

**TOWN OF HAMPTON
NEW HAMPSHIRE**



Memorandum

Date: February 14, 2022

To: James Sullivan, Town Manager
Board of Selectman

From: Jennifer Hale, P.E. 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:

Departures – At the end of last year we had two retirements from the Department of Public Works (DPW). Steve Aslin the Wastewater Systems Operations and Maintenance Technician (and Grease Trap Inspector) left after 24 years with the Department. Joe Gallaher retired as the Vehicle Maintenance Foreman after 5 years of service. We wish them both the best of luck and enjoyment with their retirements and futures.

We also had two other departures across the Wastewater Treatment Plant (WWTP) and Sewer and Drain Divisions for various reasons, leaving vacancies that were posted internally and externally to fill.

Hires - We welcomed our new Deputy Director Joe Lynch in July and it has truly been a great match with his skills, knowledge and professionalism. Mark Wilbur and Pat Gillis filled vacancies in the Sewer and Drain Division in June. Tucker Fegan joined us in October and Shane Fahey (a previous seasonal employee) joined us in December both as full time Highway Laborers. We also welcomed Kara Campbell (the Town's previous Conservation Coordinator) in November as our new Engineering Technician. She will assist the Department in meeting the MS4 Stormwater requirements as well as many other duties she is very cable of. We welcome them all!

Promotions/Transfer – Josh Tymann has been promoted from Highway Laborer to Light Equipment Operator for the Sewer and Drain Division.

Vacancies - There are currently multiple vacancies within our Department including: Vehicle Maintenance Foreman, Highway Laborer, WWTP Operations/Maintenance Technician, WWTP Sludge Truck Driver and WWTP Operator in Training.

Hopefully by our next report we will have good news on the status of hiring for our current vacancies, the summer season and (after March vote) the new DPW positions.

Bids:

Awarded

- 2021-001 Uniform Rental: Unifirst Corporation
- 2021-008 Snow Plowing: Jamco Excavators, Coastal Paving LLC and Elm Services
- 2021-009 Landfill Monitoring: Hydro-Geochemical Solutions, LLC
- 2021-010 On-Call Pump Station Assistance: Scherbon Consolidated, Inc.

Pending Bids

- Paving Bid 2022-001 Due 02-16-22

Future Bids

- Crack Sealing
- Beach Raking

NHDOT Work Proposed within Hampton:

Neil Underwood Bridge – Meetings have been held with representatives of NHDOT to finalize responsibilities for the relocation of the Sun Valley Forcemain related to the proposed bridge. NHDOT has indicated that the funding for the relocation will be included in their project costs. We will continue to coordinate with NHDOT, their engineers and our engineers to develop plans and coordinate construction. The Bidding is expected in November of 2023. Work is scheduled for all of 2024 through 2026 with some final cleanup in early 2027. The plan is not to close the existing bridge until the new one is able to handle the traffic.

We have also met with The Town of Seabrook and are still working on a temporary agreement for connection of our sewer system to theirs in case of an emergency during construction.

Route 1A Improvements – **No New Update** - The State is planning on releasing the project for bidding in November of 2024. Work is scheduled for all of 2025 through 2027. No additional discussions have been had related to our last quarterly report which indicated that It is our understanding that the State is looking to turn this section of roadway over to local maintenance (the Town) when completed. Not having a complete understanding what responsibilities will be ours or the future intention makes it difficult for this Department to review the proposed project. The new construction will likely add snow removal, sidewalk maintenance, traffic line painting and other duties to our workload. We are concerned about the additional workload that acceptance of the project will place on us.

Hampton - Seabrook Greenway – The New Hampshire Department of Transportation (NHDOT) is continuing to work on the improvements along approximately 9.6 miles of the former Hampton Branch Rail Corridor, beginning at the southern terminus about 1,000 feet north of Drakeside Road in Hampton

and continuing north-northeast to the northern terminus at Barberry Lane in Portsmouth. Proposed work is expected to involve drainage improvements, minor changes in vertical alignment in certain areas to improve drainage, safety improvements at six at-grade crossings with public roadways, and placement of stone dust to provide a smooth trail surface. Preliminary designs have been completed resulting in project costs that exceed the original funding. Based on the complexity of drainage concerns and ROW constraints within the Hampton portion, the project has been split into two projects. Staggering the construction will allow for the Hampton portion to additional time needed for the design challenges while the northern portion is completed. Funding has been approved for the anticipated additional costs.

Tree Warden:

Funding for tree removal in 2021 was completely expended and over spent by approximately \$20,000. While funding has been increased slightly, the Department is looking at a cohesive plan to prioritize removal. Based on a current review of our work order system there are 36 service/work orders to be reviewed and/or acted upon. Our hopes are to put out to bid a Tree Health and Removal Bid for a single company to assess condition, provide costs for any additional needs and a timeline to complete the work. This company would also be on call for emergency tree removal needs.

Current Major Projects:

WWTP Facility Upgrades – Construction continues, and we are nearing the Phase I finish line. Work continues on the aeration tanks. This includes the concrete walkway and effluent channel. They have poured the new divide wall and installed the new knife gate valves. They are finishing concrete work on Train 2, installing the air and internal recycle piping and supports and continue work on the slide gates. Work in the blower building has substantially been completed. The new generator is active. Startup has occurred and operator training has been completed. In the operations building they continue to work on the HVAC, controls, broiler and operator training. The concrete slab in the grit building has been repaired. Work has also progressed in the maintenance garage with the completed installation and startup of the mixed sludge pumps and flow meter. Pumps for primary treatment have been moved to the new SCADA system. The plant water system, the grit washer startup and operator training has also been completed. At this point of the project, we are on schedule and approximately through 82% of the contract price.

Recently parts for the Influent Pump Station have begun to arrive. We also have placed on the March Warrant the Phase II Improvements.

As work continues at the WWTP, with process interruptions and recent weather events, our overall process has fluctuated resulting in Permit violations. When this occurs the violation is reported and corrected. We continue coordination and communication with NHDES and EPA and monitor results daily.

Kings Highway Drainage System – Survey and investigative work is complete. Designs are underway by the Towns Engineering Consultant SLR (formerly Milone & Macbroom). The design plans have established a proposed road profile for King’s Highway and laid out the associated drainage structures and piping for The King’s Highway section and the Meadow Pond subdivision roadways. A Public informational meeting to review the plan and receive feedback from the residents/stakeholders is anticipated in the upcoming months.

An infiltration system was installed in the Kings Highway area in fall of last year providing some relief of ponding in the worst sections of Kings Highway. We will continue to monitor the are for potential fixes while we await the final designs and funding for the new Kings Highway Drainage system

Ditch Mitigation - Work related to the ditch/marsh mitigation of the Hampton Seabrook Estuary is underway. Site recon has been reviewed and they are working on the selection feasibility methods. As the project progresses updates will be provided.

Fire Protection DPW – The design and plans have been completed to bring a fire line into the DPW facility to provide the necessary fire protection for our fleet and buildings. Construction funding will be requested in 2023.

Asset Management Grant – We have been working with our Engineers to develop a scope of work that will include inventory and entry of our pump stations and vertical WWTP equipment into our PeopleGIS Asset Management System. Once completed this information can be used for future planning and financial forecasting of our system needs. This project is being funded by ARPA through NHDES and as a \$60,000 grant.

Solids Handling Planning Grant – We have been awarded \$100,000 with ARPA funds through NDHES, to facilitate a planning study of how we handle solids removal at the WWTP. The funds will allow us to hire our Engineers to complete the study, prepare cost opinions and investigate future implementation funding sources.

Department Operations:

Household Hazardous Waste Event – The second Household Hazardous Waste Collection event for 2021 was held on September 18th. The event ran smooth with no major issues. There were 256 vehicles processed. For the year there were over 460 vehicles that came and properly disposed of their waste. This year’s events are scheduled for May 21st and September 17th.

Asset Management Software – In 2021, there were 449 Service Requests and 547 Work Orders entered from all our Divisions. This, of course, is beyond our typical daily work responsibilities. We continue to track all of the Departments Permits using our PeopleGIS Asset Management System.

Summary of Permits Issued by DPW through 2021					
Year	Excavation Permits Approved	Sewer Connection Permits Approved	Sewer Disconnect Permits Approved	Driveway Permits Approved	TOTAL
2017	87	56	19	64	226
2018	96	73	21	88	278
2019	88	64	34	89	275
2020	71	88	18	87	264
2021	43	82	19	96	240

Highway Operations:

Activities – Our Highway Division remains busy with roadway maintenance and of course potholes. This has been an extremely challenging last few weeks with the classic changes of New England weather. We were able to address some larger potholes by buying hot mix last week as we continued to place cold patch throughout Town. Winnacunnet and High Street are being monitored daily and in some repatched daily because of the challenging conditions of snow melt, rain and heaving. As soon as the weather allows, we will work to get hot mix onto those roadways.

Roadways – We will be opening the Paving Bid later this week and along with the results of the March Vote complete our paving plans for this year. At this time, Little River Road, North Shore Road, a portion of Cusack Road, Barbour Road, Kershaw Avenue and Stickney Terrace are on the list. If the petitioned Warrant Article for Winnacunnet Road passes it would also be added to this work. As soon as the roads are paved, we will work on crack sealing and linework throughout Town.

Vehicle Maintenance Operations:

Our Vehicle Maintenance Division of one is being handled by Joe Bishop as he has stepped up to fill the role. We are completing repairs as necessary, working with vendors to make repairs on some of the larger equipment and managing winter events. Much of the current maintenance includes plow work, hose replacements with repairs to our backhoe and sidewalk machines. The Sludge Hauling truck has been dead-lined and we were unable to replace it at the end of last year.

Our new trash/recycling vehicles have still not arrived. We have been told that we may receive the rear loader at the end of March, however, we are skeptical as there has been significant delays with the manufacturing process. Regardless of the new truck arrival, we anticipated renting a truck for the summer season.

Sewer and Drain Operations:

The Sewer and Drain Division continues to operate from their temporary trailer located next to the DPW Main Office/Garage.

By the end of last year, they completed over 930 underground utility locations, 90 sewer construction inspections, cleaned 36,229 LF of sewer line, responded to 2 sewer back-ups, permitted 23 new sewer connections, replaced 147 LF of sewer main and completed 328 sewer manhole inspections. In addition, they cleaned 272 catch basins, cleaned 1,186 LF of drain line, repaired 5 drainage structures, and replaced 170 LF of old/broken piping.

Wastewater Treatment Plant Operations:

NPDES Permit

We continue to work with NHDES and EPA on the testing requirements of the new NPDES Permit related to Fecal Coliform Testing. It is our understanding that the revised requirements have been reviewed and are ready to be approved by the EPA. Once approved, the Town will request a permit modification to allow for the changes. Discussions with both NHDES and EPA have occurred, and everyone appears to be on the same page.

Under the old operating permit, the EPA issued an Administrative Order that allowed a revised discharge limit for the Total recoverable copper in our discharge stream. In 2021, we began discussion with the

EPA and NHDES regarding the future of the Administrative Order as a new one was not issued with the new Permit. We recently reviewed a Draft Administrative Order of Consent and provided our comments back to EPA for their review. Once an agreement is reached, we will need to implement plans to reduce the levels of copper in the discharge stream. This will likely include pilot testing chemicals, review of source controls and the feasibility of a change in the outfall location.

NPDES Multi-Sector General Permit

Our Department has been working through the requirements of our National Pollutant Discharge Elimination System (NPDES) Multi-Sector General Permit for Stormwater Discharges Associated with Industrial Activity. This includes conducting and documenting quarterly visual assessments, conducting and documenting routine facility inspection on at least a quarterly basis, implementing and maintaining an accurate Stormwater Pollution Prevent Plan (SWPPP) and submitting the annual report that was required for 2021.

Chemicals

Unfortunately, we have received multiple notices from our chemical suppliers (for the WWTP) that due to manufacturing increases, raw material costs and increased delivery charges, our costs have been increased. From June to now, the cost for Sodium Bisulfate has gone from \$1.48/gallon to \$1.879/gallon. The fuel surcharges have gone from \$150.00 per delivery to \$165.00 per delivery. We continue to monitor our usage and these increased costs.

The total FLOW into the plant for 2021						
	2021	2020	2019	2018	2017	2016
Plant Flow (mg)	934	935	939.39	1,017	925	848

The total amount of SLUDGE generated in 2021						
	2021	2020	2019	2018	2017	2016
Sludge Disposal (tons)	2,672	2,681	2,998	2,995	2,996	3,142

The total amount of SEPTAGE generated in 2021						
	2021	2020	2019	2018	2017	2016
Septage Received (gal)	1,667,500	1,933,000	1,901,600	1,905,000	2,093,000	1,556,000

The total amount of Biological Oxygen Demand (BOD) received in 2021				
	2021	2020	2019	2018
BOD	4059	4494	4,350	5,888
Percentage reduction from 2018	31.1%	23.6%	26.1%	

Transfer Station & Solid Waste Operations:

Transfer Station Operations & Recycling

Normal operations continue at the Transfer Station. There are no new increases to disposal fees collected at the scale house for 2022. One of the compactors is showing signs of distress and we are working to assure that all remain operational. We did have two closures recently due to the need to continue snow removal operations. We continue to monitor the weather and appreciate the understanding when this occurs.

Our DPW team has partnered with HELPSY to offer FREE curbside pick-up of clothing and household textiles for residents. Pickups will happen weekly on SUNDAYS. Residents can schedule a pickup online at www.helpsy.co/pickup. This is a great way to reduce our waste and to recycle!

On-site Residential Recycle Area

While the four roll-off containers have been placed and signage installed, we still have not been able to open this area to the public due to staffing concerns as well as the deadline of our sludge struck (which would be used to move/empty the containers).

REFUSE AND RECYCLING 2021						
	2021	2020	2019	2018	2017	2016
Refuse (tons)	8,356	7,669	6,988	7,054	6,586	6,529
Recycling (tons)	1,786	1,983	2,412	2,461	2,771	2,820

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