installed we will be working with the State DES to write them a new Industrial Discharge Permit that takes into consideration the new digesters.

Transfer Station & Solid Waste Operations:

Transfer Station Operations & Recycling – The Department continues to work on controlling costs related to Transfer Operations and Costs. We have provided new recycling information on the website and channel 22 – stressing the importance of proper recycling. We will be placing stickers with this information on each recycling barrel as a means to remind people of accepted materials and to Recycle Often. Recycle Right. Due to the continued high costs related to contamination we ask our Residents and Owners to please pay attention to what is being put in the recycle bins.

We are currently working on the relining of our compactors to provide the proper maintenance that is needed to extend their useful life. As we took apart Compactor 1, it was observed that the piston needed replacement. This has caused a delay in getting this compactor operational and Compactor 3 relined. We hope to have the repairs and relining completed this week.

We continue to ask residents and businesses to be patient while using the Transfer Station. We understand that lines can be trying, but your safety and the safety of the staff must be the top priority.

As you are aware the Town of Hampton went through an in depth process with WM to look at the rate of contamination within our recycling stream. This audit process was recently re-conducted indicating that our “contamination” has increased. Due to the fluctuations in the recycling market, WM has passed through their costs of disposal to the Town for our contaminated waste. We have met with WM and will be presenting to the board tonight a plan to update the Town Residents and Businesses with a Recycle Right and Recycle Often message. The efforts will include updates to our websites, social media, mailers, channel 22 and a re-education of the Town as a whole as to what we can and cannot recycle.

	2019	2018	2017	2016
Refuse	2,306	7,054	6,586	6,529
Percentage	32%	107%	101%	
Costs	\$129,137	\$513,287	\$509,663	\$501,095

	2019	2018	2017	2016
Recycling	861	2,461	2,771	2,820
Percentage	35%	88%	98%	
Costs	\$24,588			

Waste Collection Trucks - We have received our two (2) new, Mack brand, side-arm refuse collection trucks and immediately pressed them into service. The operators report back to us that are nicer to drive and quieter inside the cab.

When they arrived we still had operational issues with our remaining trucks and for several weeks had days of reduced operations. We appreciate the patience showed by the residents as we resolved the issues.

Solid Waste Committee - The first meeting of the Solid Waste Committee is set for later this week on June 5th. We anticipate that the early meetings will focus on bringing all of the committee members with the historical and existing situation regarding solid waste and recycling. Both Jennifer and I look forward to the working with the committee.