

MUNICIPAL SERVICES COMMITTEE MEETING MINUTES

October 22, 2010

Present: Councilor Jay Bowers (Chairman), Councilor Ted Starkweather, Councilor Scott Clarenbach, City Manager Elizabeth Corrow, Planning & Zoning Administrator Richard Lewis, Leigh Webb (Energy Committee Member), MSD Director Brian Sullivan and MSD Operations Superintendent George Turcotte

Jay called the meeting to order at 8:30 a.m.

1. Water Department Garage Proposed Relocation: A Council Agenda Report (draft form) has been completed. Due to numerous problems at the new treatment facility site located at Acme Staple and per a letter from the State of New Hampshire, Department of Environmental Services (NHDES), the City has to move the location of the new MSD garage building. This is now being proposed to be located on City-owned land on Tannery Street. Elizabeth stated that Mr. Beaupre is looking to sell his property on Tannery Street, however, this is a separate piece of property from the proposed garage site. Elizabeth plans to discuss this with the City Council. Dick sent the plans to Fire Chief Smith and Police Chief Goldstein to see if they had any issues with this site and will be conducting a technical review meeting. MSD Committee voted unanimously to send a positive recommendation to the City Council in support of the City-owned, Tannery Street site.
2. Request by Mr. George Pace for Snowplowing Sky Meadow and Fairway Drive: Mr. Pace wants the City to plow the above listed streets at no charge. These are not City accepted streets. Jay feels that the City should not plow any private ways or unaccepted subdivision streets and this was agreed on unanimously by Committee members. Mr. Pace's request will not be brought to City Council.
3. Memorial Street Water Main Replacement (Central Street to Canal Street): The City wants to install a new water line on Memorial Street (from Central to Canal). The plans for this project will be reviewed on Tuesday October 26, 2010 at 10 a.m. This will, hopefully, be going out to bid by February 2011 to do the job in the spring. Elizabeth suggested we combine this project with the Central Street improvement project since we have the funds. Jay agreed, but this has to

continued

3. Memorial Street Water Main Replacement (continued):
go before a future Council meeting to set a public hearing to withdraw the necessary funds from Water Department Capital Reserves. Dick was present and a discussion took place with the Committee, relative to the status of the downtown project. Dick and Elizabeth felt that prior to moving forward and advertising the project for bidding, the Committee be updated, relative to the overall final plan. After some discussion, the MSD Committee felt this should be discussed with the full City Council in either a workshop or as an agenda item. Scott made a motion that a Council workshop should be scheduled for update and approval before putting anything out to bid. Ted seconded. Motion carried.
4. Energy Committee request from MSD Committee: Leigh Webb stated that the Energy Committee would like to have whatever information exists on City buildings so they can collate and make a database. Brian Barry has a lot of information that he will provide to Committee so that we can turn it over to the Energy committee. Dick will call LRPC (ETAP) for them to give us assistance in putting this together. Brian agreed that he will contact Delaney Carrier and Leigh Webb to review available information.
5. Other Business:
 - A. Brian brought up the possibility of a NHDES Waste Oil Grant for \$2,500 per year for the Transfer Station for a second waste oil burner. This item is being placed on the November 1, 2010 City Council Agenda, to authorize the City Manager to execute grant documents.
 - B. Brian gave water update:
 - River Crossing project is ready to go, with construction ready to begin around November 1, 2010;
 - Hill Road Water Main project is almost done;
 - Treatment Plant (plans) is 95% done;
 - Recycling is at an average of 80 tons per months;
 - Flaghole Road is 1/3 completed, with reclamation and is due to be completed by mid-November.;
 - Daniel Webster Drive – reconstruction is due to be completed by mid-November;
 - Pleasant and Prospect Streets will have shim done, depending on balance of encumbered funds.
 - C. Scott asked about burning brush at Transfer Station. Brian stated that this has been extended until 2011, but will speak with Chief Smith and NHDES regarding open burning.

Jay made a motion to adjourn at 9:24 a.m. Scott seconded. Motion carried. Meeting adjourned.

Minutes typed by: _____
Marie G. Creasey

BJS:mgc