

Minutes of the Board of Public Works Meeting of April 2, 2007

A meeting of the Board of Public Works was held on Monday, April 2, 2007 at 5:30 in the 3rd floor Auditorium at City Hall, 229 Main Street.

Members Present

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 Department
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
Mayor Bernard A. Streeter

Vice Chairman Gagnon called the meeting to order at 5:32 p.m.

A. *Motion: To approve the Agenda as presented.*

MOTION: Commissioner Dyer to approve the Agenda as presented with an amendment to item E under Engineering.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

B. *Motion: To approve the Minutes of the Board of Public Works Meeting of March 5, 2007.*

MOTION: Commissioner Lavoie to approve the Minutes of the Board of Public Works Meeting of March 5, 2007.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

C. *Aldermanic Referrals – None*

D. *Public Comment- N/A*

E. *Engineering Department*

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

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

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

B. *Motion: To approve the award of the construction contract for the FY07 Paving Program to the low bidder, Brox Industries, Inc., in the amount of \$915,315.*

Funding: The following funds are available:

653-07 CIP Streets	\$ 733,190
553-45030 Street Asphalt	\$ 150,500
792-53181-3794 CI-Stormwater Abatement Rehab	\$ 39,198
792-53183-3795 Sewer Rehab	\$ 64,671
Total:	<u>\$ 987,559</u>

C. **MOTION:** Commissioner Lavoie to approve the award to the construction contract for the FY07 Paving Program to the low bidder, Brox Industries, Inc., in the amount of \$915,315.

Funding: The following funds are available:

653-07 CIP Streets	\$ 733,190
553-45030 Street Asphalt	\$ 150,500
792-53181-3794 CI-Stormwater Abatement Rehab	\$ 39,198
792-53183-3795 Sewer Rehab	\$ 64,671
Total:	<u>\$ 987,559</u>

SECONDED: Commissioner Dyer .

It was mentioned that Vermont Street should be Vernon.

The Board concurred.

MOTION CARRIED: Unanimously.

Aldermanic Liaison Dean requested that Joe Mendola, Project Manager send a copy of the paving list to him.

D. *Informational: Wet Weather Flow Treatment Facility Project, Construction Contract Change Order No. 1, Zero Cost Changes, Time Extension.*

MOTION: Commissioner Lavoie to place item D on file.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

E. *Motion: To approve Change Order No. 2 to construction contract for the Wet Weather Flow Treatment Facility Project to Methuen Construction Corp., in the amount of \$226,229.00. Funding-792-59232-3799-0000.*

MOTION: Commissioner Lavoie to approve Change Order No. 2 to construction contract for the Wet Weather Flow Treatment Facility Project to Methuen Construction Corp., in the amount of \$226,229.00. With (*correct*) Funding-792-01310-3799. (Amended -wrong account on original agenda)

SECONDED: Commissioner Dyer.

Commissioner Dyer expressed his concern regarding the additional change order costs.

City Engineer Dookran explained that going by a pre-existing design, during excavation, a number of the utilities on the site were not where they were anticipated to be as well as the relocation of the pump station.

MOTION CARRIED: Unanimously.

F. Motion: To authorize DPW to perform an early procurement of a generator system for the North Facilities Generator and Electrical Upgrade.

MOTION: Commissioner Lavoie to authorize the DPW to perform an early procurement of a generator system for the North Facilities Generator and Electrical Upgrade.

SECONDED: Commissioner Dyer.

Commissioner Lavoie complimented the Division for performing the procurement prior to any problems.

MOTION CARRIED: Unanimously.

G. Informational: FY 07 Annual Sidewalk Program – Final Selection of Segments.

MOTION: Commissioner Lavoie to place the FY 07 Annual Sidewalk Program – Final Selection of Segments.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

F. Solid Waste Department

A. Motion: To approve Ms. Denise Lieberman to the position of Landfill Business Coordinator, Monday through Friday shift at the Solid Waste Department. Funding for this position is found in account # 801-11383-8202-8300.

MOTION: Commissioner Lavoie to approve Ms. Denise Lieberman to the position of Landfill Business Coordinator, Monday through Friday shift at the Solid Waste Department. Funding for this position is found in account # 801-11383-8202-8300.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

B. Motion: To approve Mr. Robert St. Onge to the position of Landfill Collection Equipment Operator, Monday through Friday shift at the Solid Waste Department. Funding for this position is found in account # 801-11598-8001-8100.

MOTION: Commissioner Dyer to approve Mr. Robert St. Onge to the position of Landfill Collection Equipment Operator, Monday through Friday shift at the Solid Waste Department. Funding for this position is found in account # 801-11598-8001-8100.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

C. Motion: To award a three (3) month trial service with the potential for annual renewal to RMG Enterprises Inc. from 113 Hillside Avenue Londonderry New Hampshire for turnkey services of the Cities new electronics recycling program in the amount of \$1,500.00 per event, totaling three (3) events for a combined total of \$4,500.00. Funding for this service is found in #801-59100-8001-8400.

MOTION: Commissioner Lavoie to award a three (3) month trial service with the potential for annual renewal to RMG Enterprises Inc. from 113 Hillside Avenue Londonderry New Hampshire for turnkey services of the Cities new electronics recycling program in the amount of \$1,500.00 per event, totaling three (3) events for a combined total of \$4,500.00. Funding for this service is found in #801-59100-8001-8400.

SECONDED: Commissioner Dyer.
MOTION CARRIED: Unanimously.

A discussion was had regarding the 3 month trial period.

G. Street Department

A. Motion: To approve the attendance of Scott Pollock at the 2007 American Public Works Association Yearly Conference in San Antonio Texas. The dates of the Conference are September 9-12, 2007. Funding for this conference is found in the Street Department Operating Budget in Account 553-94005-6923-000.

MOTION: Commissioner Lavoie to approve the attendance of Scott Pollock at the 2007 American Public Works Association Yearly Conference in San Antonio Texas. The dates of the Conference are September 9-12, 2007. Funding for this conference is found in the Street Department Operating Budget in Account 553-94005-6923-000.

SECONDED: Commissioner Dyer.
MOTION CARRIED: Unanimously.

B. Motion: To approve the divisional plan to move forward with the implementation of the CCTV Monitoring and on call coverage security system.

MOTION: Commissioner Lavoie to approve the divisional plan to move forward with the implementation of the CCTV Monitoring and on call coverage security system.

SECONDED: Commissioner Dyer.
MOTION CARRIED: Unanimously.

C. Informational: Document from James Campbell on his attendance at the NAFTA annual conference.

MOTION: Commissioner Dyer to place on file the informational document from James Campbell on his attendance at the NAFTA annual conference.

SECONDED: Commissioner Lavoie.
MOTION CARRIED: Unanimously.

H. Parks and Recreation Department

A. Motion: To accept the retirement of Kevin Butterworth from the Parks & Recreation Department after 33 years of service effective April 16, 2007.

MOTION: Commissioner Dyer to accept the retirement of Kevin Butterworth from the Parks & Recreation Department after 33 years of service effective April 16, 2007.

SECONDED: Commissioner Lavoie.

Commissioner Dyer thanked Kevin for his many years of service and stated that his work was very much appreciated.

MOTION CARRIED: Unanimously.

I. Wastewater Treatment Facility

A. Motion: To approve the User Fee Warrants as presented.

MOTION: Commissioner Dyer to approve the User Fee Warrants as presented.
SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

J. Director's Report

Director Seymour presented and discussed the Director's Report with the Board and highlighted several divisional projects throughout the city.

K. Commissioner's Comments

Alderman Deane informed the Commissioners that he had requested data from the payroll department regarding employee compensation and will be forwarding it to the Director and the Superintendents for further explanation.

L. Non-Public Session (if applicable) N/A

MOTION TO ADJOURN: Commissioner Dyer to adjourn at 6:35 p.m.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

Transcribed by Kathie Berube