

Minutes of the Board of Public Works Meeting of March 5, 2007

A meeting of the Board of Public Works was held on Monday, March 5, 2007 at 5:30 in the 3rd floor Auditorium at City Hall, 229 Main Street.

Members Present

Mayor Bernard A. Streeter, Chairman
Dan Gagnon, Vice Chairman
Tim Lavoie, Commissioner
Don Dyer, Commissioner

Rick Seymour, Director
Steve Dookran, P.E., City Engineer
Scott Pollock, Superintendent, Streets
Nick Caggiano, Superintendent, Parks & Recreation
Tom Dwane, Manager, Recreation
Jay Marcotte, Interim Superintendent, Solid Waste
Jeanne Walker, P.E., Project Manager, Engineering
Joe Mendola, P.E., Project Manager, Engineering
Kathie Berube, DPW/BPW Admin. Assistant III

David Deane, Aldermanic Liaison

Not Present

Jim Hall, Commissioner

Chairman Streeter called the meeting to order at 5:34 p.m.

I. Motion: To approve the Agenda as presented.

MOTION: Commissioner Gagnon to approve the Agenda as presented.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

II. Motion: To approve the Minutes of the Board of Public Works Meeting of February 12, 2007.

MOTION: Commissioner Gagnon to approve the Minutes of the Board of Public Works Meeting of February 12, 2007.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

III. Public Comment- N/A

IV. Aldermanic Referral

A. R-07-169- Naming the lower lighted field at Lincoln Park "Ronald Jackson Field"

MOTION: Commissioner Lavoie to forward a favorable endorsement of R-07-169 to the Board of Aldermen.

SECONDED: Commissioner Gagnon.

Chairman Streeter commented that Ron Jackson is and has been an excellent booster of the Northwest Baseball League.

MOTION CARRIED: Unanimously.

B. R-07-174- Authorizing the acceptance of Land off Indian Rock Road identified as Lot1573 on Plan #33897 from Second Generation Properties L.P. and Jote Realty, LLC, for storm water detention required by subdivision approval on land located off Indian Road.

MOTION: Commissioner Gagnon to forward a favorable endorsement of R-07-174 to the Board of Aldermen.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

V. Engineering Department

A. Motion: To approve the Residential Wastewater Services Permits and Fees as submitted.

MOTION: Commissioner Gagnon to approve the Residential Wastewater Services Permits and Fees as submitted.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

B. Motion: To approve the request of Stenersen Excavating, LLC, 79 Rand Road, Rindge, NH 03461 for a Drainlayer's License.

MOTION: Commissioner Dyer to approve the request of Stenersen Excavating, LLC, 79 Rand Road, Rindge, NH 03461 for a Drainlayer's License.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

C. Motion: to award the position of Deputy Manager of Engineering to Jeanne T. Walker, P.E.

MOTION: Commissioner Lavoie to award the position of Deputy Manager of Engineering to Jeanne T. Walker, P.E.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

D. Motion: To request that the Board of Aldermen accept the following streets to be accepted for public use and maintenance; Conant Road, station 0+00 to station 12+00 Cherrywood Drive, station 0+00 to station 2+65, Cherrywood Drive, station 20+75 to station 35+00, Forcythia Drive, station 0+00 to station 17+23 +/- (end) Crestwood Lane, station 0+00 to station 9+00 +/- (end)

MOTION: Commissioner Lavoie to request that the Board of Aldermen accept the following streets to be accepted for public use and maintenance; Conant Road, station 0+00 to station 12+00 Cherrywood Drive, station 0+00 to station 2+65, Cherrywood Drive, station 20+75 to station 35+00, Forcythia Drive, station 0+00 to station 17+23 +/- (end) Crestwood Lane, station 0+00 to station 9+00 +/- (end)

E. Informational: Quarterly Project Report

MOTION: Commissioner Gagnon to place the Quarterly Project Report on file.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

VI. Street Department

A. Motion: To approve pole license petition 21-914 for a pole on West Otterson Street, petition 9AA089 for a pole on Amherst Street, petition 9AAZ9N for two new poles on Amherst Street and petition 9AAZ9S for a new pole on Cox Street.

MOTION: Commissioner Lavoie to approve pole license petition 21-914 for a pole on West Otterson Street, petition 9AA089 for a pole Amherst Street, petition 9AAZ9N for two new poles on Amherst Street and petition 9AAZ9S for a new pole on Cox Street.

VII. Parks & Recreation Department

A. Motion: To award the 2007 Fourth of July Fireworks contract to Telstar Display Fireworks of Jaffrey, NH in the amount of \$19,000. Funding FY2008 Budget #552- 59040

MOTION: Commissioner Gagnon to award the 2007 Fourth of July Fireworks contract to Telstar Display Fireworks of Jaffrey, NH in the amount of \$19,000. Funding FY2008 Budget #552- 59040
SECONDED: Commissioner Lavoie.

AMENDED MOTION: Commissioner Gagnon to award the 2007 Fourth of July Fireworks contract, SUBJECT TO THE APPROVAL OF THE FY2008 BUDGET, to Telstar Display Fireworks of Jaffrey, NH in the amount of \$19,000. Funding FY2008 Budget #552- 59040

B. Motion: To award the 2007 Baseball Shirt Bid to Optimum Marketing of Lawrence, MA in the amount of \$3,870.00. Funding #552-46005.

MOTION: Commissioner Lavoie to award the 2007 Baseball Shirt Bid to Optimum Marketing of Lawrence, MA in the amount of \$3,870.00. Funding #552-46005.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

C. Motion: To award the 2007 Baseball Cap Bid to Optimum Marketing of Lawrence, MA in the amount of \$2,490.90. Funding #552-46005.

MOTION: Commissioner Dyer to award the 2007 Baseball Cap Bid to Optimum Marketing of Lawrence, MA in the amount of \$2,490.90. Funding #552-46005.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

D. Motion: To award the 2007 Softball Shirt Bid to Central Screen Printing of Central City Kentucky in the amount of \$1,809.00 Funding #552-46005.

MOTION: Commissioner Gagnon to award the 2007 Softball Shirt Bid to Central Screen Printing of Central City, Kentucky in the amount of \$1,809.00 Funding #552-46005.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

E. Motion: To award the 2007 Softball Visor Bid to Eagle Group of Columbus, Indiana in the amount of \$1,059.30. Funding -#552-46005.

MOTION: Commissioner Gagnon to award the 2007 Softball Visor Bid to Eagle Group of Columbus, Indiana in the amount of \$1,059.30. Funding -#552-46005.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

F. Motion: To award the 2007 Summer Camp Shirt Bid to Fruit of the Loom of Bowling Green, Kentucky in the amount of \$2,130.00. Funding #352-6505.

MOTION: Commissioner Gagnon to award the 2007 Summer Camp Shirt Bid to Fruit of the Loom of Bowling Green, Kentucky in the amount of \$2,130.00. Funding #352-6505.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

VIII. Wastewater Treatment Facility

A. Motion: To approve the User Fee Warrants

MOTION: Commissioner Gagnon to approve the User Fee Warrants

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

IX. Administration

A. MOTION: To approve the selection of Jason Marcotte to the position of Superintendent, Solid Waste Department.

MOTION: Commissioner Dyer to approve the selection of Jason Marcotte to the position of Superintendent, Solid Waste Department.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

B. Informational: Addressing Wastewater Treatment Facility Projected Budget Deficit

Director Seymour reviewed and discussed the informational item with the Board. He informed the Board that this information was discussed with CFO, Carol Anderson prior to distribution.

Alderman Deane requested that an electronic copy of this communication be sent to him.

X. Director's Report

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

XI. Commissioner's Comments

MOTION TO ADJOURN: Commissioner Lavoie.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously. (6:40 P.M.)

Transcribed By

Kathie Berube, BPW/DPW Administrative Assistant III