

**CITY OF LEBANON  
MANAGER UPDATES  
Month of May 2022**

City Manager Updates are monthly reports that contain departmental information compiled by the Manager's Office. In an effort to keep the Council apprised of recent City activities, these updates are provided to the City Council in advance of the Council meeting. This provides the Council with an opportunity to ask questions of the administration, and to possibly answer questions raised by their constituents.

**Table of Contents**

- [AIRPORT](#)
- [ASSESSING](#)
- [CITY CLERK](#)
- [FINANCE](#)
- [FIRE DEPARTMENT](#)
- [HUMAN SERVICES](#)
- [LIBRARY](#)
- [PLANNING & DEVELOPMENT](#)
  - Planning Division
  - Zoning Division
  - Building/Codes Division
- [POLICE DEPARTMENT](#)
- [PUBLIC WORKS](#)
  - Solid Waste
  - Water Treatment Plant
  - Wastewater Treatment
  - Highway Maintenance
  - Cemeteries & Park Maintenance
  - Energy & Facilities
  - Engineering
- [RECREATION, ARTS & PARKS](#)

# AIRPORT

MAY	2022 Year to Date	2021 Year to Date
Enplanements	3,375	2,016
Aircraft Operations	9,651	11,546
Airport Expense	\$664,190	\$550,643
Airport Revenue	\$581,622	\$453,625
Sales of Goods and Services	\$454,999	\$403,194
CARES Grant – Jan 20, 2020-Jan 19, 2021		\$50,431
ACRGP Grant – Jan 2020-Apr 2025	\$107,214	
TSA C19 Cleaning Grant – Sep 2020-Sep 2021	\$3,950	
ARPA Grant – Jan 2020-Nov 2025	\$15,459	
General Fund Support	- \$0 -	\$224,960

## Airport Projects

Project	Tasks to Date	Tasks Remaining
<b>AIP-62</b> Terminal Loop Road and Public Parking Lot Paving	<ol style="list-style-type: none"> <li>1. Project advertised March.</li> <li>2. Bid opening March 27.</li> <li>3. Grant agreement signed.</li> <li>4. G&amp;C approval on 26 August.</li> <li>5. Contract with Blaktop for signature.</li> </ol> Milling and repaving started 11 June. Completed October.	<ol style="list-style-type: none"> <li>1. Catch basin adjustment June 2022.</li> </ol> Grant closeout summer 2022.
<b>AIP-67</b> Airport Coronavirus Relief Grant Program	<ol style="list-style-type: none"> <li>1. Grant application submitted to FAA – 18 February 2021</li> <li>2. Grant offer signed – 13 April 2021. Grant for \$1,003,521.</li> </ol> Drawdown to date \$671,743.	Grant Draw down. Grant closeout.
<b>AIP-64</b> Terminal and Maintenance Building Renovation	<ol style="list-style-type: none"> <li>1. 21 October - Preliminary assessment of needs completed by Dubois King.</li> <li>2. Eligibility discussion with Dubois King on 8 December.</li> <li>3. 8 February - Terminal MEP evaluation.</li> <li>4. Bids opening – 20 April</li> <li>6. Grant application submitted to FAA – 23 April.</li> <li>7. September 15 - G&amp;C approved. Contractor and engineering firm working on RFIs.</li> </ol>	<ol style="list-style-type: none"> <li>1. Work to start July 2022.</li> </ol> Grant closeout.
<b>AIP-65</b> Runway Safety Area Project Environmental Assessment	<ol style="list-style-type: none"> <li>1. 3 November - Meeting with FAA to discuss EA requirements.</li> <li>2. Dubois King comparing 2012 EA with proposed project from AIP-59.</li> </ol>	<ol style="list-style-type: none"> <li>1. Public hearing.</li> <li>2. DuBois &amp; King complete study.</li> <li>3. FAA review.</li> </ol> Grant closeout.

	<p>3. FAA meeting on 9 December to Wetland delimitation 13-15 July, 10-11 August.</p> <p>4. SHPO, US ACE, and FWS reviews complete.</p> <p>Comments on final draft received and being compiled.</p>	
<b>AIP-66</b> FAA Reimbursable Agreement – Localizer Relocation	<p>1. FAA provided cost estimated for project.</p> <p>2. Grant application sent to FAA 14 January 2021.</p> <p>3. Grant agreement received. FAA performing study.</p>	<p>1. FAA completes study. Grant closeout.</p>
<b>AIP-069</b>	<p>1. Grant received for \$1,035,622 in December 2021.</p> <p>Current drawdown total - \$15,459.</p>	<p>1. Complete drawdown Grant Closeout</p>
<b>Bipartisan Infrastructure Law Grant</b>	<p>Notification of first year award for \$1,006,720,</p>	<p>1. Apply for grant</p> <p>2. Complete project Close grant</p>
<b>Runway Safety Project – Data Collection and Permitting</b>	<p>1. Contract signed with Stantec.</p> <p>2. Grant application submitted to FAA</p> <p>Surveys and core sampling complete.</p>	<p>1. Perform data collection.</p> <p>Apply for environmental permits.</p>
<b>Runway Safety Project – LOC Relocation Design</b>	<p>1. FAA to perform study. Grant application submitted to FAA.</p>	<p>1. Perform design Close grant</p>
<b>Runway Safety Project – Avigation Easement</b>	<p>1. Contract signed with Gale Associates.</p> <p>2. Property surveyed.</p> <p>3. Property assessment underway. Estimated value due in June.</p> <p>Review of deed complete.</p>	<p>1. Independent value evaluation.</p> <p>2. Sign purchase agreement.</p> <p>Apply for grant</p>
<b>TIF 1B</b>	<p>SDC 49 Plainfield LLC</p> <p>1. City Council authorized execution of ground lease – 2/2/22.</p> <p>2. Saad Development working with Planning and Development.</p> <p>Saad Development working on new building requirements from tenant.</p>	<p>1. Development review and approval.</p> <p>2. Lease execution. Construction.</p>
	<p>Marketing Agreement Executed on 23 May 2022</p>	

## **ASSESSING**

	Month to Date	Year to Date
Number of Property Sales	48	180
Number of Property Inspections	171	381

## **CITY CLERK**

	Current Month Revenue	Year to Date	Prior Year to Date
Motor Vehicle Regs	\$255,740.62	\$1,119,119.34	\$1,154,883.38
Dog Licenses	\$2,330.00	\$7,683.00	\$8,553.50
Vital Records	\$2,509.00	\$13,383.00	\$12,789.00

### Highlights:

- Courtesy reminder notices were mailed to owners of dogs which remained unlicensed after the April 30<sup>th</sup> due date. The month of May is considered a “grace period” before fines begin in June. Thanks to the courtesy reminders, our office was able to assist many owners in licensing their dogs by the end of May.
- Top Dog Contest winners were drawn by Mayor McNamara on May 18<sup>th</sup>. Staff notified the winners directly and their prizes will be awarded at the Farmer’s Market on June 9<sup>th</sup>.  
The Winners are...  
Top Dog: Otto – Sharon Dow & Bob Johnson  
1<sup>st</sup> Runner Up: Wally – David Ruel  
2<sup>nd</sup> Runner Up: Harper – Jason & Charlotte Beaton
- Clerk Kenniston, Deputy Clerk Gould and Assistant Clerk Cook attended the NH City and Town Clerk’s Association Annual Spring Workshop. Important and necessary law updates were presented by the Division of Vital Records, the Division of Motor Vehicles and the Secretary of State’s Office.
- Clerk Kenniston attended the 76<sup>th</sup> Annual Conference of International Institute of Municipal Clerks. Clerks from all over the United States, as well as several other countries, attended this important conference which focused on high level professional development.
- A Supervisor’s Session was held on May 31<sup>st</sup> to accept changes and amendments to the voter checklist. This was also the last opportunity to change party affiliation prior to the NH State Primary.
- Work on the new Property Tax software continued through the month of May. The City Clerk’s Office would like to thank the Finance and Assessing Departments for their assistance in this project. Particular thanks are

extended to Shelley Steeves for her tireless efforts in working with our developer.

## **FINANCE**

<b>REVENUES</b>	2022 Budget	Current Month May	Year to date	% collected
General Fund	\$33,312,670	\$864,737	\$6,315,654	19.0%
Landfill	\$4,127,230	\$393,621	\$1,717,109	41.6%
Water	\$4,210,810	\$28,379	\$2,094,851	49.7%
Wastewater	\$7,277,230	\$46,109	\$3,705,375	50.9%
Airport	\$929,040	\$211,097	\$581,622	62.6%

<b>EXPENSES</b>	2022 Budget	Current Month May	Year to date	% expended
General Fund	\$36,616,370	\$2,268,065	\$14,918,603	40.7%
Landfill	\$4,046,450	\$353,278	\$1,596,973	39.5%
Water	\$4,141,290	\$142,647	\$1,901,039	45.9%
Wastewater	\$7,264,310	\$206,156	\$3,521,372	48.5%
Airport	\$1,479,310	\$75,328	\$664,194	44.9%

## **FIRE**

<b>May 2022</b>	Current Month	Year to Date	Prior Year to Date
Fire	15	38	39
Rescue & Emergency Medical Calls	264	1168	1037
Hazardous Conditions	11	27	26
Service Calls	15	101	128
Good Intent Calls	23	113	111
False Alarms	39	127	140
<b>TOTALS</b>	<b>367</b>	<b>1574</b>	<b>1481</b>

### **Highlights:**

- 05/03– units responded to Plainfield Road for a trash fire.
- 05/06 – units responded to Heater Road for a gasoline spill.

- 05/07– units responded mutual aid to Hartford, VT for a reported building fire.
- 05/07- units responded to Mechanic Street for a dumpster fire.
- 05/08 - units responded to Wolf Road for a brush fire.
- 05/11 - units responded mutual aid to Canaan, NH for a building fire.
- 05/11 – units responded to Bank Street for a dryer fire on the second floor.
- 05/14 – units responded to Mechanic Street for an oil spill.
- 05/16 – units responded mutual aid to Grantham, NH for a building fire.
- 05/17 – units responded to Alice Peck Day Hospital for a fire on the roof.
- 05/19 – units responded to Plainfield Road for a trash fire.
- 05/23 - units responded mutual aid to Hartford, VT for a reported building fire.
- 05/26 – units responded to Interchange Drive for a brush fire.
- 05/27 – units responded to Spencer Street for a cooking fire.
- 05/28 - units responded to Mechanic Street for a cooking fire.
- 05/28 - units responded to Main Street for a vehicle leaking gasoline.
- 05/30 – units responded to Mountain View Drive for a propane gas grill fire.

### **Other Events & Activities**

- Department personnel conducted fire drills in the Lebanon Schools.
- Department personnel participated in the Memorial Day Parade.

### **Community Paramedic**

- New Referrals: 8
- Encounters: 31
- Encounters by type:
  - Hospital: 1
  - Home: 22
  - Telephone: 10
  - Combined Nurse visit: 4

**Total encounters as of 5/31/22: 127**

**Community Nurse**

Active Clients: 24

Encounters: 148

Encounters by type:

Home: 28

In person other locations: 6

Telephone: 72

Email: 41

**Annual Department Revenues****\$417,080*****HUMAN SERVICES*****Collaborative Meetings & Pooled Resources**

Team/Group	Meeting Date	
Upper Valley Housing Support Team	5/5/2022	†
Housing First	5/13/2022	†
Upper Valley Continuum of Care	5/26/2022	†
NH Balance of State Continuum of Care	5/10/2022	†
NH Coalition to End Homelessness	5/9/2022	†
Energy Advocacy Council	5/19/2022	†
Lebanon MIH Advisory Council	5/16/2022	†
Service Coordinator Roundtable	5/16/2022	†
NH Local Welfare Administrators Association	5/19/2022	†
Housing Action NH	5/6/2022, 5/20/2022	†
Beacon Health/WCBH Community Crisis Response	5/17/2022	†

† Participated by video

**Workshops/Trainings**

Workshop/Training	Date	
Race, Equity & Leadership	5/11/2022	†
NH Tenants' Rights	5/17/2022	†

**Monthly In-Office Activity**

### Authorized Voucher Totals

	May 2022	May 2021
Rent Assistance	\$570.00	\$775.00
Security Deposit*	\$0.00	\$0.00
Motel Assistance**	\$0.00	\$3,531.60
Shelter Sponsorship	\$625.00	\$0.00
Cremation	\$0.00	\$3,966.00
Total	\$1,195.00	\$8,272.60
Year to Date	\$19,220.60	\$44,346.03

\*Agreements are rendered with landlords so that all security deposits are returned to the City should the tenant vacate the housing without first reimbursing the City for the deposit.

\*\*Motel assistance is granted as a means of temporary emergency housing pending shelter placement or permanent housing.

- ***As of April 6, 2022, Tri-County CAP has partnered with the Quality Inn in Lebanon to use all 48 rooms as temporary emergency housing for people experiencing homelessness. NH Emergency Rental Assistance Program funding is funding these motel stays. Human Services still provides motel assistance to those households for whom a stay at the Quality Inn is not appropriate and when the Quality Inn is fully booked.***

### Assisted Cases

May 2022	2 cases involving 2 adults and 2 children Extensive case management provided to 2 households
May 2021	8 cases involving 8 adults and 2 children Extensive case management provided to 3 households

### Notices Issued

	2022	2021
Rent/Security deposit	1	1
Motel	0	7
Shelter Sponsorship	1	0
Cremation	0	2
Denials	0	1
Pending Decisions	0	0
Applications Withdrawn	0	0



Sanctions	0	0
-----------	---	---

### Contacts with Clients

	2022	2021
Walk-Ins	~0	0
Scheduled Appointments	14	16
Home Visits	5	0

~ The Human Services office is not offering walk-in hours at this time.

### Case Collaboration/Referrals

AGENCY	May 2022	Year to Date^ 2022
Tri-County CAP (homeless outreach/shelter/coordinated entry)	6	16
Tri-County CAP (rent/security/NHERAP)	6	37
Tri-County CAP (fuel/electric)	1	5
LISTEN (housing)	2	20
LISTEN (fuel/electric)	0	5
LISTEN (food)	2	10
LISTEN (thrift store voucher)	0	1
LISTEN (discretionary funds)	1	5
Haven (shelter)	1	13
Haven (housing)	0	3
Haven (food)	0	1
Haven (discretionary funds)	1	1
NH DHHS (food stamps)	4	10
NH DHHS (cash assistance)	0	0
NH DHHS (medical)	1	6
NH Bureau of Elderly and Adult Services	2	2
NH Employment Security	0	1
Senior Center/Service Link	5	18
Headrest	0	0
UVGEAR	3	12
WISE	3	4
West Central Behavioral Health	2	12

Mobile Integrated Health Team	4	17
Catholic Charities	0	0
Good Neighbor Health Clinic	0	0
Red Logan Dental Clinic	0	1
Easter Seals/Supportive Services for Veteran Families	0	0
Other NH Town Welfare office	2	8
VT Economic Services	3	6

^Year-to-date tallies are not unduplicated cases or referrals. Some cases receive case collaboration over months and multiple referrals.

**Reimbursement Received**

	May 2022	Year to Date 2022
Client	\$0.00	\$4,329.68
SSI	\$0.00	\$0.00
Medicaid	\$0.00	\$0.00
Other Town***	\$0.00	\$0.00

\*\*\*Reimbursement received from another NH municipality because Lebanon Human Services assisted a resident of that town.

**Liens in May 2022:** Issued=0 Discharged=0

***LIBRARY***

	Month	YTD
Circulation of library held items	7,224	35,866
Circulation of ebooks and downloadable audiobooks	3,016	14,527
Internet use	242	1,233
Meeting room use by outside groups	127	268

**Highlights:**

- Meeting room use continues to increase sharply, as people become more comfortable gathering, and as members of the community learn about our two new meeting room spaces at the newly renovated Lebanon Library.
- Systems Librarian Jaki Frisina attended the Code4Lib Conference in Buffalo, which is a conference specifically for librarians that work in the IT field in

libraries. It was a really great experience, and she learned a lot of useful information, such as useful tools for the digital archive that she and IT Librarian Ron Houk are planning to start next year.

Her favorite talk was called “Living the UX: When a Web Developer Develops a Disability” which was interesting because the speaker is a web developer who found out that she had a brain tumor. She experienced firsthand the issues that people with disabilities face when using websites. Jaki was able to learn some things that would help reduce cognitive load and make viewing our website and using a screen reader easier.

## ***PLANNING & DEVELOPMENT***

On May 13<sup>th</sup>, the City sponsored Curb The Car Day during the morning commute hours, at Colburn Park. The [event](#) (click link for details and photos) coincides with “May is Bike Month” and similar bike-walk to school and work events held locally and throughout the country. For example, the week prior, SAU88 completed a well-attended walking school bus ‘parade’ to Hanover Street School. Rebecca Owens (Planning) and Paul Coats (Recreation, Parks and Arts), worked with volunteers from the Pedestrian and Bicyclist Advisory Committee and Friends of the Northern Rail Trail to organize the event. The purpose is to encourage more efficient forms of transportation, including bike, walk, bus, and carpool. Event tables offered ample snacks (thank you Jake’s coffee for the donation!), safety/educational hand-outs, trail maps, and bike checks (thank you Omer & Bob’s!).

<b>Permit/Applications May</b>	Res.	Comm.	Total YTD 2022	Total YTD 2021	YTD 2022 Permit Fees Collected	YTD 2021 Permit Fees Collected
Building Permits	34	15	194	254	\$696,149.11	\$248,961.75
Planning Board Applications	0	2	18	12	\$14,009.70	\$3,408.08
Zoning Board Applications	0	5	17	14	\$3,445.80	\$3,331.15
<b>Inspection Activity</b>	May			YTD 2022		
Total Inspections	256			1,239		

## **POLICE**

	May	Year to Date	Prior Year to Date
Dispatch Calls for Service	3107	13,118	13,007
Police Calls for Services	2659	11,154	11,050
Incident-Based Reporting Calls	94	456	422
Traffic Accidents	59	273	304
Property Damage	31	124	121
With Injury (possible)	4	23	26
Involving Bicycle or Pedestrian	0	2	1
Referred to Outside Agency	0	2	4
Hit and Run	11	62	83
Parking Lot	19	88	104
Arrests	92	411	413
DWI Arrests	7	30	27
Motor Vehicle Stops	521	2150	1993
Warnings	484	1998	1857
Citations	36	132	125
Problem-Oriented Policing Calls	33	126	414

### Community Involvement

- On May 5, 2022, the Lebanon Police Department participated in the bicycle/walk to school event. Helmets were given out to children and staff.
- On May 7, 2022, Special Officer Pete Begin participated in the Lebanon Little League parade.
- On May 20, 2022, the Lebanon Police Department held Coffee with A Cop at Shyrl's Diner.
- On May 27, 2022, the Lebanon Police Department, along with K-9 Allegro, participated in the Walk to School event with the children and staff from the Mt. Lebanon School.
- On May 27, 2022, Chief Roberts, Corporal Alden, and K-9 Nitro were invited to the Spark! Community Center for a dinner to honor local heroes. Corporal Alden and K-9 Nitro were also presented with an award for all of the work that they do for the City.
- On May 31, 2022, the Lebanon Police Department launched "Lighten Up Lebanon" to help bicyclists at night stay more visible. Officers will be handing out lighting kits for bicyclists that do not have lighting. The kits come in a pack of white and red LED lights, which assist in making cyclists more visible.

### Department Highlights

- On May 27, 2022, newly hired Lebanon Police Officer, Jonathan Bruynell, graduated from the 188th class of the New Hampshire Police Academy.

# **PUBLIC WORKS**

## **Solid Waste**

<b>Month: May</b>	<b>2022</b>	<b>2021</b>
Landfill Facility Received	2,950 (tons)	2,745 (tons)
Wastewater Bio-solids Received	363 (tons)	284 (tons)
Leachate Generation & Pumping	455,502 (gallons)	66,210 (gallons)

### Recycling

- Recycling markets have been strong with our vendors. Transportation has been challenging with logistic shortages.
- Paper and cardboard pricing appears to be leveling off after the first half of 2022's higher than average revenues.
- During the Month of May, the following items were shipped to recycling markets:
  - Paper and Cardboard
  - Scrap Metal
  - Freon-Containing Units
  - Electronic Waste
  - Tires
  - Aluminum
  - Plastic
  - Fluorescent Lamps

### Other

- Lebanon hosted a household hazardous waste collection event at the Lebanon High School. Participation was similar to previous years.
- Delivered trash continues to rise. May 2022 saw a 7% increase over May 2021.
- Recently, Solid Waste Manager Marc Morgan spoke at the Northeast Resource Recovery Association Conference; held in Manchester, NH. He presented "Landfilling: 101".
- Solid Waste Manager Marc Morgan participated as a judge at the NH Envirothon; an event where students from around the state present solutions to a global problem. This year's problem was plastic.

## **Water Treatment Plant**

<b>Month: May</b>	<b>2021</b>	<b>2022</b>
Water Treatment Plant-Production	47.44 MG	49.92 MG

- The water treatment plant pumped 2.48 MG more this May vs. May 2021, a 5.2% increase.

### Lab Highlights

- All monthly required testing was completed, and all results passed.

### Equipment Repair/Maintenance

- Cleaned Wet well
- High Lift pump #2 (pulled, sent for reconditioning)
- DHMC Booster Station (Chlorine Analyzer startup)
- Routine plant maintenance
- Nu Bridge Station (Painted building)

### After hour call-in

- There were 2 after hour call-ins in March.

### Customer Service / Water Quality Inquiries

- No complaints taken this month at the water treatment plant.

### Training

- There were two trainings attended by two operators this month.

## Wastewater Treatment

<b>Month: May 2022</b>	<b>2021</b>	<b>2022</b>
Daily Avg. flow treated	1.6200 MGD	1.5714 MGD
Solids Inventory	17,921 lbs.	19,176 lbs.
Septage Receiving	258,055 gal.	210, gal.

### Operations highlights

- There were no exceedances of our NPDES permit for the month of May 2022.
- Lebanon Wastewater treated 48,714,300 gallons of wastewater in May.
- Lebanon Wastewater treated 210,690 gallons of septage for the month of April.
- Lebanon Wastewater dewatered and delivered 185.41 wet tons of sludge to the landfill in May 2022.
- Effluent quality was great. TSS average was 4.0 mg/l. BOD average was 6.0 mg/l for the month.
- The Huber Press project is out for bid and is moving forward.
- Plant staff cleaned the Influent wet well tanks and performed quarterly maintenance on the air system.
- WWTP staff have been busy with cleanup and lawn repair.
- The nitrification process is back near optimum removal for the treatment plant.

## Laboratory

- Nitrification has rebounded in the month of May. We saw a monthly average of 10.21 mg/L total nitrogen in our effluent for May.
- TKN average for May was 3.86 mg/l.
- Monthly BOD 6.0 mg/l.
- Turbidity of final effluent 2.49 NTU.
- Effluent TSS is 4.0 mg/l for May 2022
- S.V.I. average for April is 176.

## Industrial Pretreatment Program

- Continued review of industrial discharge permits.
- We are continuing with sampling for all industries needing permit renewals.
- Collection system samples are being taken monthly to test for PFAS. The samples are taken at locations that receive multiple side streams and are being tested for background data purposes.

## Highway Maintenance

The Highway Operation & Maintenance crew continued sweeping, filling potholes as needed, cleanup and preparation for Memorial Day, landscaping in some of the traffic islands around Colburn Park and other general maintenance during the month of May. L & M Service Contractors completed the Lighting and Sidewalk improvement project on West Park Street, Court Street and North Park Street. The last 2 lights on North Park in front of City Hall will be installed as soon as they arrive from being sandblasted and painted.

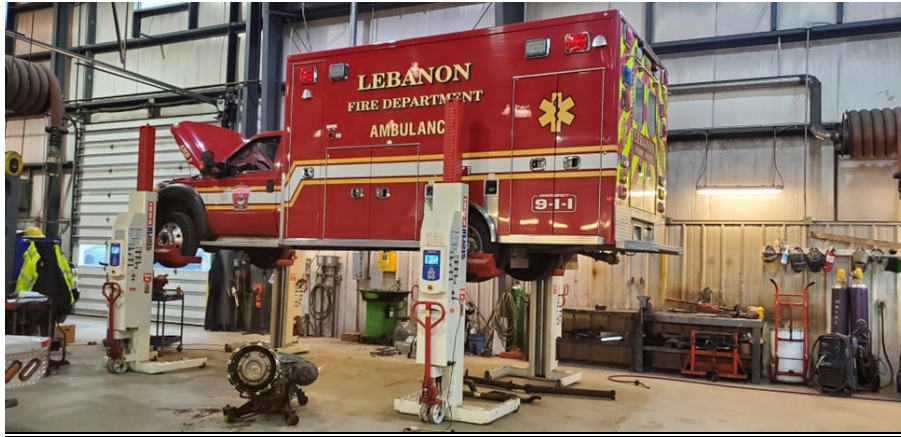


New Tree/Concrete Walk on North Park Street

## Fleet

The Fleet division stayed busy during the month of May repairing and maintaining spring and summer equipment. We had a few extensive repairs this month, one being an engine oil leak with Ambulance number two. The repair required removing the transmission and the engine's oil pan to make the necessary repairs. The mechanics did a great job completing the repair to have the ambulance back

in service for the weekend. We also had a coolant leak on the Fire Department's new engine number seven which should be a warranty repair. We decided to diagnose and complete the repair ourselves to minimize any downtime and have the truck back in service.



**Cemetery**

<b>May</b>	<b>2022</b>
<b>Cemeteries &amp; Park Maintenance</b>	
Burials/Cremations	4-Full/12-Cremation
Grave/Trust Fund Sales	2-GR/ 2-Special Reserve

The month of May was busy with burials. We conducted 4 full burials on weekdays and 12 cremation burials; 5 on weekdays and 7 on weekends.

Our limited staff was extremely busy preparing all cemeteries, traffic islands, parks, and recreation areas for Memorial Day. A special thank you to all staff that worked overtime the week prior to Memorial Day. These staff members include Butch Carpenter, Doug Boisvert, Kevin Rich, Scott French, and Jimmy Robbins.

Along with preparation, all staff assisted with preparing and planting for the downtown beautification project. This included preparation of traffic islands and planting of flowers.

Looking ahead for the month of June, our regular rotation of mowing will continue. With the next holiday of Independence Day coming, the staff will again be offered overtime the weekend prior to assist with string trimming throughout all cemeteries and green spaces as our seasonal staff is still very limited.



## Energy & Facilities

### Solar

We are still working to get Wi-Fi to the Valley Cemetery and Civic Field buildings in order to track solar production. There has been a delay in getting the system registered with Liberty Utilities to start accruing solar credits. The installer, Catamount Solar, is addressing the issue.

### Electric Vehicles

Energy & Facilities Manager Tad Montgomery and Assistant Director of Public Works Everett Hammond assisted the Police Department in writing a Capital Improvement Project for up to eight DC fast charger EV charging stations at the police station. Last week, we submitted a work request to Liberty Utilities to get their costs for bringing new service to the station. This summer, the PD will be re-paving the parking lot and we would like to run conduit for the EV chargers while the lot is under construction. Two EV chargers that we are considering are the BTC Power Fast Charger and ChargePoint's EVBox Troniq.

### Lighting & Streetlights

Phase 2 of the Streetlight LED Conversion Project is planned to happen the end of June. A small number of additional lights will be removed, some miscellaneous streetlights will be added to the conversion list, and 16 floodlights will be swapped to LED's including six at the Lebanon High School parking lot.

### Landfill Gas Project

No new developments since last month's Energy & Facilities Manager (EFM) Report. Work by the EFM, Solid Waste Manager, and with the expertise of Assistant Mayor Below continues.

### Master Plan: Energy Chapter

No new developments since last month's EFM Report. Work by Lebanon Energy Advisory Committee (LEAC), the EFM, and the Planning Department continues.

### City Hall Renovation

- The boilers will be reconfigured and receive their first maintenance the week of June 20. Because special boilers were installed that can burn a high percent of biofuels they were custom installed and need to be re-configured before they can get their annual maintenance.
- The new chiller has been problematic since it was installed with the renovations. It was recently re-programmed, and we are still working out the bugs.

### Other

- City Electricity Use - Energy & Facilities Manager Tad Montgomery

continues to work on the annual compilation all energy use data for the City for 2021.

- GAR Statues – Custodian Rich Adams met with an expert in historic statue repair to assess repairs needed to the statue in front of the Soldiers Memorial Building (GAR). A full assessment is expected soon, and we hope that repairs will start this year.
- Decorative Streetlights – The reconstruction of sidewalks on N. and W. Park St. and Court Street is awaiting two lights to arrive for in front of City Hall and one at the North end of Court Street. This includes the refurbishment or replacement of the black ornamental streetlights on those streets.

## **Engineering**

CSO#23-Contract#12 Ora, Avon, Freeman, Bomhower, Myra, Mascoma and Mechanic Streets and cross-country areas between Mascoma St. and Mechanic St. and, Mechanic St. to the Mascoma River

- Will be monitoring lawn restoration and keeping on warranty list until areas are in full growth.

CSO#26- Contract#13 –Rte. 12A, Romano Circle and Cross-country to interceptor

- Construction restarted April 11, 2022.
- Final loam and seed completed as of June 6. 2022.
- Walkways, final drives and final pavement completed as of June 3, 2022.
- Line stripping to be completed June 8 -10, 2022, weather permitting.
- Final completion July 15, 2022.

Mechanic St./Mascoma St./High St. Roundabout

- Title research has been completed on all impacted parcels identified on the plan by the NHDOT Bureau of Right of Way.
- National Environmental Policy Act (NEPA) document will be completed by August 2022. Final NEPA document approved after Public Hearing.
- NHDOT will approve Final Design scope and fee after NEPA document is approved.
- Waiting for NHDOT to schedule Public Hearing, which is tentatively scheduled for August/September 2022.
- Met with NHDOT and the Bureau of ROW on June 3, 2022. Discussed ROW issues and easement appraisals and negotiations. City can be involved in negotiations.
- After Public Hearing, ROW negotiations and Final Design commence.
- Project Bidding in September 2023
- Project Construction in 2024.

### Kimball St./Forest Ave Reconstruction Project

- Contract signed and plans are being updated based on existing design.
- Auger probes completed on Forest Ave. and revised sewer extension estimate.
- Meeting with Forest Ave neighbors tentatively scheduled for June 15, 2022, regarding Special Assessment District to extend sewer.
- Potential drainage connections to sewer will be explored with letter, surveys and home inspections.
- IDDE Questionnaire and cover letter was sent to project abutters.
- 2 Sump pumps and 7 floor drains identified. Dye testing currently being scheduled.
- Final design plans and specifications to be completed by June 30, 2022.
- Solicitation to pre-purchase pipe and fittings under review and to be posted mid-June 2022 on OpenGov. Bids due early July 2022. 9-month lead time to fill order allows construction to start spring of 2023.

### Trues Brook Bridge Project

- Submitted Preliminary Plans and Estimate of Probable Project Cost to the NHDOT on September 28, 2021, for review, comment, and approval.
- Received Municipally Owned Bipartisan Infrastructure Law (MOBIL) funding covering 100% of the construction costs for the project on March 18, 2022.
- MOBIL funding program requires project to conform to LPA process. Therefore, project must follow LPA ROW procedures and complete NEPA permitting. Mobil project funding program will delay project construction a minimum of 1 year.
- A temporary bridge will be constructed to maintain traffic during the construction of the bridge.

### Miracle Mile Water Main Replacement Project

- Project to be re-bid in July 2022 to replace the water main from Terry Dudley Bridge to Carter Country Club.
- Solicitation to pre-purchase pipe and fittings under review and to be posted mid-June 2022 on OpenGov. Bids due early July 2022. 9-month lead time to fill order allows construction to start spring of 2023.

### Other Items

- Working on Floodplain permitting, applications and LOMAS
- Excavation permits/driveway permits
- Sewer Service to 100 Maple Street.
- Two 60,000-gallon Liquid Propane Tanks (empty) were moved across the Dry Bridge and down South Main Street to I-89 North without incident.

### South Main Street Bridge Project

- Approval to move to Final design is pending NHDOT’s review of the consultant engineer’s proposal. Additional right-of-way acquisition is pending.

### Downtown Tunnel Rehabilitation Project

- Tunnel construction is complete except for a few punch-list items. Leaks that had developed toward the end of construction are in the process of being addressed.

### 20 Spencer Street Project

- Based on the latest laboratory testing results, PCB and benzene-contaminated soils have been removed. Final report(s) are pending. Efforts to remove the current Activity Use Restriction (AUR) are on-going.

### Mt. Support Road/Lahaye Drive Intersection

- Preliminary design is underway. A community conversation meeting took place on June 2. A meeting with City Council is scheduled for June 15.

### Spencer Street Reconstruction

- Remaining work items, such as final paving, final slope work, loam and seeding, and Rail trail/Sidewalk work are on-going through June 2022.

### Airpark Road Extension Project

- Remaining work items including final paving and striping are on-going through June 2022.

## ***RECREATION, ARTS & PARKS***

May is an intense month for recreation. Spring sports are full-tilt, summer programs are deep in the planning process, parks receive daily maintenance, and hiring is still paramount.

<b>Program</b>	<b>Residents</b>	<b>Non-Residents</b>	<b>Total</b>
Running Club Memberships	85	209	309
Harmony Night	10	23	33
Adult Open Gym Volleyball (18+)	4	5	9
Adult Drop-In Dodgeball	13	20	33
Couch to 5K	20	30	50
Almost Spring Quilt Retreat	9	4	13

<b>Program</b>	<b>Residents</b>	<b>Non-Residents</b>	<b>Total</b>
Carl Wallin Throwing Club	4	1	5
Camp K Registrations for Summer 2022 (7 Weeks) began March 7, 2022 for Residents and March 21, 2022 for Non-Residents			
Camp K: Ages 5-6	154	14	168 full (81 on waitlist)
Camp K: Ages 7-8	213	11	224 full (63 on waitlist)
Camp K: Ages 9-12	222	2	224 full (66 on waitlist)
1 <sup>st</sup> & 2 <sup>nd</sup> Grade Lacrosse	30	9	39
3 <sup>rd</sup> /4 <sup>th</sup> Grade Girls Lacrosse	4	15	19
3 <sup>rd</sup> /4 <sup>th</sup> Grade Boys Lacrosse	14	7	21
5 <sup>th</sup> /6 <sup>th</sup> Grade Girls Lacrosse	6	7	13
5 <sup>th</sup> /6 <sup>th</sup> Grade Boys Lacrosse	10	4	14
7 <sup>th</sup> /8 <sup>th</sup> Grade Girls Lacrosse	7	14	21
7 <sup>th</sup> /8 <sup>th</sup> Grade Boys Lacrosse	11	9	20
3 <sup>rd</sup> /4 <sup>th</sup> Grade Softball	9	4	13
5 <sup>th</sup> /6 <sup>th</sup> Grade Softball	8	5	13
Middle School Track and Field	50	5	55
Granite State Track and Field	29	20	49
Gear Shifters Mountain Biking	29	1	30
Junior Golf	3	3	6
Okinawan Karate Summer Camp	5	1	6
Savvy Seniors May Trips	8	2	10

#### Parks Maintenance Project Updates

<b>Major Projects</b>	<b>Status</b>
Turf Maintenance	Mowing and trimming daily. Compost material to be spread at Eldridge.
MRG Maintenance	Weekly clearing and inspections
Northern Rail Trail	Coordinating bridge decking replacement for Summer and Fall 2022.
Civic Maintenance Building	100% complete
Pool Opening	Fully operational and ready for opening day 6/13.
Lebanon Memorial Pool Repainting of Buildings	Spray features 100% repainted. Building repairs/painting 90% complete.
Graffiti	Graffiti removal ongoing

## Special Events

<b>Event</b>	<b>Status</b>
Community Clean Up Day(s)	Ongoing through May. Lots and lots of volunteer helpers
Farmers' Market	Started May 19. Every Thursday.
Dirty 5K	Mothers' Day Trail Race. Over 100 runners.
Curb Your Car Day	With Planning Dept and PBAC. Brilliant day, low participation.
Track and Field Meets	We hosted 2 meets in May

## Capital Project Updates

<b>Project</b>	<b>Status</b>
Playing Fields	Calculate space for a 5 <sup>th</sup> 6 <sup>th</sup> grade size field at Westboro. Exploring 5 <sup>th</sup> 6 <sup>th</sup> size field at Civic.
Community Center	No new report.
Civic Maintenance Building	100% complete.
North Lebanon Park	Exploring location ideas with Dartmouth Real Estate.
Storrs Hill LED Conversion	Drafting RFP in June.
MRG Access	Lebanon Ford parcel surveyed and pursuing next steps to finalize easement purchase.
Rotary 100-year Anniversary Project	Harmony Park on the Mall presentation to City Council July 6