

Minutes of the Board of Public Works Meeting of Monday, September 8, 2008

A meeting of the Board of Public Works was held on Monday, September 8, 2008 at 3:30 p.m. at the Division of Public Works, Administration and Engineering Department's conference room, 9 Riverside Street, Nashua, NH 03062.

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

MOTION: Commissioner Lavoie to approve the Agenda as presented with the addendum.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimously.

II. *Motion: To approve the Minutes of the Board of Public Works Meeting of August 25, 2008.*

MOTION: Commissioner Gagnon to approve the Minutes of the Board of Public Works Meeting of August 25, 2008.

SECONDED: Commissioner Pappas.

Correction to the Minutes: Chair Lozeau stated; page 2- paragraph 7- spelling of resident's name- correction- Luetta Kaminsky and page 2 paragraph 10 should read "would be taken from there".

MOTION CARRIED: Unanimously.

III. *Public Comment*

Barbara Nelson, 30 April Drive, Nashua, NH informed the Board that she has been having difficulties with her neighbors leaving their recycling on her property and stated that she has spoken with code enforcement. She mentioned that code enforcement suggested that she suggest to the Board that they may want to put the same type of instructions on the recycling buckets as they do the trash toters.

Chair Lozeau thanked Mrs. Nelson and informed her that the Board would keep in mind her suggestions during the Board's review of the polices and procedures for Solid Waste.

IV. *Aldermanic Referrals- None*

V. *Presentation - Jensen's Mobile Park requesting a private sewer system and connection to the City's sewer system.*

Paul Hayner, P.E., Hayner/Swanson, Inc. representing Jensen's Inc, River Pines Community, West Hollis Street, Nashua presented a handout to the Board which he then reviewed and discussed a proposed sewerage collection system for River Pines that would connect to the City of Nashua Sewerage System. He stated that after the

feasibility study was completed he would return to the Board and request a final approval.

Chair Lozeau asked City Engineer, Steve Dookran, P.E. if he had any concerns pertaining to the proposed request.

City Engineer Dookran replied; future expansion of that area according the City's Master Plan as well as collection system capacity.

Solid Waste Superintendent, Jay Marcotte stated that as the landfill expands, leachate will impact Trestle Brook.

A discussion was had regarding the proposed area and calculations of flow.

Chair Lozeau and the Board agreed that the feasibility study should move forward and then be reviewed by the Engineering Department.

VI. *Engineering Department*

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

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

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

- B. *Motion: To approve Amendment No. 1 to Malcolm Pernie's construction phase services contract for the North Facilities Power System Upgrades project in the amount of \$29,941.00 and a time extension of 60 calendar days. Funding for this change order will be through account #792-53030-3799-000, Weather Flow Treatment Facility-Engineering Services.*

MOTION: Commissioner Lavoie to approve Amendment No. 1 to Malcolm Pernie's construction phase services contract for the North Facilities Power System Upgrades project in the amount of \$29,941.00 and a time extension of 60 calendar days.

Funding for this change order will be through account #792-53030-3799-000, Weather Flow Treatment Facility-Engineering Services.

SECONDED: Commissioner Pappas.

MOTION CARRIED: Unanimously.

- C. *Informational- Sewer/storm action update*

MOTION: Commissioner Lavoie to place the Informational C on file.

SECONDED: Commissioner Dyer.

A discussion of the previous weekend's weather and its effects were discussed.

Director Seymour reviewed the spreadsheet and stated that there were no sewer backups reported for that particular weekend, that he was aware of and that the list submitted showed only open work orders.

MOTION CARRIED: Unanimously.

(Addendum) D. Motion: To approve Change Order 3 to Brox Industries in the amount of \$26,784. Funding for this change order will be through account 653-21 Street Paving Program.

MOTION: Commissioner Gagnon to approve Change Order 3 to Brox Industries in the amount of \$26,784. Funding for this change order will be through account 653-21 Street Paving Program.

SECONDED: Commissioner Pappas.

A discussion was had regarding the increased cost of liquid asphalt going from \$56/ton at the bid time of March 2007 to \$74/ton in August of 2008 and is expected to increase during the rest of this paving season.

City Engineer Dookran discussed that several streets on last years paving list are delayed because of weather and sewer issues. He explained that Brox Industries August 2008 price will be a break-even for them and does not include any profit. Brox is also not seeking adjustments on any of the other unit price items set in March of 2007. Brox is willing to accept the \$74/ton through the end of the paving season.

MOTION CARRIED: Unanimously.

VII. *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.

VIII. *Street Department*

A. **Motion:** To accept the retirement of Mark LaFreniere, Mechanic, Street Department. Effective September 16, 2008.

MOTION: Commissioner Pappas to accept the retirement of Mark LaFreniere, Mechanic, Street Department. Effective September 16, 2008.

SECONDED: Commissioner Dyer.

The Board thanked Mark for his many years of dedicated service to the City of Nashua, NH.

Commissioner Dyer said that a note of thanks should be sent to Mark to thank him for his 25 years of service.

Chair Lozeau stated that she would be happy to do that on behalf of the Board of Public Works.

IX. Administration

A. Motion: To accept the retirement of Richard S. Seymour, Jr., Director of Public Works. Effective September 26, 2008.

MOTION: Commissioner Lavoie to accept the retirement of Richard S. Seymour, Jr., Director of Public Works. Effective September 26, 2008.

SECONDED: Commissioner Pappas.

The Board thanked Rick for his many dedicated years of service to the City of Nashua, NH.

Commissioner Dyer commented in jest that he was going to oppose Director Seymour's retirement so he could not resign.

Chair Lozeau thanked Director Seymour for making her first 9 months in office interesting and that his 27 years of service made a difference here.

OPPOSED: Commissioner Dyer.

MOTION CARRIED: Majority.

X. Commissioner's

A. Motion: To approve the draft policy regarding the use of volunteer services.

MOTION: Commissioner Lavoie to approve the draft policy regarding the use of volunteer services.

SECONDED: Commissioner Pappas.

No discussion on the motion.

MOTION CARRIED: Unanimously.

XI. Solid Waste Department

A. Motion: To reinstate the abolished Collection Equipment Operator position at the Solid Waste Department.

MOTION: Commissioner Pappas to reinstate the abolished Collection Equipment Operator position at the Solid Waste Department.

SECONDED: Commissioner

Commissioner Dyer asked Chair Lozeau why this position was abolished.

Chair Lozeau explained that it was decided at 2 meetings prior to abolish the position. She added that when it became vacant the Board tried to make a determination as to whether the position was needed.

Superintendent Marcotte explained that he had outlined that position 2 meetings prior. He reiterated that the position was not needed in the summertime but was critical in the fall and winter. He explained that when the semi-automated program was put into place, he had 25 CEO's (collection equipment operators) and the plan was to knock down the department to 17 through attrition, transfers etc. Seventeen was the number of CEO's necessary to get through the winter. If someone called in sick or took vacation they would borrow help. Now that it is at 16 they need more help.

Commissioner Lavoie stated that the division should look at moving over employees from the parks department to solid waste during the fall and winter when it's their slow season.

Director Seymour encourage the Board to reinstate the position stating that people get sick and take vacation and that the department needed that cushion of that position. He added that we've gone through the budget process and it should have been discussed at that time.

Commissioner Lavoie stated that the only way he would consider reinstating the position was if it were part-time.

Chair Lozeau stated that she was concerned about customer service and without the position the department may not be able to keep up with attention to detail and with having that position it would help ensure that.

MOTION TO RE-INSTATE IN FAVOR: Commissioner Gagnon.
Chair Lozeau.

OPPOSED: Commissioner Lavoie.
Commissioner Dyer.
Commissioner Pappas

MOTION DENIED: Majority.

B. Motion: To approve Mr. Peter Paradise to the position of Collection Equipment Operator, Monday through shift at the Solid Waste Department. Funding for this position is found in account #801-11595-8100-8200. Effective July 21, 2008. – N/A

C. Motion: To accept the resignation of Jason Marcotte, Superintendent at the Solid Waste Department effective September 26, 2008.

MOTION: Commissioner Lavoie to accept the resignation of Jason Marcotte, Superintendent at the Solid Waste Department effective September 26, 2008.

SECONDED: Commissioner Gagnon.

Commissioner Lavoie thanked Jay for his dedicated service to the City.

Chair Lozeau thanked Jay for helping them get through the expansion bond for the landfill and also the pride he took in his work.

OPPOSED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

Chair Lozeau mentioned that addendum item E would be taken out of order.

E. Motion: To approve the attendance of Kerry Converse at the 2008 Solid Waste Association of North America (SWANA) Manager of Landfill Operations (MOLO) training in Tampa Florida in the amount of \$2,190.00. The dates of the training are October 19-21, 2008. Funding for this conference is found in the Solid Waste Department operating budget in account 801-94005-8202-8300.

MOTION: Commissioner Lavoie to approve the attendance of Kerry Converse at the 2008 Solid Waste Association of North America (SWANA) Manager of Landfill Operations (MOLO) training in Tampa Florida in the amount of \$2,190.00. The dates of the training are October 19-21, 2008. Funding for this conference is found in the Solid Waste Department operating budget in account 801-94005-8202-8300.

SECONDED: Commissioner Pappas.

Chair Lozeau stated that the reason why this came as an addendum item was because she was clear that this was part of Mr. Converse's recertification.

MOTION CARRIED: Unanimously.

Director Seymour inquired as to whether the Mayor wanted to address the tabled item of August 25, 2008.

XII. TABLED - August 25, 2008 - Motion: To approve for Stephen Dookran the carry over of 80 hours in excess of the allowed two times annual accrual of unused vacation beyond his anniversary date August 23, 2008.

Chair Lozeau replied that it was up to the Board but that she had some information pertaining to it. She said that the Merit policy prevents the Board from changing it and that another route needed to be taken. She confirmed that with Legal and Human Resources. She mentioned that she would not leave it hanging out there and that there is a resolution needed to be brought to the Board of Aldermen. She is reviewing the Merit Contract at this time.

D. Informational: Workshop- Solid Waste policy and procedure

An agenda for the workshop was handed out. *(on file)*

Chair Lozeau mentioned that her plan was to go through the Agenda, mark it up and discuss for future workshops and considerations.

A policy and procedure workshop for Solid Waste was had. Items 1 through 7 were discussed.

Chair Lozeau informed Superintendent Marcotte that she would like a list of whatever policies needed to be changed by legislation.

Aldermanic Liaison Deane stated that he had another meeting to attend and had to leave at 5:30 p.m.

Chair Lozeau mentioned that the workshop will be continued at the next meeting.

MOTION: Chair Lozeau to move into non-public session pursuant to RSA 91-A:3, II (a) by roll call :

Commissioner Dyer: Yes.
Commissioner Lavoie: Yes.
Commissioner Gagnon: Yes.
Commissioner Pappas: Yes.
Chair Lozeau: Yes.

MOTION: Chair Lozeau to come out of non-public session, by roll call and seal the minutes pursuant to RSA 91-A:3, III.

Commissioner Dyer: Yes.
Commissioner Lavoie: Yes.
Commissioner Gagnon: Yes.
Commissioner Pappas: Yes.
Chair Lozeau: Yes.

MOTION: Commissioner Dyer to adjourn.
SECONDED: Commissioner Lavoie.
MOTION CARRIED: Unanimously.

*Transcribed by
Kathie Berube
DPW/BPW Admin. Assistant III
Addendum*

(VI.) Engineering Department

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(XI.) Solid Waste Department

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