

**TOWN OF HAMPTON
NEW HAMPSHIRE**



Memorandum

Date: August 22, 2022

To: James Sullivan, Town Manager
Board of Selectman

From: Jennifer Hale, P.E. Director of Public Works

CC: Joe Lynch, P.E. 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:

Departures – We have had 3 employees leave for other opportunities in the last quarter. This included two employees with Highway Division and the Engineering Technician.

Hires – David O’Conner has joined DPW in our Transfer Station Division as a Transfer Station Operator. We welcome David and his hard work! He has been on the floor greeting residents learning our operations and filling in (without complaints) on the back of the collection vehicles. Thanks David! Also new to our Team is Eric Sunderlin. He has joined us as our Engineering Technician. Eric will be helping with our MS4 program, PeopleGIS and many other projects that come through our office. His organization, desire to learn and great personality are already a great fit. Brad Bailey has joined our Wastewater Division to fill the vacant WWTP Operations/Maintenance Technician position. Brad has many years of mechanical experience, construction in Wastewater Treatment Plants and is looking forward to learning our WWTP operations. Brad will also be leading up our Grease Trap Inspection/FOG program. A big welcome to new staff.

Promotions/Transfer – Nick Hale has moved from the Trash and Recycling Collection Division to the Vehicle Maintenance Division and now is the Vehicle Maintenance Apprentice. Nick is working hard to obtain the experience and credentials to become the Department’s Vehicle Mechanic under the Vehicle Maintenance Foreman. Also, David Robinson has transferred as a Laborer from the Highway Division to a laborer in the Sewer and Drain Division.

Vacancies - There are currently multiple vacancies within our Department including: Five Highway Laborers, a Trash and Recycling Collection position, a WWTP Sludge Truck Driver and WWTP Operator in Training position.

As summer comes to an end, so do most of our Seasonal positions. We would like to thank Janice Christian our beach crew supervisor, and our beach crew - Morgan and Heather Pulliam and Taylor Hartley for their hard work, early mornings and wonderful attitudes even on the toughest days. If you were fortunate to get to see the Beach Crew bus, you were able to see the some of the dedication of this crew as they made a "few" additions to the dark green (black) color- enlightening it with sea scenes and their "Beach Crew" designation. Thank you again Beach Crew! Also, leaving us this summer is our WWTP intern Justin Gagne. He has been a significant help to our WWTP division, helping with daily task, learning how our WWTP operates and participating in laboratory collection and testing which is required to meet our permits. We wish Jason the best as he heads back to college to complete his degree. Staying with us a little bit longer is a Seasonal Transfer Station Operator Paul Bergeron. Paul has been a friendly face to see and a super help to our Transfer Station division on the floor. Paul will be with us into October. Thank you Paul.

Bids:

Awarded

- Brush Chipping and Grinding (2022-005)

Pending Bids

- None

Future Bids/RFQ

- Grinding & Screening of Earth Materials
- DPW Highway Building Improvements
- Snow Plowing and Removal Services

NHDOT Work Proposed within Hampton:

Neil Underwood Bridge – **No New Update** - 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 submitted the request for the first round of tree removals for 2022. A portion of this work was completed last week with the remaining work, of this round, expected this week into next. A second round will be quoted and based upon available funding completed prior to the end of 2022. Tree removal is based on priority and need. While some branches may appear dead and have potential for falling – that does not mean the whole tree is in imminent danger of falling. There are numerous locations throughout town where residents are requesting tree removal from Town Properties. We continue to have more trees to remove than funding will allow. We still plan to put out to bid that will cover a Tree Health Assessment and Removal Bid for a single company to assess condition, provide costs for removal and 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 Phase I – Construction is wrapping up on the Phase I Improvements. Yard clean-up is underway. The Screen Wash Press is complete. Work continues with the Influent Pump Station. The pumps have arrived, and the final completion date is expected in early October. The process has stabilized. At this point of the project, we are on schedule and approximately through 93% of the contract price.

Kings Highway Drainage System – The design plans have been presented to the Planning Board and the public at the Planning Boards August 17th meeting. We continue to work with the permitting regulators and hope to be ready to put the project out to bid in Early 2023. Through NHDES, the Town has received up to \$2,000,000 in ARPA funding for the implementation of this project. We will be looking to work with the Board of Selectman and Budget Committee for a potential warrant article to supplement the Grant in order to complete the project. The presentation has been posted to the Town Website: [King's Highway Presentation August 2022](#)

Ditch Mitigation - The design plans have been presented to the Planning Board and the public at the Planning Boards August 17th meeting. We continue to work with the permitting regulators to understand the permits needed to implement this project. At this time, implementation funding has not been secured. The presentation has been posted to the Town Website: [Ditch Remediation of the Hampton-Seabrook Estuary](#)

Asset Management Grant – The final documents have been executed for the Asset Management Grant through NHDES to include inventory of our pump stations and vertical WWTP equipment components and enter the data into our PeopleGIS Asset Management System. This work is expected to begin in October. This project is being funded by ARPA through NHDES as a grant for \$60,000.

Solids Handling Planning Grant/Copper Study – The final documents have been executed for the Copper Study through NHDES based on the recent Administrative Order on Consent (AOC) related to our copper limits in the discharge stream from the WWTP. The study is underway to assess the quantities, sources and mitigation needed to meet the requirements of the AOC. Jar Sampling has been completed and the next steps will be to implement a pilot study using chemicals added into the Wastewater process to achieve the copper removal needed. While the grant money will cover some of the implementation, it is expected that the chemical costs could be around \$200,000 in 2023. The DPW will need to include these added costs into our budget.

Department Operations:

Household Hazardous Waste Event – The second HHHWD will be held on September 17th from 8 am to 12 pm at the Transfer Station. The Town Website and DPW page has [more information and details](#).

Asset Management Software – To date there have been 338 Service Requests and 335 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					
Year	Excavation Permits	Sewer Connection Permits	Sewer Disconnect Permits	Driveway Permits	TOTAL
2022 To Date	35	35	4	49	123

Highway Operations:

Activities – Our Highway Division continues to be extremely short staffed. We are working through a backlog of service requests and work orders. All work is being prioritized and completed based on the number of staffing available.

Roadways – A second round of Town wide paving is proposed for this fall. This will include Gale Road, Heritage Drive, Huntington Place, Saint Cyr Drive and the east side of Falcone Circle. We continue to struggle to get the line stripping company back into Hampton with many areas still needing paint including the white lines, stop bars, cross walks, arrows, parking spaces etc. We are looking into alternatives in the event they breach their contract. Crack sealing is pending.

Vehicle Maintenance Operations:

Our Vehicle Maintenance Division has remained busy as they complete inspections that are due in September. Most of the DPW fleet has been inspected with the Police Department vehicles to be completed. Unit 43 (six-wheeler) will need body work and unfortunately Unit 40 (six-wheeler to be traded) will also need body and sander work as well as brakes. The new six-wheeler (to replace Unit 40) will likely not be here in time for snow season.

Our new trash/recycling trucks (new two arm and rear loader) have been put into service and are working out okay. There were a few manufacturer issues that caused a rough start, but it appears we are now back on track.

The new backhoe is on order, and we are waiting for an anticipated delivery date.

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 cleaning and inspecting the abandoned sewer force main of Kings Highway, exercising emergency pumps and generators, installing new sewer manhole covers, repairing catch basins, inspecting manholes after the completion of paving, maintenance at the Grist Mill Dam, inspecting cross country lines with the camera system and assisting the Cemetery Department with repairing two separate water leaks at High Street Cemetery.

To date, they have completed over 469 underground utility locations, 48 sewer construction inspections, cleaned 24,793 LF of sewer line, and completed 274 sewer manhole inspections. In addition, they cleaned 218 catch basins, made multiple pipe repairs, and raised sewer and drainage structures as needed.

Wastewater Treatment Plant Operations:

NPDES Permit/AOC - The Town 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 completed and submitted the first three requirements by; conducting rounds of sampling and submitting a report to EPA and NHDES summarizing the data collected, identifying possible solutions to reduce the copper limits, and completing jar testing and submitting the results to NHDES and EPA for review. As mentioned earlier in this report, while the grant money from the Copper Study will cover some of the implementation needed for the pilot study (next step), it is expected that the chemical costs could be around \$200,000 in 2023. The DPW will need to include these added costs into our budget.

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. Our next submittal is at the end August 2022.

COVID Correlation to Wastewater – From the CDC related to [Waterborne Disease & Outbreak Surveillance Reporting website](#): “In response to the COVID-19 pandemic, CDC launched the National Wastewater Surveillance System (NWSS) in September 2020. CDC developed NWSS to coordinate and build the nation’s capacity to track the presence of SARS-CoV-2, the virus that causes COVID-19, in wastewater samples collected across the country. Studying wastewater data can help scientists detect SARS-CoV-2 in a community even before data from doctor’s offices or hospitals get reported to public health officials. Wastewater data can be an important early warning signal and should be used alongside other data.”

The Town of Hampton has been working with UNH to collect 24-hour composite samples which are taken weekly and tested for viral biomarkers of SARS-CoV-2. The test are completed by UNH and they compile and compare the results to each other to determine if there is an increase or decrease of the biomarker levels from previous samples. This comparison would then be suggestive of an increase or decrease of the viral presence within the community served by the WWTP. Our results are up and down. The State is still in the process of standing up their public dashboard.

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 \$2.2840/gallon. There has been \$0.405 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 FLOW into the plant						
	2022 to date	Last year to date	2021	2020	2019	2018
Plant Flow (mg)	453	579	934	935	939	1,017

The total amount of SLUDGE generated						
	2022 to date	Last year to date	2021	2020	2019	2018
Sludge Disposal (tons)	1,702	1,604	2,672	2,681	2,998	2,995

The total amount of SEPTAGE generated						
	2022 to date	Last year to date	2021	2020	2019	2018
Septage Received (gal)	1,411,500	732,500	1,667,500	1,933,000	1,901,600	1,905,000

The total amount of Biological Oxygen Demand (BOD) received				
	2022 to date	2021	2020	2019
BOD	3,257	4,059	4,494	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.

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! In 2022 we have already recycled 8,982 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 truck (which would be used to move/empty the containers).

REFUSE AND RECYCLING 2021						
	2022 to date	2021	2020	2019	2018	2017
Refuse (tons)	4,283	8,356	7,669	6,988	7,054	6,586
Recycling (tons)	1,239	1,786	1,983	2,412	2,461	2,771

Compared to 2021	Compared to 2020
<ul style="list-style-type: none">• 695 tons less in trash• 402 tons more in recycling• 293 less tons of trash and recycling combined	<ul style="list-style-type: none">• 55 tons more in trash• 82 tons less in recycling• 27 less tons trash recycling combined

Based on historical data it appears that 2021 did not follow previous year trends. It will be interesting to see how the year ends in comparison to both 2020 and 2021.

Warrant Article Updates:

WA 2022-9: High Street Improvement Project

The final contract with the consultant will be executed this week and we will continue to move into the construction phase of the project. It is anticipated that the Piping Bid portion of the project will be put out to bid in November and the Construction Project out to bid in February. As was stated in our previous report, industry wide - we are hearing that the longer the bid hold period is (more than 20 days) the more contractors will escalate their bid price to mitigate the risk. Until a contractor is chosen the actual project schedule will not be known. This project will include work approved in the 2020-23 Warrant for the High Street and Mill Road Intersection.

WA 2022-10: Wastewater Treatment Plant Phase II

The contract documents between the consultant, Town and State (CWSRF- ARPA Funding) have been executed. It will take until December of 2023 to complete the preliminary design, review, and final Bid package. We anticipate that the project will be awarded in January of 2024 with a completion of January 2026.

WA 2022-15: Two New Employees

The Department has posted the two new laborer positions. One has been posted in the Highway Division and the other with the Transfer Station. The Transfer Operator Position has been filled. We have not filled the laborer position for the Highway Division.

WA 2022-20: Highway Block Grant

Pike Industries has completed our Spring roadway paving. This year we paved: Little River Road, Cusack Road (to the previous paving limits), North Shore Road, Barbour Road, Stickney Terrace, and Kershaw. Hampton has been allocated additional Block Grant Aid funding in the amount of \$264,223. Working with Pike Industries, we are looking to complete additional paving this fall. This will include Gale Road, Heritage Drive (form previous limits), Huntington Place, Saint Cyr Drive and Falcone Circle (East side only).

WA 2022-22: Vehicles

The Town has ordered the two approved vehicles.

- Western Star 6-Wheeler expected delivery February- March 2023
- Cat Backhoe 420XE expected delivery to be determined

WA 2020-23: High Street and Mill Road Intersection

This work will be included in the High Street Work approved in Warrant 2022-9. This article does not expire until 3/31/25.

WA 2020-24: Flood Control Design-Supplemental Funding

The remaining funding can be used as match for requested grant funding in 2022 and 2023 if needed or to implement additional alternatives such as assisting in ordinance revisions, flood barrier protection purchases, etc. The funding could also be used (with BOS approval) to supplement the King's Highway Construction Project if necessary. This article does not expire until 3/31/24.

WA 2020-31: DPW Building Modifications

The planned building modifications will be put out to bid as a design-build project to create renovated bathroom, breakroom and office space in the Highway Garage. This work will go out to bid by the end of 2022. This article does not expire until 3/31/23.

WA 2020-34: Transfer Station Study

The Department has begun the process to develop the scope of need for a Request for Proposal (RFP) to be issued for this study. The intent of the study is to examine operations, special needs, equipment needs and overall function of the Transfer Station. The RFP will be published by February 2023 as the study will include operations with and without summer operations. This article does not expire until 3/31/24.

2019-27: DPW Water Line for Fire Protection

The Department has worked with our Engineers to complete a bid package for the installation of a fire service line and hydrants from the intersection of the main entrance of DPW off Hardardt's Way, along the edge Hardardt's Way, around the rear of the Transfer Station, across the rear of the WWTP facility and to the Highway Garage. Test pits were completed for ledge for the design. The package will be ready to bid upon a successful vote for funding on a future warrant article. Aquarion water has agreed, and intends to, complete their portion of the work across the Hardardt's Road/Tide Mill Intersection later this year.

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