

Minutes of the Board of Public Works Meeting of March 10, 2008

A meeting of the Board of Public Works was held on Monday, March 10, 2008 at **3:00 p.m.** at the Division of Public Works Administration and Engineering Offices located at 9 Riverside Street, Nashua, NH.

Members Present

Mayor Donnalee Lozeau, Chair  
Timothy Lavoie, Vice Chairman  
Daniel Gagnon, Commissioner  
Donald Dyer, Commissioner  
Tracy Pappas, Commissioner

Rick Seymour, Director, Public Works  
Steve Doorkran, City Engineer  
Scott Pollock, Superintendent, Streets  
Jay Marcotte, Superintendent, Solid Waste  
Mario Leclerc, Superintendent, WWTF  
Wayne Husband, Superintendent, Traffic/Parking  
Nick Caggiano, Superintendent, Parks & Recreation  
Tom Dwane, Manager, Recreation  
Kathie Berube, BPW/DPW Admin. Assistant III

David Deane, Aldermanic Liaison

Chair Lozeau opened the meeting at 3:05 p.m.

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

MOTION: Commissioner Gagnon to approve the Agenda as presented.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimously.

*II. Motion: To approve the Minutes of the Board of Public Works Meeting of February 11, 2008.*

MOTION : Commissioner Gagnon to approve the Minutes of the Board of Public Works Meeting of February 11, 2008.

SECONDED: Commissioner Pappas.

*\* Correction to the Minutes of February 11, 2008: Commissioner Gagnon mentioned that he was referred to as Dan Lavoie and not Dan Gagnon, page 1 under members present.*

MOTION CARRIED: Unanimously.

*III. Aldermanic Referrals - O-08-12 ADOPTING CERTAIN TRAFFIC CALMING MEASURES ON A PORTION OF MANCHESTER STREET*

MOTION: Commissioner Lavoie to forward a favorable recommendation to the Board of Aldermen regarding Referral O-08-12.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimously.

*IV. Public Comment-N/A*

Director Seymour informed the Board that Mr. Peter Bonnett's attendance was anticipated so that he may address item VI. C. but he had not yet arrived.

Chair Lozeau noted the Director's comment and suggested they begin the budget review and address Mr. Bonnett's issue upon his arrival.

*V. Administration*

*A. Discussion: Overview of Division of Public Works FY09 Operating Budget*

Director Seymour and the division's superintendents reviewed and discussed the significant changes in the budget with Board.

Mr. Peter Bonnett arrived and Mayor Lozeau, Chair, suggested that the Board address item VI. C. and then finish up the budget review.

The Board concurred.

*IV. Solid Waste Department (out of order)*

*C. Motion: To approve or deny the request from Mr. Peter Bonnett for a tipping fee waiver for material generated by demolition of his property located on 50 Bridge Street.*

A discussion was had regarding the request for the fee waiver.

MOTION: Commissioner Lavoie to deny the request from Mr. Peter Bonnett for a tipping fee waiver for material generated by demolition of his property located on 50 Bridge Street.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimously.

Following the vote, Chair Lozeau commented that the city should review the availability of CDBG funds, potentially with matching funds from developers, in order to encourage new business in Nashua.

The budget was revisited and reviewed.

*B. Motion: To approve the Division of Public Works FY09 Operating Budget*

MOTION: Commissioner Dyer to approve the Division of Public Works FY09 Operating Budget.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

***C. Informational: R-07-261- REQUIRING AN ANNUAL BRIEFING ON THE CITY'S ACTIVITIES UNDER THE DECEMBER 26, 2005 CONSENT DECREE BETWEEN THE CITY OF NASHUA, THE UNITED STATES OF AMERICA AND THE STATE OF NEW HAMPSHIRE***

Director Seymour invited the Board to attend a briefing to the Board of Aldermen on CSO's (required by Resolution 07-261) on April 30, 2008 in the Aldermanic Chambers followed by a Broad Street Parkway meeting.

***VI. Solid Waste Department***

***A. Motion:*** To approve Mr. Dwight Larkin to the position of Collection Equipment Operator, Monday through Friday shift at the Solid Waste Department. Funding for this position is found in account # 801-11595.

**MOTION:** Commissioner Lavoie to approve Mr. Dwight Larkin to the position of Collection Equipment Operator, Monday through Friday shift at the Solid Waste Department. Funding for this position is found in account # 801-11595.

**SECONDED:** Commissioner Pappas.

**MOTION CARRIED:** Unanimously.

***B. Informational:*** Letter from City Treasurer regarding Ansel Grandmaison.

Commissioner Dyer expressed apprehension regarding the informational letter from the City Treasurer.

**MOTION:** Commissioner Lavoie to accept and place on file, the letter from City Treasurer regarding Ansel Grandmaison.

**SECONDED:** Commissioner Gagnon.

**OPPOSED:** Commissioner Dyer.

**MOTION CARRIED:** Majority.

***VII. Street Department***

***A. Motion:*** To approve the placement of Mr. Robert Chick to the Position of Truck Driver at the Street Department. Funding for this position is found in the Street Department Operations budget in account #553-11759.

**MOTION:** Commissioner Pappas to approve placement of Mr. Robert Chick to the Position of Truck Driver at the Street Department. Funding for this position is found in the Street Department Operations budget in account #553-11759.

**SECONDED:** Commissioner Gagnon.

**MOTION CARRIED:** Unanimously.

***B. Motion:*** To approve Pole License 21-0915-Poisson Ave, Pole License 21-0980-Nagle Street, Pole License 21-972-West Hollis Street, Pole License 21-906-East Hollis Street.

**MOTION:** Commissioner Gagnon to approve Pole License 21-0915-Poisson Ave, Pole License 21-0980-Nagle Street, Pole License 21-972-West Hollis Street, Pole License 21-906-East Hollis Street.

SECONDED: Commissioner Lavoie.  
MOTION CARRIED: Unanimously.

*VIII. 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 award the contract to Hudson Paving, Inc. for the drainage and sewer renovations to Merrimack and Abbott Streets for an amount of \$44,300. Funding for this contract will be through account 792-53183-3795, Capital Improvements – Sewer Rehabilitation.*

MOTION: Commissioner Dyer to award the contract to Hudson Paving, Inc. for the drainage and sewer renovations to Merrimack and Abbott Streets for an amount of \$44,300. Funding for this contract will be through account 792-53183-3795, Capital Improvements – Sewer Rehabilitation.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

*C. Motion: To approve Amendment # 1 to Metcalf & Eddy's Professional Engineering Services Contract for the Construction Phase of the Wet Weather Flow Treatment Facility in the amount of \$22,000.00. Funding for this change order will be through account 792-530300-3799-0000, Wet Weather Flow Treatment Facility Construction Phase Engineering Services.*

MOTION: Commissioner Gagnon to approve Amendment # 1 to Metcalf & Eddy's Professional Engineering Services Contract for the Construction Phase of the Wet Weather Flow Treatment Facility in the amount of \$22,000.00. Funding for this change order will be through account 792-530300-3799-0000, Wet Weather Flow Treatment Facility Construction Phase Engineering Services.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

*D. Motion: To award the contract to Stearns and Wheler, LLC for professional services for a conceptual design report on the biosolids Class A technology and dewatering system upgrade at the Nashua Wastewater Treatment Plant for an amount of \$61,245. Funding for this contract will be through account 792-53030-3797, Capital Improvements – Engineering Services for the Biosolids Class A Technology and Dewatering System Upgrades.*

MOTION: Commissioner Pappas to award the contract to Stearns and Wheler, LLC for professional services for a conceptual design report on the biosolids Class A technology and dewatering system upgrade at the Nashua Wastewater Treatment Plant for an amount of \$61,245. Funding for this contract will be through account 792-53030-3797, Capital Improvements – Engineering Services for the Biosolids Class A Technology and Dewatering System Upgrades.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

*E. Motion: To approve the reimbursement of tuition for Engineer Mr. Joe Mendola in an amount depending on department's budget balance at the end of FY08 but not to exceed \$6,754.50. Funds will be paid under account # 551-94005-6901, Conferences and Seminars.*

MOTION: Commissioner Gagnon to approve the reimbursement of tuition for Engineer Mr. Joe Mendola in an amount depending on department's budget balance at the end of FY08 but not to exceed \$6,754.50. Funds will be paid under account # 551-94005-6901, Conferences and Seminars.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

*F. Motion: To approve Amendment #3 to ADS LLC's professional services contract for the Combined Sewer Overflow Monitoring Program, for an amount of \$57,576.00 to provide a fourth year of monitoring services and maintenance. Funding is available under account # 802-53075-8330-8700, WWTF Professional Services.*

MOTION: Commissioner Gagnon to approve Amendment #3 to ADS LLC's professional services contract for the Combined Sewer Overflow Monitoring Program, for an amount of \$57,576.00 to provide a fourth year of monitoring services and maintenance. Funding is available under account # 802-53075-8330-8700, WWTF Professional Services.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimously.

**IX. Traffic & Parking Department**

*A. Motion: To approve the Traffic Departments' purchase of new phase selectors and detectors needed to support the City of Nashua Opticom system. The only bidder was Ocean State Signal in the amount of \$18,338.00. The funding for this purchase will come from 590-23555-9989 in the amount of \$17,640.00 and from 555-45288-6942 in the amount of \$698.00.*

MOTION: Commissioner Dyer to approve the Traffic Departments' purchase of new phase selectors and detectors needed to support the City of Nashua Opticom system. The only bidder was Ocean State Signal in the amount of \$18,338.00. The funding for this purchase will come from 590-23555-9989 in the amount of \$17,640.00 and from 555-45288-6942 in the amount of \$698.00.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimously.

**X. Parks & Recreation Department**

*A. Motion: To accept a memorial bench from Mr. Robert Ancil to be place in Rotary Park in memory of Mr. Chris Messier. (Reference attached letter of request)*

MOTION: Commissioner Gagnon to approve the request to accept a memorial bench from Mr. Robert Ancil to be place in Rotary Park in memory of Mr. Chris Messier.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimously.

*B. Informational: Letter from Senator Gregg regarding Nashua's Tree City status and Tree inventory article.*

MOTION: Commissioner Lavoie to accept and place on file the letter from Senator Gregg regarding Nashua's Tree City status and Tree inventory article.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimously.

**XI. Wastewater Treatment Facility**

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

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

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

B. *Motion:* To approve the attendance of Mr. Mario Leclerc, Ms. Nancy Lesieur, and Mr. John Adie to a National Biosolids Seminar. The cost of the seminar is \$1,390.00/each, for a total of \$4,170.00. Funds are available in 802-94005-8500-8900-72.

MOTION: Commissioner Pappas to approve the attendance of Mr. Mario Leclerc, Ms. Nancy Lesieur, and Mr. John Adie to a National Biosolids Seminar. The cost of the seminar is \$1,390.00/each, for a total of \$4,170.00. Funds are available in 802-94005-8500-8900-72.

SECONDED: Commissioner Lavoie.

Director Seymour informed the Board that an additional employee from the Engineering Department, William Keating, would also be attending the conference, therefore amending the total cost request to \$5,560.00.

The Board concurred and amended.

MOTION CARRIED: Unanimously.

C. *Motion:* To approve the attendance of Mr. John Adie, Operations Foreman, and Mr. Patrick Sheehan, Mechanic at a Rockwell Automation Training seminar for \$4,300.00. Funding for this training has been budgeted and is available in 802-96004-8500-8900-72.

MOTION: Commissioner Pappas to approve the attendance of Mr. John Adie, Operations Foreman, and Mr. Patrick Sheehan, Mechanic at a Rockwell Automation Training seminar for \$4,300.00. Funding for this training has been budgeted and is available in 802-96004-8500-8900-72.

SECONDED: Commissioner Gagnon.

A discussion was had regarding a lodging expense.

Superintendent Leclerc and Director Seymour explained that even though the seminar was only approximately 46 miles away and didn't meet the Purchasing Departments mileage requirements for lodging, it is an eight hour, two day seminar and the travel on that particular highway is extremely heavy.

Chair Lozeau suggested that they might possibly share a room instead of having separate rooms to help keep down the cost.

OPPOSED: Commissioner Lavoie.

MOTION CARRIED: Majority.

*XII. Director's Report*

Director Seymour reviewed the Director's Report with Board.

MOTION: Commissioner Lavoie to adjourn.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

*Transcribed by*

*Kathie Berube*

*DPW/BPW Administrative Assistant III*