

**TOWN OF HAMPTON  
NEW HAMPSHIRE**



**Memorandum**

Date: May 4, 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 – We have had 3 employees leave for other opportunities in the last quarter. This included one employee with Sewer and Drain, one with Highway and one at the Wastewater Treatment Plant.

Hires – David Robinson has been recently hired in our Highway Department as a Laborer.

Promotions/Transfer – Joseph Bishop has been promoted from the Vehicle Mechanic to the Vehicle Maintenance Forman. Joe spent may weeks showing us that he was up for the task with his excellent communication skills, ability to prioritize and with his mechanical abilities. We are excited to have him lead our garage. Mike Carle has been promoted within the WWTP. Mike is the Chief Operator serving as the Superintendent of the Plant. Mike’s commitment to the Town of Hampton and to our Wastewater Operations should not go unnoticed. A huge thank you to both of them for all their hard work.

Vacancies - There are currently multiple vacancies within our Department including: Vehicle Mechanic, multiple Highway Laborers, Sewer and Drain Laborer, Transfer Station Operator (Laborer), WWTP Operations/Maintenance Technician, WWTP Sludge Truck Driver and WWTP Operator in Training.

Seasonal Position are also still open. We have hired a summer intern for the WWTP, a Beach Crew Supervisor and 3 Beach Crew Members. However, we have more Beach Crew openings, Trash/Recycling collection opportunities, Transfer Station opportunities and more. We continue to work with HR to place advertisements through municipal association in NH and MA as well as Indeed and our local website. We encourage everyone to spread the word – We are Hiring! Full time and Seasonal Positions.

## Bids:

### Awarded

- Paving Bid 2022-001
- Crack Sealing 2022-003 (BOS 05/09-22)
- Beach Raking Sole Source (BOS 05/09/22)

### Pending Bids

- None

### Future Bids

- Grinding & Screening of Earth Materials
- Brush Chipping and Grinding

## NHDOT Work Proposed within Hampton:

Neil Underwood Bridge – We recently attended a meeting with NHDOT, their consultants HDR and our consultants Wright Pierce. As mentioned previously, NHDOT has indicated that the funding for the relocation of the Sun Valley Forcemain will be included in their project costs for the new Seabrook-Hampton Bridge. This meeting discussed the scope of work for the design of the new force main and the efforts that will be needed during construction as there is a conflict between the existing location of the force main and the new bridge location. Our Engineers will support NHDOT in the design.

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 continue to work on an agreement with The Town of Seabrook for a temporary 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 – **No New Update** - 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:**

The Department has begun to prioritize tree work for 2022. At this time, we already have more trees to remove than funding will allow. We still plan to put out to bid for 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. The intention will be to use this bid for a funding request in 2023.

**Current Major Projects:**

WWTP Facility Upgrades Phase I – Construction is wrapping up on the Phase I Improvements. Yard clean-up is underway and the parts for the Screen Wash Press and Influent Pump Station are coming in and the last pieces of the work. The process has stabilized. At this point of the project, we are on schedule and approximately through 87% of the contract price.

Kings Highway Drainage System – Preliminary designs are complete underway by the Towns Engineering Consultant SLR. We have reviewed them with the consultant and revisions are ongoing. With the issue of the next set of plans, a public presentation date will be set.

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.

Asset Management Grant – We have submitted the full application for an Asset Management Grant from NHDES to 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. We have received the grant and are requesting approval on 05/09/22. This project is being funded by ARPA through NHDES and is a \$60,000 grant.

Solids Handling Planning Grant/Copper Study – We previously were awarded up to \$100,000 with ARPA funds through NDHES, to facilitate a planning study of how we handle solids removal at the WWTP. However, based on the recent AOC from EPA related to our copper in the discharge stream from the WWTP it was determined that this funding could be used to assess the quantities, sources and mitigations needed to meet the requirements of the AOC. NHDES has agreed to allow the change in projects and a scope of work has been approved. The complete application will be submitted this month with final approvals expected later this year. The funds will allow us to hire our Engineers to complete the study, prepare cost opinions and investigate future implementation.

**Department Operations:**

Household Hazardous Waste Event – The first HHHWD will be held this Month on Saturday May 21<sup>st</sup> from 8am to 12pm at the Transfer Station. The Town Website and DPW page has more information and details. The second event will be held September 17<sup>th</sup>.

Asset Management Software – To date there have been 202 Service Requests and 187 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.

<b>Summary of Permits Issued by DPW</b>					
<b>Year</b>	<b>Excavation Permits</b>	<b>Sewer Connection Permits</b>	<b>Sewer Disconnect Permits</b>	<b>Driveway Permits</b>	<b>TOTAL</b>
2022 To Date	12	29	3	32	<b>76</b>

**Highway Operations:**

Activities – Our Highway Division continues to address potholes with hot mix and complete roadside maintenance. Plowing equipment has been put away for the season. They have put the concrete barrels out at the beach, beach mats and walkways and the picnic tables. Sign repairs are ongoing. The stairs have been repaired at Plaise Cove and the section of boardwalk that was broken has been removed.

Roadways – Town wide paving is basically complete. Repairs were made on Winnacunnet Road, and paving occurred on Little River Road, North Shore Road, a portion of Cusack Road, Barbour Road, Kershaw Avenue and Stickney Terrace. Line striping is planned to begin on May 9<sup>th</sup>. Crack sealing will begin later this spring.

**Vehicle Maintenance Operations:**

Our Vehicle Maintenance Division has remained busy most recently with repairs to a 6-Wheeler that was damaged in an accident, routine maintenance, assisting the Police Department with repairs and overall needs of our Department.

We have received our new dual arm trash/recycling truck and the new rear loaded is expected to be delivered next week. At this time, it appears we will not need to rent a collection truck for the summer season. We are working with our vendors on the purchase of the recently approved 6-Wheeler and Backhoe. We hope to have those contracts signed by the end of the month.

**Sewer and Drain Operations:**

The Sewer and Drain Division continues to operate from their temporary trailer located next to the DPW Main Office/Garage. They have been busy clearing easements, removing roots from a clogged drain, repairing a broken clay sewer main, cleaning drainage outlets and swales and repairing a sinkhole of Winnacunnet Road.

To date, they have completed over 235 underground utility locations, 19 sewer construction inspections, cleaned 15,894 LF of sewer line, and completed 156 sewer manhole inspections. In addition, they cleaned 117 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/AOC

The Town has entered into an Administrative Order on Consent (AOC) with EPA related to the total recoverable copper in our discharge stream. As required through the AOC we have submitted completed the first two requirements by conducting rounds of sampling and submitting a report to EPA and NHDES summarizing the data collected and identifying possible solutions to reduce the copper limits. As mentioned earlier in this report we will be initiating a Copper Study to meet the remaining requirements and this work will be funded through a grant from ARPA through NHDES. This work 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

**No new update.** 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 continue to receive 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 the January to now, the cost for Sodium Bisulfate has gone from \$1.879/gallon to \$2.1440/gallon. There has been \$0.794 increase/gallon since our original pricing. 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 <b>FLOW</b> into the plant						
	2022 to date	Last year to date	2021	2020	2019	2018
Plant Flow (mg)	261	314	934	935	939.39	1,017

The total amount of <b>SLUDGE</b> generated						
	2022 to date	Last year to date	2021	2020	2019	2018
Sludge Disposal (tons)	694	772	2,672	2,681	2,998	2,995

The total amount of <b>SEPTAGE</b> generated						
	2022 to date	Last year to date	2021	2020	2019	2018
Septage Received (gal)	409,400	308,000	1,667,500	1,933,000	1,901,600	1,905,000

The total amount of <b>Biological Oxygen Demand (BOD)</b> received				
	2022 to date	2021	2020	2019
BOD	2932	4059	4494	4,350
Percentage reduction from 2018	TBD	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. We are gearing up for warmer weather, increased yard work and usage of the transfer station.

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](http://www.helpsy.co/pickup). This is a great way to reduce our waste and to recycle! In 2022 we have 3,549 pounds.

On-site Residential Recycle Area

**No new update:** 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						
	2022 to date	2021	2020	2019	2018	2017
Refuse (tons)	1960	8,356	7,669	6,988	7,054	6,586
Recycling (tons)	610	1,786	1,983	2,412	2,461	2,771

Compared to last year:

- 117.13 tons less in trash
- 10.17 tons more in recycling
- 106.96 less tons of trash and recycling combined