



CITY OF CONCORD
NEW HAMPSHIRE
Community Development Department
Engineering Services Division

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Edward L. Roberge, PE
City Engineer

CITY OF CONCORD
POLES AND WIRES COMMITTEE

MEETING MINUTES

JUNE 24, 2016 – 2:00 PM
2ND FLOOR CONFERENCE ROOM, CITY HALL

ATTENDEES

Ed Roberge, City Engineer
Heather Shank, Assistant City Planner
Paul Gendron, City Surveyor
Sue Golden, Deputy Assessor
Richard Wollert, Concord Fire Department

CALL TO ORDER

Ed Roberge called the meeting to order. Mr. Roberge noted that Chip Chesley, Director of General Services and Nancy Larson, City Planner, were not in attendance. He stated that Heather Shank, Acting City Planner, was in attendance for Ms. Larson.

APPROVAL OF 3/18/16 MEETING MINUTES

Mr. Roberge opened the item. Ms. Shank moved to approve the 3/18/16 Poles and Wires Committee meeting minutes. Seconded by Mr. Roberge. The motion to approve the minutes was unanimously approved.

Mr. Roberge asked Paul Gendron to briefly outline the agenda. Mr. Gendron stated that there were four items on the agenda. Three items for segTEL, Inc., d/b/a FirstLight Fiber and one item for Unutil Energy Systems.

FINAL APPLICATIONS

1. segTEL, Inc., d/b/a FirstLight Fiber, Request for Licensure of fiber within a City Right-of-Way
Allen Street

Mr. Gendron explained that when FirstLight Fiber recently contacted the City to license new fiber on Concord Street, South Main Street, and Theatre Street, which is known to FirstLight as application number A15, he was informed that FirstLight had already constructed application A13, Allen Street, and A14, Warren Street. Mr. Gendron informed them that they would also need to submit applications for both of them. He noted that this application for Allen Street had been reviewed by Rick Wollert and that Mr. Wollert had visited the site and has no concerns.

Mr. Gendron stated that this application is for fiber from Village Street, along several poles easterly to the driveway entrance to Merrimack Valley High School, then goes underground to the building. It was completed in September, 2015. Mr. Roberge asked Mr. Gendron if segTEL had notified the City that they were building this section. Mr. Gendron stated that he had not been notified. Mr. Roberge asked him if the pole owners had notified him of segTEL's request to attach to their poles. Mr. Gendron stated that neither Unitil nor Fairpoint had notified him. Mr. Wollert stated that he had been contacted by Betty Hackett and that he had conducted make ready work. He stated that Ms. Hackett had led him to believe that she would follow up with the City for licensing purposes.

Mr. Roberge suggested that Mr. Gendron draft a letter to Unitil and Fairpoint as pole owners, and to notify the City when they receive requests to attach.

Sue Golden asked if an adjustment should be made to the amount of segTEL plant as this project was completed prior to April 2016. Mr. Roberge suggested that it should be.

Mr. Gendron recommended that the application be approved subject to the typical condition that FirstLight make a subsequent report to the City that the fiber has been installed.

Ms. Shank made a motion to accept the recommendation with the condition. Seconded by Mr. Roberge. The license petition was approved.

2. segTEL, Inc., d/b/a FirstLight Fiber, Request for Licensure of fiber within a City Right-of-Way
Warren Street

Mr. Gendron stated that this application is for fiber along Warren Street from North Fruit Street to westerly of Westbourne Road, along several poles. It was completed on April 14, 2016. Mr. Gendron stated that this application is already installed. He noted that the application had been reviewed by Mr. Wollert, he had visited the site, and has no concerns.

Mr. Roberge asked if the date of completion was accurate. Mr. Gendron stated that that was what segTEL had told. A brief discussion ensued whether the date of completion should be confirmed in regards to taxation. Ms. Golden stated that she would inquire into whether it should be checked.

Mr. Gendron recommended that the application be approved subject to the typical condition that FirstLight make a subsequent report to the City that the fiber has been installed.

Ms. Shank made a motion to accept the recommendation. Seconded by Mr. Roberge. The license petition was approved.

3. segTEL, Inc., d/b/a FirstLight Fiber, Request for Licensure of fiber within a City Right-of-Way
Concord Street, South Main Street, and Theatre Street

Mr. Gendron stated that the work proposed in this application has not been completed yet. He noted that the application had been reviewed by Mr. Wollert, he had visited the site, and has no concerns. He also indicated that he was completing his make ready work the following day on Saturday, June 25.

Mr. Roberge stated that he had met with Dave Marcoux of nextGen, the contractor for segTEL. Mr. Roberge briefly explained the Main Street Reconstruction project and the City's plans to construct underground infrastructure. He indicated that segTEL will be utilizing the underground infrastructure for this current application.

Mr. Gendron recommended that the application be approved subject to the typical condition that FirstLight make a subsequent report to the City that the fiber has been installed.

Ms. Shank made a motion to accept the recommendation with the condition. Seconded by Mr. Roberge. The license petition was approved.

4. Unitil Energy Systems, Request for Licensure of one utility pole within a City Right-of-Way
Thayer Pond Road

Mr. Gendron stated that the utility pole is already installed. He explained that this application is related to a subdivision that occurred in 2002. This past spring, site work started for a new house at 39 Thayer Pond Road. The Engineering Services Division has been coordinating with Unitil to supply power to the new house. At the northwest corner of 39 Thayer Pond Road, there is a private sub-standard pole that services 43 Thayer Pond Road. Unitil had asked the owner of 43 Thayer Pond if their pole could be utilized to string wires to the proposed house at 39 Thayer Pond. The owner said no. The City then instructed Unitil to place a standard pole just inside the ROW in front of the private square pole.

A brief discussion ensued regarding the different options the City considered for the new house. Mr. Roberge also stated that he had tried on two occasions to reach the owners of 43 Thayer Pond Road to discuss the project with them.

Mr. Gendron recommended that the application be approved.

Mr. Roberge made a motion to accept the recommendation. Seconded by Ms. Shank. The license petition was approved.

NEW BUSINESS

Mr. Roberge stated that Merrimack County officials have requested permission to install two conduits under Court Street between their property on the north side of Court Street known as 4 Court Street and their property on the south side of Court Street known as 163 North Main Street, which is the Merrimack County Court House. He reminded the committee that a new court house is to be constructed on the site, and the existing court house will be renovated. He stated that the gas company is currently reconstruction their pipes and that the City will be replacing its water main in the near future.

Mr. Roberge asked Mr. Gendron to work with the County and prepare a license similar to the license that was prepared for the State of New Hampshire to install conduit under North State Street between the prison and the warehouse and also similar to the pneumatic tube under Pleasant Street between the Concord Hospital and the Hitchcock Clinic.

Mr. Roberge made a motion and recommendation to accept the license subject to Mr. Gendron preparing the license and coordinating with the County. Seconded by Ms. Shank. The recommendation for a license was approved.

NEXT MEETING

Mr. Roberge noted that the next meeting is scheduled for September 16.

ADJOURNMENT

There being no further items to discuss, Ms. Shank made a motion to adjourn and was seconded by Mr. Roberge.