

## **Minutes of the Board of Public Works Meeting of May 12, 2008**

A meeting of the Board of Public Works was held on Monday, May 12, 2008 at 3:30 p.m. at the Division of Public Works, Administration and Engineering Office, 9 Riverside Street.

### **Members Present**

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

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

Aldermanic Liaison, David Deane

Chair Lozeau called the Board of Public Works meeting to order at 3:30 p.m. and stated that all members were present.

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

MOTION: Commissioner Lavoie to approve the Agenda as presented and to added item C to V. Wastewater Treatment Facility.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimously.

*II. Motion: To approve the Minutes of the Board of Public Works Meeting of April 14, 2008.*

MOTION: Commissioner Pappas to approve the Minutes of the Board of Public Works Meeting of April 14, 2008.

SECONDED: Commissioner Gagnon.

CORRECTION TO THE MINUTES OF APRIL 14, 2008: Alderman Deane stated that he was present at the meeting of April 14, 2008 and was not listed as an attendee.

MOTION CARRIED: Unanimously.

*III. Aldermanic Referrals – N/A*

*IV. Public Comment- N/A*

*V. 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 Pappas.

MOTION CARRIED: Unanimously.

*B. Motion: To accept the resignation of Gary Ionta from Operator II.*

MOTION: Commissioner Gagnon to accept the resignation of Gary Ionta from Operator II.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimously.

C. MOTION: To purchase a replacement methane fueled generator for the amount of \$27,900.00. Funding for this purchase is available in #802-96135-8500-8900-72.

MOTION: Commissioner Gagnon to approve the purchase a replacement methane fueled generator for the amount of \$27,900.00. Funding for this purchase is available in #802-96135-8500-8900-72.

SECONDED: Commissioner Lavoie.

A discussion was had regarding the replacement generator and the time frame for it's delivery.

WW Superintendent Leclerc informed the Board that it would take approximately one week for delivery. He added that the cost lost, to the city, by not having a generator was \$10,000 per month.

Aldermanic liaison Deane mentioned to the Chair that she could consider bi-passing the Finance Committee approval or possibly call a special meeting in order to get this expedited as soon as possible considering this could be categorized as a catastrophic issue.

Chair Lozeau thanked Alderman Deane for his advice and mentioned she would discuss the issue with the appropriate committees.

MOTION CARRIED: Unanimously.

#### *VI. Traffic & Parking Department*

*A. Motion: To approve free parking in the City of Nashua's Elm Street Parking Garage on Tuesday, May 20, 2008 from 9:00 a.m. to 3:00 p.m.*

MOTION: Commissioner Gagnon to approve free parking in the City of Nashua's Elm Street Parking Garage on Tuesday, May 20, 2008 from 9:00 a.m. to 3:00 p.m.

SECONDED: Commissioner Lavoie.  
OPPOSED: Commissioner Dyer.  
MOTION CARRIED: Majority.

**VII. Parks & Recreation Department**

*A. Motion: To approve the selection of Roger Lavoie for the position of Groundsman I at the Parks & Recreation Department.*

MOTION: Commissioner Pappas to approve the selection of Roger Lavoie for the position of Groundsman I at the Parks & Recreation Department.

SECONDED: Commissioner Gagon.

Parks & Recreation Superintendent, Nick Caggiano informed the Board that Mr. Lavoie was the most qualified and senior union employee for the position. He added that it was the lowest paid position in the department but the individual wanted a change with a potential for advancement.

ABSTAINED: Commissioner Dyer.

OPPOSED: Commissioner Pappas.

IN FAVOR: Commissioner Lavoie  
Commissioner Gagnon.  
Chair Lozeau.

MOTION CARRIED: Majority.

*B. Motion: To accept a memorial bench from Janis Lajoie in memory of Herbert Miller to be placed on Main Street by Alex Shoe Store.*

Chair Lozeau mentioned that Alec's Shoe is spelled with a c and not a x.

MOTION: Commissioner Lavoie to accept a memorial bench from Janis Lajoie in memory of Herbert Miller to be placed on Main Street by Alex Shoe Store.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

*C. Informational: Regarding the replacement of the gazebo at Greeley Park.*

Superintendent Caggiano discussed the issues of the gazebo with the Board.

*D. Informational: Regarding the installation of an information sign at Greeley Park*

A discussion was had regarding the potential installation of an informational sign at Greeley Park.

Aldermanic Liaison Deane stated that he was opposed to it and would not support it at the Aldermanic level because he felt there was too much in the Park already and if an event needed to be changed then overtime would become an issue.

Chair Lozeau informed the Board that Channel 16 may help to alleviate informing the public of cancellations etc.

Superintendent Caggiano mentioned that the Board would be informed when the sign issue is brought before the Board of Aldermen.

**VIII. Engineering Department**

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

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

**SECONDED:** Commissioner Lavoie.

**MOTION CARRIED:** Unanimously.

*B. Motion: To approve Amendment #4 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 #4 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 Dyer.

**MOTION CARRIED:** Unanimously.

*C. Motion: To approve the award of the construction contract for the FY08 Paving Program to the low bidder, Continental Paving in the amount of \$ 890,025.00. Funding for this contract will be through accounts 653-08 CI P- Street Paving Program, FY08, 953-45030 -5331 Expendable Trust Fund – Street Paving and 792-53183-3795 - Sewer Rehabilitation.*

**MOTION:** Commissioner Dyer to approve the award of the construction contract for the FY08 Paving Program to the low bidder, Continental Paving in the amount of \$ 890,025.00. Funding for this contract will be through accounts 653-08 CI P- Street Paving Program, FY08, 953-45030 -5331 Expendable Trust Fund – Street Paving and 792-53183-3795 – Sewer Rehabilitation.

**SECONDED:** Commissioner Pappas.

Chair Lozeau informed the Board that \$346,000 was being appropriated from Capital Improvements, \$459,000 from expenditures and \$85,000 from sewer rehabilitation.

A discussion was had regarding the paving program funding and other relative projects.

Commissioner Dyer mentioned that Woodcrest should be added to next years paving list.

MOTION CARRIED: Unanimously.

*D. Motion: To approve Amendment # 2 to Metcalf & Eddy's Professional Engineering Services Contract for the Construction Phase of the Wet Weather Flow Treatment Facility in the amount of \$49,000.00. Funding for this contract amendment will be through account 792-530300-3799-0000, Wet Weather Flow Treatment Facility Construction Phase Engineering Services.*

MOTION: Commissioner Lavoie to approve Amendment # 2 to Metcalf & Eddy's Professional Engineering Services Contract for the Construction Phase of the Wet Weather Flow Treatment Facility in the amount of \$49,000.00. Funding for this contract amendment will be through account 792-530300-3799-0000, Wet Weather Flow Treatment Facility Construction Phase Engineering Services.

SECONDED: Commissioner Gagnon.

A discussion was had regarding the contract amendment.

City Engineer Dookran and Engineering Manager, Jeanne Walker discussed the schedule with the Board.

OPPOSED: Commissioner Pappas.

MOTION CARRIED: Majority.

*E. Motion: To approve Change Order No. 12 to the construction contract for the Wet Weather Flow Treatment Facility to Methuen Construction Corp., in the amount of \$14,258.00. Funding for this change order will be through account 792-01310-3799-0000, Wet Weather Flow Treatment Facility Construction.*

MOTION: Commissioner Dyer to approve Change Order No. 12 to the construction contract for the Wet Weather Flow Treatment Facility to Methuen Construction Corp., in the amount of \$14,258.00. Funding for this change order will be through account 792-01310-3799-0000, Wet Weather Flow Treatment Facility Construction.

SECONDED: Commissioner Gagnon.

Aldermanic Liaison Deane expressed his frustration and stated that Metcalf and Eddy's oversights are costly to the city and questioned the lack of recourse. He asked the Chair if Corporation Council could look at accountability.

Chair Lozeau replied yes.

OPPOSED: Commissioner Pappas.

MOTION CARRIED: Majority.

*F. Motion: To approve the attendance of City Engineer Steve Dookran at the 2008 American Public Works Conference from August 17 to 20, 2008. Funding will be through 551-94005-6901, Conferences & Seminars.*

MOTION: Commissioner Gagnon to approve the attendance of City Engineer Steve Dookran at the 2008 American Public Works Conference from August 17 to 20, 2008. Funding will be through 551-94005-6901, Conferences & Seminars.

SECONDED: Commissioner Pappas.

Chair Lozeau asked that all motions that require dollar amount be stated in the motions.

MOTION CARRIED: Unanimously.

*G. Informational: Safe Routes to School Grant Application Support.- On file*

## **IX. Administration**

*A. Motion: To approve reclassification and salary adjustment for the position of Environmental Engineer Landfill currently held by Kerry Converse. The salary adjustment will be from a grade 13 step 11 at \$51,227 to a grade 15 step 8 at \$56,435, retroactive to February 4, 2008.*

MOTION: Commissioner Lavoie to approve reclassification and salary adjustment for the position of Environmental Engineer Landfill currently held by Kerry Converse. The salary adjustment will be from a grade 13 step 11 at \$51,227 to a grade 15 step 8 at \$56,435, retroactive to February 4, 2008.

SECONDED: Commissioner Gagnon.

A discussion was had regarding the request for retroactive pay.

Director Seymour explained that the PDF review was done back on February 4' 2008 and that was what HR had instructed them to request.

Solid Waste Superintendent, Jay Marcotte reviewed the revised PDF, under duties, with the Board.

A discussion of cost savings to the City for this position was discussed.

Aldermanic Liaison Deane requested a cost savings analysis.

Superintendent Marcotte concurred.

*B. Discussion: Sewer Rate Study*

Director Seymour discussed with the Board that the Division and Financial Services are currently working together on a sewer rate study and that they will be updated in the near future.

**X. Director's Report**

Director Seymour presented the Director's Report and discussed several ongoing divisional projects with the Board.

**XI. Commissioners Comments**

A brief discussion was had regarding the PEG department relocating at 9 Riverside Street.

A brief discussion was had regarding graffiti at the Amherst Street School.

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

MOTION TO ADJOURN: Commissioner Dyer.  
SECONDED: Commissioner Lavoie.  
MOTION CARRIED: Unanimously.

**(AMENDMENT TO AGENDA)**

**See item A.**

**V. Wastewater Treatment Facility**

**(C. Motion:** To purchase a replacement methane fueled generator for the amount of \$27,900.00. Funding for this purchase is available in #802-96135-8500-8900-72.)

**Items Tabled:** Meeting of April 14, 2008, Aldermanic Referrals: R-08-23-CHANGING THE PURPOSE OF THE REMAINING UNEXPENDED BOND PROCEEDS IN ACCOUNT #757-3729 "PARKING FACILITY RENONVATIONS/IMPROVEMENTS".

Transcribed by  
Kathie Berube  
DPW/BPW Admin. Assistant III