

Not Approved as of November 19, 2008

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

A regular scheduled meeting of the Board of Public Works was held on Monday, November 10, 2008 at 3:30 at the Division of Public Works Administration and Engineering Department's conference room at 3:30 p.m.

Members Present

Mayor Donnalee Lozeau, Chair	David Fredette, Interim Director
Timothy Lavoie, Vice Chair	Steve Dookran, City Engineer
Daniel Gagnon, Commissioner	Scott Pollock, Superintendent, Streets
Donald Dyer, Commissioner	Nick Caggiano, Superintendent, Park/Rec.
Tracy Pappas, Commissioner	Tom Dwane, Manager, Recreation Programs
	Mario Leclerc, Superintendent, WWTF
	Wayne Husband, Traffic/Parking
	Kathie Berube, BPW/DPW Admin. Assistant III

David Deane, Aldermanic Liaison

Chair Lozeau call the meeting to order at 3:30 p.m. and noted that all commissioners were present as well as the aldermanic liaison David Deane.

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

MOTION: Commissioner Dyer 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 October 13, 2008 and Special meeting of October 27, 2008.*

MOTION: Commissioner Gagnon to approve the Minutes of the Board of Public Works meeting of October 13, 2008 and Special meeting of October 27, 2008.

SECONDED: Commissioner Pappas.

Commissioner Dyer mentioned that the Special Meeting of the Board of Public Works of October 27, 2008 did not specify the adjournment time.

Chair Lozeau stated to correct the Minutes of October 27th to read "5:30 adjournment" time.

III. **Public Comment-** *N/A*

IV. **Aldermanic Referrals-R-08-111-AUTHORIZING THE MAYOR AND CITY TREASURER TO ISSUE BONDS NOT TO EXCEED THE AMOUNT OF THIRTY-SEVEN MILLION SIX HUNDRED THOUSAND DOLLARS (\$37,600,000) FOR THE DESIGN AND CONSTRUCTION OF THE BROAD STREET PARKWAY PROJECT**

Chair Lozeau read aloud, Referral 08-111.

MOTION: Commissioner Dyer requested a vote by roll call to forward an unfavorable recommendation to the Board of Aldermen regarding R-08-111.

SECONDED: Commissioner Gagnon.

A discussion was had regarding R-08-111.

Kathie Berube, BPW/DPW Administrative Assistant III called the roll:

MOTION BY ROLL CALL IN FAVOR OF R-08-111:

Commissioner Dyer: No

Commissioner Gagnon: No

Commissioner Lavoie: No

Commissioner Pappas: No

Chair Lozeau: Yes.

MOTION CARRIED: Majority; to forward an un-favorable recommendation to the Board of Aldermen regarding R-08-111.

V. Parks & Recreation Department

A. Informational: Presentation of the 2008 SummerFun Program Season by Mr. Richard Lavoie.

Mr. Richard Lavoie presented a PowerPoint presentation highlighting the 2008 SummerFun season.

VI. Street Department

A. Motion: To approve the purchase of two front plows from the low bidder, H.P. Fairfield of Pembroke, NH in the amount of \$9081.00 each for a total of \$18,162.00. Funding for this purchase is found in account #553-68060-6930 in the amount of \$9081.00 and Park CERF account #88511 in the amount of \$9081.

MOTION: Commissioner Lavoie to approve the purchase of two front plows from the low bidder, H.P. Fairfield of Pembroke, NH in the amount of \$9081.00 each for a total of \$18,162.00. Funding for this purchase is found in account #553-68060-6930 in the amount of \$9081.00 and Park CERF account #88511 in the amount of \$9081.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

B. Motion: To approve the purchase of two dump bodies from the low bidder that met specification, H. P. Fairfield of Pembroke, NH in the amount of \$17,771.00 each for a total of \$35,542. Funding for this purchase is found in Account #553-68060-6930 in the amount of \$17,771.00 and Park CERF account #88511 in the amount of \$17,771.00

MOTION: Commissioner Dyer to approve the purchase of two dump bodies from the low bidder that met specification, H. P. Fairfield of Pembroke, NH in the amount of \$17,771.00 each for a total of \$35,542. Funding for this purchase is found in Account

#553-68060-6930 in the amount of \$17,771.00 and Park CERF account #88511 in the amount of \$17,771.00

SECONDED: Commissioner Gagnon.

Interim Director Fredette stated that the account numbers and the amounts from the accounts were incorrect. He stated that the corrected numbers are as follows: #553-68060-6930 in the amount of \$17,771 and Park CERF #88511 in the amount of \$2741.14 and Account #552-68045 in the amount of \$15,029,86.

The Board concurred.

MOTION CARRIED: Unanimously.

C. Motion: To approve the purchase of two hydraulic control systems from the low bidder, Tenco of Berwick, ME in the amount of \$11,572 each for a total of \$23,144.00. Funding for this purchase is found in Account #553-68060-6930 in the amount of \$11,572.00 and Park CERF account #885111 in the amount of \$11,572.00.

MOTION: Commissioner Pappas to approve the purchase of two hydraulic control systems from the low bidder, Tenco of Berwick, ME in the amount of \$11,572 each for a total of \$23,144.00. Funding for this purchase is found in Account #553-68060-6930 in the amount of \$11,572.00 and Park CERF account #885111 in the amount of \$11,572.00.

Interim Director Fredette stated that there was a typographical error in the account number for Park CERF. The correct number is as follows: #88511.

The Board concurred.

SECONDED: Commissioner Dyer.

MOTION CARRIED: Unanimously.

D. Motion: To approve pole license petition 21-957R (Fairlane Ave), pole license petition 21-959 (Fairlane Ave), 21-961 (Herrick Street), 21-0990 (E. Otterson Street), 21-0982 (Bridge Street), and 21-7 (Tyler Street).

MOTION: Commissioner Pappas to approve pole license petition 21-957R (Fairlane Ave), pole license petition 21-959 (Fairlane Ave), 21-961 (Herrick Street), 21-0990 (E. Otterson Street), 21-0982 (Bridge Street), and 21-7 (Tyler Street).

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

VII. Solid Waste Department

A. Motion: To approve the purchase of two Labrie Expert 2000-3450 semi-automated side loader bodies installed on 2008 Mack LEV613 cab and chassis truck units in the amount of \$224,000 each less \$70,000 for the trade-in of one 2005 Heil R-2000 recycling truck \$378,000. Funding for this purchase is found in SWERF account #901-68080-5403 in the amount of \$300,000 and reclamation Trust Fund account #901-68080-5404 in the amount of \$78,000.

MOTION: Commissioner Pappas to approve the purchase of two Labrie Expert 2000-3450 semi-automated side loader bodies installed on 2008 Mack LEV613 cab and chassis truck units in the amount of \$224,000 each less \$70,000 for the trade-in of one 2005 Heil

R-2000 recycling truck \$378,000. Funding for this purchase is found in SWERF account #901-68080-5403 in the amount of \$300,000 and reclamation Trust Fund account #901-68080-5404 in the amount of \$78,000.

SECONDED: Commissioner Lavoie.

MOTION CARRIED: Unanimously.

B. Informational: Revised draft (10-31-08) of the Trash and Recycling Policy and violation letters.

A discussion was had regarding the revised draft of 10-31-08 Trash and Recycling policies and violation letters.

MOTION: Commissioner Lavoie to approve the 10-31-08 draft Trash and Recycling policies and violation letters and make them policy

SECONDED: Gagnon.

Chair Lozeau suggested that the board table the motion to implement the policies at this time. She stated that they should wait until the spring incase any changes needed to be made after a final review was had.

Chair Lozeau also requested an outline for the recycling program and asked Interim Solid Waste Superintendent, Kerry Converse to get the recycling policies to Interim Director, David Fredette and the Board of Public Works before the next meeting.

Commissioner Lavoie to adjust the made Motion to TABLE.

The Board concurred.

SECONDED: Pappas

MOTION CARRIED: Unanimously.

C. Discussion: Swap Shop

A discussion was had regarding the problems at the Swap Shop at the Four Hills Landfill.

MOTION: Commissioner Dyer to close the Swap Shop.

SECONDED: Commissioner Lavoie.

Further discussion was had as to whether the Swap Shop should be closed indefinitely or whether or not there were feasible alternatives to managing it.

MOTION TO AMEND BY ROLL CALL: Commissioner Dyer to close the Swap Shop with in 2 weeks on Dec. 1, until further notice.

Kathie Berube, BPW/DPW Administrative Assistant III called the roll:

Commissioner Dyer: Yes.

Commissioner Pappas: Yes.

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

MOTION CARRIED: Unanimously.

IX. Traffic & Parking Department

A. Motion: To approve free parking in the City of Nashua's Elm Street and High Street Parking Garages from Monday, December 15, 2008 through Friday, December 26, 2008.

MOTION: Commissioner Lavoie to approve free parking in the City of Nashua's Elm Street and High Street Parking Garages from Monday, December 15, 2008 through Friday, December 26, 2008.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

B. 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.

C. Motion: To approve the hiring of Highland Power to repair the Waukesha Generator model VGF-3636GLD for an amount of \$36,211. Funding for this item is found in account #802-96530-8500-8900-72- Digester Generator Rebuild.

MOTION: Commissioner Pappas to approve the hiring of Highland Power to repair the Waukesha Generator model VGF-3636GLD for an amount of \$36,211. Funding for this item is found in account #802-96530-8500-8900-72- Digester Generator Rebuild.

SECONDED: Commissioner Gagnon.

A discussion was had regarding the history of the repair to the generator.

MOTION CARRIED: Unanimously.

D. Informational: Summary of Conference by David Essensa, Collection System Technician and Randy Mandra, Collections Systems Operator. – On file

E. Informational: Emergency work being performed on Gorman Ave. to replace complete sewer line.

Interim Director, David Fredette informed the board that emergency sewer line repair was being performed at the corner of Gorman Avenue and Temple Street at the cost of approximately \$40,000.

X. 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 Change Order No. 14 to the construction contract for the Wet Weather Flow Treatment Facility to Methuen Construction Corp., in the amount of \$10,193.00. Funding for this change order will be through account 792-01310-3799-0000, Wet Weather Flow Treatment Facility Construction.

MOTION: Commissioner Pappas to approve Change Order No. 14 to the construction contract for the Wet Weather Flow Treatment Facility to Methuen Construction Corp., in the amount of \$10,193.00. Funding for this change order will be through account 792-01310-3799-0000, Wet Weather Flow Treatment Facility Construction.
SECONDED: Commissioner Gagnon.
MOTION CARRIED: Unanimously.

C. Motion: To approve Change Order No. 14 to the construction contract for the Wet Weather Flow Treatment Facility to Methuen Construction Corp., in the amount of \$10,193.00. 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. 14 to the construction contract for the Wet Weather Flow Treatment Facility to Methuen Construction Corp., in the amount of \$10,193.00. Funding for this change order will be through account 792-01310-3799-0000, Wet Weather Flow Treatment Facility Construction.
SECONDED: Commissioner Gagnon.
MOTION CARRIED: Unanimously.

D. Informational: Updated Problems List (Storm Issues)

A discussion was had regarding the storm issue problems list submitted by the Engineering Department.

City Engineer Dookran informed the board that the Engineering Department would present a report in the next couple of months that would have a comprehensive approach to the program and solutions for funding.

Chair Lozeau asked the board if they would be interested in having the Engineering Department create a RFP for professional services in order to assist with the city's CSO issues.

The board concurred.

Chair Lozeau requested that City Engineer Dookran prepare a scope of services for review and advertisement.

XI. Interim Director's Report

Interim Director Fredette presented the Director's Report and highlighted several ongoing divisional projects

XII. Commissioner's Comments

Commissioner's Gagnon and Lavoie inquired if the Skate Park on Pine Street came before the Board of Public Works.

Parks Superintendent Caggiano replied that he recalls that about 18 months ago or so Community Development Director, Kathy Hersh came to a Board of Public Works meeting to discuss it and the Board approved it.

Chair Lozeau asked Superintendent Caggiano to find the minutes of that meeting for the Commissioners.

Chair Lozeau asked City Engineer Dookran for a copy of the proposed plan for Jensen's.

Commissioner Dyer asked the Chair if she would write a letter to the Planning Board, on behalf of the Board of Public Works. He stated that he would like the stipulations changed pertaining to the Parks & Recreation department's mandated participation for Stellos Stadium Thanksgiving Day preparations which calls for overtime from that department.

Chair Lozeau requested information from Superintendent Caggiano for the boards December meeting regarding the Stellos Stadium contract.

Chair Lozeau informed the board that there is an issue with people hunting at the landfill. She mentioned that posting no hunting signs needed to be properly posted and that the proper procedure needed to be implemented as soon as possible.

Chair Lozeau asked Interim Director Fredette if there were any outstanding step 3 grievances to be heard at the board level.

Chair recognized Kathie Berube, DPW Administrative Assistant II.

Kathie Berube replied that there was one grievance that was submitted to the board sometime back in March and the union was holding it at this time because of the boards' policy on public grievances.

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

No tabled items were discussed.

XIV. Tabled Items:

At the regular meeting of March 14, 2008 the following items were tabled:

- 1. R-08-23- CHANGING THE PURPOSE OF THE REMAINING*

EXPENDED BOND PROCEEDS IN ACCOUNT #757-3729 "PARKING FACILITY RENOVATIONS/IMPROVEMENTS"

At the Special Meeting of October 27, 2008 the following items were tabled:

- 2. O-08-41- ASSIGNING RESONSIBILITY FOR ROADS TO THE INFRASTRUCTURE COMMITTEE AND CREATING A BROAD STREET PARKWAY LIAISON ONE-MEMBER COMMITTEE*
- 3. R-08-80-AUTHORIZING A MUNICIPAL AGREEMENT WITH THE STATE OF NEW HAMPSHIRE TO MUNICIPALLY MANAGE THE BROAD STREET PARKWAY PROJECT AND PROVIDE THE REQUIRED LOCAL FUNDS*

MOTION TO ADJOURN: Commissioner Lavoie to adjourn at 5:55 p.m.

SECONDED: Commissioner Gagnon.

MOTION CARRIED: Unanimously.

*Transcribed by
Kathie Berube
BPW/DPW Administrative Assistant III*