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

DECEMBER 14, 2012 – 2:00 PM
2ND FLOOR CONFERENCE ROOM, CITY HALL

ATTENDEES

Ed Roberge, City Engineer
Chip Chesley, Director, General Services
Paul Gendron, City Surveyor
Rick Wollert, Concord Fire

CALL TO ORDER

Ed Roberge called the meeting to order and briefly outlined the agenda.

APPROVAL OF 9/21/12 MEETING MINUTES

Mr. Roberge opened the item. Chip Chesley moved to approve the 9/21/12 Poles and Wires Committee meeting minutes. Mr. Roberge seconded the motion. The motion to approve the minutes was unanimously approved.

PRELIMINARY / FINAL APPLICATIONS

1. State of NH Department of Corrections (DOC), request for licensure of underground conduit, within the City right-of-way.
   North State Street.

Mr. Roberge opened the first item. He explained that this item is related to the construction along the Route 3 corridor. He indicated that the State DOC asked to install a private twin-4" conduit from the warden house on the state prison grounds on the west side of North State to the prison warehouse on the east side of North State.

He indicated that the conduit had been installed at that location at the time that the street construction was in the same area.

Paul Gendron indicated that he and Mr. Roberge had prepared a draft petition and license and that they are waiting to hear back from the State. Mr. Gendron recommended that the application be approved. He also stated that upon receipt of the license document, he would distribute for signatures.

Mr. Chesley made a motion to accept Mr. Gendron's recommendation that the application be approved. Seconded by Mr. Roberge and all concurred. Mr. Roberge reminded the committee that the City has an ordinance that states that a conduit shall also be built for the exclusive use of the City, but that this requirement was waived as a conduit in this location would not be useful to the City.

OLD BUSINESS

1. New Hampshire Optical Systems, Inc., and Waveguide, Inc., requests for licensure of attachments to and utilization of existing poles, all within the City right-of-way.
   South Street, Clinton Street, South Fruit Street, Pleasant Street, Hopkinton Road [State Responsibility], Warren Street, Holt Street, School Street, Pine Street, Washington Street, North Main Street, Horseshoe Pond Lane, North State Street, Fisherville Road, Village Street, Commercial Street, Delta Drive, Institute Drive [State Responsibility], Fan Road [State Responsibility], Allison Street, South Main Street, Gas Street, Water Street, Manchester Street, Old Turnpike Road, Ripley Street, Airport Road, Loudon Road, Grover Street, Pembroke Road, and Sheep Davis Road [State Responsibility].

Mr. Roberge opened the item and briefly explained that this item was related to the Waveguide project as approved by the Committee at its May 18, 2012, meeting, and that the route would travel along North State Street to Fisherville Road and Village Street. He stated that the licenses had been approved with the condition that Waveguide's installation shall utilize the main line run and not the redundant pole line on Village Street. He stated that Waveguide had over-lashed with the Comcast aerial systems along Village Street. He stated that he had asked Jay Dunn and Rob Carmichael, both of Waveguide, to attend the meeting to explain their decision to over-lash onto Comcast plant. No one from Waveguide attended the meeting. Mr. Roberge stated that he had also asked Unitil and Fairpoint reps to attend to discuss communication issues with respect to the licensure by the pole owners to attach to the poles and the licensure by the City to occupy the public right-of-way. He points out that he planned to talk about these issues under New Business. It is suggested that the City will need to get more specific when describing restrictions within licenses. Mr. Roberge states that the statute has a $10 fee per license, but that the statute doesn't define what should be included in the license. He states that the City has taken a conservative approach during the past year or so, by breaking down the larger projects by making each street its own license, no matter how many poles are on it. He suggests that the City should pursue a different fee structure or changing the process of how licenses are put together, such as having each pole be a separate license. Mr. Roberge asked Rick

Wollert how a company like Unitil charges for their process. Mr. Wollert stated that they have an initial application fee, and then charge per pole for their survey and make ready work. Mr. Roberge asks Mr. Gendron to contact other communities like Nashua, Manchester, Keene, and Hanover to determine how they handle licenses and the fees they charge.

2. New Hampshire Optical Systems, Inc., and Waveguide, Inc., requests for licensure of attachments to and utilization of existing poles and underground conduit, all within the City right-of-way.
   Pleasant Street.

Mr. Roberge opened the item. Mr. Gendron briefly explained that this item was also related to the Waveguide project as approved by the Committee at its May 18, 2012, meeting. He indicated that this application is an amendment to the previously approved route. He stated that Waveguide had indicated that Fairpoint was requiring Waveguide to go underground for a portion of Pleasant Street from approximately Rum Hill Road, and then westerly to approximately Langley Parkway. Mr. Gendron indicated that Fairpoint had reached out to the City, but did respond to further questions, nor did Fairpoint submit a Petition or License for committee review.

Mr. Gendron stated that no action was necessary, that it was an information item only.

NEW BUSINESS

1. Discussion on and communication with pole owners regarding requests for attachments to poles, and the City's licensure process within public rights-of-way.
   All public streets.

See above discussion under Old Business number 1.

INFORMATION

None.

NEXT MEETING

Mr. Gendron noted that the meetings for 2013 have been scheduled on March 15, June 21, September 20, and December 13. Mr. Roberge asked if the March 15 meeting could be changed to the week before or after. Mr. Gendron stated that he would reschedule it.

ADJOURNMENT

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