

# **CITY OF LEBANON MANAGER UPDATES Month of August 2019**

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.

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# AIRPORT

<b>August 2019</b>	2019 Year to Date	2018 Year to Date
Enplanements	6,509	6,742
Aircraft Operations	17,949	18,870
Airport Expenses	\$943,253	\$884,140
Airport Revenue	\$707,782	\$552,901
General Fund	\$244,110	\$340,120

## Airport Projects

<b>Project</b>	<b>Tasks to Date</b>	<b>Tasks Remaining</b>
AIP-57 (RSA Conceptual Design)	<p>March 13 – met with NHDOT &amp; FAA to discuss this project moving forward. Consensus was to develop a limited scope study to determine the needs to runway safety improvements.</p> <p>Grant Award Package received July 5.</p>	Project start awaiting NH Governor and Council approval.
PFC (Terminal HVAC)	<p>Project engineering in progress to re-bid as separate projects.</p> <p>Developing new RFP.</p>	Boiler RFP posted and open until 9/27.
Snow Equipment Building	<p>Re-design complete as of March 5<sup>th</sup>.</p> <p>Grant Award Package received July 12.</p>	Project expected to start spring 2020.
Airport Leases	<p>Granite Air – still negotiating terms.</p> <p>Restaurant Space.</p>	<p>Tentative agreement reached. Draft lease from legal.</p> <p>Draft lease sent to proposed tenant.</p>
Terminal Roof	Resealing skylights.	Completed 9/11.

# ASSESSING

	Month to Date	Year to Date
Number of Property Sales	25	181
Number of Property Inspections	96	583

Highlights: Of the twenty-five sales in August, sixteen were single-family properties, five were residential condo units, one was a vacant residential lot, one was a three-family property, and one was an industrial warehouse.

# CITY CLERK

	Current Month Revenue	Year to Date	Prior Year to Date
MotorVehicle Regs	\$227,132.20	\$1,858,366.64	\$1,846,724.59
Dog Licenses	\$362.00	\$15,677.00	\$12,102.50
Vital Records	\$3,197.00	\$23,239.00	\$23,808.00

Highlights:

- Proposals were received from vendors relative to the scanning of documents in the basement of City Hall. A contract will be awarded early in September.
- Contracts were signed with Ricoh for the Laserfiche Records Management System. The system should be up and functional in September with training to occur for all departments beginning October and continuing through the end of the year.

# FIRE

<b>August 2019</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Prior Year to Date</b>
Fire	5	70	59
Rescue & Emergency Medical Calls	248	1945	1772
Hazardous Conditions	7	50	61
Service Calls	19	142	159
Good Intent Calls	24	179	172
False Alarms	22	186	262
<b>TOTALS</b>	<b>325</b>	<b>2572</b>	<b>2485</b>

## Highlights:

- August 13 – personnel responded to Buck Road, Hanover for a report of a building fire.
- August 18 – personnel responded to Mechanic Street for a fire alarm activation caused by burnt food.
- August 21 – personnel responded mutual aid to Bradford, VT for a building fire.
- August 29 – personnel responded to Mechanic Street for a fire alarm activation caused by burnt food.
- August 30 – personnel responded to a motor vehicle fire on Interstate 89.

## Community Events

- Personnel participated in the National Night Out event in Colburn Park.
- Personnel participated in a Touch-a-Truck at CCBA.

**Department Revenue to Date:** \$865,228

# HUMAN SERVICES

## **Collaborative Meetings & Pooled Resources**

Upper Valley Resource Team: Monthly meeting hosted by ServiceLink at the Center for Elder Services. The meeting functions as a resource sharing and networking opportunity. There was no August meeting.

Upper Valley Housing Support Team: Monthly meeting of service providers (LISTEN, the Haven, Tri-County CAP, SEVCA and UVGEAR) to find ways to pool resources and strengthen the safety net for our local residents who are homeless or at risk of being homeless. Met on August 1.

Housing First Working Group: Monthly meeting to further advance collective thinking and collaborative efforts to create more affordable housing in the Upper Valley, especially for those challenged with substance misuse and mental health issues. The group is focused on gaining a better understanding of the number of homeless individuals and families on the NH side of the Upper Valley and improving the spectrum of services available to them (e.g. shelters to permanent, affordable housing). There was no August meeting. The group has a website: [www.housingfirstuppervalley.com](http://www.housingfirstuppervalley.com)

Lebanon Shelter Working Group: A task force to explore the need for a shelter in Lebanon. Met on August 13. In conjunction with Housing First, we will be conducting our own local "Point-in-Time" homeless count for lower Grafton County on 9/18/19.

Upper Valley Continuum of Care: Monthly meeting to address VT and NH issues regarding housing and homelessness. Met on August 29. We are sponsoring an Upper Valley landlord event on 10/17/19.

NH Balance of State Continuum of Care: Bimonthly meeting to address NH issues regarding housing and homelessness. Hosted by NH Bureau of Housing Supports. Did not meet in August.

NH Coalition to End Homelessness: Lynne is a member of the Board of Directors for this statewide coalition. Did not meet in August. NHCEH hosted a NH Homeless Advocate Collaborative on August 16 in Concord which Lynne attended.

Energy Advocacy Council: Monthly meeting hosted by LISTEN to share information and resources regarding energy issues that Upper Valley residents are experiencing. Met on August 15. We are helping to organize the Upper Valley

landlord event on 10/17/19 which will focus on energy efficiency, among other topics.

**Monthly In-Office Activity**

**Authorized Voucher Totals**

	<b>August 2019</b>	<b>August 2018</b>
<b>Rent Assistance</b>	\$7,681.00	\$6,056.00
<b>Security Deposit*</b>	\$1,575.00	\$2,017.00
<b>Electric Assistance</b>	\$524.00	\$199.38
<b>Dental Assistance</b>	\$315.35	\$0.00
<b>Gasoline</b>	\$0.00	\$30.00
<b>Total</b>	\$10,095.35	\$8,302.38
<b>Year-to-Date</b>	\$46,728.63	

\* 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.

**Assisted Cases**

<b>August 2019</b>	20 cases involving 24 adults and 13 children
<b>August 2018</b>	16 cases involving 20 adults and 9 children

**Notices Issued in August 2019 vs 2018**

Rent/Security deposit	22	16
Motel	0	0
Gasoline	0	1
Electric	2	1
Cremation	0	0
Dental	1	0
Shelter sponsorship	0	0
Denials	0	2
Pending Decisions	2	0
Applications Withdrawn	0	0
Sanctions	0	0

### **Contacts with clients in August 2019 vs 2018**

Walk-Ins	62	55
Scheduled Appointments	33	26
Home Visits	0	0

### **Case Collaboration/Referrals in August 2019**

<b>Tri-County CAP (shelter)</b>	2
<b>Tri-County CAP (rent/security)</b>	3
<b>Tri-County CAP (fuel/electric)</b>	3
<b>LISTEN (housing)</b>	5
<b>LISTEN (fuel/electric)</b>	1
<b>LISTEN (food)</b>	2
<b>LISTEN (discretionary funds)</b>	1
<b>Haven (shelter)</b>	0
<b>Haven (housing)</b>	2
<b>Haven (food)</b>	2
<b>Haven (discretionary funds)</b>	2
<b>NH DHHS (food stamps)</b>	3
<b>NH DHHS (cash assistance)</b>	0
<b>NH DHHS (Medicaid)</b>	1
<b>NH Employment Security</b>	5**
<b>Senior Center/Service Link</b>	2
<b>Headrest</b>	0
<b>Catholic Charities</b>	1
<b>UVGEAR</b>	5
<b>WISE</b>	1
<b>Good Neighbor Health Clinic</b>	0
<b>Other Town Welfare office</b>	2

\*\*Given the closing of Kleen Laundry at the end of June, the Human Services office engaged with Human Resources at Kleen and the NH Employment Security (NHES) office to provide local services to Lebanon residents who lost their jobs and could not get to Claremont. NHES provided weekly meetings at River Valley Community College, and then at the Kilton Library, to former Kleen employees who needed to attend mandatory meetings, search for employment, and file

weekly claims for unemployment benefits. The Human Services office has provided services to 16 former Kleen employees. Five of those former employees needed case collaboration with NHES in August.

**Reimbursement Received in August 2019 & YTD**

	<b>Client</b>	<b>SSI</b>	<b>Medicaid</b>	<b>Other Town***</b>
<b>August 2019</b>	\$0.00	\$0.00	0	0
<b>Year-to-Date</b>	\$975.00	\$1,419.54	0	0

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

**Liens in August 2019:** Issued=0 Discharged=0

# LIBRARY

	<b>Month</b>	<b>YTD</b>
Traffic	18,617	140,622
In house computer use	3,699	22,962
Number of meeting room bookings	141	1,253
Circulation of library held items	11,131	83,652
Circulation of ebooks and downloadable audiobooks	2,097	14,319

Our summer reading program ended in August for kids, teen and adults. Participation remains strong for these very popular programs.

# PLANNING & DEVELOPMENT

<b>Permit/Applications</b>	Res. August	Comm. August	Total YTD Jan-Aug '19	Total Prior Yr Jan-Aug '18	YTD Permit Fees Collected	Prior Year Fees
Building Permits	20	10	281	340	\$252,687.47	\$425,967.94
Planning Board Applications	2	0	18	28	\$8,113.80	\$7,267.18
Zoning Board Applications	3	0	18	22	\$4,810.20	\$4,593.84

<b>Inspection Activity</b>	
Total inspections for the Month of August	222 / 1755 Y-T-D (Jan-Aug '19)

**COMING SOON** - You'll be able to apply for City Permits online! The Planning Department has been working with General Code, which supplies the permit tracking software used by the City for Building Permits, Public Works permits, and Licensing Board approvals. In the coming weeks, we expect to go live with "City Squared", the public-facing portal that will allow residents or property owners to apply for and track the status of permit applications over the internet. Applications for most residential and commercial permits will be enabled through City Squared. Online permit applications for Public Works, such as Driveway and Excavation Permits, and the City's Licensing Board, such as use of City rights-of-way and vendor permits, will also be enabled through City Squared. Eventually we anticipate that payments for permits will also be enabled via the internet as well. More detailed information about how to submit applications will be made available as the launch date approaches.

## **POLICE**

### **August 1-31, 2019**

	Current Month	Year to Date	Prior Year to Date
Dispatch Calls for Service	2766	20748	21082
Police Calls for Services	2512	18679	19121
Incident Based Reporting Calls	96	660	557
Traffic Accidents	65	542	610
Property Damage	30	255	262
With Injury (possible)	3	44	61
Involving Bicycle or Pedestrian	0	4	4
Referred to Outside Agency	0	4	2
Hit and Run	18	123	152
Parking Lot	24	178	218
Arrests	122	867	783
DWI Arrests	10	65	86
Motor Vehicle Stops	499	3911	4752
Warnings	465	4090	4700
Citations	11	157	376
Problem Oriented Policing Calls	7	107	246

## **Community Involvement**

August 6<sup>th</sup> the Lebanon Police Department hosted our 4<sup>th</sup> annual National Night Out in Colburn Park, which is a community-building campaign promotion police-community partnerships and neighborhood camaraderie.

August 10<sup>th</sup> Lebanon Officers participated in a "Touch a Truck" event at the CCBA.

August 13<sup>th</sup> Officers attended a Lions Club meeting and accepted care packages to hand out to homeless in Lebanon.

August 17<sup>th</sup> WISE members came for a tour of the Police Department and spoke with Corporal Leland about domestic violence.

August 19<sup>th</sup> Officers conducted a walk-through of a Lebanon business to discuss security measures and go over protocols.

August 20<sup>th</sup> Sergeant Norris met with two people who were interested in learning more about the Cyber Crimes Unit.

August 21<sup>st</sup> the Lebanon Police Department held "Ice Cream with a Cop" at Fore-U Ice Cream.

August 23<sup>rd</sup> the Lebanon Police Department hosted an American Red Cross blood drive at the Courtyard Marriott.

August 24<sup>th</sup> Officers spoke with members of Thor's Stone Athletic Club who were weightlifting at a fundraiser at the Elks. The Club generously donated their funds to the Lebanon Police Department's Child Health and Community Programs fund.

As part of the Lebanon Police Department's effort to engage the community this summer, Senior Officer Greg Parthum has spent a great deal of time at the Lebanon Recreation and Parks' Camp Kaleidoscope throughout the summer and into August. Officer Parthum is building positive relationships with the campers and staff by actively participating in camp activities.

Officer Parthum also visited Camp CCBA, the Lebanon Memorial Pool, Lebanon Housing Authority properties several times in July. Officer Parthum also visited Roger's House, the Lebanon Towers, River House, the Senior Center, and the libraries.

Chief Mello participates in a weekly call in to WNTK's First Look with Keith Hanson on Tuesday mornings at 8:40AM.

## Department Highlights

On August 1<sup>st</sup> a Swearing In, Promotions, and Awards Ceremony was held at City Hall. Newly hired Police Officer Benjamin Bailey was sworn in by Chief Mello. Sergeant Garrett Hubert and Sergeant Paul Gifford were recognized for their recent promotions to Sergeant. Senior Officer Jeremy Perkins received the Commendation Bar for Lifesaving Award for responding to an emergency call of a suicidal male threatening to jump off a bridge. Sergeant Richard Norris was awarded a Distinguished Service Award for his dedication and outstanding work in the Cyber Crimes Unit. Sergeant Richard Norris, Sergeant Garrett Hubert, and Officer Eric Hunter were all awarded Unit Citation Awards for their superior performance during the last year in the Cyber Crimes Unit.

# PUBLIC WORKS

## Solid Waste

<b>Month: August</b>	<b>2019</b>	<b>2018</b>
Landfill Facility Received	3406 (tons)	3,979 (tons)
Construction & Demolition Waste	351 (tons)	
Wastewater Bio-solids Received	319 (tons)	279 (tons)
Leachate Generation & Pumping	276,944 (gallons)	164,158 (gallons)

## Recycling

- We recently shipped a load (30 tons) of glass to a buyer in Canada to use in the manufacture of fiberglass.
- Paper and Cardboard continue to be shipped locally with positive revenues.

## Other

- Marc Morgan attended Pollution Prevention training at NHDES.
- Marc Morgan testified at HB 617; Legislative Study Committee focused on Solid Waste and Recycling in New Hampshire.
- Another Community Conversation about waste reduction was held at the Lebanon Food Coop Store at the Centerra Park store. Nearly 20 residents from the area attended to learn more about waste reduction and what is happening within the community.
- The landfill gas to energy project continues to move forward. The Project Selection Committee met with Engie; a company that develops renewable energy projects.
- Marc Morgan met with staff at LISTEN to assist with reducing their waste.

**Water**

<b>Month: AUGUST</b>	<b>2019</b>	<b>2018</b>
Water Treatment Plant-Production	56.73 MG	56.11 MG
Water Quality Complaints	1 <i>(There was one dirty/stale water complaint. The residence was in the CSO #11 project area. A valve was found to be off creating a dead end. The valve was opened and the problem went away.)</i>	
After Hour Call-in	5 <i>(Most due to heavy rainfall spiking raw water quality.)</i>	

**Water Treatment Plant**

- Production for August 2019 was 56.73 MG a 9.9% increase over August 2018
- The contract was signed with Penta Corp. for the water treatment plant upgrade.

**Lab Highlights**

- All monthly required bacteria testing for August was completed and all results passed.
- Master sampling for IOC, SOC, VOC, Nitrate, Nitrate & Cyanide results came back and results look good.

**Equipment Repair/Maintenance**

- Two more remote water control sites were changed over to internet connection. As radio becomes more unreliable.
- The complete soda ash feed system was gone through and cleaned.
- Two of the remote stations were power washed and given a good cleaning.

**Customer Service / Water Quality Inquiries**

We continue to monitor bleeds and due some flushing at our water tanks to insure water quality.

**Wastewater Treatment**

<b>Month: August</b>	<b>2019</b>	<b>2018</b>
Daily Avg. flow treated	1.3161 MGD	1.5439 MGD
Solids Inventory	11,713 lbs.	12,264 lbs.
Septage Receiving	170,650 gal.	102,500 gal.

## **Operations highlights**

- Zero plant violations to our NPDES permit or SWPPP permit.
- Treated 40,799,600 gallons of wastewater.
- Treated 170,650 gallons of Septage.
- Dewatered and delivered 184.15 wet tons of sludge to the landfill in.
- Effluent quality in August was good. TSS average was 5.0 mg/L, and our BOD average was 16.0 mg/L.
- Asset management at the WWTP is underway. We have our buildings laid out. Next step will be to start with asset lists based on building process and layout
- Phosphorus trial study has been halted temporarily to focus on nitrogen removal.
- Wireless plant upgrade has started and will be completed in the next few weeks to allow for electronic plant monitoring and reporting. We are in the process of downloading our operations logs, lab data logs and scada into the tablets for reporting and data management.
- Septage receiving pilot study is still going strong. We have noticed no process upsets as a result of the added volumes received. We received less gallons than expected this month due to a major hauler being injured and temporarily out of service.
- We conducted required sampling for our IMA with Hanover.
- Our required acute toxicity sampling has been scheduled for next week.
- Tree clearing has begun at the WWTP for the solar project slated to begin here in November.
- We met with Enfield Public works Director to address odor complaints near Rt4-A. We are applying more sodium permanganate to the system to eliminate the odors.

## **Laboratory**

- TKN testing and analyzing once per week.
- Plant fully nitrifying, and the process looks great. Very good final effluent quality.
- Monthly BOD 16.0 mg/L.
- Turbidity of final effluent 1.5-2.0 NTU.
- Effluent TSS is 5.0 mg/L.

## **Industrial Pretreatment Program**

- Continued review of industrial discharge permits.
- Industry sampling is being conducted to establish new IDP's.
- Scheduled facility tours, and updated status of current permits for renewal.
- Continued sampling is being conducted to enable us to get new industrial discharge permits in place.

- TCLP and paint filter testing results are back from Eastern Analytical. They have been reviewed and compared to our headworks loading study and a copy has been sent to the solid waste facility for review.

**Maintenance**

<b>Month: August</b>	<b>2019</b>
<b>Cemeteries &amp; Park Maintenance</b>	
Burials/Cremations	1 Full/1 Cremations
Entombments	0
Grave/Trust Fund Sales	2-GR/ 2-TF
Grave Transfers	0
Foundations	0
Place Grass Marker	0
Daily Checks of Parks/Clean Mall (Hrs)	36
<b>Public Ways/Road Maintenance in Hours</b>	
Potholes repaired (Hrs) WO# 7216	67
Basins/Ditches Cleaning (all) (Hrs) WO# 7238	154.25
Street Sweeping (Hrs) WO# 7251	18
Storms: Plow/Salt/Sand (Hrs)	0
Trees Down (Hrs) WO# 7898	5.5
Sign repair/replace WO# 9254	16
Haul Snow	0
Mailbox Repair WO# 11092	0
<b>Fleet Maintenance in Hours</b>	
Paper work/Training	79
Diagnose & repair All fleet	131.75
State vehicle inspections All Fleet	6.75
Op Maint./Service and Preventative Maint. All Fleet	103.5

**Engineering**

**CIP Projects**

**CSO#23-Contract #11 Mechanic Street Area and Guyer/Young Street Area (phase 2)-Park Construction**

- Start-up Construction began the week of April 1<sup>st</sup>
- West Street utilities completed; paving and curbing was installed
- Mason Street base paving completed; utility poles being relocated, and sidewalk being relocated to accommodate residents' lawns and drives

- Light Street utilities are complete
- Mechanic Street, sewer main, water main has been completed. Still working on drainage and services
- Numerous meetings with residents on project with regards to finishing work in front of homes
- Walked Curbing with contractor
- Working on pay applications
- Weekly construction meetings held with Contractor, City, and Reps. August monthly held with NHDES.
- Lower West concrete sidewalk completed
- Numerous streets were paved, and curbing installed, and driveways being cut in
- Retaining walls on Mechanic Street and Mason Street installed
- Box cutting of roads complete with paving all roads with base-paving, but upper Light Street and Mechanic Street
- Curbing on Young, Mason, Granite

**CSO#23- Contract#12 Ora, Avon, Freeman, Bomhower, Myra, Mascoma, Mechanic and cross-country**

- Prebid meeting June 26<sup>th</sup>
- Bid opening occurred on July 12<sup>th</sup>
- Low apparent bidder – Park Construction
- Wetland application comments were addressed and approved
- ER review public notice has been completed
- AOT permit received
- Slowly receiving in easements
- New easement required and in the process for ability to award and sign contract.
- Pre-construction meeting held August 29<sup>th</sup>
- Key easements signed and up for recording.
- Meeting with NHDOT and contractors for coordination of the Mascoma Bridge over I-89 and CSO#12

**Mascoma Street Bridge**

- Contractor ED Swett
- Detour with one-way traffic westbound across bridge with Eastbound traffic being routed by way of High Street (Detour in effect until September 2019)
- Half of the bridge was completed and traffic was switched over
- Beams on second half removed, new beams installed, forms placed, backwalls completed.

### **South Main Street Bridge Project (No Change)**

- Peer review of Bridge alternatives completed and submitted to NHDOT
- A meeting with NHDOT and the manager's office and front office to go over City's position on bridge occurred in September
- Will be responding to the meeting notes. Higher height and width but moving the project forward.
- New agreement needs to be generated with NHDOT and signed

### **Sewer interceptor Project**

- Contract in place
- Environmental review submitted no comments
- Loan secured
- Moving forward with design and submitted for NHDES review. Still awaiting final approval from NHDES.

### **Mechanic Street Project (No Change)**

- Received finalized agreement with NHDOT and signed by City Manager. Contract sent back for NHDOT final signature and awaiting permission to proceed.

### **Engineering General**

- Reviewed and approved Building Permits and Planning Board Development Plans
- Pre-submittal meetings with proposed developers prior to submissions
- Attended meetings with third party construction and planning applications
- 2020 CIP
- Excavation permits
- Pole and Conduit Licensing
- Hillcrest reviewing project
- Working with WP on CSO#13 scope of service contract
- Working with WP on finalizing CSO#12 CA agreement
- Working with Housing Authority
- Third party Agreements

# RECREATION & PARKS

## Program Updates:

Program	Residents	Non-Residents	Total
Running Club Membership	151	161	312
Savvy Senior Trips	11	3	14
Camp K, Hit's the Road	172	4	176
Hot Glass Experience (YOLO)	6	6	12
Adult Rugby	25	35	60
Adult Pick up soccer	Requested		
Adult Ladies pick up soccer	Requested		
NCCT Summer Theater	5	18	23
Outdoor Adventures	3	2	5
Wicked Cool	22	5	27
Soccer Camp	20	27	47
Couch to 5k	15	13	28
Swim Lessons, Sessions 3	66	15	81
Adult Softball	Modified Winners – Scared Hitless Runner Up – TNT A League Slow Pitch – Hanover Break & Brew Runner Up – Upper Pass B League Slow Pitch – Quechee Pizza Chef Runner Up – Sons of Pitches		
Throwing Club	Requested		
Lifeguarding Class	Cancelled		

## Parks Maintenance Project Updates:

Major Projects	Status
Fall Sports Field Prep	On Going
Replacement garage	TBD
Summer park maintenance	Finishing Up
MRG Maintenance and Improvements	On Going
Pocket Park by tunnel improvements	Completed

## Special Events:

Event	Estimated Attendance
Farmers Market	600+
Front porch Concert Series	500+
MusicFest	300+
DanceFest	200+
Summer Celebration	1000

Paws In the Pool	60+ Dogs
Sip and Swim	35
Teen Tuesday Correction (July)	65

Capital Project Updates:

<b>Project</b>	<b>Status</b>
Timken playing fields	Conceptual design complete. CIP process. Awaiting Decision to see if we pursue a wetland scientist.
Storrs Hill LED Conversion	Abandoned. ROI is too low. Request to see the efficiency of ski guns/pumps to see if there is a cost benefit to upgrading a few new guns each season.
MRG amenities	Sign prototype completed. Hypertherm is working on additional signs. Request is put in with Metal Company to get a quote on larger signs for MRG and installation.
Rusty Berring Skatepark lighting	Design phase. Fundraising 100%. Soil samples taken and delivered to be tested with MW Soils in Charlestown, NH.
Pool Diving well replastering	Bid awarded. Construction Scheduled for September. Pool Winterization schedule for October 11.
Needs assessment	50% completed. Survey done. Focus Groups Invited to be completed Sept. 10. Public Meeting is scheduled for Sept. 25 at the SAU Auditorium.