



CITY OF CONCORD
New Hampshire's Main Street™
Community Development Department

David Cedarholm, PE
City Engineer

CITY OF CONCORD - POLES AND WIRES COMMITTEE

MEETING MINUTES

The City of Concord's Poles and Wires Committee held a committee meeting on May 15, 2020, at 11:30 AM.

COVID-19 – Public Meeting Procedures Notice

Due to the COVID-19 / Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, the Poles and Wires Committee is authorized to meet electronically. The Committee will be utilizing the Webex platform for this electronic meeting.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04.

Cisco Webex Meeting Link:

<https://cityofconcordit.my.webex.com/cityofconcordit.my/j.php?MTID=m1d5ad3b13970c18070e69efba0f6f6ff>

Telephone Dial: 1-408-418-9388

Meeting Number (access code): 790 950 545

Meeting Password: 97929479

ATTENDEES

David Cedarholm, City Engineer
Heather Shank, City Planner
Chip Chesley, Director, General Services Department
Paul Gendron, City Surveyor
Richard Wollert, Concord Fire Department
Sue Golden, Deputy Assessor

David Cedarholm called the meeting to order and read the COVID-19 public meeting procedures notice.

APPROVAL OF 12/13/19 MEETING MINUTES

Mr. Cedarholm opened the item. Heather Shank moved to approve the 12/13/19 Poles and Wires Committee meeting minutes. Chip Chesley seconded the motion to accept the minutes. The minutes were approved.

Mr. Cedarholm asked Paul Gendron to outline the agenda. Mr. Gendron stated that there are three projects on the agenda, two items for Unitil, and one item for segTEL, d/b/a FirstLight Fiber.

PRELIMINARY / FINAL APPLICATIONS

FINAL APPLICATION

1. Unitil Energy Systems, Inc., request for licensure of one utility pole within a city right-of-way.
Dubois Avenue

Mr. Gendron stated that this application is for one pole on the northerly side of Dubois Avenue, just easterly of its intersection with Low Avenue. He stated that this project is related to the redevelopment of a building on North Main Street for the Bangor Savings Bank. He stated that the Engineering Services Division has had multiple discussions with the contractor for the bank and representatives of Unitil. He indicated that the placement of a new pole to facilitate the addition of new transformers was the best option for this particular location. Mr. Cedarholm and Ms. Shank both confirmed and agreed that this was the best option.

Mr. Gendron stated that the pole has already been installed and recommended that the application be approved.

Ms. Shank made a motion to approve the application. Mr. Chesley seconded the motion and the application was approved.

2. Unitil Energy Systems, Inc., request for licensure of two utility poles within a city right-of-way.
Merrimack Street

Mr. Gendron stated that this application is for two poles on the easterly side of Merrimack Street just north of its intersection with Pleasant Street. He indicated that the northerly pole also required a guy wire. Mr. Cedarholm asked where the poles were located in relation to the

roadway. Mr. Gendron emailed the attendees pictures of the poles and stated that they were located in the green space between the sidewalk and the street curb.

A discussion ensued regarding the time frame for removal of double poles and the removal of sand and rocks that is accumulated during the pole placement process. While looking at the photos that were emailed, Mr. Gendron stated that all utility poles north of Pleasant Street are the responsibility of Unutil, and all poles south of Pleasant Street are the responsibility of Consolidated Communications. He stated that in most cases Consolidated is the last company to transfer their equipment onto the new pole, and that if the pole is north of Pleasant Street, Unutil then has to schedule time to go back and remove the old pole. If the pole is south of Pleasant Street, Consolidated would be responsible for removing the old pole when they move their equipment onto the new pole.

Mr. Chesley stated that the sand and rocks left at the site is unacceptable and asked if the Committee could set a deadline for the pole owners to clean the area of the sand and rocks so that it doesn't wash into the City's storm drain system during rain storms.

Mr. Cedarholm stated that this scenario is a chronic issue and suggested that the Committee investigate whether it could legally approve an application with a condition that a financial surety be required and that a timeline be set for the removal of double poles and the sand and rocks.

Rick Wollert also explained that the sand and rocks at the base of the utility poles is usually the result of two scenarios. He explained that if a replacement pole is a cut and kick, which is the process used to put a new pole in the original hole, then there is a smaller pile of sand and rocks due to the newer pole being slightly larger in diameter than the older pole. If a new pole is placed in a new hole adjacent to the older pole, then there is a larger pile of sand and rocks and it is usually retained to fill in the hole when the older pole is removed.

Mr. Cedarholm made a motion to hold off on making a vote on this application to determine the legal authority to insist that pole installations and the removal of double poles be completed in a reasonable time frame, and that dirt and rocks left behind be removed at the time of installation.

Mr. Wollert suggested that Mr. Cedarholm contact Chuck Lloyd at Unutil to discuss his concerns. Mr. Cedarholm stated that he would call Mr. Lloyd.

The motion to hold approval on the motion by Mr. Cedarholm was seconded by Ms. Shank and was approved.

3. segTEL, Inc., d/b/a FirstLight Fiber, request for licensure of fiber within a city right-of-way.

Centre Street

Mr. Gendron stated that this application is for fiber optic on eleven poles on the southerly side of Centre Street from its intersection with Rumford Street, easterly to the intersection of Centre Street with North State Street. He stated that the last pole on the application, which is just westerly of the intersection of Centre Street with North State Street, has several conduits and that it appears that all utilities easterly of that location are underground. He stated that the application is for a customer at 45 Centre Street, which is approximately midway between Rumford Street and North State Street. He emphasized that even though the customer is approximately midway between Rumford Street and North State Street, the application is specific that it extends to the pole with the conduits just westerly of North State Street. Mr. Wollert asked if FirstLight had plans to extend easterly within the conduit. Mr. Gendron stated that no applications or discussions had taken place.

Mr. Gendron stated that he would contact FirstLight to further clarify the application and inquire into whether they have plans to extend easterly within the conduit.

Mr. Gendron recommended that the application be approved. Ms. Shank made a motion to approve the application. Mr. Chesley seconded the motion and the application was approved.

NEW BUSINESS

No new business.

OLD BUSINESS

Mr. Wollert asked about the status of the meeting that Engineering had with Verizon Wireless concerning the installation of small cell wireless facilities. Mr. Gendron stated that no formal applications were ever filed. He stated that the meeting was an informal discussion. He also stated that if small cell wireless facilities are to be installed on utility poles, every utility pole and small cell wireless facility will need to be interconnected with fiber optic, such as the fiber optic being reviewed today for FirstLight. He stated that every street that the fiber optic would be installed on, would need a separate review and license.

ADJOURNMENT

There being no further items to discuss, Ms. Shank made a motion to adjourn and was seconded by Mr. Chesley. Mr. Gendron indicated that the next regularly scheduled meeting would be in June. He asked if a meeting should be scheduled, or should it be delayed until actual applications are submitted. Mr. Cedarholm asked that a meeting be scheduled in June, and Mr. Gendron indicated June 19.