

## Minutes of the Board of Public Works Meeting of February 18, 2004

A meeting of the Board of Public Works was held on Wednesday, February 18, 2004 at 5:30 P.M. at the Division of Public Works Administration & Engineering Office, 165 Ledge Street.

### Members Present

Mayor Bernard A. Streeter, Chairman  
 Timothy Lavoie, Commissioner  
 Daniel Gagnon, Commissioner  
 Don Dyer, Commissioner

Rick Seymour, Director, Public Works  
 Stephen Dookran, Acting City Engineer  
 Richard Reine, Deputy Director, S.W.  
 June Caron, Superintendent, Rec. Services  
 Nick Caggiano, Superintendent, Park Maint.  
 Scott Pollock, Street Department  
 Susan Klasen, Acting Traffic Superintendent  
 David Fredette, Deputy Director, Admin. - Interim  
 Marc Plamondon, Aldermanic Liaison

### Not Present

James Hall, Vice Chairman

### Special Guests

Dr. Dave Fluharty, UNH Technology Transfer Station  
 Norman Litalien, Recipient, Master Road Scholar  
 Scott Shipley, Emerson College, Student Film Producer

### *I. Motion- To approve the Agenda as presented*

Director Seymour requested that some changes be made to the agenda.

He requested that item IV. A. under Streets be addressed first (*special guests were in attendance for an award presentation*), followed by item X. B. under Administration (*Interim Deputy Fredette had another engagement and could not stay beyond 6:45*), add an item E. to IX. Engineering, and to change item V. B under Traffic to a Motion.

Chairman Streeter stated that he had another commitment and had to leave at 6:45. He explained that item X.B. under Administration concerned the budget and that technically he should not be part of the discussion. He requested that it be addressed at the end of the meeting.

MOTION AMENDED: Commissioner Gagnon to approve the amended agenda as requested.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

### *II. Motion- To approve the Minutes of the Board of Public Works Meetings of January 20, 2003 and February 3, 2004*

MOTION: Commissioner Lavoie to approve the Minutes of the Board of Public Works Meetings of January 20, 2003 and February 3, 2004

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

### *IV. Street Department*

#### *A. Presentation- Dr. Dave Fluharty of the University of New Hampshire Technology*

*Transfer Station to award the Master Road Scholar to Mr. Norman Litalien.*

Dr. Dave Fluharty of the University of New Hampshire Technology Transfer Station presented Norman Litalien, Street Department employee, with an award for Master Road Scholar.

Congratulations Norman!

*B. Motion- To approve the advertising of the bids for the 2004 Spring Paving Program.*

MOTION: Commissioner Gagnon to approve the advertising of the bids for the 2004 Spring Paving Program.

SECONDED: Commissioner Lavoie.

Commissioner Dyer requested that Persian Street be looked at.

MOTION CARRIED: Unanimously.

*C. Motion- To approve the P.O. increase for Winter Road Salt to complete the winter of 2004.*

MOTION: Commissioner Lavoie to approve the P.O. increase for Winter Road Salt to complete the winter of 2004.

SECONDED: Commissioner Gagnon.

OPPOSED: Commissioner Dyer.

MOTION CARRIED: Majority.

*D. Motion- To approve the letter of agreement and the revised job functions for the Watchman Position at the Street Department.*

MOTION: Commissioner Lavoie to approve the letter of agreement and the revised job functions for the Watchman Position at the Street Department.

SECONDED: Commissioner Gagnon.

Commissioner Lavoie inquired about the use of camera's to help with the security issues. Deputy Pollock stated that it has been looked into and should be considered in the future in addition to a watchman.

MOTION CARRIED: Unanimously.

*E. Motion- To approve the letter of agreement and increase in salary for the position of Operations Manager at the Street Department.*

MOTION: Commissioner Gagnon to approve the letter of agreement and increase in salary for the position of Operations Manager at the Street Department.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

*F. Motion- To approve the Street Department to have the Purchasing Department issue a bid request for granite curb pricing for the upcoming construction season. (The pricing will include both vertical and slope curb as well as pricing to re-set used curb.)*

MOTION: Commissioner Gagnon to approve the Street Department to have the Purchasing Department issue a bid request for granite curb pricing for the upcoming construction season. (The pricing will include both vertical and slope curb as well as pricing to re-set used curb.)

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

G. Motion- To approve a candidate for the position of Watchman at the Street Department. (The name of the candidate and qualifications to be presented at the meeting)

A handout was given to the Board recommending Paul Rein to the position of Watchman.

MOTION: Commissioner Gagnon to approve Paul Reine for the position of Watchman at the Street Department.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

#### *IV. Traffic /Parking Department*

*A. Motion- To proceed with the bidding process for the 2004 Spring Paving Marking Contract.*

MOTION: Commissioner Gagnon to proceed with the bidding process for the 2004 Paving Marking Contract.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

*B. Informational-Scott Shipley, Emerson College Student film Producer, requesting to film at City Garage*

Acting Traffic Superintendent, Susan Klasen briefed the Board about the request and then introduced Scott Shipley, Emerson College Student film Producer, to address questions.

*(Director Seymour had requested that this item be voted upon)*

MOTION: Commissioner Lavoie to approve the filming of "Danger Girl" at the High Street Garage on Friday, March 19, 2004 (with the following two nights as back up dates), pending police approval and Risk Management before it moves ahead.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

#### *VI. Parks & Recreation Department*

*A. Motion- To submit for bids on the Babe Ruth Girls Softball Uniforms for 25 teams. Monies budgeted in account # 46005 – Recreation Clothing – approximately \$5,000.00.*

MOTION: Commissioner Lavoie to submit for bids on the Babe Ruth Girls Softball Uniforms for 25 teams. Monies budgeted in account # 46005 – Recreation Clothing – approximately \$5,000.00.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

*B. Motion- To submit for bids on the July 4<sup>th</sup> Fireworks for 2004. Money budgeted in account # 59040 Fireworks for \$18,000.00. Subject to B.O.A 2005 budget approval.*

MOTION: Commissioner Lavoie to submit for bids on the July 4<sup>th</sup> Fireworks for 2004. Money budgeted in account # 59040 Fireworks for \$18,000.00. Subject to B.O.A 2005 budget approval.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

*C. Motion- To submit for bids on the Babe Ruth Boys Baseball Uniforms for 18 teams. Monies budgeted in account # 46005 – Recreation Clothing - approximately \$3,000.00.*

MOTION: Commissioner Dyer to submit for bids on the Babe Ruth Boys Baseball Uniforms for 18 teams. Monies budgeted in account # 46005 – Recreation Clothing - approximately \$3,000.00.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

*D. Motion- To submit for bids on the rental of port-o-johns for 24 locations throughout the city. Monies budgeted in account #66000 – Equipment Rental- approximately \$12,000.00.*

MOTION: Commissioner Gagnon to submit for bids on the rental of port-o-johns for 24 locations throughout the city. Monies budgeted in account #66000 – Equipment Rental- approximately \$12,000.00.

SECONDED: Commissioner Dyer- subject to the FY05 budget.

MOTION CARRIED: Unanimously.

*E. Motion- To submit for bids for caps/visors for 50 teams in softball/baseball teams. Monies budgeted in account# 46005 – Recreation Clothing- approximately \$3,000.00.*

MOTION: Commissioner Lavoie to submit for bids for caps/visors for 50 teams in softball/baseball teams. Monies budgeted in account# 46005 – Recreation Clothing- approximately \$3,000.00.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

*F. Motion- To submit for bids on the t-shirts for participants of the 30 plus summer camps/clinics. Monies budgeted in account# 352-6505- Summer camps/clinics- approximately \$5,000.00.*

MOTION: Commissioner Gagnon to submit for bids on the t-shirts for participants of the 30 plus summer camps/clinics. Monies budgeted in account# 352-6505- Summer camps/clinics- approximately \$5,000.00.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

## *VII. Wastewater Treatment Facility*

*A. Motion- To approve the User Fee Warrants as presented.*

MOTION: Commissioner Gagnon to approve the User Fee Warrants as presented.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

## *VIII. Solid Waste Department*

*A. Motion-To approve the acceptance of Alternative Daily and Intermediate Cover Material (Construction and Demolition Fines) from ERRCO of Epping New Hampshire with tipping fees of \$7/ton to be charged.*

MOTION: Commissioner Lavoie to approve the acceptance of Alternative Daily and Intermediate Cover Material (Construction and Demolition Fines) from ERRCO of Epping New Hampshire with tipping fees of \$7/ton to be charged.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

*B. Motion- To approve the RFP's to be advertised for Brush Chipping, Geotextile Fabric, Groundwater Testing, Bromide Salt Tracer, Groundwater Monitoring, Construction and Demolition Processing, HDPE Intermediate Cover, Open-Top Container Rehabilitation and Scale Management System Replacement.*

MOTION: Commissioner Gagnon to approve the RFP's to be advertised for Brush Chipping,

Geotextile Fabric, Groundwater Testing, Bromide Salt Tracer, Groundwater Monitoring, Construction and Demolition Processing, HDPE Intermediate Cover, Open-Top Container Rehabilitation and Scale Management System Replacement.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

#### *IX. Engineering Department*

##### *A. Motion- To approve the solicitation of bids for the guardrail improvements.*

Acting City Engineer, Steve Dookran discussed the need for guardrail replacement at several locations in the city. *(PowerPoint presentation)*

MOTION: Commissioner Lavoie to approve the solicitation of bids for the guardrail improvements.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

##### *B. Motion- To approve an amendment of the CSO IVB contract with The Louis Berger Group for no more than \$30,000 to investigate the reconstruction of the Farmington Road CSO 003 Outfall.*

Interim City Engineer, Stephen Dookran and Director Seymour discussed the project with Board. Stephen specified the amount of \$26, 021.74 as the amount for the CSO IVB Louis Berger Group contract amendment.

Director Seymour mentioned that this study would look at repairs to the CSO outfall, golf course irrigation, and options to repair the riverbank. He also mentioned that the irrigation pipe is located in the CSO outfall and that permission was given to the countryclub to install this line in the 1950's by the BPW.

MOTION: Commissioner Lavoie to amend the contract with Louis Berger Group for \$26,021.74 to investigate the reconstruction of the Farmington Road CSO 003 Outfall.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

##### *C. Motion- To approve the Sewer Permits as presented*

MOTION: Commissioner Gagnon to approve the Sewer Permits as presented.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

##### *D. Informational- Sidewalk Matrix (to be presented/discussed at the meeting)*

Interim City Engineer, Steve Dookran reviewed a PowerPoint presentation highlighting proposed sidewalk work for 2004-2005.

A discussion was had regarding the proposed projects and their prioritizations. *(Included in packet)*

##### *E. Informational- Mine Falls Phase II Improvements*

Director Seymour informed the Board that he reviewed a communication to the Finance Committee regarding The Mine Falls Phase II Improvement Project. Director Seymour informed the Board that this project should be reevaluated and therefore should be removed as a communication to the Board

of Aldermen.

MOTION: Commissioner Gagnon to inform the Board of Aldermen to remove from the Finance Committee Agenda the contract for design services for the Mine Falls Phase II Improvements Master Plan as requested by the DPW Administration and Engineering.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

### *III. Director's Report*

Director Seymour reviewed and discussed the Director's Report with the Board.

### *X. Administration Department*

#### *A. Motion- To approve the Director's compensation package as presented*

MOTION: Commissioner Gagnon to approve the Director's compensation package as presented.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

Chairman Streeter, Alderman Plamondon and the Interim Business Manager Dave Fredette left the meeting.

Commissioner Lavoie took the chair.

#### *B. Motion- To approve the FY05 Operating Budget reviewed with BPW on February 3<sup>rd</sup> with changes recommended by the City Treasurer/DPW Interim Business Mgr.*

Kathie Conti, CSO Contract Administrator presented a handout with adjustments to the FY05 Operating Budget.

Director Seymour and Ms. Conti reviewed the changes with Board.

MOTION: Commissioner Gagnon to approve the FY05 Operating Budget reviewed with BPW on February 3<sup>rd</sup> with changes recommended by the City Treasurer/DPW Interim Business Mgr.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

### *XI. Commissioners*

Commissioner Dyer requested that a discussion be had regarding the Nashua Pride at the next Board of Public Works Meeting.

### *XII. Non- Public-N/A*

*XIII. Items Pending-1. (10-21-01 &10-07-02) Motion to Hold: To approve the PDF review and classification of the position of Foremen Labor/Streets 2. (01-03) Motion to Hold: To approve the disposal of construction and demolition material, generated from the new and existing high school project's within the lined landfill expansion with a tipping fee as determined by the Board of Public Works. All additional costs associated with this disposal outside of normal operations (i.e. overtime, environmental monitoring) will be the responsibility of the School District.*

There was no discussion regarding Items Pending.

MOTION: Commissioner Dyer to adjourn.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.