



THE CITY OF NASHUA

Division of Public Works

Administration

"The Gate City"

Board of Public Works Meeting of May 26, 2016

Agenda

A meeting of the Board of Public Works is scheduled for Thursday, May 26, 2016 at 5:30 p.m. at the Auditorium at City Hall, 229 Main Street, Nashua, NH 03060.

I. Roll Call

II. Motion: To approve the Agenda as presented.

III. Motion: To approve the Minutes of the Board of Public Works Meeting of May 5, 2016.

IV. Public Comment

V. Discussion: Estimated FY16 Budget Surplus

VI. Solid Waste Department:

A. Motion: To approve a contract with Sanborn, Head & Associates, Inc. (SHA) of Concord, NH for professional assessment, design, bid and construction services for the landfill's Gas Collection and Control System in the amount of \$45,000. Funding for this contract is through Department 168 Solid Waste; Fund: Solid Waste; Account Classification: 81 Capital Improvements.

B. Motion: To approve the renewal of the Cooperative Service Agreement between the City of Nashua and the USDA Wildlife Management Service not to exceed \$67,696.46 for FY17 pending budget approval. Funding for this agreement is through Department: 168 Solid Waste; Fund: Solid Waste; Account Classification 53 Professional & Technical Services.

VII. Engineering Department:

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

B. Motion: To approve the purchase of manhole and catch basin castings from EJ Prescott, Inc. of Concord, NH in the amount of \$57,535.70. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Activity: Sewer Structures.

C. Motion: To approve the engineering contract for the Wastewater Collection System Operation and Maintenance - Study to CDM/Smith of Manchester, NH in an amount not to exceed \$200,000. Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: CSO Consent Decree Projects.

- D. Motion:** To approve the selection of Ms. Natalia Quintero of Nashua, NH for the position of Staff Engineer in the City Engineering Department. Starting salary is \$51,227.17 /year. Funding will be through: Departments: 160 Admin/Engineering and 169 Wastewater; Funds: General and Wastewater; Account Classification: 51 Salary and Wages.
- E. Motion:** To approve the purchase of two Trimble R10 GNSS Network Rovers from Waypoint Technology Group of Albany, NY in the amount of \$54,168.20 Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: FEMA Hazard Mitigation (\$46,600); Department: 160 Admin & Engineering; Fund: General; Account Classification: 61 Supplies & Materials (\$2,000.20); Department: 169- Wastewater, Fund: Wastewater, Activity: Sewer Structures.(\$5,568).
- F. Motion:** To approve the contract to install new video detection and underground loop detection at five of the signalized intersections along Main Street with Electric Light Company of Cape Neddick, ME in the amount of \$26,120. Funding will be through Department 161 Street; Fund: General; Activity: Main Street.

VIII. Wastewater Department

- A. Motion:** To approve the User Warrants as presented.
- B. Motion:** To approve the selection of Michelle Gaudette of Goffstown, NH to the position of Process Chemist at the Wastewater Treatment Plant. Starting salary for this position will be \$51,536 per year. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.
- C. Motion:** To approve the selection of Stephan Lecomte of Milford, NH to the position of Mechanic 1st Class at the Wastewater Treatment Plant. Starting salary for this position will be \$26.44 per hour for a yearly salary of \$54,995.20. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

IX. Street Department:

- A. Motion:** To approve the purchase of one pair MP series Mobile Columns from Tool & Equipment Connection, Inc. of North Attleborough, MA in the amount of \$22,038.75. Funding will be through Department: 161- Streets; Fund: General; Account Category: 71 Equipment.
- B. Motion:** To approve the selection of Scott Perkins of Nashua, NH for the position of Street Operations Supervisor, Street Department. Starting salary for this position will be \$25.47 per hour for a yearly salary of \$52,984. Funding will be through: Department: 161- Street Department; Fund: General; Account Classification: 51-Salaries & Wages.

X. Administration

- A. Informational:** Update on Burke Street
- B. Motion:** To approve the proposed locations for creative crosswalks to be placed at Holman Stadium.
- C. Informational:** Director's Report

XI. Commissioner's Comments

XII. Possible Non-Public Session

**Board of Public Works
Meeting Minutes**

May 5, 2016

A regular meeting of the Board of Public Works was held on Thursday, May 5, 2016 at 5:30 p.m. at City Hall, in Room 208, 229 Main Street, Nashua, NH 03060.

Members Present

Mayor James Donchess, Chair
Commissioner Paul G. Bergeron, Vice Chair
Commissioner Tracy Pappas
Commissioner Kevin S. Moriarty
Commissioner Joel Ackerman

Lisa Fauteux, Director of Public Works
Stephen Dookran, City Engineer
Nick Caggiano, Superintendent of Parks & Recreation
Jeff Lafleur, Superintendent of Solid Waste
David Simmons, Superintendent of Wastewater
Jon Ibarra, Interim Superintendent of Streets
Ken Siegel, Aldermanic Liaison
David Deane, Alderman-at-Large

Mayor Donchess called the meeting to order at 5:30 p.m. and called the roll.

Mayor Donchess: Present
Commissioner Bergeron: Present
Commissioner Pappas: Present
Commissioner Moriarty: Present
Commissioner Ackerman: Present

MOTION: Commissioner Pappas to approve the Agenda as presented.

MOTION CARRIED: Unanimously

MOTION: Commissioner Moriarty to approve the Minutes of the Board of Public Works Meeting of March 24, 2016.

SECONDED: Commissioner Pappas

MOTION CARRIED: Unanimously

Public Comment:

No public comment.

Engineering Department

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

SECONDED: Commissioner Moriarty

MOTION CARRIED: Unanimously

B. **MOTION:** Commissioner Pappas to approve Drain layer's License for Cornerstone Excavating, 314 Merriam Hill Road, Greenville, NH 03048, in accordance with Nashua City Code §255-19 Issuance of Drainlayer's License.

SECONDED: Commissioner Moriarty

MOTION CARRIED: Unanimously

C. **MOTION:** Commissioner Pappas to approve a Use and Occupancy agreement for placement of outdoor deck in the City right-of-way at 4 Canal Street, Penuche's Ale House.

SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Bergeron

I am not sure who I am addressing the question to so it's the existing deck that was there for years and years and has only been brought up in 2014?

Mr. Dookran

Yes.

MOTION CARRIED: Unanimously

- D. **MOTION:** Commissioner Pappas to approve a Use and Occupancy agreement with the Nashua Housing Authority for placement of a fence in the City right-of-way at Central Street at the Palm Street intersection.
SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Pappas

Is it a security issue?

Mr. Dookran

The issue is that we got the right-of-way from them to install a signal that's across from Palm Street so the right-of-way extends into their property. We got to the point where we have to put back the fence and the fence was going to make a jog and they preferred not to have that so they asked us if they could put the fence across the right-of-way but behind the signal equipment and we were okay with that.

Commissioner Pappas

So we can still get to the equipment if we need to?

Mr. Dookran

That's right.

MOTION CARRIED: Unanimously

- E. **MOTION:** Commissioner Pappas to approve the locating of the Downtown Street Pianos on the sidewalk on Main Street sidewalk and in adjacent public spaces.
SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Pappas

I am going to vote no just because we've had an issue with things in the past where we get things after they have already been done. I do have an issue with that and I at some point I noticed the art and we nailed the Peddler's Daughter for not; apparently they didn't put in the stanchions properly and there was rust and that kind of thing

and we nailed them hard and I think we should follow our own rules. So I am voting against the pianos because they were put in; this is kind of an afterthought so that's why I am voting no.

Director Fauteux

I had called each of you to talk about if the Mayor had...

Commissioner Pappas

Yes, for the art.

Director Fauteux

It was for the pianos and the art, just for two weeks until we had this meeting and then made a decision on whether they would stay.

Commissioner Pappas

Okay so this is for permit.

Director Fauteux

Yes, this would be authorizing them to stay. The Mayor had authorized it for two weeks.

Commissioner Pappas

Okay.

Mayor Donchess

What happened was we normally would have had a meeting last Thursday and we had the art's weekend scheduled for a long time with the pianos and everything. After last month's discussion, our intention was to bring it to the next meeting which would have been for both the pianos and the location of the artwork which would have been before the art's weekend but there were scheduling problems and so we delayed the meeting by one week without quite realizing the problems that we have created by doing so. As the art's weekend approached and as we began to realize that we are putting the pianos and everything is set up and advertised for the 28th, we thought rather than disrupt the entire art's weekend that the director would call the Board and seek a temporary approval and so I think what they were granted was a two week approval so now, yes, we are retroactively but under the circumstances I described looking for a valid permit now until October 31, 2016. Right now they only have a permit for two weeks.

Commissioner Pappas

So, it sounds like the festival was a real success and I think that's terrific. My concern about leaving the pianos there is that they are going to become an eye sore. I don't think that they are being properly covered, I mean look at this week, it has been pouring rain. That's a concern of mine. I think if we have special events and that sort of thing I would have no problem with those there but I just think that we need to be careful of cluttering our sidewalks that we have invested so much money in. I understand that I very well may be voting alone but at the risk of sounding like an old curmudgeon I think that I am really concerned that the pianos might become an eye sore if we don't properly cover them.

Commissioner Ackerman

I see that there's not going to be any permanent affixing to the concrete or the brick, has anybody from the city actually looked at the pianos to see if there are any metal pieces at the bottom of the legs. They typically rust in the inclement weather. Are there any concerns with that?

Director Fauteux

I'm not sure, I would have to look.

Alderman Siegel

The pianos are on wheels and I seriously doubt that they are going to rust. I don't think there's much of an issue there, I played the piano at the opening and I played it afterwards. I don't see the issue, it's been well publicized for months that this was happening. In fact, as far as rain and everything, there's rain cover, my company sponsored both pianos and the rain covers so clearly we have a pretty compelling interest in making sure that they are protected.

Mayor Donchess

Someone is putting the rain covers on, I've noticed that. Who is putting them on and off?

Alderman Siegel

I think we could probably ask Paul Shea because the Great American Downtown is taking responsibility for that and in fact they are going to be logo-ing them up and putting them out there and in the winter time they are going to be taking them in and servicing them so they are not going to be out during the winter either. There was a lot of thought that went into it I believe.

Commissioner Bergeron

Commissioner Ackerman and Alderman Siegel answered most of my questions but who installed the pianos originally to be sure that they are secure, was that the city or was it the Great American Downtown?

Director Fauteux

I'm not sure who; I know that the Great American Downtown was involved. We were involved just to make sure that the sidewalks weren't damaged and they weren't drilling anything into the sidewalks. Public Works didn't install they make sure that it was secure.

Commissioner Bergeron

My concern is safety and that they are secure.

Director Fauteux

They are secure.

Commissioner Bergeron

So someone from the city...

Alderman Siegel

You can't move them at all.

Mayor Donchess

I was there and of course Alderman Siegel was there, people did really enjoy this thing. I had heard people saying that it was the most fun thing they had ever attended in Nashua. The opening had maybe 100 people. We had kids performing and I thought it was a really nice event.

Commissioner Pappas

I don't disagree.

Commissioner Ackerman

Overall I have generally no concerns but two things just came up. In the last sentence of the discussion here it says "the owner," who is the owner who will assume all of the liability if there was any damage to the sidewalks?

Mayor Donchess

The owner I think is the music school, the North Main Street Music School or the Community Music School. They are working with the Great American Downtown to do this but they are the ones who brought the pianos.

Commissioner Ackerman

Then to the comment that Alderman Siegel just mentioned, you referred to something about logo's being put on the piano, I don't see anything mentioned on this discussion.

Mayor Donchess

I think that the Great American Downtown authorized people to put logos on the pianos for a modest fee or something like that.

Alderman Siegel

They are actually fairly tasteful and not splattered all over. In fact, in the particular case of my company there are legal restrictions about how big the logo can even be.

Commissioner Bergeron

I think it's a great idea and I like it but to Commissioner Pappas' point, a lot of this stuff does seem to come after the fact so how would we not vote for it but if we have questions it would be nice going forward if it comes before us and people ask us about it. I was in Boston at the beginning of the month and the you can go around and see all kinds of public art and it is great and people want to be there, it's lively. Anything on a Saturday in downtown Nashua is pretty thin with people walking around so anything helps.

Commissioner Moriarty

Just a comment on Commissioner Pappas' statement, she mentioned the Peddler's Daughter. My recollection was that we took action because they actually drilled the holes in the concrete that we just poured so I mean I just want to make it clear why we did it.

Commissioner Pappas

It wasn't a criticism.

Commissioner Moriarty

I thought you said because of the rust that was on the cement.

Commissioner Pappas

I was just hoping that we would hold ourselves to the same standard.

MOTION CARRIED: Majority; Pappas – Nay

- F. **MOTION:** Commissioner Pappas to approve the construction contract for the LED Street Lighting Conversion project with Siemens Industry, Inc. of Austin, TX in an amount of \$1,455,694. Funding will be through Department 160 Admin/Engineering; Fund: Bond & Contributions; Activity: Amherst Street Road & Traffic Improvements (\$1,392,477).

SECONDED: Commissioner Moriarty

DISCUSSION:

Alderman Siegel

Just briefly, before the Finance Committee we had tabled this motion both pending the Board of Public Works approval and the arrival of an actual contract. The contract will be vetted at Finance.

Commissioner Bergeron

On my list was where the contract was?

Commissioner Moriarty

Just a question for the engineering department, we are doing this to save the city money because of the decreased electrical cost of the lighting, is that why we are going through this process?

Director Fauteux

There is a cost savings associated with that.

Mayor Donchess

So the street lighting budget I think last year was \$854,000 and the estimate is that once the LED lights are installed we will save about 40% of the electric budget and that would translate to \$300,000 or maybe a little bit more. There will of course be a bonding cost, principle and interest with respect to this \$1.4 million, that's going to be a little over \$100,000 per year so we will be saving a couple of thousand dollars per year.

Commissioner Bergeron

Was Eversource...I am sure they didn't contribute but are they just allowing us to do it?

Mayor Donchess

They have to allow it and in fact, you see that we have on the bid the base proposal with a control system. The control system or so-called Smart Meters, which would enable the city to not only determine how much electricity is being used at each light but also to determine or be informed electronically when lights burn out and it would also allow the city to adjust the color of the light. Eversource has come in and advised us that these Smart Meters violate the tariff; that they have been given by the PUC so they have denied us, based on their tariff, the right to put the Smart Meters on the lights. The tariff requires that we be allowed to put in the LED lights so that's the way that we recommend to proceed. To get a tariff changed would be a long issue and would require a PUC order.

Director Fauteux

We did receive some information. We are going to look at this further. The City of Manchester had permission from the PUC to do a pilot program with the Smart Controls so we are going to look into the possibility...Manchester ultimately didn't approve the use of the Smart Controls so we are going to look into seeing if we might be able to take their place in the pilot program.

Commissioner Moriarty

Do we tax Eversource for the utility poles?

Mayor Donchess

To some degree but the legislature is forcing us to reduce the assessment.

Commissioner Moriarty

If we are increasing the value of these we should be able to assess them higher.

Mayor Donchess

The legislature is getting involved.

Director Fauteux

Yes, especially if they won't let us put the Smart Controls on.

Mayor Donchess

The legislative action isn't related to the LED, I think they gotten it through at least one house, the legislation that would require the scaling back of the assessment on the poles gradually to some level that they establish.

Alderman Deane

Why are they doing that, Mr. Mayor? Is that the lobbyists hard at work?

Mayor Donchess

Probably, that's what I assume.

Alderman Deane

What return of value to the taxpayers is that?

Mayor Donchess

You've got me.

Alderman Siegel

With regard to the expenses for the updated Smart Controls, it's not clear to me that they would get approved at the Board level. That's a very significant expense and I just can't imagine them getting approved. I mean we can spend a lot of time looking into but it won't really matter.

Mayor Donchess

From my point of view since the tariff prohibits it anyway, I mean, as you said, we don't really have to get into it.

Commissioner Bergeron

So at the Board this went to the Infrastructure Committee of the Finance Committee?

Alderman Siegel

The Finance Committee.

Commissioner Bergeron

And the Finance Committee tabled it because you didn't have the contract?

Alderman Siegel

That's correct, since this is north of a million dollars it has to go before the full Board.

Mayor Donchess

So we did have the boiler plate but we didn't have included some of the essential terms, for example the period of time before completion of the work which is estimated to be 24 weeks as well as the start date which is around 30 days out from when the contract is approved. So by the next meeting the Finance Committee we are told that we will have those terms and we will have the total contract for approval by the Finance Committee.

Commissioner Bergeron

Were there any other concerns at the Finance Committee with regard to Siemens or...

Alderman Siegel

None were expressed, the discussion centered around the fact that there was just a shell of a standard city issued contract unfilled out or signed and then a piece of paper at the end of it talking about \$1.3 + million dollars. It's not like we are buying a stick of gum.

Commissioner Bergeron

So at this point, because it's over a million dollars, if we approve this tonight it just goes to Finance Committee and then to the full Board of Aldermen for proper vetting?

Alderman Siegel

Correct.

Commissioner Ackerman

The price under the quotes down below, is the base proposal without the Smart Controls price to the far right with the Smart Controls?

Alderman Siegel

Correct.

Commissioner Ackerman

Also, if I recall correctly, in the February timeframe we had public comment and I see here that there is some discussion about vetting the 3K LED lights vs. the 4K. When does that trial period slated to begin? After it gets approved through the Finance Committee and the full Board of Aldermen?

Director Fauteux

Yes.

Commissioner Ackerman

So we don't know whether they choose 3K or 4K LED lights, will that impact the cost of the proposal?

Director Fauteux

Yes.

Commissioner Ackerman

Do we have a timeframe of when that trial is going to occur?

Director Fauteux

Probably June.

Jeanne Walker, Deputy Manager of Engineering

They will come in and they will do an inventory of all of our assets, the lights, the full count and that checks the ledger and while that is going on at the same we will install the 3K lights, hopefully near to where the 4,000's are so that people can see both of them.

Director Fauteux

So we have 4,000 on the parkway so we will actually put the 3K on Pine Street or something like that so you can see them.

Alderman Siegel

This is a sore point with me because if you came to the committee discussion they brought up a bunch of discussion about 3K vs. 4K and the health benefits thereof or lack thereof and honestly it was pure nonsense because the only negative health effects were if you are trying to go to sleep and you are staring at a tablet and it wasn't a 4K tablet it was a 5K. Unless we are looking to light the city like an Italian restaurant I suspect that...I mean we can run the experiment but this idea of public input sometimes; you forget what it is that we are trying to do, we are trying to let people see while they drive.

Mayor Donchess

What is the metric that the 3K vs. 4K?

Alderman Siegel

It's a kelvin temperature and it has to do with the fact that radiation...the frequency of light is correlated with temperature; it literally is so if you have a 4K heated kelvin heated black body it will radiate at a given temperature and that temperature will be a particular shade of white and lower than that it will be more yellow and higher than that it will be more of the blue end of the spectrum just like you have the rainbows. It's the visible and that's why it is expressed in degrees kelvin, it's a standard measure of emission frequency.

Mayor Donchess

Most communities have chosen 4K but there are some that have not; Gloucester I think.

Commissioner Bergeron

If I am correct then the 3K was a special order item and was (inaudible) to get in case they go bad.

Director Fauteux

We have spoken to the vendor about that and what they said it came down to personal choice, whether you like the whiter or the yellower light but they said it's a difference of maybe two to three weeks in terms of the lead time for the full installation.

Commissioner Bergeron

So it's relatively negligible.

Alderman Siegel

Well, if I might, negligible now but moving forward you try to get the largest variety, the most standard parts possible for the greatest choice and the least cost. There's a reason why most communities are using 4K, it's because they are driving cars down a road and they want them to see where they are going, that is our goal. The

older you get the less sensitive your eyes are and more light you need so this Italian restaurant thing isn't going to necessarily work out real well for people that are older.

Mayor Donchess

Well we will be able to see for ourselves. I thought it was reverse, I thought 3K was better for the older person.

Alderman Siegel

That's what the Kindle Paper White is set up to be; 4K because it's optimal for seniors.

Commissioner Pappas

They have put the newer dimmer lights in our 1925 street lamps and it gives out about as much less light than a flashlight and you can't see a thing.

Mayor Donchess

I believe that the LED's will be a brighter light than what we have now.

Director Fauteux

It's a little bit different, it's a different light.

Commissioner Pappas

If we hung a flashlight it would be better.

Mayor Donchess

That's the whole reason why we want to do the test rather than we debate this.

Commissioner Pappas

Sounds good.

MOTION CARRIED: Unanimously

- G. **MOTION:** Commissioner Pappas to approve the use of Amherst Street Traffic Mitigation funds in the amount of \$4,900, to install new underground loops for vehicle detection along the Amherst Street Corridor. Funding will be through: Department: 160 Admin & Engineering; Fund: Trust; Activity: 55 Other Services.

SECONDED: Commissioner Moriarty

MOTION CARRIED: Unanimously

- H. **Informational: MOTION:** Commissioner Pappas to accept and place on file the Informational Pavement Management Analysis

SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Bergeron

When are we going to have this report of the pavement analysis?

Mr. Dookran

I'm here to give a brief overview status for a couple of different reasons, one of them being that because I have to get to the Planning Board at 7:00. Secondly because we only got information yesterday and we are still trying to digest it and we also need some time to really put it together and present it properly to the Board, maybe in the form of a workshop or another meeting like this. I can tell you some of the findings we have got from the consultant. Just a review of what we have done so far. The condition assessment was done and we have the results and those results were put in a new program called Cartegraph and the condition index, the PCI's were calculated and we have for the city an average of 77 and that's on a scale from 0 to 100; 0 being 0 road and 100 being perfect. It's in fairly good shape for being an average; obviously we have some very good roads and some very bad. They could be better. Most communities try to be in the 80's so if we can do a little bit more we can be there.

Mayor Donchess

PCI means?

Mr. Dookran

It stands for Pavement Condition Index. The problem is it only gets worse unless you put money into the program. The consultant calculated the back log for paving and the back log is the term they use to measure in any given year how much money you have to put into the program to bring it to near perfect condition, around 90. They look at your different types of deteriorations, if your street has been paved in the last couple of years and you PCI of say 85 you don't have to do a lot of maintenance to bring it back to near perfect, you just have to do crack sealing and that's called routine maintenance. If it's a little lower then you preventative maintenance which is a thin overlay or something called micro surfacing and it's much cheaper than a thick overlay and that would bring your PCI back. As you go down the PCI scale you have to do more and more restoration work. What we typically do for main roads here in Nashua is we mill the street and then apply a thick overlay. There are some streets down at the bottom where we have to do a total reconstruction. Our backlog number as it stands today is \$50.3 million. If we had that \$50.3 million and applied it to the streets that need restoration our numbers would be back up into the 90's. There are a couple of funding options. For a 10-year program we need to spend \$59 million. They looked at what we can do over 10 years with a mix of different treatments and using an inflation rate of 3.5% per year. A total of \$59 million dollars, \$5.9 million per year will keep our condition index at 77; it's good to have it at around 80 so maybe a little more than \$5.9 million per year will get us there, however doing just the \$5.9 million per year will bring at the end of 10 years will put our back log at \$56 million dollars higher than it is today. A better option is to put more money upfront; a bonding scenario for instance, we spend \$10 million per year for the first 4 years leaving a lower spending rate in the following 6 years of \$2.3 million per year which is actually what we have right now, the \$2.3 million. That will give us a lower backlog at \$43 million at the end of 10 years. I am sure there are other accommodations that we can look at that are may be more suitable for the city and to the financing. That's what I really wanted to bring to your attention today, we do want more time to look at other scenarios where we can bring in the issues with our sewers and other utilities because they have their own programs as well, they have streets identified. Hopefully in the next few weeks we can look at which streets and areas are recommended to go forward and which funding option that we choose. We also are trying to implement a Scenario Builder modular into the Cartegraph which will look at all of those different assets at the same time. We don't have that program in full works at this time so we need some more time really have something that is more comprehensive.

Commissioner Pappas

I think that was a great overview, thank you. I'm hearing that Public Works is doing a lot of extra stuff but they really have to get back to basics, our roads are falling apart. I would really appreciate, once you feel like you are having a handle on it and having specifics, I would like a special meeting just to discuss that with very specific information. That would be my preference although I don't know how other people feel. We have to have all of the information because sometimes we get it in dribs and drabs and I understand what a project this probably is for you and getting this in place but I'd like to have it; once we have all of the information. I think our roads are falling apart and that is what constituents are saying and I think that Mr. Dookran did a great job with this whole review. When we have all of the information I would like to devote a whole meeting for that and invite the public. This is a lot to digest and this is a lot of money. Those are my thoughts.

Mayor Donchess

Do you have any sense of what the timing of when you may have enough information to discuss these things in more detail?

Mr. Dookran

I am thinking in 4 to 6 weeks. Getting the program running and everyone is trained and comfortable with the program is important. There are two different aspects here and they have to work together before I can say yes, this is good information and you can make decisions based on it.

Mayor Donchess

What are the two aspects?

Mr. Dookran

One is the program itself. Cartegraph has a Scenario Builder and it's a new program and even the consultants are not using it yet but we are implementing it here. It's taken a while for us to bring all of the data into the new program. Getting that working and getting everyone comfortable with that is one effort.

Commissioner Pappas

I could be wrong but I think this is the second software that we bought since I have been on the Board and I do think this is important but I don't want to jump the gun and do it before there is a comfort zone but my specific question is I thought they were supposed to be doing the import; I thought that was part of the contract.

Mr. Dookran

That's right, the company we hired to survey the streets, their job was to put the information into the program and they had completed the collection of the information but the program was not ready so there was a delay. They finally got the information in. The analysis is a completely different program and it is the new feature of Cartegraph.

Commissioner Pappas

So it's the same seller though, the same person is selling both?

Mr. Dookran

Actually, no, Cartegraph is the one providing the software so there is a Cartegraph OMS which is the Overall Management System and they are the ones who are also providing the Scenario Builder. The company we hired to drive the street and pick up the information is MDS from Ohio and their job was to put the information in and there was a gap between them completing and us being ready.

Commissioner Pappas

Maybe I didn't understand that it was that much of a convoluted process but regardless, I would rather not have it for...it sounds like you are really the person who is trying to figure this out and coordinate it. I would say that I would rather have the meeting once you have a full handle on it.

Mayor Donchess

So MDS is finished with their work in terms of getting the data and inputting it into the system?

Mr. Dookran

Yes and they are also running some of the scenarios in the Scenario Builder. The good thing about this Scenario Builder is that it not only looks at say pavement but it also looks at sewers, drains and sidewalks. You can see what things require attention at the same time and that is quite of a learning effort.

Mayor Donchess

Who is dealing with that, is it a city staff or the consultant?

Mr. Dookran

Information Technology is in charge of implementing the software and they are the ones who are dealing with the consultant, Cartegraph is the vendor. When the software is ready they will invite us to train. They keep in touch with us and they ask us for input and parameters as part of the program. We are in constant communication with them but they are the lead as far as the software implementation.

Mayor Donchess

The \$50 million news is a little bit of a shock.

Mr. Dookran

I'm not.

Commissioner Bergeron

I couldn't agree more with Commissioner Pappas, once we have the information we should have a special meeting maybe with the Board of Aldermen and really dive into it and then show the public because I think that people think that all of a sudden it's eminent that we are start paving roads immediately and the big number to me is if we increase the budget to \$5.9 million and we did that for 10 years we would be right where we are now even though we spent all of that money unless we front load or we bond somehow. I think that people think that all of a sudden we are going to pave roads and I think it would be good to say obviously it's not spring of 2016 that anything is going to get done. Anything over and above what we are currently doing. I'm hearing a lot as you are about the roads and I do drive around a lot and they are in terrible condition. There's just no money for it.

Commissioner Pappas

I wouldn't disagree at some point to have the Board of Public Works and the Board of Aldermen meet but I would really like to have some kind of a workshop either on a Saturday; I want a full understanding from the City Engineer.

Director Fauteux

I agree but we have to get the information.

Mayor Donchess

As soon as we get a sense as to when this might be completed we can set up the workshop. Some of the streets that were done recently have come out pretty good, like Manchester Street and Ledge Street and they are still in pretty good shape. How did those streets rank on the PCI scale before they were done?

Mr. Dookran

For busy streets how we approached it in the past had to do with benefit value. For the residential streets we simply went with very low PCI's, around 30. Manchester Street was one of those where the PCI could have been in the 40's but because it was a busy street the benefit was higher. That scale that we have used in the past is not exactly the scale we are using now because they are two different programs. Here you would find that the recommendations for rebuilding a street could very well be in the 40's whereas in the past it could have been in the 20's. I am sure we could normalize it some way but we are going to use the new system for herein.

Alderman Deane

Mr. Mayor, in the grand scheme of things, what was before doesn't matter anymore.

Mayor Donchess

Yes but I was just curious.

Mr. Dookran

One note, we do have a paving program for this year and there must be at 5 miles of streets on the contract so we are going to get going on that soon. Some of the streets that people are complaining about will probably be dealt with in this contract.

Mayor Donchess

Are there any other thoughts that anyone would like to offer? I don't think we need a motion on this as it is informational.

- I. **MOTION:** Commissioner Pappas: To eliminate the CSO Stormwater Engineer position.
SECONDED: Moriarty
MOTION CARRIED: Unanimously

- J. **MOTION:** Commissioner Pappas: To add two Staff Engineer positions in the City Engineering Department. Funding will be through: Departments: 160 Admin/Engineering and 169 Wastewater; Funds: General and Wastewater; Account Classification: Wages Full Time.
SECONDED: Moriarty

DISCUSSION:

Commissioner Bergeron

Can Mr. Dookran walk us through; we've had this talk about the engineers who have left and the institutional knowledge that we have lost by people leaving.

Mr. Dookran

We are not just creating positions because we want more people; these are positions to replace ones that are needed. The idea here is to create staff positions that will bring in a skill level at a lower range that we don't normally see and to have these staff engineers grow on the job and work towards their professional engineer license and be a success and probably be in the job for some years and also not to have the problem that you mentioned where we hire a seasoned person and they come in and work three years and then they find out that the pay scale is not as good as outside and they move on. It's important to have succession and have retention. How it's set up here is that we also don't want to have jobs that are very specific in title and description of duties, we want to have jobs that can do a broad range of duties. The departments work has broadened over the years taking on a variety of projects in terms of not just hiring consultants and getting the projects done but also doing a lot of the work ourselves; designs, drafting, construction and these staff positions have been developed and they would address those needs that we currently have. As well as we would be talking about Cartegraph which is a new piece of software we are implementing. We have a custom GIS and that's very important for what we do today and we need more people with that type of skill as well as on-line processing. We want to bring in entry level engineers I see as a way to really address the department's needs.

Commissioner Pappas

How did you come up with the formula of how much is going to get charged to admin & engineering and how much is going to get charged to wastewater?

Mr. Dookran

These are the same proportions that were used in the previous positions that we have eliminated.

Commissioner Pappas

So the person who is paid from wastewater funds; we are not going to use them for city staff other than wastewater?

Mr. Dookran

Right and a large number of the engineering employees spend a large amount of their time on wastewater related work. From year to year we look at that and sometimes we have to make adjustments. I think it's an appropriate charge to the amount of work that they do.

Commissioner Moriarty

Director Fauteux, I was wondering if you could send the commissioners an updated flow chart now that we have some changes in the staff.

Director Fauteux

Sure.

Commissioner Pappas

Also, we have two foremen at the Streets Department that I think are paid under wastewater.

Director Fauteux

Just one.

MOTION CARRIED: Unanimously

- K. **MOTION:** Commissioner Pappas: To approve the selection of Ms. Amy Prouty Gill of Nashua, NH, for the position of Senior Staff Engineer in the City Engineering Department. Starting salary is not to exceed \$69,236.61. Funding for this position is located in the following budgets: Department: 160-Admin/Engineering; Fund: General Fund; Account Classification: Wages Full Time; Department: 168- Solid Waste; Fund: Solid Waste; Account Classification: Wages Full Time; Department: 169-Wastewater; Fund: Wastewater, Fund; Account Classification: Wages Full Time.
SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Bergeron

Engineer Dookran was talking about this person who has worked for the city for 14 years and that position has been eliminated but she is staying with the city and moving into another position and they are getting institutional knowledge. I like your plan.

Commissioner Pappas

I know when we do our budget you guys do a good job. When people do their hours during the day and when we spread the money across several different departments do you keep track of what departments they are working for? Just to be fair about which department gets billed for the services or do we not do that?

Director Fauteux

We don't really do that.

Mr. Dookran

Not to that detail. I do have my staff fill out, on a weekly basis which programs they are working on but we don't track the exact hour. There is so much cross working from one thing to the other and it's probably not that practical but we do have a sense. If someone is 100% paid for out of wastewater then you want to make sure that person isn't spending an unproportioned amount of time doing something that is not wastewater. Likewise, if someone is being paid 100% out of the general fund.

Commissioner Pappas

The only reason I ask is that I am sure with budget crunches sometimes it's tempting to...it's easier when the money comes from a user fee fund and I just want to make sure we are being fair about not overbilling the user fee fund.

Director Fauteux

I think we are cognizant of that.

MOTION CARRIED: Unanimously

- L. **Motion:** Commissioner Pappas to approve Change Order #2 for the Construction of Broad Street Parkway South with Continental Paving of Londonderry, NH in the amount of \$51,219.85. Funding will be through Department 160 Admin/Engineering; Fund: Bond; Activity: Broad Street Parkway.

SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Pappas

When are we going to start wrapping this up and do we have meetings with the state about the bond money and that kind of thing?

Mayor Donchess

There is information; the question is there any problem with discussing this in a public situation before...

Alderman Deane

Is this in litigation, Mr. Mayor?

Mayor Donchess

You are asking about the issues with Federal Highway, right?

Commissioner Pappas

Just to get a sense with; obviously I know that we had an issue but just to get a sense of as to when we are going to sit down with the state and hash it out or whether we have to wait for the other issue.

Mayor Donchess

Do you think there are any issues with...

Commissioner Pappas

I am not asking about the litigation.

Alderman Siegel

But you don't know where the discussion will go.

Director Fauteux

Well I think the Mayor can decide that.

Mayor Donchess

Federal Highway has taken a position that certain acquisition expenses including the acquisition of the parcels which were taken for the original route for the Broad Street Parkway south of the river; Federal Highway has taken the position that those acquisitions are not eligible expenses and that number is about \$5 million. They have also disputed some other smaller issues. If those items are not allowed the city would end up short, meaning we would not get \$2 or \$3 million of the earmarked funds that have been approved by Congress. They are very adamant about the disqualification of the expenses for what they consider to be unnecessary or unused property. What's being explored is the possibility that they will allow there to be a repurpose; that the earmarked funds which may exceed the amount of eligible expenses remaining on the parkway; that these earmarked funds could be repurposed for other eligible projects. One of the eligible projects is, and this is being explored, would be the paving of certain state roads. There are quite a few of eligible roads so as we look at our situation and we hear that there are \$50 million of paving projects that we could do we believe we will be able to easily, if the repurposing idea is approved, we will be able to easily come up with enough paving to be done in very short order so that any unused earmarked funds can be repurposed into paving. Therefore we solve the problem in that way but we can't take this to the bank but this is what we are exploring. I would say that I am optimistic.

Commissioner Pappas

So I guess that means we don't know when that chapter is ended. It sounds like there are a number of issues that we can't discuss.

Mayor Donchess

Mr. Vancor is saying that the substantial completion stage will be reached in another month or two with respect to the work south of the river. There is the outstanding issue with E.D. Swett concerning the bridge and there is nothing to discuss because it's not in litigation yet. You read it all in the paper. They are claiming that they are due \$1.4 million as a result of the fact that they encountered unanticipated conditions in the river and this cost them more money. The city's position is that those conditions were not unexpected and they should have understood that those conditions could exist in the river and number two that they were late so they owe the city late fees. Both sides have their claims and nothing is in litigation at this time. I think the situation is complicated by the fact that as you hear it you think well it's a pretty easy resolution but everybody just gives up and walks away but Federal Highway, because federal funds were used here, has some policies regarding not settling claims for late fees. If this thing reaches litigation at some point the city's hands may be...we may not have complete freedom to do what we want with respect to resolving it. Director Fauteux, would you agree?

Director Fauteux

I would agree.

Commissioner Moriarty

Mr. Dookran, can you speak to the motion, the rationale behind this current motion?

Mr. Dookran

Yes, first it's about two lanes on Central Street that turn right when you approach the Pine Street intersection and we've had a lot of complaints ever since it was put in service and it's a bit confusing, it's overbuilt. There are two lanes when cars are pretty much going straight onto Ledge Street and hardly cars going onto the parkway so just one is necessary. We spoke with the consultant who designed it and he said when you design a roadway like this you design it with a 20 year traffic forecast and that you would need two lanes. The idea here is until we need two lanes let's just use the one. The thing about traffic models is that it's easier to make a model of a street that's already exists, for instance Canal Street. You know where the trouble spots are so you model it if you put more development and get more traffic. What you need to mitigate that increased traffic and a reduction in the

(inaudible). It is easier to do that than to model a whole new road. If you are not seeing the traffic in a year then it really shouldn't come as a surprise so we will have to make adjustments in whatever fashion over time as the road starts being used, not just one lane or two lanes or less parking or more parking but also how you process traffic through the intersection. That's what this is about. We've heard from a lot of people that one lane turning right is going to reduce the confusion and until that second lane is needed we should take it away temporarily.

Commissioner Moriarty

I guess my concern would be that the road has only been open for six months so is it not premature to change it already after six months or do you really anticipate it not going to change in the next couple of years.

Mr. Dookran

Not being the designer and being a user of the road I could say let's give it some more time but the designer is saying you probably won't need that second lane for many years to come.

Mayor Donchess

I think to give you some perspective on the numbers, I think the projections are 20,000 cars per day and the estimate is 6,000. At least 20 years out the estimate was 20,000 per year but I think right now it is around 6,000 so it's not going to happen overnight.

Commissioner Bergeron

I couldn't agree with you more, I think we talked about waiting a year to do some traffic changes in that area, however, this is an intersection that...I live off of the parkway so I take it at least once a day and that intersection has been; I've heard a lot of feedback not only from residents but even from some of the Aldermen as well that it was definitely overbuilt and there was too many lights there and it was very confusing if you coming from Central Street. Is this also going to provide some relief to the market, Sally's Market as well?

Mayor Donchess

It's going to be re-striped. That's a separate issue.

Commissioner Bergeron

This is something that at first glance I would agree but where I do use it, I also recognize that it's not working and it needs to change even though I don't want to spend the money.

Mayor Donchess

Does anyone have an objection to Alderman Deane asking a question?

Director Fauteux

I have no objection.

Alderman Deane

What happens if you do nothing? Why are we doing this? We just spent millions of dollars on this roadway and six months later everyone wants...a few squeaky wheels of complaining. Just leave it along and let people get used to it. I didn't support the parkway so can we bring legislation in to start taking it apart. Are you going to

pay money to do that, I mean come on. I understand the parking issue but six months in you want to spend \$50,000 because you have a couple of people complaining to make them happy.

Commissioner Bergeron

It is overbuilt at the end of the day.

Alderman Deane

Yes, but it was designed for future expansion.

Commissioner Bergeron

Yes, I understand that but I think it's overbuilt for the neighborhood and I don't think we are going to be at 20,000 cars for 20 years.

Alderman Deane

How does it hurt to leave it alone?

Commissioner Pappas

I was also against the parkway. I think the Board of Aldermen overrode the Board of Public Works and I don't disagree, I hate the project but at the end of the day there is one neighborhood that has to deal with this and I think to eliminate that might calm the traffic a little bit so for that reason I think it's about being a good neighbor.

Commissioner Bergeron

That was the whole point of relocating the fence. The people at the Housing Authority want that fence ASAP given all of the children out there. It is kind of overbuilt. I'm not saying its right but if it was overbuilt and it was a mistake then let's make it right.

Commissioner Ackerman

I'm not sure I understand the term overbuilt but is there a fundamental safety issue for the residents or citizens that are using it now to suggest that maybe we hold off?

Mr. Dookran

I haven't seen any myself. I think it's more of...two things I believe, one is a sense that it's not needed so there is an extra lane and two it leads to confusion because of the two lanes in addition to the lights. The consultant has developed this plan and he also has intentions of moving some of the lights so they align better with the lanes to reduce some of the confusion.

Commissioner Ackerman

Would it be possible to eliminate the confusion by re-striping the street in some way at a much lesser cost to the residents of Nashua?

Mr. Dookran

Striping could be tried but you can't rely on striping all together. When you get into wintertime there is snow on the ground and it's not visible. Striping also wears. You can use it as a trial, however, if you wanted to go back to this you would be cutting into new pavement because it's curb work and moving one of the pedestrian signals

and there is some drainage as well. If you wanted to build this then later on you probably would be undoing some of the pavement that we plan in the next couple of weeks. That could be an approach, maybe the traffic pattern would change a little bit; I don't know as it's hard to predict.

Commissioner Moriarty

I was just thinking that part of the purpose of the parkway was also to get rid of the congestion on Main Street in case of one, an emergency, like a tractor trailer tipping over on Main Street like what happened on Riverside. Those two lanes would be used pretty quick to get people in and out of the city.

Commissioner Bergeron

It is a neighborhood at the end of the day and we've put the parkway through it and it just seems to be overbuilt for the neighborhood. Also, we really cut into that business' store and I guess that's going to be helped by striping it but it is still part of that area and there are 100+ kids at the Bronstein Apartments as well and it is there neighborhood. I drive it all of the time and it doesn't seem right. It's not a handful of people; it's a lot of people that don't think it is right.

Commissioner Ackerman

One of the things that we ought to think about is the development of the housing in the downtown area in the next couple of years. Are we making a near term decision that's going to be a long-term bad one? They might be using the parkway more and may benefit from having two lanes.

Mayor Donchess

Is there any other discussion?

MOTION CARRIED: Majority. Pappas, Moriarty, Mayor Donchess – Yay; Bergeron, Ackerman – Nay.

Solid Waste Department

- A. **MOTION:** Commissioner Pappas to award a one year contract for the transportation and processing of the City's single stream recyclables in the amount of \$249,925.00 to Casella Recycling LLC of Charlestown, MA pending approval of the FY17 operating budget. Funding through Department 168 Solid Waste; Fund: Solid Waste; Account Classification: 55 Other Contracted Services.

SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Bergeron

So we are not expecting recycling maybe what the price of oil going up people will be going back but this number, although we don't like it, is actually lower than what we had initially.

Director Fauteux

It is lower than what we originally anticipated. It's still not as good as we got (inaudible).

Mr. Lafleur

That's the reason we went with the one-year contract instead of going for a multiple year so I'll be going back out in January of 2017 trying to get them to submit a price on that also.

Commissioner Moriarty

Is Casella our present vendor?

Mr. Lafleur

Yes, they are.

Mayor Donchess

Is there any other discussion?

MOTION CARRIED: Unanimously

Parks & Recreation Department

- A. **MOTION:** Commissioner Pappas to award the Legacy Playground at Labine Park contract to the lowest qualifying bidder, D.L. King Associates of Nashua, NH, in the amount of \$233,803.40. Funding will be through Department 177 Park & Recreation; Funds: Contribution, Prior Year Escrows, Trust and General; Activity: Labine Park.

SECONDED: Commissioner Moriarty

DISCUSSION

Commissioner Moriarty

Superintendent Caggiano, how much of the price for that is coming from the Legacy Group?

Mr. Caggiano

That's an active number so it's going to be approximately between \$150,000 and \$155,000.

Commissioner Moriarty

So the city is putting more into this game than we had initially anticipated?

Mr. Caggiano

Yes.

Commissioner Moriarty

This does not include the equipment either, is that right, it's just the landscaping and the gravel?

Mr. Caggiano

It's the site work to prepare the site for the equipment which the Board approved two weeks ago.

Commissioner Bergeron

I would agree that it's obviously more but that whole project of Legacy has changed so much. The city was going to spend; we had our own plan to do something with Labine Park as well so I am happy to see it finally

get done. I was hoping to see more money from Legacy but as far as cleaning up that park, the fact that we are getting \$155,000 is good. We had a number as well about what we would have liked to have done there.

Mr. Caggiano

Yes and I will say in my conversations with Mr. Brand that the contribution vessel is still active and open so as work gets started and groups see there may be additional contributions.

Commissioner Pappas

I don't disagree that was more money than we expected but that park was just an embarrassment to the city. A lot of folks who live within walking distance hopefully will be able to use it and it won't have a lot of vandalism. I'm glad they are getting an upgrade.

Commissioner Moriarty

Have we received the money from the Legacy Group?

Mr. Caggiano

The check was supposedly cut today but I haven't physically seen it. We won't be able to issue a P.O. until all of the funding is proper and there has to be a contract.

Mayor Donchess

We won't proceed unless we have the money in the bank.

Commissioner Ackerman

The net cost to the City of Nashua would be the difference of what the donation is versus the \$233,000; is that correct?

Mr. Caggiano

No.

Commissioner Ackerman

Is it the \$233,000 plus whatever they donate?

Mayor Donchess

What was the amount of the equipment contract?

Mr. Caggiano

It was roughly \$64,000, so if you add the \$64,000 to the \$233,000 you'll get a total cost of \$300,000 roughly and then you back off the \$150,000 so it's pretty much a 50/50 split.

Mayor Donchess

Although to complete the picture the equipment contract did not include the carousel which is a \$60,000 item. The budget is about to be proposed and you will see in the budget there is a \$60,000 proposed

appropriation to buy the carousel to make the park complete. That would be an actual total cost of about \$360,000, assuming that were approved.

Commissioner Ackerman

So when we get to the city it would be the difference between \$360,000 and whatever the Legacy Group donates?

Mayor Donchess

Exactly.

Mr. Caggiano

Speaking of Commissioner Pappas' point, this was an eye sore for a long time and we went through the Renaissance so to speak of all the parks of the early 2000's and before 9/11 and Katrina hit we were on a roll re-doing all of the parks and this one was the next one on the list and then things changed, the economy changed and so it's been sitting in the background for quite a long time and unusable.

Mayor Donchess

I think to give a complete perspective the permit had set aside money for Labine before the decision was even made to switch the Legacy Playground to this site and I think it was close to \$100,000.

Mr. Caggiano

Let's say it was about \$76,000.

Commissioner Ackerman

Assuming this does get passed today when do you anticipate it to be complete less the carousel?

Mr. Caggiano

Due to the time constraints this was approved at the Finance Committee on Tuesday with the condition that it would be passed here as well. That would give us three weeks to get the contract in place and then we are anticipating construction to start right around mid-June. We would start with the easy stuff; I really would not want heavy construction there while the kids are still in school. Then the construction will pick up and we are anticipation that we are going to have substantial completion by the end of August.

MOTION CARRIED: Unanimously

B. Informational: Commissioner Pappas to accept and place on file the information from the Transit Department regarding the purchase of discounted summer bus passes for students.

SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Bergeron

How many youths took advantage of that last year?

Mr. Caggiano

Approximately 220; it's a great deal.

Street Department

- A. Motion:** Commissioner Pappas to approve the hiring of Derek Messier, Nashua, NH to the position of Truck Driver, Street Department. Starting salary for this position will be \$21.97 per hour for a yearly salary of \$45,697.60. Funding will be through: Department: 161-Street Department; Fund: General; Account Classification: 51-Salaries & Wages.
SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Bergeron

Derek has always wanted to work for the city and I think it's a good thing.

Commissioner Moriarty

The on-line applications are not specific to this division. It doesn't ask about licensure and questions like have you ever been convicted of a criminal offense other than a minor traffic violation? If these folks are driving for the city, plows and trucks, we should know about any kind of traffic violation. A case in point is what happened in Boston with the Duck Boat; the guy had seven speeding tickets and they didn't know about any.

Director Fauteux

We actually do driving record checks on them as well as background checks through human resources prior to hiring them.

Commissioner Moriarty

I did not know that.

Director Fauteux

You are right, these are generic; we use what is called "AppliTrack." We have talked to HR a couple of times and I think HR has just been totally rebuilt and I think they are still trying to get their arms around processes and the Director is doing a really great job and I think this is probably one of the things that has just been lower on his list because he has a completely new staff within the last 4 to 6 months but we have mentioned that to him.

Commissioner Bergeron

Is there any way you can add that the applicant passed on the record?

Director Fauteux

Yes.

Commissioner Ackerman

Is this new position or did somebody leave?

Director Fauteux

This is Ryan Lones' position; he transferred over to Parks & Recreation.

MOTION CARRIED: Unanimously

- B. **Motion:** Commissioner Pappas to approve the selection of Philip Fote, Nashua, NH to the position of Wastewater Collections Systems Technician, Street Department. Starting salary for this position will be \$25.77 per hour for a yearly salary of \$53,601.60. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Moriarty

So tell me what happened with this situation. It appears that he was a foreman?

Mr. Ibarra

No, a collections operator and Dave Essensa retired. So, he wants to make a move over to the camera tech position.

Director Fauteux

They are both in collections systems but just a different position with the collections systems.

MOTION CARRIED: Unanimously

- C. **Motion:** Commissioner Pappas to approve the selection of David Kirby, Milford, NH to the position of Traffic Foreman, Street Department. Starting salary for this position will be \$31.46 per hour for a yearly salary of \$65,436.80. Funding will be through: Department: 161- Street Department; Fund: General; Account Classification: 51-Salaries & Wages.

SECONDED: Commissioner Moriarty

DISCUSSION:

Director Fauteux

I don't often speak on these but I think we are very fortunate to have somebody like Dave on the staff. He has a great traffic background, he worked for DOT and he's a great candidate for this position and really brings a lot to the city and I am very happy to have him in this position.

MOTION CARRIED: Unanimously

- D. **Motion:** Commissioner Pappas to approve the selection of Henry Boucher of Nashua, NH for the position of Street Foreman, Street Department. Starting salary for this position will be \$30.24 per hour for a yearly salary of \$62,908. Funding will be through: Department: 161-Street Department; Fund: General; Account Classification: 51-Salaries & Wages.

SECONDED: Commissioner Moriarty

DISCUSSION:

Director Fauteux

Henry has been with the city for a long time and he's been an example of the best of public works. He has been a fill-in foreman many times and he has led by example and has been a good role model. There are a lot of times I am concerned about promoting someone that has been with the city that long; it's very difficult to rise above your peers and then all of a sudden be a leader but he has shown us repeatedly that he can do that. He has a lot of respect within the department and I appreciate the knowledge that he has of street construction.

Commissioner Moriarty

I would also like to commend you for all of your certifications. Thank you for taking the time to do all of that for the city.

MOTION CARRIED: Unanimously

Wastewater Department

- A. **Motion:** Commissioner Pappas to approve the User Warrants as presented.
SECONDED: Commissioner Moriarty
MOTION CARRIED: Unanimously
- B. **Motion:** Commissioner Pappas to approve the selection of Ms. Heather Larocque of Nashua, NH to the position of Laboratory Supervisor at the Wastewater Treatment Plant. Starting salary for this position will be \$62,898 per year. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.
SECONDED: Commissioner Moriarty
MOTION CARRIED: Unanimously
- C. **Motion:** Commissioner Pappas to approve the second phase of the Design Phase Services to Woodard & Curran of Portland, ME in amount not to exceed \$554,853. Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: Pump Station Upgrades.
SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Bergeron

Can the superintendent just walk us through the project that is going on?

Mr. Simmons

Prior to performing a preliminary evaluation and provided recommendation for the upgrade in all 13 pump stations they completed this evaluation so they are ready to proceed to the 30% design phase and this is going to be done between now and the end of October. Then we will be back and request funding for the final design which will take us through to February of 2017. Bidding is projected for March of 2017 and shoveling the ground a year from now.

Commissioner Bergeron

What will be the total cost to have the job completed with all 13?

Mr. Simmons

I want to say between around \$2.5 million I think. We will know that once the final design is complete. There was a question of whether or not any of the pump stations could be eliminated and that's what this preliminary design was all about.

Commissioner Bergeron

Would there be anywhere that we would need to add a pumping station at this point? What is the life expectancy?

Mr. Simmons

20 years.

Mayor Donchess

One of the pump stations is near the bridge to Hudson which I think is used in part to empty the...

Mr. Simmons

That's on East Hollis and it's for emergency only. It might have 10 hours run on those pumps. It is basically for when the Merrimack gets up to above the discharge of the CSO's. That pump provides sewer overflow out into the river, otherwise it would back up into the city.

Mayor Donchess

Is that part of this project at all?

Mr. Simmons

Not at this time. We are looking at possibly upgrading the electrical because the outside transformers are in dire need of upgrade from the 1950's technology.

MOTION CARRIED: Unanimously

- D. **Informational:** Commissioner Pappas to accept and place on file the purchase of Access Control and Camera System for Wastewater Treatment Plant funded by a Department of Homeland Security Grant.

SECONDED: Commissioner Moriarty

DISCUSSION:

Commissioner Pappas

I told the last Chair that sometimes I think it's good to mix up because it seems like the superintendent; just because his department starts with "W" he is always stuck to the end of the money.

Director Fauteux

We do that.

MOTION CARRIED: Unanimously

Administration

A. Discussion: Public Art

Mayor Donchess

Since the last meeting we have given this quite a bit of thought and the issue of public art is a broader issue than just public works because there are sculptures and many other things on non-right-of-way sites.

Director Fauteux

The Director of Community Development, Sarah Marchant, Kim Kleiner from the Mayor's office and I; along with input from other staff in the Mayor's office, looked at possibilities of where it might make some sense to put public art. We had identified originally six spots on Main Street. We really didn't want to add anything more on Main Street because we were concerned about the maintenance of the sidewalks, both sealing the sidewalks, cleaning and sweeping the sidewalks. We looked at some of the side streets and this is what we came up with; you can all of the yellow arrows which identify places where public art could be placed. There are also a couple of other spots the City Arts Nashua had requested. Two of the sites that are not on here; one is in front of City Hall where currently the bird is located and also in front of Enterprise Bank which is 146 Main Street which I believe is where the dragon is right now and then in front of Jordan's Luggage which is where the boat is and that's what you had approved for a couple of weeks. We were going to ask the Board of Public Works for approval for City Arts Nashua to place art at these locations.

Commissioner Pappas

First off before City Arts does each location I would like to take a peek at that and I wanted to thank Commissioner Ackerman for sending out the information of what other cities do for arts. My personal opinion is that some of the art at City Hall, I think it takes away from the dignity of the Kennedy Bust and that kind of thing. I feel pretty strongly about it and I would hope we wouldn't take this whole thing up tonight. I think just to have this map and have time to digest it would be great. I think the City Arts should give us plenty of heads up notice before they place anything. I don't think City Hall is the place to have art and again, it's my personal opinion.

Director Fauteux

I don't want to be in the position of picking art and where it goes so we were hoping to have locations that we thought made sense so we could give City Arts Nashua the places where we thought it would be safe to put public art.

Commissioner Bergeron

Are you talking about the temporary public art?

Director Fauteux

Yes. So some of this, I know that the piano's we had asked to be approved through October 31, 2016; I think they should ask us for a certain timeframe but I would say that timeframe could be anywhere from March 15th and November 15th; the same that we use for outdoor dining so we wouldn't have to worry about plowing sidewalks. If there were other opportunities that they wanted to put out art, for instance the Stroll, maybe we could approve it on a one-time basis. City Arts was hoping they wouldn't have to come back every time they had art that they wanted to place so they were hoping to have locations that we would approve.

Mayor Donchess

City Arts is a non-profit organization that promotes arts in the city and the way that they got involved in this is that the Board of Aldermen's Finance Committee...in the budget last year the city appropriated to the City Arts \$25,000 and then the Art's Commission recommended that we, the city, award part or most of that money in the form of a contract with the City Art's or is the contract with artist, I forget?

Director Fauteux

It's with City Art's.

Mayor Donchess

So there is a contract with City Art's that was approved by the Finance Committee last year to enable them to do this public art's project. Based upon that contract, that's where the public art came from. Since we discussed this last time, obviously it generated quite a lot of thought and discussion. The City Art's project; the public art and we can get Kathy to show a presentation from City Art's but these are very collaborative pieces that they have. The artist, Jerry Beck, is an artist who enjoys working with kids so the dragon and the bird were really built by school kids from various schools here in Nashua. They come up with the designs. The point has been made that there should be some city body other than a private organization that should be approving these contracts and the artists. I think you have circulated some of these rather complex policies. The public art policy from Portland, ME is 35-pages long. We need to come up with something and we will do but City Art's needs to be the one I think in recognition of the point that there should be some city body that's doing that. The Art's Commission should be the one to decide or recommend what artists; to vet the artists and decide how these public arts projects should proceed given that the location is approved by the Board of Public Works.

Commissioner Moriarty

So the City Art's Commission is appointed by the Mayor?

Mayor Donchess

Appointed by the Mayor and confirmed by the Aldermen. It's a group of 12 to 15 people.

Commissioner Moriarty

Does the Board of Aldermen have a liaison to that commission?

Mayor Donchess

Yes, it's Alderman Lopez but I don't know who the alternate is

Commissioner Bergeron

So for tonight there are three pieces of art currently out there and we've approved that for what, two weeks?

Director Fauteux

Yes, technically the City Hall Plaza doesn't fall under the purview of this Board. The Board of Public Works would have jurisdiction over parks, sidewalks, alleys and streets with the exception of Greeley Park when there would be new construction. The maintenance of the park is the parks department and therefore under the Board of Public Works.

Commissioner Pappas

It seems to me that either we get the art locations or we don't. If you are asking us where to put art and they want to put it at City Hall, it seems to me that we would be able to give a thumbs up or thumbs down. I might be the only one curmudgeon that doesn't think the art belongs on the City Hall Plaza.

Commissioner Ackerman

If you look at the map of City Hall it's earmarked that City Hall is owned by the City of Nashua but they are not putting a yellow arrow next to recommending anything next to City Hall.

Director Fauteux

You are right that isn't on here but it should be. I think there is no arrow there because it doesn't fall under the purview of public works; City Hall Plaza.

Commissioner Bergeron

I like the art, I think we could maybe; because they are not looking to do more than the three right now or are they looking to do more than the three right now?

Director Fauteux

They are looking to do more but I'm not sure what the timing is but I think in the next couple of months.

Commissioner Bergeron

I do like the idea and there was a buzz downtown. I think it was helpful when Kathy Hersh gave a presentation to us on the sculptures which I found interesting. Maybe we could extend the period of time for them to keep the art that they have out there now and then maybe ask that she come in and get some more information and maybe do a brief presentation. Maybe have the Art's Commission come; it'll be people that we know.

Director Fauteux

I don't think Kathy could present on the Art's Commission because she's not on it.

Commissioner Bergeron

Just some representative, it doesn't have to be Kathy.

Commissioner Moriarty

Moving forward with this, I'd be much more comfortable with Mayor, you as Mayor, having the final say on these approvals. This commission might say I want it there but I think somebody who is elected should have a final say as a policy.

Mayor Donchess

I think the next project that is coming is a different one. They are talking about in concept is kind of collaborative with the kids so you don't know specifically what's coming out of it but they are talking about a tables project where they set up tables of some kind of concept with some seeding to make the point that we should get together and share a meal. They were talking about 10 sites and as we were discussing this it just

seemed that 10 sites on Main Street is just too much for the Department of Public Works to deal with. We came up with the idea of scattering these sites around the downtown as well as Main Street both because of the public works issues but also because we want to bring people not just to Main Street; there are a lot of other places where these things could work.

Commissioner Pappas

So who is going to get to vote on City Hall?

Alderman Siegel

The Board of Aldermen controls City Hall.

Alderman Deane

The Infrastructure Committee.

Commissioner Bergeron

I agree that there should be an elected Board that does this; I just think it would be helpful to have information, like when the art first goes up. I mean it was like you see the bird and think I don't know but then you find out the kids did it and you look at it differently.

Mayor Donchess

We can get a presentation, no problem but these are for temporary art locations. Most of the permitted ones are not in public works spaces.

Director Fauteux

Some of them are.

Mayor Donchess

What are we doing on that?

Director Fauteux

We had approval for some sites. I think they are coming in for approvals for a few more sites but some are not in the Board of Public Works jurisdiction. In the past the Board of Public Works has approved the sites without seeing what the art is going to be.

Commissioner Bergeron

I think we approved 5 or 6 sites and they put three sculptures. That to me is different than this because that to me was a little bit like I just felt like we should approve the site and not...

Mayor Donchess

The reason I think that was done was because it was for the Sculpture Symposium and they wanted to allow the artist to go around and tour a bunch of sites and pick one that would work.

Commissioner Bergeron

Back to the educational piece, they have put in these permanent sculptures but there is nothing that says who the artist is or what it is and I think that would be helpful.

Director Fauteux

That's a good point.

Mayor Donchess

I've been looking at the permanent stuff and there's quite a bit and some of it is pretty interesting.

Alderman Siegel

The temporary art, we talked about that last term and part of the contract terms were we were allowing them to identify themselves. Jerry's identification is somewhere on the art if he so desired.

Mayor Donchess

What you see now in the three pieces there is a little yard sign type of thing which says who made it and what school made it.

Alderman Siegel

The permanent pieces do too.

Commissioner Bergeron

Mine Falls one doesn't unless it's so small that I don't see it.

Mayor Donchess

What is the Board's pleasure with this?

Director Fauteux

The only thing that I am going to go out on a limb for the City Art's Nashua because I know Kathy Hersh is ringing her hands right now. If we hold this for another month, can we at least approve the current sites that they are using, the 97 Main Street, Jordan's Luggage; and the 146 Main Street, Enterprise Bank where the dragon and the ship are?

Commissioner Pappas

My fear is that we would put this in front of a business that wouldn't want it.

Director Fauteux

I've spoken to Kathy and before they put up any art she does speak to the businesses to make sure that they are okay.

MOTION: Alderman Moriarty to approve the site locations that were presented here tonight from City Art's Nashua.

SECONDED: Commissioner Ackerman

DISCUSSION:

Commissioner Bergeron

I'm not opposed to approving it tonight I mean did people feel like they needed more information because we could have had someone come in. Even if we approve it tonight I'd still like to have someone come in.

Commissioner Pappas

Or maybe have a special meeting because sometimes I feel like our meetings are so long with presentations that you never get to make comments.

Commissioner Bergeron

Or maybe it could be just sent through e-mail, who is on the Art's Commission, just for informational purposes.

Commissioner Pappas

Maybe we could get a link...if she has given public presentations.

Mayor Donchess

We can send it to you. A couple of members were just recommended, one was Mitzi Barrett and I forget the name of the other one but she is a young musician. The chair of the commission is Tracy Hatch.

Commissioner Ackerman

Director, you indicated that the Art's Commission comes here for approval.

Director Fauteux

No, they do not. This approval would be...

Commissioner Ackerman

So you are referring to the location and not actually what the art is.

Director Fauteux

Correct and they would probably come to me just to make sure that however we are securing it was safe but not the type of artwork.

Commissioner Bergeron

Just to back up to that, like the pianos they are installing the art.

Director Fauteux

Correct.

Commissioner Bergeron

So who...

Director Fauteux

But they did consult us to make sure that we were comfortable with the way they were securing the pianos.

Mayor Donchess

And that would have come to you before except for the rescheduling of the meeting. We didn't anticipate that the rescheduling of this meeting would result in this problem. We would be approving locations here that we would give to the Art's Commission and the City Arts to say okay here are the locations that public works has approved.

Director Fauteux

That's correct and I'd like to point out that there is an arrow where Enterprise Bank is, it's highlighted but there is an arrow missing so I want to make clear that is where the dragon is now.

Commissioner Moriarty

And as well as City Hall, is that the other arrow that is missing?

Director Fauteux

City Hall isn't under the purview of the Board of Public Works so I'm not as worried about that, I just wanted to make sure that you knew that Enterprise Bank is one of the locations.

MOTION CARRIED: Majority; Pappas – Nay

B. Informational: Budget Transfers

Director Fauteux

We don't have any to report.

C. Informational: Update on Burke Street Building

Director Fauteux

I don't have a lot to report on that, we are still working negotiating with the architect. We are looking at space needs for both the DPW and the school department and we are also looking at the garage space and what the best thing to do with that space would be. I may have more to report at our next meeting.

Commissioner Moriarty

It seems ambitious that that building will be ready for the school department to get in there in a year. Do you have any feedback on that?

Director Fauteux

We are going to try but you are right it is aggressive. That's the critical path. I don't think it's impossible; the office space is in pretty good condition. It's the garage and other space that is going to be more of a challenge. The office space was built in 1996 and it's in pretty decent shape. That would be the first thing that we would focus on if that's the path moving forward.

Mayor Donchess

There is an estimate that the project is going to cost and it's around \$34 million which is a bit of a surprise. What's happening is the committee that has been working with the architect is going to look for a second opinion on that issue and also going to price the prospect of demolishing the garage and building a new structure on the theory that it may ultimately be cheaper and more effective. One big problem is that the floor in the existing garage doesn't have drainage and it's necessary for a public works garage because of the activity of washing. And now we hear that it is \$50 million for paving so...

D. Informational: Director's Report

Director Fauteux

We won an Outstanding Engineer Excellence Achievement Award for the Manchester Street Bridge which is pretty cool.

We had a quick ribbon cutting ceremony to open the Mill Pond Boardwalk. It's pretty outstanding and the Mine Falls Advisory Committee was there along with a walking group. It's right across from our office at Riverside.

The return of the swans at the Mill Pond in Mine Falls Park, it's a sign of spring.

This is a picture of some Rivier University students at Mine Falls; they participated in our community clean-up day on April 16th – we've had a tremendous amount of volunteers helping around the city.

This is the installation of the liner system at the Centennial Pool that was completed on April 22nd. It's going to save a tremendous amount of time and we are very excited about that.

We had an Arbor Day Celebration at the Dr. Crisp Elementary School on April 21st and that was a great event and the kids were very well behaved.

This is some sewer and lawn repair on Echo Avenue; we replaced a sewer main.

Mayor Donchess

Is Echo Avenue the one with a dead end on both ends?

Director Fauteux

Yes.

Director Fauteux

This is a catch basin repair at 10 Bradford Street and a catch basin repair on Berwick Street. We re-graded the boat ramp at Hills Ferry. We did a sewer repair on Gillis Street.

The mechanics did a transmission replacement and grater repairs. They are saving the city a lot of money and doing a lot of great work.

I wanted to clarify; Commissioner Pappas had sent an e-mail that...we started soft yard waste collections and it's only grass and leaves and not sticks. It can be put in paper bags or 32 gallon barrels but not weighing more than 60 lbs. and it should be placed 3 feet away from your normal trash cart. If people have sticks, we do have oversized item pick up and I have hand-outs for oversized items that the solid waste department puts out. Brush can be picked up as an oversized item. The brush can be no longer than 4 feet and no wider than 3" in diameter and a bundle should be no heavier than 60 lbs. There are a number of other oversized items that we do pick up; metal, furniture, mattresses, etc. Brush should not be in with soft yard waste and you can schedule your pick up through the website or you can call the solid waste department directly to schedule a pick up.

E. Commissioner's Comments

Commissioner Pappas

For next month, our meetings do kind of last a long time but I know there is some issue about the stick issue and the brush. I know we have always done it that way but that isn't necessarily the best way to do. A lot of people don't think about picking up sticks until after the soft yard waste are put out. Then I think people will put the sticks in the middle of barrels and that's not good for our trucks. If we could do that as a discussion item next month that would be great.

Director Fauteux

You just want me to bring that up again; the difference between soft yard waste and sticks?

Commissioner Pappas

I am wondering if we might rethink the way we are doing our stick pick up. I think people see it as a very arduous task to have to bundle things up and they forget to call it in. People aren't thinking about stick pick up a few weeks before the soft yard waste starts and then I think people try to hide them in between. I've seen people plop it in their garbage pail. I think we might want to think about relax or change the way we do it a little bit to kind of get back to basics. I think we might be able to make the system a little bit more user-friendly. I've been hearing this for almost 10 years that I have been on the Board.

Director Fauteux

I would be really interested to hear what your thoughts are about that.

Commissioner Pappas

I know everything costs money but if we can afford to send overtime for Brew Fest...like we are always adding something into what we do and I think this is very basic. People don't manufacture sticks. It's not a criticism I'm just saying when we are used to doing things a certain way...

Director Fauteux

One of the reasons we do it as early as we do is that is before we start our construction work. The street department does the spring clean-up. Solid Waste doesn't have the time to do that at any time of year. Residents are also welcome to bring any brush to the landfill at any time.

Commissioner Pappas

A lot of people don't have vehicles where they can throw this stuff in the back. I'm just saying let's talk about it.

Director Fauteux

Okay.

Commissioner Ackerman

On page 15 of the meeting minutes from last month we had an in-depth conversation about the FY budget and one of the things that I had anticipated being on the agenda and haven't seen it yet is an estimate of anticipated surpluses in the budget.

Director Fauteux

That will be provided at our next meeting at the end of May. The financial manager was a little bit uncomfortable with reporting surpluses at this time; she wanted to wait another month because there are a lot of expenses that come into play at this time of year. We didn't want to report something to you that was inaccurate.

Commissioner Ackerman

Is there an update on the activity with the skate park?

Director Fauteux

We don't have an update on that yet, we are still working on the design and I am hopeful that we will have a design somewhere in the near future.

Commissioner Ackerman

I did go back there twice and I counted the cars that do park in that area and there are 21 cars that park in that little cul-de-sac.

Director Fauteux

We will be replacing all of that, we will relocate the parking.

Commissioner Moriarty

Do we have a date for the budget hearing?

Alderman Deane

The 21st of May; that's the tentative date.

Director Fauteux

I think it is May 31st at 7:00 p.m. is the public works budget presentation to the Board of Aldermen. The public hearing is on June 9th at Nashua North High School at 7:00 p.m.

Commissioner Moriarty

I just want to mention that I am in favor of your initiative for the Riverwalk development. I am very happy to see that.

Commissioner Pappas

It said something in the paper that our budget surplus might be used for the lighting on the rail trail and I was really hoping that money could be aside for either paving or mill and fill.

Mayor Donchess

The rail trail lighting money is in the proposed budget and is a separate item.

I've gone to a few events that have either sponsored or participated in by the public works; one was the rail trail clean-up. The parks department did a really good job of engaging the public and getting everyone excited. The Arbor Day Celebration was really good. The quality of the employees is really just so high. The project at the Mill Pond was really nice. A bald eagle came down and picked up a fish. I ran into Nick at the Hunt Building and the Cooperative Extension from UNH is sending down a landscape designer to help develop a landscape plan for around the Hunt Building.

Mayor Donchess motioned to adjourn.

Meeting adjourned at 8:07 p.m.



Jeanne Walker
Deputy City Engineer
City of Nashua
April 12, 2016

Dear Jeanne:

I am seeking a street encumbrance permit to place three temporary sculptures on Main Street for two months starting April 29th (in time for the Sights AND Sounds Spring Arts Festival). The sculptures are part of ARTventures, a program of City Arts Nashua. City Arts Nashua has a contract with the City of Nashua for ARTventures, and the insurance as required by the City for the contract.

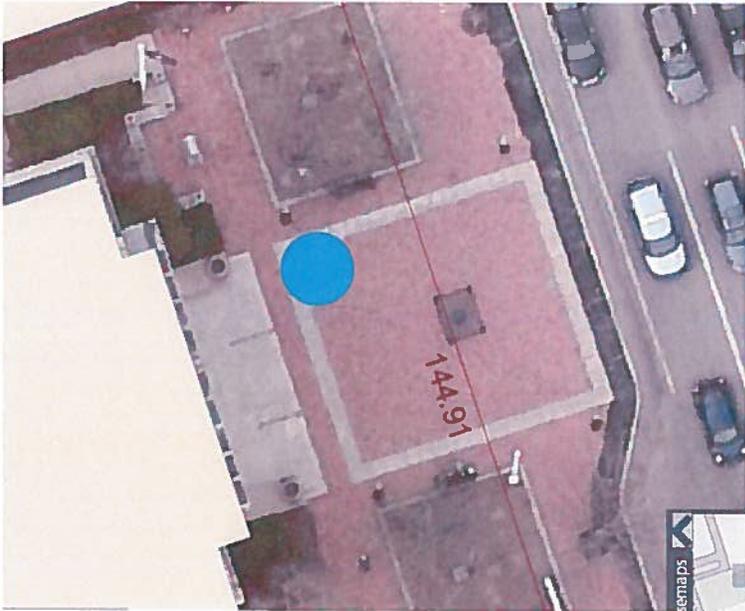
The first sculpture is about 24' long, 4' wide and maybe 8' high. It would be located on the sidewalk in adjacent to the planting bed in front of 97 Main Street. I have spoken with David Orpin, owner of the building, and he is ok with placing the sculpture in that location. We want to use the electricity in the planting bed so the sculpture is illuminated at night.



The second temporary sculpture is about 10' long, 10 feet high, and maybe 5' wide. It is proposed to go on an angle on the south side of the planting bed in front of 146 Main Street. It is difficult to show on the aerial below because the new planting bed was not in place when the aerial was flown. It will be within the brick area and not on the concrete part of the sidewalk. It too is located adjacent to a planting bed so that it can be plugged in and lit at night.



The third temporary sculpture is proposed to go at City Hall Plaza. It is probably 15' tall and 10' wide. The aerial below represents the general scale of the sculpture, since the granite square is about 40' square. However, we would want to work with the City on the best location so that we can light this sculpture as well.



Thank you for your consideration. Please let me know what additional information I can provide.

Sincerely,

Kathy Hersh, President
City Arts Nashua



City of Nashua

Public Works Division
9 Riverside Street
Nashua, NH 03062

Solid Waste Department
840 West Hollis St
Fax (603) 594-3448

Collection Guidelines

- No overflow at anytime will be picked up, all extra bags of trash from move-ins, celebrations, Spring/Fall cleaning or move-outs must be brought to the Four Hills landfill under a \$5.00 landfill sticker. (Exception: Christmas)
- All construction & renovations work including wall to wall carpeting and backing must come over the scale to be weighed in.
- Please place trash carts at the curb by 6:45 am on your collection day.
- Late set-outs will not be picked up.
- Carts must be placed at the edge of the road, within 2 feet of the curb.
- Separate the cart from obstacles – Such as mailbox, fence, utility poles, other carts and recycling bins as well as soft yard waste bags or barrels by at least 3-5 feet or place cart on the other side of the driveway.
- Place cart at least 10 feet away from a parked car.
- The cart handle must face the house.
- Keep cart away from low-hanging branches or wires.
- Carts blocked by vehicles or other obstructions may not be picked up.
- During winter, please CLEAR a space at the road for carts and recycling bins, and **PLEASE REMOVE** any snow or ice that gets into your carts or bins.
- Please DO NOT put containers on top of or behind snow banks.



City of Nashua

Public Works Division
9 Riverside Street
Nashua, NH 03062

Solid Waste Department
840 West Hollis St
Fax (603) 594-3448

Soft Yard Waste Guidelines

The Division of Public Works, Solid Waste Department begins the special curbside collection of Soft Yard Wastes early April and continues to late fall.

- Soft yard wastes must be put into either paper compost bags or 32-gallon barrels.
(Soft yard waste is defined as leaves, grass clippings, and pine needles which may include twigs and small sticks that are less than one inch in diameter)
- Each bag or barrel cannot exceed the 60lb weight limit.
- Plastic bags may NOT be used for Soft Yard Wastes; leaves, grass clippings & pine needles may NEVER be disposed of in the trash.
- Please place leaf bags and barrels 3-5 feet away from trash carts and recycling bins or they may be placed on the other side of the driveway.
- **NO dirt or rocks** may be put into the soft yard waste containers.
- Any brush, including cut bushes, shrubs and branches 1 to 3 inches in diameter, should be cut, tied and bundle and residents who have their trash picked up by the Solid Waste Department may request a special pickup of up to five bundles of brush each year.
- This brush must be no longer than 4 feet, no wider than 3 inches in diameter, and a bundle must be no heavier than 60 pounds. Please call 589-3410 by Friday afternoon to get onto the following week's special pickup list starting in April.
- Limbs greater than 3" in diameter and cut bushes must be brought directly to the Four Hills Landfill / Nashua Recycling Center, where a \$5.00 residential permit is required to use the facility.

Administration Business Office (603) 589-3140	Street Department (603) 589-4750	City Engineer (603) 589-3120	Parks-Recreation Department (603) 589-3370	Solid Waste Department (603) 589-3410	Wastewater Treatment Plant (603) 589-3560
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**Division of Public Works
Estimated FY16 Operating Budget Surplus**

Account Classification	Estimated Surplus	Detail
<u>Department: 161 Admin/Engineering</u>		
51 - Salaries & Wages	\$ 10,000.00	Vacancies in Engineering
Total Admin/Engineering	\$ 10,000.00	
<u>Department: 160 Streets</u>		
51 - Salaries & Wages	\$ 225,000.00	Snow Overtime and Vacancies <i>(\$30,000 previously transferred from Full-Time Wages for the School Zone Flashers at World Academy School.)</i>
54 - Property Services	\$ 60,000.00	Snow Plowing Services
61 - Supplies & Materials	\$ 11,000.00	Sand
Total Streets	\$ 296,000.00	
<u>Department: 177 Park & Recreation</u>		
54 - Property Services	\$ 7,000.00	Water and Repair & Maintenance
55 - Other Services	\$ 5,000.00	Game Officials
Total Park & Recreation	\$ 12,000.00	
<u>Total Estimated Surplus General Fund: \$ 318,000.00</u>		



THE CITY OF NASHUA

Division of Public Works

Solid Waste Department

"The Gate City"

Board of Public Works Meeting of May 26, 2016

Solid Waste Department

Agenda

- A. Motion:** To approve a contract with Sanborn, Head & Associates, Inc. (SHA) of Concord, NH for professional assessment, design, bid and construction services for the landfill's Gas Collection and Control System in the amount of \$45,000. Funding for this contract is through Department 168 Solid Waste; Fund: Solid Waste; Account Classification: 81 Capital Improvements.
- B. Motion:** To approve the renewal of the Cooperative Service Agreement between the City of Nashua and the USDA Wildlife Management Service not to exceed \$67,696.46 for FY17 pending budget approval. Funding for this agreement is through Department: 168 Solid Waste; Fund: Solid Waste; Account Classification 53 Professional & Technical Services.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: May 26, 2016

From: Jeff Lafleur, Superintendent of Solid Waste

Re: Additional Gas Collection and Control Services (GCCS) by Sanborn, Head & Associates, Inc. (SHA).

A. Motion: To approve a contract with Sanborn, Head & Associates, Inc. (SHA) of Concord, NH for professional assessment, design, bid and construction services for the landfill's Gas Collection and Control System in the amount of \$45,000. Funding for this contract is through Department 168 Solid Waste; Fund: Solid Waste; Account Classification: 81 Capital Improvements.

Attachments: 1. Scope of Services
2. Summary of Fee

Discussion: Sanborn, Head & Associates, Inc. (SHA) has been asked to provide the Solid Waste Department with the following services for the landfill's Gas Collection and Control System (GCCS) through the end of FY16 and continuing into FY17:

- Landfill Phases I and II GCCS Assessment
- Dewatering System Conceptual Design
- GCCS Expansion in Phase II, Stage II Design
- Bid and Construction Phase Services

Each of these items is outlined in the attached Scope of Services provided by SHA.

SHA is the Solid Waste Department's general engineering services provider and also provides the department with landfill gas monitoring services making them uniquely qualified to provide the requested services.

Mr. Jeff Lafleur
Superintendent
Nashua Division of Public Works, Solid Waste Department
840 West Hollis Street
Nashua, NH 03062

April 21, 2016
File No. 3066.06

Sent via email

Re: Additional GCCS Related Services
City of Nashua Four Hills Landfill
Nashua, New Hampshire

Dear Jeff:

Sanborn, Head & Associates, Inc. (Sanborn Head) appreciates the opportunity to revise our proposed scope of engineering services to the City of Nashua (City) relative to the Four Hills Landfill. The scope of services presented herein is based on communication with the City regarding additional gas collection and control system (GCCS) related services to be completed by Sanborn Head for the City during FY 2016 and FY 2017.

SCOPE OF SERVICES

Task 1 Phases I and II GCCS Assessment

For this task, Sanborn Head will perform an assessment of the condition and operation of the GCCS in the closed, unlined landfill as well as Phases I and II of the active, lined landfill. The assessment will include the following:

- Using *LFGMS*, Sanborn Head will review recent wellfield data collected by the City;
- Schedule a two-day site visit to meet with City personnel to better understand current on-site GCCS monitoring practices and procedures. As part of the site visit, we would perform:
 - A visual inspection of GCCS components (e.g., wellheads/ports, boot seals, lateral/vacuum lines, etc.);
 - A landfill cover integrity assessment;
 - Gas well monitoring/data collection as necessary after initial wellfield data review; and
 - GCCS and landfill cover surface emissions monitoring at locations identified during wellfield data review and site visit;
- Review data collected during the site visit; and
- Prepare a GCCS assessment report. The report will summarize our findings and present our recommendations for corrective actions to improve wellfield performance.

Task 2 Dewatering System Conceptual Design

For Task 2, Sanborn Head will prepare a conceptual design and an opinion of cost for removing liquid from LFG extraction wells in the closed, unlined landfill as well as Phases I and II of the active, lined landfill. We understand that the City will be providing liquid level measurements from the existing LFG wells for our review. We envision that the liquid removal system will be composed of a series of submersible, air-powered pumps installed in the wells and connected to force main pipes that discharge to leachate collection system (LCS) risers along the perimeter of the lined landfill. Considering the number of wells (some of which may be replaced or extended as the active landfill is filled) and the potential volume of liquid to be removed, a manifold system with quick disconnects will be designed to provide compressed air to the pumps and connections to a drain for the pump discharge. The design will include a dedicated pump for each well.

As part of this task, Sanborn Head will evaluate the existing air compressor located at the Landfill Gas-to-Energy (LFGTE) facility to assess its potential in supporting the dewatering system. The evaluation will include the air compressor and air drier (needed to limit potential for freezing of the distribution lines), and power requirements for the electrical equipment.

The conceptual design of the dewatering system will be presented on engineering drawings provided electronically to the City. The engineering drawings will illustrate the air compressor and drier layout, the manifold systems for the compressed air and liquid discharge lines, and details that depict the pipe installation and connection details. In addition, the design will include modifications to the LCS risers and to the well risers to accommodate the following components: (i) LFG control wellhead; (ii) liquid removal pump; and (iii) pneumatic liquid head monitor. The pneumatic liquid head monitor provides a means to measure the head of liquid in the extraction well without disabling the extraction or pumping system. Technical specifications for materials and equipment will be presented on the engineering drawings, and an opinion of cost based on the conceptual design will be provided to the City.

We propose a conference call with the City as part of this task to discuss the design of the dewatering system, opinion of cost, and steps for moving forward should the City elect to proceed.

Task 3 GCCS Expansion in Phase II, Stage II

Under this task, Sanborn Head will work with the City to design the next expansion to the GCCS in Phase II, Stage II of the active landfill. We understand, based on discussions with you, that the design is likely to include six new LFG collection trenches, one surface LFG collection trench, and associated lateral conveyance piping and connections to the existing GCCS. We anticipate our services to include the preparation of construction-level drawings, technical specifications, bid item definitions, an opinion of cost for the project, and a New Hampshire Department of Environmental Services (NHDES) Type II Permit Modification application form with a narrative describing the proposed construction. The drawings will be signed and sealed by a professional engineer licensed in the State of New

Hampshire. The documents will be provided to the City in Adobe Acrobat (i.e., *.pdf) format.

Task 4 Bid and Construction Phase Services

Sanborn Head understands that the City will prepare and issue bid documents for the project. However, during the bidding process, a Sanborn Head representative will prepare for and attend the pre-bid meeting. We understand that the City will prepare the meeting minutes. Sanborn Head will also assist the City in addressing written questions from the bidders.

Prior to initiating construction, a Sanborn Head representative will prepare for and attend the pre-construction meeting. We understand that the City will prepare the meeting minutes. During construction, Sanborn Head will provide limited observation services (i.e., observations limited to installation of critical components) and engineering support services during construction of the GCCS Expansion in Phase II, Stage II. We anticipate our services to include the following:

- Reviewing Contractor's submittals and answer questions regarding design intent, materials, and material testing;
- Observing the Contractor's work to evaluate it for conformance with the construction documents;
- Addressing Contractor's questions; and
- Documenting the progress of the Contractor's work through Daily Field Reports.

Sanborn Head will provide a representative to observe and document the installation of critical GCCS components for conformance with the drawings and technical specifications and prepare the required field logs. In addition, Sanborn Head's representative will observe pipe pressure testing, HDPE pipe welds, pipe connections into the existing system, and final well connections, performed by the Contractor.

It is our understanding that the City will observe and document the installation of the surface collectors, and the header and lateral pipe trenching. The as-built survey of completed features will be performed by others and will be provided to Sanborn Head in an electronic format (i.e., dwg).

For budgeting purposes, we assume that the construction observation will be completed over seven (14) days, and that our representative will be on-site part time (80 hours total) during this period. Our observations will be limited to installation of critical components.

Following the completion of the construction, and as required by the NHDES, we will prepare a report that documents the construction work performed. The report will address the construction activities observed, test results, and variations in construction relative to the drawings and specifications, if any. The report also will include record drawings, photographs, and field test data. The statements presented in the report will be limited to the extent of our observations and our review of submittals and test results. The

report will be signed and sealed by a professional engineer licensed in the State of New Hampshire. Paper copies and an Adobe Acrobat (i.e., *.pdf) electronic copy of the report will be issued to the City.

BUDGET ESTIMATE AND BASIS OF BILLINGS

The total estimated budget for this proposal is \$45,000 as itemized below:

Task	Task Description	Estimated Budget
1	Phases I and II GCCS Assessment	\$6,000
2	Dewatering System Conceptual Design	\$10,000
3	GCCS Expansion in Phase II, Stage II	\$12,000
4	Construction Observation Services	\$17,000

We will invoice for our services based on actual accrued time and expenses in accordance with the attached Schedule of Fees. We will not perform services beyond those defined herein without first receiving written authorization from the City. Our City-specific Schedule of Fees is enclosed for your information.

SCHEDULE

Sanborn Head is available to begin working on this project following written authorization to proceed from the City.

TERMS OF ENGAGEMENT / ACCEPTANCE

The terms of engagement are described in our Agreement with the City of Nashua, New Hampshire dated July 21, 2011. We understand that acceptance of this scope of services will be provided in a City issued Purchase Order to Sanborn Head for these services.

CLOSING

Thank you for the opportunity to submit this scope of services. We look forward to working with you on this project. Please contact us should you require additional information.

Very truly yours,
SANBORN, HEAD & ASSOCIATES, INC.


Eric S. Steinhauser, P.E., CPESC, CPSWQ
Senior Project Director

RLC/ESS/DEA/LLD:rlc/lld
Enclosed: Schedule of Fees



SANBORN, HEAD & ASSOCIATES, INC.
2015 Schedule of Fees
City of Nashua, NH

Senior Vice President	\$194
Vice President	\$184
Project Director	\$173
Senior Project Manager	\$148
Project Manager	\$138
Senior Engineer/Geologist	\$120
Project Engineer/Geologist	\$112
Engineer/Geologist	\$102
Supervising Technician	\$92
Senior Engineering Technician	\$83
Engineering Technician	\$77
Support Staff	\$66
Subcontractors and Outside Services	Cost plus 10%
Other Direct Expenses	Cost plus 10%

Hourly rates will be charged for time worked on the project and for the time required for travel between the office and the meeting or project site. Local travel will be at IRS allowed rates.

Overtime hours will be charged using the hourly rates listed above.

Hourly rates for expert witness testimony, including preparation time, and other special services such as corporate acquisition due diligence studies that generally require a dedicated commitment of senior staff, will be provided upon request.

Sanborn, Head & Associates, Inc. reserves the right to revise this Schedule of Fees annually.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: May 26, 2016
From: Jeff Lafleur, Superintendent of Solid Waste
Re: Additional Gas Collection and Control Services (GCCS) by Sanborn, Head & Associates, Inc. (SHA).

A. Motion: To approve a contract with Sanborn, Head & Associates, Inc. (SHA) of Concord, NH for professional assessment, design, bid and construction services for the landfill's Gas Collection and Control System in the amount of \$45,000. Funding for this contract is through Department 168 Solid Waste; Fund: Solid Waste; Account Classification: 81 Capital Improvements

Attachments: 1. Scope of Services
2. Summary of Fee

Discussion: Sanborn, Head & Associates, Inc. (SHA) has been asked to provide the Solid Waste Department with the following services for the landfill's Gas Collection and Control System (GCCS) through the end of FY16 and continuing into FY17:

- Landfill Phases I and II GCCS Assessment
- Dewatering System Conceptual Design
- GCCS Expansion in Phase II, Stage II Design
- Bid and Construction Phase Services

Each of these items is outlined in the attached Scope of Services provided by SHA.

SHA is the Solid Waste Department's general engineering services provider and also provides the department with landfill gas monitoring services making them uniquely qualified to provide the requested services.

COOPERATIVE SERVICE AGREEMENT
between
THE CITY OF NASHUA (CITY)
FOUR HILLS LANDFILL
and
UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS)
WILDLIFE SERVICES (WS)

ARTICLE 1

The purpose of this Cooperative Service Agreement is to continue an integrated wildlife management and monitoring project on the Four Hills Landfill, Nashua, New Hampshire that will reduce on and off-site conflicts associated with large concentrations of gulls, starlings and woodchucks using the landfill. WS activities are described in the attached Work and Financial Plans.

ARTICLE 2

APHIS WS has statutory authority under the Act of March 2, 1931 (46 Stat. 1468; 7 U.S.C.426-426b) as amended, and the Act of December 22, 1987 (101Stat. 1329-331, 7 U.S.C. 426c), to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions while conducting a program of wildlife services involving mammal and bird species that are reservoirs for zoonotic diseases, or animal species that are injurious and/or a nuisance to, among other things, agriculture, horticulture, forestry, animal husbandry, wildlife, and human health and safety.

ARTICLE 3

APHIS-WS and the CITY mutually agree:

1. The parties' authorized representatives who shall be responsible for carrying out the provisions of this Agreement shall be:

Cooperator: Lisa Fauteux, Director
Division of Public Works
9 Riverside Street
Nashua, NH 03062

APHIS-WS: David Allaben, State Director
USDA, APHIS, WS
59 Chenell Drive, Suite 7
Concord, NH 03301-8548

2. To meet as determined necessary by either party to discuss mutual program interests, accomplishments, needs, technology, and procedures to maintain or amend the Work Plan (Attachment A). Personnel authorized to attend meetings under this Agreement shall be CITY's Superintendent of Solid Waste or his/her designee, the State Director or his/her designee, and/or those additional persons authorized and approved by the CITY, and the State Director.
3. APHIS WS shall perform services more fully set forth in the Work Plan, which is attached hereto and made a part hereof. The parties may mutually agree in writing, at any time during the term of this Agreement, to amend, modify, add or delete services from the Work Plan.

ARTICLE 4

1. To authorize APHIS WS to conduct direct control activities to reduce human health and safety risks and property damage associated with large concentrations of gulls, starlings and woodchucks attracted to The Four Hills Municipal Landfill Nashua, New Hampshire. These activities are defined in the Work Plan. APHIS WS will be considered an invitee on the lands controlled by the CITY. The CITY will be required to exercise reasonable care to warn APHIS-WS as to dangerous conditions or activities in the project areas.
2. To reimburse APHIS WS for costs of services provided under this Agreement up to but not exceeding the amount specified in the Financial Plan (Attachment B). APHIS, WS shall bill the CITY quarterly. The CITY will begin processing for payment invoices submitted by APHIS-WS within 30 days of receipt. The Cooperator ensures and certifies that it is not currently debarred or suspended and is free of delinquent Federal debt.
3. To designate to APHIS WS the CITY's authorized individual whose responsibility shall be the coordination and administration of activities conducted pursuant to this Agreement.
4. To notify APHIS WS verbally or in writing as far in advance as practical of the date and time of any proposed meeting related to the program.
5. APHIS WS shall be responsible for administration and supervision of the program.

6. All equipment purchased for the program is and will remain the property of APHIS WS.
7. To coordinate with APHIS WS before responding to all media requests.
8. To obtain the appropriate permits for removal activities for herring, great black-backed, ring-billed gulls and turkey vultures and list USDA, APHIS, Wildlife Services as a sub-permitee.
9. To provide training to Landfill staff to conduct bird harassment activities on weekends and Federal Holidays to effectively keep birds from using the landfill when Wildlife Services personnel are not present at the landfill.
10. To provide storage space in a secure building for a locked gun cabinet supplied by WS for storage of firearms and pyrotechnics when these devices are not in active use. WS is required to store guns overnight in a locked gun safe (WS Directive 2.615).
11. There will be no equipment with a procurement price of \$5,000 or more per unit purchased directly with funds from the cooperator for use solely on this project. All other equipment purchased for the program is and will remain the property of APHIS WS.
12. To provide an indoor working space to complete necessary paperwork.

ARTICLE 5

APHIS WS Agrees:

1. To conduct activities at the Four Hills Landfill and adjacent condominiums as described in the Work and Financial Plans.
2. Designate to the CITY the authorized APHIS WS individual who shall be responsible for the joint administration of the activities conducted pursuant to this Agreement.
3. To bill the CITY for costs incurred by APHIS WS during the performance of services agreed upon and specified in the Work Plan. APHIS WS shall keep records and receipts of all reimbursable expenditures hereunder for a period of not less than one year from the date of completion of the services provided under this Agreement and the CITY shall have the right to inspect and audit such records.
4. To coordinate with the CITY before responding to all media requests.

ARTICLE 6

This Agreement is contingent upon the passage by Congress of an appropriation from which expenditures may be legally met and shall not obligate APHIS WS upon failure of Congress to so appropriate. This Agreement may also be reduced or terminated if Congress only provides APHIS WS funds for a finite period under a Continuing Resolution.

ARTICLE 7

APHIS WS assumes no liability for any actions or activities conducted under this Cooperative Service Agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act (28 U.S.C. 1346(b), 2401(b), and 2671-2680).

ARTICLE 8

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this Agreement or to any benefit to arise therefrom.

ARTICLE 9

Nothing in this Agreement shall prevent APHIS WS from entering into separate agreements with any other organization or individual for the purpose of providing wildlife damage management services exclusive of those provided for under this agreement.

ARTICLE 10

The CITY certifies that APHIS WS has advised the CITY that there may be private sector service providers available to provide wildlife management services that the CITY is seeking from APHIS WS.

ARTICLE 11

The performance of wildlife damage management actions by APHIS WS under this agreement is contingent upon a determination by APHIS WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable federal statutes. APHIS WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.

ATTACHMENT A WORK PLAN

For the Conduct of an Integrated Wildlife Harassment and Monitoring Project under a Cooperative Service Agreement between The City of Nashua and USDA, APHIS, Wildlife Services (WS)

Introduction

The U.S. Department of Agriculture (USDA) is authorized to protect American agriculture and other resources from damage associated with wildlife. The primary authority for Wildlife Services (WS) is the Act of March 2, 1931 (46 Stat. 1468; 7 U.S.C.426-426b) as amended, and the Act of December 22, 1987 (101Stat. 1329-331, 7 U.S.C. 426c). Wildlife Services activities are conducted in cooperation with other Federal, State and local agencies; private organizations and individuals.

The WS program uses an Integrated Wildlife Damage Management (IWDM) approach (sometimes referred to as IPM or “Integrated Pest Management”) in which a series of methods may be used or recommended to reduce wildlife damage. IWDM is described in Chapter 1, 1-7 of the Animal Damage Control Program Final Environmental Impact Statement (USDA, 1994). These methods include the alteration of cultural practices as well as habitat and behavioral modification to prevent damage. However, controlling wildlife damage may require that the offending animal(s) are killed or that the populations of the offending species be reduced.

Purpose

To reduce on and off-site conflicts associated with large concentrations of gulls, turkey vultures, starlings and woodchucks attracted to the Four Hills Municipal Landfill, Nashua, New Hampshire through the conduct of an integrated wildlife harassment and monitoring project.

Planned USDA, APHIS, Wildlife Services Activities

1. Wildlife Services will staff the integrated bird damage management and monitoring program five working days (8-9 hours) from July 1, 2016 through June 30, 2017 (52 consecutive weeks) except government holidays, mandatory scheduled training days and under extreme weather conditions .
2. Wildlife Services completed an Environmental Assessment (EA) “*Reducing Bird Damage Through an Integrated Wildlife Damage Management Program in the State of New Hampshire*”.

3. Wildlife Services will provide bird harassment training as required of landfill personnel.
4. Wildlife Services will assist the City in obtaining a USFWS depredation permit for 2016-2017. Wildlife Services will assume responsibility for processing the USFWS permit application for the City's signature.
5. Wildlife Services will continue monitoring efforts of wildlife activity and presence at the nearby Ledgewood Hills condominiums and other surrounding areas deemed to be of concern to the City and impacted by gulls, starlings or other birds associated with Four Hills Landfill activities to assess the effectiveness of the integrated gull harassment program. Wildlife Services will also conduct harassment activities at the Ledgewood Hills condominiums and other identified nearby properties as necessary and agreed upon, to reduce gull activity and associated damage to property.
6. Wildlife Services will conduct woodchuck control activities on landfill property to reduce burrowing activity and potential damage to landfill property as requested.
7. Wildlife Services will provide the City and other interested parties a summary report including recommendations of integrated harassment activities.

Effective Dates

The cooperative agreement shall become effective on July 1, 2016, and shall expire on June 30, 2017.

**ATTACHMENT B
FINANCIAL PLAN
July 1, 2016-June 30, 2017**

Personnel Costs	\$47,267.00
Vehicle Fuel	\$ 4,131.41
Supplies & Equipment.....	<u>\$1,843.00</u>
Subtotal (Direct Costs)	\$53,241.41
Pooled Job Costs	\$5,856.56
Indirect Costs	<u>\$8,598.49</u>
TOTAL	\$67,696.46

The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed **\$67,696.46**

Financial Point of Contact

Cooperator: City of Nashua Financial Services (603) 589-3171
Phone

APHIS, WS: Jane Tuttle (603) 223-6832
Phone



THE CITY OF NASHUA

Division of Public Works

Engineering Department

"The Gate City"

Board of Public Works Meeting of May 26, 2016 Engineering Department

Agenda

- A. Motion:** To approve the Residential and Commercial Wastewater Service Permits and Fees as submitted.
- B. Motion:** To approve the purchase of manhole and catch basin castings from EJ Prescott, Inc. of Concord, NH in the amount of \$57,535.70. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Activity: Sewer Structures
- C. Motion:** To approve the engineering contract for the Wastewater Collection System Operation and Maintenance - Study to CDM/Smith of Manchester, NH in an amount not to exceed \$200,000. Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: CSO Consent Decree Projects.
- D. Motion:** To approve the selection of Ms. Natalia Quintero of Nashua, NH for the position of Staff Engineer in the City Engineering Department. Starting salary is \$51,227.17 /year. Funding will be through: Departments: 160 Admin/Engineering and 169 Wastewater; Funds: General and Wastewater; Account Classification: 51 Salary and Wages.
- E. Motion:** To approve the purchase of two Trimble R10 GNSS Network Rovers from Waypoint Technology Group of Albany, NY in the amount of \$54,168.20 Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: FEMA Hazard Mitigation (\$46,600); Department: 160 Admin & Engineering; Fund: General; Account Classification: 61 Supplies & Materials (\$2,000.20); Department: 169- Wastewater, Fund: Wastewater, Activity: Sewer Structures.(\$5,568).
- F. Motion:** To approve the contract to install new video detection and underground loop detection at five of the signalized intersections along Main Street with Electric Light Company of Cape Neddick, ME in the amount of \$26,120. Funding will be through Department 161 Street; Fund: General; Activity: Main Street.

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: May 26, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: Residential and Commercial Wastewater Service Permits

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

Discussion: Below is a list of Residential and Commercial Wastewater Service Permits issued for the period April 1 through April 30, 2016.

Residential and Commercial Wastewater Service Permits

April 1 through April 30, 2016

Date	Permit #	Location Address	Resident Name/ Company Name	Comments (Residential or Commercial)	Fees	Betterment	Entrance	Connection	10% Discount
4/08/2016	23639	5 Pelham St	Paul Leblanc	Residential - Original Record	0				
4/12/2016	23640	102 Spit Brook Rd	Northpoint Construction	Commercial - Original Application	\$590.00		X		
4/14/2016	23641	6 Coleridge Rd	George Eftimiou	Residential - Replacement	\$540.00			X	X
4/26/2016	23642	49 Legacy Dr	One Legacy Drive LLC	Residential - Original Application	\$295.00		X		
4/26/2016	23643	51 Legacy Dr	Four Searles Rd, LLC	Residential - Original Application	\$295.00		X		
4/26/2016	23644	14 Adelaide Ave	Etchstone Properties	Residential - Original Application	\$295.00		X		
TOTAL					\$2,015.00				

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: May 26, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: 2016 Street Paving Program – Castings

B. Motion: To approve the purchase of manhole and catch basin castings from EJ Prescott, Inc. of Concord, NH in the amount of \$57,535.70. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Activity: Sewer Structures

Discussion: The 2016 Paving Program includes the work of replacing all broken and obsolete manhole and catch basin castings. In order to keep costs low, the paving contract specifies that the castings will be supplied by the City. This approval is for the purchase of 70 catch basin frames and grates and 180 manhole frames and covers meeting DPW specifications to be installed under the 2016 Street Paving Program contract awarded to Brox Industries.

Three bids were received with results as follows:

EJ Prescott, Inc. of Concord, NH	\$57,535.70
Vellano Corporation of Raymond, NH	\$64,950.00
Ferguson Waterworks, Inc. of Raymond, NH	\$67,822.50

EJ Prescott, Inc. is the qualified, low bidder for this purchase.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: May 26, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: Wastewater Collection System Operation and Maintenance – Study

Attachment: Proposed draft of Scope of Work

C. Motion: To approve the engineering contract for the Wastewater Collection System Operation and Maintenance - Study to CDM/Smith of Manchester, NH in an amount not to exceed \$200,000. Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: CSO Consent Decree Projects.

Discussion: The city owns and operates almost 300 miles of sanitary and combined sewers, some dating to the 1880's. In addition, the separated drainage collection system consists of diverse components including 138 miles of pipe which includes drain pipes, culverts and catch basin laterals; 40 detention ponds, over 12,200 structures consisting of drain manholes, catch basins and headwalls. The purpose of this study is to develop a plan that is practicable and affordable to clean, repair and maintain the wastewater and drainage collection systems so they can provide a maximum level of service.

Tasks to be completed during this study include reviewing the existing systems and their inspection and maintenance programs, evaluating computer software (Cartegraph) usage, reviewing existing budgets, developing a task list for system wide operation and maintenance (O&M) prioritization of major rehabilitation based on risk and overlays on other roadway assets and utilization, and developing an implementation schedule with cost estimates and budgeting options. These sewer and drain systems are quite extensive. They need a proper maintenance program in order to function in terms of flow, capacity, extension of material life, prevention of flooding and reduction of CSOs. A large percentage of the very old pipes totaling about 100 miles are at the end of their useful life and some fail abruptly causing sinkholes and require high cost emergency repairs. These pipes need to be identified and prioritized for rehabilitation. An O&M plan for the sewer system is also required by the EPA and NHDES for the wastewater treatment discharge permit as well as by the CSO Consent Decree. Regarding the drainage system, the majority of stormwater management components have fallen into disrepair, and are no longer effective and cause problems with flooding and erosion. An O&M plan is also necessary and will be identified as a key point of the new MS4 permit.

A Request for Qualifications was emailed to ten engineering consulting firms and posted on the City's website. The following three firms submitted Qualification Statements on April 28:

Wright-Pierce of Manchester, NH
Hazen of Boston, MA
CDM/Smith of Manchester NH

Interviews with each firm were conducted on May 4. All three firms are qualified to complete the work. However, CDM/Smith has more local experience with communities of similar size and type. Engineering is continuing to refine the scope of work and fee for this project so a not to exceed amount has been requested.

The purpose of this study is to develop a plan that is practicable and affordable to clean, repair and maintain the wastewater and drainage collection systems so they can provide a maximum level of service.

**EXHIBIT B TO AGREEMENT
BETWEEN
OWNER AND ENGINEER**

**CAPACITY MANAGEMENT OPERATION AND MAINTENANCE
FOR
SEWER AND DRAINAGE COLLECTION SYSTEMS
RFQ0378-041216**

**SCOPE OF SERVICES, CONTRACT TIME, FEE SCHEDULE
PROFESSIONAL ENGINEERING SERVICES**

This is an exhibit attached to and made part of the Agreement dated June ____, 2016 between CDM Smith Inc. (ENGINEER) and the City of Nashua, New Hampshire (OWNER).

This exhibit describes the Scope of Services, Contract Time, and Fee Schedule for the project known as Capacity Management Operation and Maintenance for Sewer and Drainage Collection Systems. This scope of work provides for assistance with various requirements that the City of Nashua (OWNER) must conduct to fulfill its requirements under the Draft NPDES Permit No. NH0100170 (the "Permit"). The Permit includes several components associated with the operation and maintenance of the collection system including:

- Collection System Management Goals
- Staffing Levels
- Information Management
- Condition Assessment and Level of Service
- Development of an Operation and Maintenance Plan
- Sanitary Sewer Overflow (SSO) and Infiltration / Inflow (I/I) reduction
- Funding and Financial Management
- Annual Reporting

The scope of services under this exhibit is limited to the development of the initial planning effort.

1. The Basic Services of the ENGINEER as described in Article 2 of said agreement are amended and supplemented as follows:

Task A - Project Management and Meetings

A.1 Project Management

ENGINEER shall administer and manage the overall project over the anticipated 6 month project duration. Work shall include general management tasks, invoicing, monthly progress reports, and correspondence. The project manager will prepare monthly written progress reports summarizing activities completed, work remaining and identifying any problems which have occurred or anticipated needs, schedule

updates, respond to budgetary issues, and correspond as the point of contact for the project.

A.2 Meetings

ENGINEER shall prepare for and conduct a Project Kickoff meeting and periodic progress meetings with Owner. The kick-off meeting will provide an overview of the scope of services, discussion of the project schedules and deadlines and involvement of OWNER staff throughout the project, discussion of available data sources and factors. ENGINEER shall prepare minutes and action items resulting from the meetings. It is estimated that this task will include one (1) kick-off meeting and up to 3 progress meetings. Additional meetings required in subsequent tasks are included below.

Task B - Review of Existing Program

B.1 Gap Assessment

The first component of the cMOM Program Assessment is to assess the OWNER's current position relative to the requirements of the Permit by conducting a "gap assessment" to serve as the basis for development of an Operation and Maintenance Plan.

The ENGINEER shall conduct a cMOM Gap Assessment designed to evaluate the OWNER's cMOM practices and identify areas where opportunities for improvements exist. The gap assessment will be undertaken through the use of the EPA checklist – the intent is to follow up on certain key areas such as asset inventory and condition, maintenance practices, SOPs, and over all documentation. The following components of the OWNER's current program will be evaluated:

- Financial review of how operation and maintenance (O&M) of the wastewater collection system is funded,
- Personnel, including job assignments, staffing and organizational resources,
- Combined Sewer Overflow (CSO) and Sanitary Sewer Overflow (SSO) notification procedures,
- Overflow Emergency Response Plan (OERP),
- Inflow/Infiltration (I/I) Evaluations,
- Sewer inspection and cleaning program,

- Manhole inspections,
- Logging/reporting procedures,
- Easement/right-of-way maintenance,
- Review ordinances for sewer use, pretreatment, and fats-oil-grease (FOG), and
- Other components of the wastewater collection system.

The specific tasks to complete the Gap Assessment are described below.

B.1.1 Initial Data Collection

The ENGINEER shall develop a list of required data/information to be obtained from the OWNER prior to the on-site inspection, including information such as organizational charts, maps, staffing levels and classifications, system description and inventory. The ENGINEER shall review this information prior to the on-site task (Subtask B.1.2) for familiarization with the system and organization, in order to optimize the time on site.

B.1.2 Inspection and Data Collection On-Site

The ENGINEER shall prepare a detailed agenda for an on-site review, including activities, contact persons, times, and additional data to be reviewed. A detail schedule will be developed with the OWNER to accommodate the OWNER's timetable. A total of 1 day will be spent conducting interviews and field inspections on-site as well as follow-up telephone interviews/questions.

B.1.3 cMOM Program Self-Assessment Checklist

The ENGINEER will assist the OWNER in completing the EPA Region 1 Checklist, which will include elements from the assessments and evaluations conducted under other Subtasks.

OWNER shall complete and ENGINEER shall review the following sections of the Region 1 Checklist:

- I. General Information
- II. Continuing Sewer Assessment Plan
- IIIA. Collection System Management Organizational Structure
- IIIB. Collection System Management: Training
- IIIC. Collection System Management: Communication and Customer Service
- IIID. Collection System Management: Management Information System
- IIIE. Collection System Management: SSO Notification Program
- IIIF. Collection System Management: Legal Authority

- IVA. Collection System Operation: Financing
- IVB. Collection System Operation: Hydrogen Sulfide Monitoring and Control
- IVC. Collection System Operation: Safety
- IVD. Collection System Operation: Emergency Preparedness and Response
- VA. Equipment and Collection System Maintenance: Sewer Cleaning
- VB. Equipment and Collection System Maintenance: Maintenance R-O-W
- VC. Equipment and Collection System Maintenance: Parts Inventory

OWNER and ENGINEER shall jointly complete the following sections of the Region 1 Checklist:

- IVE. Collection System Operation: Engineering - Capacity
- IVF. Collection System Operation: Pumping Stations - Inspection
- VIA. SSES: System Assessment
- VIB. SSES: Manhole Inspection
- VIII. Other Actions

ENGINEER will attend one meeting with the OWNER to review and finalize the checklist.

B.1.4 Updated Inventory

The ENGINEER will work with the Owner to fill in gaps in the inventory. Where warranted, further assessments will be recommended to populate the required information. The inventory will be summarized in a Technical Memorandum, suitable for submission to EPA.

B.1.5 Develop Analysis and Recommendations

Based on the data collection, interviews and inspections, the ENGINEER shall develop a series of conclusions regarding the strengths and weaknesses of the OWNER'S current program and the development of an implementation plan to correct weaknesses over time. The assessment process will incorporate information that is obtained from the field during work-site conversations and observations of work practices and equipment usage, on-site interviews with the OWNER'S O&M and management staff, as appropriate, the review of documents such as as-built drawings, O&M manuals, maintenance history, and procedures provided by the OWNER'S staff and field assessment of facilities and equipment.

The evaluation will follow the structure of the EPA'S Guide for Evaluating Capacity, Management, Operation and Maintenance (cMOM) Programs at Sanitary Sewer System Collection System (EPA 305B-05-002, January 2005). The ENGINEER shall develop an improvement plan that identifies specific actions to be undertaken by the OWNER to

improve performance and compliance with cMOM requirements. The improvement plan will identify the specific actions, the anticipated level of effort and a recommend schedule for each.

The ENGINEER shall meet with the OWNER to review the recommended improvement plan and the proposed schedule. Appropriate revisions will be made based on the OWNER's review and comments.

B.1.6 Prepare Written Gap Assessment Memorandum

The ENGINEER shall prepare a Gap Assessment Report summarizing the evaluation suitable for submission to EPA under terms of the Permit.

Task C - GIS Update and CMMS Implementation

C.1 GIS Update

ENGINEER will update the City's GIS environment to incorporate the up to 75 new sewer system plans to be entered into the system. CDM Smith will acquire information plan and existing GIS information from the City, incorporate the requested changes, and develop an updated GIS database in Esri geodatabase format. As part of this process, CDM Smith will ensure proper system "connectivity" and confirm asset data population for new assets. CDM Smith will then install the updated GIS data layers on City systems and prepare data for integration with the City's WebGIS application and Cartegraph CMMS environment. Full integration of GIS with CMMS will be completed as part of a separate task.

C.2 Computerized Maintenance Management System (CMMS)

As part of this program, implementing an asset management and maintenance tracking program is a critical component to the overall success of the program and development of O&M and capital projects for the abatement of CSO, SSOs and water quality improvements. The OWNER has selected Cartegraph as the vendor of choice for its CMMS.

ENGINEER understands that OWNER's staff has received Cartegraph training and the CMMS has been installed and configured. Cartegraph has been populated with existing asset information and the OWNER does capture most corrective work performed on the system in work orders written against assets. The focus of this task will be to evaluate procedures and audit data to ensure all corrective work is being captured and to begin the process of developing a full-fledged preventative maintenance program tracked and scheduled within Cartegraph.

C.2.1 Map key procedures

ENGINEER will work with OWNER to develop and modify key procedures for undertaking formalized maintenance programs. Procedures will include:

- Creating and tracking service requests, including receipt points and the flow of the service request to the creation of a work order
- Corrective maintenance procedures from the point that service request is converted to a work order and the routing and closing of the work order
- Preventative maintenance routing based on asset classification and the OWNER's range of assets as well as approval, closure and tracking.

The intent is to create basic work flow that can then be implemented in CMMS to serve as foundation of the OWNER's maintenance program.

C.2.2 Prepare inventory data for loading

ENGINEER will prepare a data load file to populate the CMMS with the asset data developed during the inventory task. It is expected that this will include asset identification number, locational information, estimated installation date, and specification information and condition. ENGINEER is including an allowance of 20 hours to develop a load file to import to the CMMS. Depending on how CMMS has been configured it may not be possible to load all data developed during data collection phase. ENGINEER's assumption is that OWNER's and Vendor's staff will be responsible for the import into Cartegraph.

C.2.3 Develop work order coding

The CMMS can be a powerful tool to track the efficiency of the maintenance function as well as to retain data that will be required for various EPA reports (FOG issues, overflows, backups, miles of pipe cleaned, # of manholes cleaned, etc.). The focus of this task will be to review existing coding and to modify, as necessary so that different work types can be easily differentiated (planned versus unplanned), and the type of problem being addressed as well as the outcome of the effort. ENGINEER's assumption is that OWNER's and Vendor's staff will be responsible for the import into Cartegraph.

C.2.4 Identify key preventative maintenance procedures

ENGINEER will work with OWNER to identify 10 to 15 most critical PM tasks that should be performed to collection system and will assist OWNER in developing job plans for those activities. The intent is that the job plans can then be assigned to asset classifications with established frequencies to jump start the OWNER's preventative maintenance program and to be consistent with the spirit of the CMOM requirements. ENGINEER's assumption is that OWNER's and Vendor's staff will be responsible for the import into Cartegraph.

C.2.5 Identify key performance metrics and regulatory requirements

ENGINEER will work with the OWNER to develop key performance metrics to track the efficiency of the maintenance program and to document any existing gaps in resources to

fully perform the maintenance function. Typical metrics include planned to unplanned work order time, PM backlog, PM's completed on time, PMs closed without completion, unplanned equipment downtime, Equipment availability. ENGINEER will work with the OWNER and the CMMS vendor to develop reports that can be provided to field crews and utility management regularly (monthly or quarterly depending on metrics and quantity of work to be performed).

The second aspect of this task will be to identify and develop data and reports that will be required for regulatory agency reports. These typically include overflows, blockages, FOG issues, miles of pipe cleaned and # of manholes cleaned. It is assumed that the PM and CM work plans identified above will include these activities and it is assumed that if the work is performed by an outside contractor, such as pipe cleaning, it will still be logged as a work order so it can be tracked for reporting purposes.

ENGINEER's assumption is that OWNER's and Vendor's staff will be responsible for the import into Cartegraph.

Task D - Budget Analysis and Review

ENGINEER will develop financial projections for the sewer utility taking into account current costs of operation and maintenance, existing capital plans, and existing CSO requirements and schedules. The baseline expenditures will then be supplemented with anticipated requirements to comply with the CMOM requirements, including any existing or anticipated resource deficiencies in terms of labor and equipment, enhanced operations and maintenance activities, and additional collection system repair and replacement costs.

The intent is to develop 20 year projections of sewer utility revenue requirements and rate requirements for the next five years. The focus of this will be to understand the overall level of increases that are likely and how to minimize and mitigate any rate spikes. This will include timing of debt, when additional staff are brought on, how quickly major maintenance programs are implemented. ENGINEER will build the financial projections starting from the City's existing rate model.

Task E - System Wide Operation and Maintenance Plan

ENGINEER will develop a system wide Operation and Maintenance Plan based on the tasks completed above. The O&M Plan will comply with the requirements of the Permit and will consist of a detailed list of specific tasks. Elements of the plan will include:

- Sewer Collection System Inspection, Assessment and Maintenance
- Drainage System Inspection, Assessment and Maintenance
- MS4 Compliance
- Infiltration / Inflow Control
- Staff Organization and Training

- Implementation Plan for the Cartegraph Sewer Module
- Annual CIP Items
- Integration with other Citywide programs including Pavement Management, MS4 Compliance, etc.

The Plan will identify what is to be performed and the responsible party for implementation. The plan will also include any secondary responsibilities that may be required for proper management.

Task F - Implementation Schedule with Cost Estimates

Engineer will develop an implementation schedule for the Plan developed in Task E. The Plan will also present a schedule that is both workable for the OWNER and compliant with the permit. Estimated costs will be developed for each item. Costs will include both operation and maintenance costs, and capital expenditures.

Task G - Preliminary and Final Report

ENGINEER will prepare a Preliminary Report of the work performed in Tasks A through F. The report will include concise recommendations and actions to move forward with development and implementation of the full plan as required in the Permit. ENGINEER will provide 5 hardcopies and an electronic copy of the draft plan to OWNER for review and will meet with OWNER to discuss the plan and any revisions. ENGINEER will prepare a Final Report based on the review and comments on the draft report. Ten (10) hardcopies and an electronic copy of the Final Report will be submitted to OWNER.

ENGINEER will assist OWNER in making a presentation to the Board of Aldermen to present the findings and recommendations of the plan.

2. Contract Time Schedule

The time periods for the performance of ENGINEER's Services are as follows:

The period of service for the professional services described above shall commence upon execution of this Contract and terminate after the final report deliverable. The final report is expected to be prepared within one hundred eighty (180) consecutive calendar days following execution of the Contract. Services and costs provided under this Contract for professional services are based on execution by June 2016.

3. Fee Schedule, Compensation and Invoicing

Compensation for Services of ENGINEER described in this exhibit will be on the following basis:

- a. For Basic Services as detailed in the scope above, at the salary cost of such services for employees plus 110 percent of the salary cost for overhead and profit plus actual out-of-pocket expense costs. Salary cost is defined as the cost of salaries (including sick leave, vacation, and holiday pay applicable thereto) for time directly chargeable to the project; plus unemployment, excise, and payroll taxes; and contributions for social security, employment compensation insurance, retirement benefits, and medical and other group insurance benefits.

Actual out-of-pocket expense costs are all costs other than salary costs that are incurred during the progress of the work. The actual out-of-pocket expense costs include: air fare, automobile rental if required, mileage charges, parking, tolls, tax, meals, lodging, telephone, printing and reproduction costs, and other miscellaneous costs incurred specifically for this project.

The charges for rental of field equipment will be at the ENGINEER's regular rates.

For work done by subcontractor or consultants, at the actual cost to the ENGINEER of such services plus 5 percent.

The total cost of all Basic Services shall not exceed \$225,030.

- b. For the purposes of cost control by the City of Nashua, it is agreed that a monthly review of the estimated amount of services remaining to be accomplished on each of the above separate services will be made individually for the purpose of determining whether the remaining services of the ENGINEER will be reduced or whether additional funds will be obtained.
- c. It is mutually agreed that the ENGINEER has no responsibility or obligation to provide professional services, the cost of which if billed in accordance with the provisions of this Agreement, would exceed the aforementioned amount, unless prior written approval and an increase in funds is provided by the City of Nashua.
- d. It is expressly understood that payments to the ENGINEER are to be made as indicated above whether or not the services performed are deemed eligible for participation by funding agencies.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: May 26, 2016
From: Stephen Dookran, P.E., City Engineer
Engineering Department
Re: Hiring of Staff Engineer

D. Motion: To approve the selection of Ms. Natalia Quintero of Nashua, NH for the position of Staff Engineer in the City Engineering Department. Starting salary is \$51,227.17 /year. Funding will be through: Departments: 160 Admin/Engineering and 169 Wastewater; Funds: General and Wastewater; Account Classification: Wages Full Time.

Attachment: Letter and Resume of Ms. Natalia Quintero

Discussion: On May 5, 2016, the Board approved the creation of two Staff Engineer positions as replacement for two specific engineering positions that became vacant. The intent was to hire entry level staff to be trained across a broad range of tasks and projects and fulfill the department's plan of succession and retention. The positions are in the Merit System at Grade 13. The vacancies were advertised internally by notice board and externally via newspapers and City's website.

Ms. Quintero had worked for the Engineering Department first as an Engineering Intern and then as a temporary Assistant Engineer upon graduating from UNH with a BS in Civil Engineering. Ms. Quintero demonstrated her ability to use AutoCAD and GIS. She performed engineering tasks related to sewer and drainage design, cost estimating, and drafting. She takes initiative and responsibility for her work and has a good attitude and rapport with supervisors and co-workers. She has demonstrated her ability to set and meet deadlines. She is extremely willing to learn and was a dedicated employee.

Ms. Quintero was interviewed by the Deputy Manager of Engineering and a Senior Staff Engineer. She was determined to be a highly suitable candidate for one of the vacant Staff Engineer positions.

City of Nashua Online Application

Quintero, Natalia - AppNo: 10306

Date Submitted: 5/17/2016

Personal Data

Name: Natalia Quintero
 (First) (Middle Initial) (Last)
 Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: Natalia Quintero
 (First) (Middle Initial) (Last)

Email Address:

Postal Address

Permanent Address	Present Address
Number & Street:	Number & Street:
Apt. Number:	Apt. Number:
City: Nashua	City:
State/Province: NH	State/Province:
Zip/Postal Code: 03060	Zip/Postal Code:
Country: United States of America	Country:
Daytime Phone:	Phone Number:
Home/Cell Phone:	

Employment Desired

Open Vacancy Desired:

JobID: 490 Professionals: Staff Engineer at DPW Engineering	Date Last Submitted 5/17/2016	Experience in Similar Positions 1 year
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Position Desired:

Professionals 1. Staff Engineer	Experience in Similar Positions 1 year
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Position Desired

Experience

Please list ALL relevant work experience beginning with the most recent.
 Please note that typing 'see resume' will not be accepted.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Nobis Engineering Staff Engineer		18 Chenell Dr Nashua, Nh 03060 6032244182		Chris Adams 6032339343 CAdams@nobiseng.com	
Date From - Date To:	03/2016 -	Full or Part Time:	Full	Last Annual Salary:	50000
Reason for Leaving:					
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	? Designed, drafted, and edited plans using AutoCAD Civil 3D ? Worked on site layout pertaining to specific projects as necessary. ? Assisted in the preparation or modification of specifications, graphics, permits and designs for projects. ? Review and interpret engineering reports, design drawings, vendor submittals, regulations, field test results, and other data.				

City of Nashua Online Application

Quintero, Natalia - AppNo: 10306

Date Submitted: 5/17/2016

Experience Continued

Responsibilities/ Accomplishments at this Position continued...

? Provided assistance to other engineering personnel as required on a regular basis.

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Nashua Division of Public Works Assistant Engineer		9 Riverside St Nashua, NH 03064 6035893120		Robert Saunders 6035527614 robert_j_saunders@yahoo.com	
Date From - Date To:	12/2015 - 03/2016	Full or Part Time:	Full	Last Annual Salary:	29120
Reason for Leaving:	New Job				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	? Surveyed and collected data from sites as directed by surveyor and engineers ? Use computer assisted engineering and design software/ equipment to prepare engineering and design documents ? Designed and rehabilitated sewer pipe networks ? Inspected and monitored project construction phases ? Provide citizens with customer service related to permits and record information				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Nashua Division of Public Works Summer Intern		9 Riverside Nashua, NH 03060 6035522776		Robert Saunders	
Date From - Date To:	05/2015 - 08/2015	Full or Part Time:	Full	Last Annual Salary:	29120
Reason for Leaving:	School				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	? Material specifications, quantity take-offs and project cost estimating ? Site Design with emphasis on ADA access requirements and guidelines ? Roadway design to remediate drainage problems and failures ? Meet with contractors to review plan and projects ? Used GIS to bring in data into plans for engineering analysis and reporting				

Education

Please tell us about your educational background beginning with the most recent.

City of Nashua Online Application

Quintero, Natalia - AppNo: 10306

Date Submitted: 5/17/2016

High School Attended: Nashua High School North
Graduation Status: H.S. Diploma
Highest Degree Attained: BA/BS/etc.

Colleges, Universities and Technical Schools Attended:

Name and location	Major area of study	Minor area of study	Degree	Graduated
University Of New Hamshire	Civil Engineering		Bachelor	Yes

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Please explain how your past personal and professional experience make you a quality candidate for the position for which you are applying.

I am very pleased that the Engineering Department is giving the opportunity to entry- level engineers to practice, grow and become a professional in the field of Civil Engineering.

As a resident of the City of Nashua, I am aware of the several infrastructure issues through out the city; I see the position as a great opportunity to make a positive impact on the community, and work on projects that will help to carry out the mission to improve the life of the residents by working towards a department that is both reliable, and efficient.

I firmly believe that my knowledge and experience gained in the Engineering Department and present job will add value to the department and ultimately help in the effort to accomplish the goals of the city.

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Stephen Dookran	Robert Saunders
Employer:	Nashua Engineering Department	
Current Position:	City Engineer	Senior Engineer
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:	9 Riverside st Nashua NH 03060	
Email:		
Relationship to Candidate:	Supervisor	Supervisor
Years Known:	1	1

City of Nashua Online Application

Quintero, Natalia - AppNo: 10306

Date Submitted: 5/17/2016

Professional References cont.

Reference 3 of 3		
Name:	Amy Gill	
Employer:	Nashua Engineering Department	
Current Position:	Senior Engineer	
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:	9 Riverside St Nashua NH 03060	
Email:		
Relationship to Candidate:	Supervisor	
Years Known:	1	

Referrals

How did you hear about employment with us?

Company Web Site

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

Disclosures

Contract Status

* Are you currently under contract?

No

If Yes, which employer?

If Yes, when does it expire?

When may your present employer be contacted?

Professional Status

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

City of Nashua Online Application

Quintero, Natalia - AppNo: 10306

Date Submitted: 5/17/2016

Disclosures continued

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation? Yes

List any accommodations:

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records of conviction or arrest.

* Are you eligible to work in the United States? Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation? No

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

Equal Opportunity Employer

City of Nashua is an Equal Opportunity Employer. City of Nashua ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. City of Nashua has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the City of Nashua to conduct an investigation of candidate to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

City of Nashua Online Application

Quintero, Natalia - AppNo: 10306

Date Submitted: 5/17/2016

I agree

Resume

NATALIA QUINTERO

May 16, 2016

Division of Public Works
Engineering Department
9 Riverside St
Nashua NH, 03062

Dear Hiring Manager:

Please find the attached resume in regards to the Staff Engineer position as advertised on the City of Nashua website. I am happy to learn that the City is providing the opportunity for an entry-level engineer to practice, grow and become a professional in the field of Civil Engineering. As a Nashua resident I am familiar with the various communities and neighborhoods throughout the city and aware of the needs of in public works services and infrastructure. For these and several other reasons, the position has captured my interest.

First, I graduated from the University of New Hampshire with a degree in Civil Engineering. As such, I have a broad knowledge of engineering including surveying, AutoCAD, soil properties and geotechnical engineering. In my present employer I have worked with different computer aided design software such as ArcMap, HydroCAD and AutoCAD Civil3D. Also, I gained considerable experience working with senior engineers and support staff on project design and construction.

Second, in the summer of 2015, I was an engineering intern for the City of Nashua, where I worked on a wide variety of projects, including site and roadway design as well as utility systems. These projects required heavy usage of AutoCAD features including the development of surfaces, pipe networks, alignments and profiles. In addition, I monitored field projects with experienced inspectors and senior engineers. Following graduation, the City recruited me again for several months as a temporary assistant engineer for plan and specification development for the 2016 construction season.

Finally, the position gives an opportunity for me to provide high-value engineering services in support of environmental and sustainable projects for community and professional growth in a city engineering environment while serving the community that I live in.

My education and my practical experience make me a strong candidate for the position. I possess the skill sets to do quality work and provide satisfaction to the residents. I am a hard worker, a fast learner, highly responsible, and reliable. As a member of the Nashua Engineering Department, I would positively contribute to the city goals. Enclosed is my resume for your review. I welcome the opportunity to discuss my qualifications in further detail. I can be reached at the number presented above.

Sincerely,



NATALIA QUINTERO

PROFILE

Entry-level civil engineer with impeccable references, strong work ethic and attention to detail drawing upon strong research, planning and organization skills. I am a professional who is motivated, reliable, and capable of working independently with minimum supervision while remaining committed to provide high quality service to every project. Seeking to make a difference through opportunities that offer professional growth.

EDUCATION

B.S. Civil Engineer

University of New Hampshire (UNH), Durham, NH

2015

Related coursework

- Surveying and Mapping, Project Engineering, Project Planning & Design
- Transportation Engineering & Planning, Environmental Pollution & Protection
- Foundation Design I, Reinforced Concrete, Pavement Design, Structural Analysis
- Engineering Behavior of Soils, Geo-Environmental Engineering

RELATED EXPERIENCE

Staff Engineer

Nobis Engineering, Concord NH

March 2016- Present

- Designed, drafted, and edited plans using AutoCAD Civil 3D
- Worked on site layout pertaining to specific projects as necessary.
- Assisted in the preparation or modification of specifications, graphics, permits and designs for projects.
- Reviewed and interpreted engineering reports, design drawings, vendor submittals, regulations, field test results, and other data.
- Provided assistance to other engineering personnel as required on a regular basis.

Engineering Assistant (Temporary)

Division of Public Works, Engineering Department, City of Nashua, NH

December 2015 - March 2016

- Surveyed and collected data from sites as directed by surveyor and engineers
- Used computer assisted engineering and design software/ equipment to prepare engineering and design documents
- Designed and rehabilitated sewer pipe networks
- Inspected and monitored project construction phases
- Provide citizens with customer service related to permits and record information

Engineering Intern

Division of Public Works, Engineering Department, City of Nashua, NH

May 2015 - August 2015

- Material specifications, quantity take-offs and project cost estimating
- Site Design with emphasis on ADA access requirements and guidelines
- Roadway design to remediate drainage problems and failures
- Meet with contractors to review plan and projects
- Used GIS to bring in data into plans for engineering analysis and reporting

ADDITIONAL EXPERIENCE**Administrative Assistant Intern**

RdF Corporation, Hudson, NH

May 2012 - August 2012

- Organized and maintained file systems
- Generated a variety of memos, reports and other work-related documents
- Performed computer/data entry
- Analyzed data and information

Foodservice

University of New Hampshire Dining Services, Durham, NH

August 2011 - December 2015

- Provided excellent customer service to UNH students and faculty to ensure the best experience in UNH dining halls

RELATED SKILLS

Fluent in Spanish and English

AutoCAD-Civil 3D

Autoturn

HydroCAD

ArcMap

Microsoft office

Total Electronic Station (TOPCON GTS-230W series)

Terrain Navigator

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: May 26, 2016

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: Hazardous Mitigation Grant

E. Motion: To approve the purchase of two Trimble R10 GNSS Network Rovers from Waypoint Technology Group of Albany, NY in the amount of \$54,168.20 Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: FEMA Hazard Mitigation (\$46,600); Department: 160 Admin & Engineering; Fund: General; Account Classification: 61 Supplies & Materials (\$2,000.20); Department: 169- Wastewater, Fund: Wastewater, Activity: Sewer Structures.(\$5,568).

Discussion: There is a need for Public Works to first accurately map certain features critical to operations and then to quickly locate them during times of emergency. These features include sewer and drain manholes on the interceptors and mains, that run through properties as well as discharge points along the rivers and streams. These structures can become covered with vegetative growth and debris making them difficult to find during times of emergency. Examples of events within the past 18 months where countless staff and consultant hours were spent trying to locate structures were the flooding of the North Merrimack River interceptor and the failure of the Northgate pump station force main.

The City is in receipt of a Hazardous Mitigation Grant and has determined that the best use of these funds would be for the purchase of survey equipment to aid in locating and/or recreating our vital infrastructure in the event of an emergency. Aside from the sewer and drainage structures described above, these mobil GPS units will be used to quickly locate other infrastructure such as fire hydrants if they become buried under snow, water, or soil due to various natural disasters as well as re-establishing critical signs that are displaced. The units will also allow the City to quickly identify various manholes in close proximity within roadway intersections.

The Trimble R10 GNSS system was selected because it is designed to work more effectively, no matter how extreme the environment. The new, lighter design is more balanced, to allow the surveyor to travel farther, faster, and gather data more easily. It has the advantage over traditional survey equipment in not having to set up in difficult terrain.

Three quotes for two Trimble R10 GNSS systems were received with results as follows:

	<u>Two Units</u>
Waypoint Technology Group of Albany, NY	\$54,168.20
Keystone Precision Instruments of Allentown, PA	\$55,150.75
GPServ, Inc. of Orlando, FL	\$63,620.00

Waypoint Technology Group is the qualified, low bidder for this purchase.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: May 26, 2016

From: Wayne Husband, P.E., Senior Traffic Engineer
Engineering Department

Re: Traffic Detection Repairs/Replacement along Main Street

F. Motion: To approve the contract to install new video detection and underground loop detection at five of the signalized intersections along Main Street with Electric Light Company of Cape Neddick, ME in the amount of \$26,120. Funding will be through Department 161 Street; Fund: General; Activity: Main Street.

Attachment: Quote

Discussion: There has been substantive reconstruction activity along Main Street in the past few years. This work included sidewalk reconstruction, work completed by utility companies and other construction activities. There are five signalized intersections where the vehicle detection system is not working due to cut off loops, poor pavement condition, or other adverse impacts.

The intersections on Main Street requiring work and type of detection recommended is as follows:

Concord Street/Amherst Street – add video detection equipment and two cameras
Franklin Street /Canal Street – add video detection equipment and two cameras
Water Street– install two underground loops
East Pearl Street – add video detection and two cameras
Hollis – install two underground loops

To accelerate the process of restoring detection on Main Street, five local signal contractors who have been performing reputable and responsive work in Nashua over the past decade were solicited for quotes. One firm responded by the May 18, 2016 deadline and is as follows.

Electric Light Company of Cape Neddick, ME \$26,120.00

The cost proved by Electric Light Company is reasonable and their immediate availability ensures the Main Street work will be accomplished in a more expedited time frame.

QUOTATION

Quote Number: 2016418
 Quote Date: May 16, 2016
 Page: 1

Voice: 207-361-1234
 Fax: 207-361-2017

Quoted To:
City of Nashua Accounts Payable P.O.Box 2019 Nashua, NH 03061

Customer ID	Good Thru	Payment Terms	Sales Rep
NH-NASH	6/15/16	Net 15 Days	

Quantity	Item	Description	Unit Price	Amount
1.00	LS	Add video detection at Main / Concord / Amherst Streets for two directions. Includes:	7,440.00	7,440.00
1.00	EA	2 Camera Processor Card		
1.00	LS	Harnesses		
1.00	LS	Surge Protection		
2.00	EA	Cameras		
1.00	LS	Mounting Hardware		
1.00	LS	Video Cable		
1.00	LS	Add video detection at Main / Franklin / Canal Streets for two directions. Includes:	7,440.00	7,440.00
1.00	EA	2 Camera Processor Card		
1.00	LS	Harnesses		
1.00	LS	Surge Protection		
2.00	EA	Cameras		
1.00	LS	Mounting Hardware		
1.00	LS	Video Cable		
2.00	EA	Install 6' x 50' Quadrapole loops at Main / Water Streets.	950.00	1,900.00
1.00	LS	Add video detection at Main / Pearl Streets for two directions. Includes:	7,440.00	7,440.00
			Subtotal	Continued
			Sales Tax	Continued
			TOTAL	Continued

QUOTE IS GOOD FOR 30 DAYS



One Morgan Way
Cape Neddick, ME 03902

QUOTATION

Quote Number: 2016418
Quote Date: May 16, 2016
Page: 2

Voice: 207-361-1234
Fax: 207-361-2017

Quoted To:
City of Nashua Accounts Payable P.O.Box 2019 Nashua, NH 03061

Customer ID	Good Thru	Payment Terms	Sales Rep
NH-NASH	6/15/16	Net 15 Days	

Quantity	Item	Description	Unit Price	Amount
1.00	EA	2 Camera Processor Card		
1.00	LS	Harnesses		
1.00	LS	Surge Protection		
2.00	EA	Cameras		
1.00	LS	Mounting Hardware		
1.00	LS	Video Cable		
2.00	EA	Install 6' x 50' Quadrapole loops at Main / Hillis Streets. Police details are not included.	950.00	1,900.00
			Subtotal	26,120.00
			Sales Tax	
			TOTAL	26,120.00

QUOTE IS GOOD FOR 30 DAYS



THE CITY OF NASHUA

Division of Public Works

Wastewater Department

"The Gate City"

Board of Public Works Meeting of May 5, 2016 Wastewater Department

Agenda

- A. Motion:** To approve the User Warrants as presented.
- B. Motion:** To approve the selection of Michelle Gaudette of Goffstown, NH to the position of Process Chemist at the Wastewater Treatment Plant. Starting salary for this position will be \$51,536 per year. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.
- C. Motion:** To approve the selection of Stephan Lecomte of Milford, NH to the position of Mechanic 1st Class at the Wastewater Treatment Plant. Starting salary for this position will be \$26.44 per hour for a yearly salary of \$54,995.20. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: May 26, 2016
From: David A. Simmons, Superintendent
Wastewater Department
Re: Selection of Process Chemist

B. Motion: To approve the selection of Michelle S. Gaudette of Goffstown, NH to the position of Process Chemist at the Wastewater Treatment Plant. Starting salary for this position will be \$51,536 per year. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

Attachments: Application

Discussion: This vacancy is the result of the promotion of Heather Larocque to Laboratory Supervisor effective May 9, 2016. This notice of vacancy was posted per the UAW – Professional CBA and there was one qualified internal candidate.

The interview team consisted of David Simmons, Wastewater Treatment Plant Superintendent, Noelle Osborne, Wastewater Treatment Plant Operations Manager, Heather Larocque, Wastewater Laboratory Supervisor, James Lavalley, Wastewater Treatment Plant Maintenance Foreman, and Jeff Lafleur, Solid Waste Superintendent. The team asked several interview questions related to the job.

Michelle Gaudette was hired by the City in February. It was determined that Ms. Gaudette has the minimum qualifications, and sufficient experience and ability to do the job and is recommended for the position.

The effective date for this position is May 30, 2016.

City of Nashua Online Application

Gaudette, Michelle - AppNo: 9096

Date Submitted: 5/12/2016

Internal Candidate

Personal Data

Name: Mrs. Michelle S Gaudette
 (Title) (First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other:

Postal Address

Permanent Address

Number & Street:
 Apt. Number:
 City: Goffstown
 State/Province: NH
 Zip/Postal Code: 03045
 Country: United States of America
 Daytime Phone:
 Home/Cell Phone:

Present Address

Number & Street:
 Apt. Number:
 City:
 State/Province:
 Zip/Postal Code:
 Country:
 Phone Number:

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 486 Professionals: Process Chemist at Wastewater Treatment Plant (WWTP)	5/12/2016	16 years

Position Desired

Experience

Please list ALL relevant work experience beginning with the most recent.
 Please note that typing ''see resume'' will not be accepted.

Current or Most Recent Position	Employer Contact Information	Supervisor/Reference Contact Information	
City of Nashua Analytical Chemist	229 Main Street Nashua, Nh 03061		
Date From - Date To:	02/2016 -	Full or Part Time:	Full
		Last Annual Salary:	43500
Reason for Leaving:			
May we contact this employer?	Yes		
Responsibilities/Accomplishments at this Position	<ul style="list-style-type: none"> ⊕ BOD ⊕ TSS, TS, TS Sludge ⊕ pH, TRC ⊕ Phos, Ammonia, Vol Acid/Alk ⊕ Entering Data into Hach Wims ⊕ Reviewing Data E.coli 		

City of Nashua Online Application

Gaudette, Michelle - AppNo: 9096

Date Submitted: 5/12/2016

Internal Candidate

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Chemsolve Metals Analyst		317 Elm St. Milford, Nh 03055 6036735440		Paul Fyfe	
Date From - Date To:	09/2010 -	Full or Part Time:	Full	Last Annual Salary:	42000
Reason for Leaving:	oppurtunity				
May we contact this employer?	No				
Responsibilities/Accomplishments at this Position	<ul style="list-style-type: none"> ∅ ICP Analyst-Spectro Blue ∅ Hg Analyst-Hydra AA ∅ IC Analyst-Dx-120 Organics Extraction Tech 				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Proscience Analytical Supervisor/ Lab tech Lead department		22 Cummings Park Dr. Woburn, MA 018101 17819353212		Harvey Yee 17819353212	
Date From - Date To:	06/2008 - 09/2010	Full or Part Time:	Full	Last Annual Salary:	40000
Reason for Leaving:	New oppurtunity Closer to Home				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	<ul style="list-style-type: none"> ∅ Logging in samples ∅ Scheduling work by due data ∅ Maintaining Chemical and Reagents Logs ∅ Prepping- Wipes ,Paints, Soils, Airs ∅ ICP and Flame AA Analyst ∅ Reporting Data ∅ Waste disposal 				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Chemsolve Metals Lab Tech		317 Elm St. Milford, NH 03055 6036735440		Paul Fyfe	
Date From - Date To:	01/2005 - 02/2007	Full or Part Time:	Full	Last Annual Salary:	27000
Reason for Leaving:	Moved out of State				
May we contact this employer?	No				
Responsibilities/Accomplishments at this Position	<ul style="list-style-type: none"> ∅ Metals Prep-Soils, Paints, Waste Waters and Ground Waters ∅ Hg Prep and Analysis ∅ TCLP Extraction ∅ PH/ Turbidity ∅ Sales and Customer Liaison 				

City of Nashua Online Application

Gaudette, Michelle - AppNo: 9096

Date Submitted: 5/12/2016

Internal Candidate

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Pittsburg High School

Graduation Status: H.S. Diploma

Highest Degree Attained: Technical Certification

Colleges, Universities and Technical Schools Attended:

Name and location	Major area of study	Minor area of study	Degree	Graduated
Middlesex Community College	Biotechnology			No
MA - University of Massachusetts, Lowell	Undeclared			No
Sutton Hill Nursing	Nursing Aid		Certificate	Yes

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Please explain how your past personal and professional experience make you a quality candidate for the position for which you are applying.

Perhaps you are in need of a technician who is familiar with Environmental laboratory protocols and has experience in executing methods. I have more than 15 years of laboratory experience in multiple fields as a technician and the last 4 years as an Analyst. I am a quick study and a self-motivator both attributes play a valuable role in any company.

My ability to work independently and efficiently, make me a wise choice for most laboratory positions. As you can see from my resume, not only do I have experience as a technician and an analyst I have also held positions as a supervisor.

I would like to offer your company my skills and knowledge.

Thank you for your time and consideration.

Sincerely yours,

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Paul Fyfe	Laura Bird
Employer:	Chemserve	Chemserve
Current Position:	Metals Analyst	Analytical Chemist
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:		friend/coworker
Years Known:	11 years	6 years

City of Nashua Online Application

Gaudette, Michelle - AppNo: 9096

Date Submitted: 5/12/2016

Internal Candidate

Professional References cont.

	Reference 3 of 3	
Name:	Lyle Hamel	
Employer:	Goffstown High School	
Current Position:	Chemistry Teacher	
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	friend/coworker	
Years Known:	11 years	

Referrals

How did you hear about employment with us?

Current Employee

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

Disclosures

Contract Status

- * Are you currently under contract? No
- If Yes, which employer?
- If Yes, when does it expire?
- When may your present employer be contacted?

Professional Status

- * Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment? No

If Yes, explain:

- * Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation? Yes

List any accommodations:

City of Nashua Online Application

Gaudette, Michelle - AppNo: 9096

Date Submitted: 5/12/2016

Internal Candidate

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records of conviction or arrest.

* Are you eligible to work in the United States?

Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation?

No

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

Equal Opportunity Employer

City of Nashua is an Equal Opportunity Employer. City of Nashua ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. City of Nashua has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the City of Nashua to conduct an investigation of candidate to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I agree

Michelle S. Gaudette

To whom it may concern,

I am submitting this letter and my resume in response to the current posting for the Process Chemist position at the waste water treatment facility for the City of Nashua. I am currently employed by the City of Nashua as they're Analytical Chemist, and feel that my knowledge of this lab and my experience make me a viable candidate.

I feel that my ability to be a quick study and a self-motivator have been great attributes to the lab. I am experienced in environmental laboratory protocols, executing methods and NELAC standards. I have more than sixteen years of laboratory experience in multiple fields as a technician, with the last four years spent as an analyst.

My ability to work independently and efficiently is a great asset for most laboratory positions. My experience of more than two years as a supervisor should exert the qualities WWTF is looking for in a Process Chemist. I would like to offer the WWTF my skills and knowledge as its Process Chemist. Thank you for your time and consideration.

Sincerely,

Michelle Gaudette

Experience Analytical Chemist

2/22/2016-present WWTF City of Nashua

- BOD
- TSS, TS, TS Sludge
- pH, TRC
- Phos, Ammonia, Vol Acid/Alk
- Entering Data into Hach Wims
- Reviewing Data

Metals Analyst / Organics Extraction Tech

09/20/10-2/18/16 ChemServe Environmental, Milford NH

- ICP Analyst-Spectro Blue
- Hg Analyst-Hydra AA
- IC Analyst-Dx-120

Supervisor/Lead department

06/23/08-09/10 Proscience Analytical, Woburn MA

- Logging in samples
- Scheduling work by due data
- Maintaining Chemical and Reagents Logs
- Prepping- Wipes ,Paints, Soils, Airs
- ICP and Flame AA Analyst
- Reporting Data
- Waste disposal

Lab Tech

01/18/05-02/07 ChemServe, Milford NH

- Metals Prep-Soils, Paints, Waste Waters and Ground Waters
- Hg Prep and Analysis
- TCLP Extraction
- PH/ Turbidity
- Sales and Customer Liaison

Assistant Manager QC

01/01/04-10/14/04 Timberland Lodge and Cabins, Pittsburg NH

- Supervise Cleaning Crew
- Inventory Control
- Administrative Duties
- Customer service

Specimen Processor QC

05/03-12/03 Saint Elizabeth's Hospital, Brighton MA

- 3rd Shift Operations
- Data Entry, Scanning
- Processing Specimens
- Micro Department
- Inoculation of Specimens Plates and Broth
- Gram Stains

Research Assistant and QC Tech

5/99-11/01 Millennium Pharmaceuticals', Kraft Foods

- **PCR Reaction**
- **96Well Plates Western Blot**
- **Gel Electrophoresis**
- **Aseptic Technique**
- **Viability Determination**
- **Physical Testing**

**Education
Interests**

**Middlesex Community College, UMASS Lowell 9/97-6/03 Deans List, Honors Society
Genetics**

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: May 26, 2016

From: David A. Simmons, Superintendent
Wastewater Department

Re: Selection of Mechanic WWTP 1st Class

C. Motion: To approve the selection of Stephan Lecomte of Milford, NH to the position of Mechanic WWTP 1st Class at the Wastewater Treatment Plant. Starting salary for this position will be \$26.44 per hour for a yearly salary of \$54,995.20. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

Attachments: Application

Discussion: Ryan Pelissier was approved for this position at the February 29th BPW meeting. Utilizing his rights per the AFSCME CBA, he chose to return to his former position of Operator II on April 25th. The position was reposted per AFSCME CBA and there was one internal applicant, Stephan Lecomte.

Stephan Lecomte interviewed by a team consisting of David Simmons, Superintendent of Wastewater, Noelle Osborne, Plant Operations Supervisor, Heather Larocque, Wastewater Laboratory Supervisor, James Lavalley, Wastewater Maintenance Foreman, Jeff Lafleur, Superintendent of Solid Waste and Jason Hayden, Street Foreman. The team asked several interview questions related to the job. The candidate was then administered a written general knowledge test based on the requirements of the position as well as a practical test. After review of the interview and written and practical test results, it was determined that Mr. Lecomte has the minimum qualifications and sufficient experience and ability to do the job and is recommended for the position.

The effective date for this position is May 30, 2016.



AFSCME EMPLOYMENT APPLICATION

For CURRENT AFSCME employees

Name: Stephan Lecornte
Address: Milford, N.H. 03055
Phone: _____
Current Department: Collections Street Dept. Vactor operator
Position(s) you are applying for: mechanic wastewater treatment plant

Experience, Training and Skills

Department & Job Title: Collections Street Dept. Vactor operator Years of Service: 4+
Training/Skills: Collections, Vactor & Suck operator, plumbing and pipe repairs, pump stations, being on call for emergencies, electrical troubleshooting

Department & Job Title: _____ Years of Service: _____
Training/Skills: _____

Department & Job Title: _____ Years of Service: _____
Training/Skills: _____

Please list any degrees or special training you have received. _____

Do you have a valid driver's license? Yes

Do you have a valid CDL-A license? _____ CDL-B? yes with tanker endorsement

Applicant's Certification and Agreement

PLEASE READ CAREFULLY

I hereby certify that the foregoing statements are made truthfully and that the information is correct to the best of my knowledge and belief. I understand that any misrepresentation on this application and attached resume may result in refusal or separation from employment. You are hereby authorized to make any investigation of my personal history through any investigative agencies or bureaus of your choice. *

Signed: Stephan Lecornte Date: 4-11-16

* NOTE: The provisions of the Fair Credit Reporting Act may be applicable if a credit report on the applicant is revised.



THE CITY OF NASHUA

Division of Public Works

Street Department

"The Gate City"

Board of Public Works Meeting of May 26, 2016 Street Department

Agenda

- A. Motion:** To approve the purchase of one pair MP series Mobile Columns from Tool & Equipment Connection, Inc. of North Attleborough, MA in the amount of \$22,038.75. Funding will be through Department: 161- Streets; Fund: General; Account Category: 71 Equipment.
- B. Motion:** To approve the selection of Scott Perkins of Nashua, NH for the position of Street Operations Supervisor, Street Department. Starting salary for this position will be \$25.47 per hour for a yearly salary of \$52,984. Funding will be through: Department: 161- Street Department; Fund: General; Account Classification: 51-Salaries & Wages.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: May 26, 2016

From: Jon Ibarra, Interim Superintendent
Street Department

RE: Sole Source Purchase for Mobile Lift Columns

A. Motion: To approve the purchase of one pair MP series Mobile Columns from Tool & Equipment Connection, Inc. of North Attleborough, MA in the amount of \$22,038.75. Funding will be through Department: 161- Streets; Fund: General; Account Category: 71 Equipment.

Attachments: Sole Source Letter and Quote

Discussion: These columns will be used in the DPW Fleet Maintenance garage for elevating large 3 axle heavy duty vehicles.

Currently, the Street Department has a set of 4 Mohawk Mobile Column Lifts that lift vehicles by their tires. These work well when raising two axle vehicles; however, they struggle to lift a three axle vehicle due to the additional weight and size which results in mechanics having to work on an unstable vehicle. The purchase of these additional columns will allow mechanics to be able to safely raise three axle vehicles to make repairs.

Tool and Equipment Connection, Inc. has the State of New Hampshire contract for Mohawk Mobile Lifts. The other lifts that the City currently has are Mohawk Mobile Lifts, so any new lifts purchased must be Mohawk Mobile Lifts in order to maintain compatibility with the current lifts. The Mohawks have a specific wiring harness that keep other brands from being compatible.



THE CITY OF NASHUA

*Division of Public Works
Street Department*

"The Gate City"

Memorandum

Date: May 9, 2016
To: Dan Kookan, Purchasing Manager
From: John Stewart, Fleet Manager
Jon Ibarra, Interim Street Superintendent
Subject: Sole Source for Mobile Lift Columns

Attached is a quote from Tool and Equipment Connection, Inc. for the purchase of 2 Mobile Truck Lift columns. These columns will be used in the DPW Fleet Maintenance garage for elevating large 3 axle heavy duty vehicles.

In Fleet we currently have a set of 4 Mohawk Mobile Column lifts that lift vehicles by the tires and work well when raising a 2 axle vehicle. These lifts when used on a 3 axle vehicle struggle with the additional weight and size. The 3 axle vehicles are unstable with one of the rear axles left unsupported and hanging down. The purchase of these additional columns will allow the mechanics to safely raise 3 axle vehicles and make repairs on a stable vehicle.

Tool and Equipment Connection, Inc. has the State of New Hampshire contract for Mohawk Mobile Lifts. The City of Nashua purchased the current lifts in 2009 from Tool and Equipment Connection; these new Mohawk lifts will be a like for like match to the current Mohawk lifts.

Any questions please call: 589-4714



Tool & Equipment Connection, Inc.

63 George Leven Drive
North Attleborough, MA 02760

Phone: 888-594-7800 Fax: 508-695-9430
Visit our website at www.teclifts.com

Quote00010949

Bill To:

Ted Sullivan Fleet Forema

**CITY OF NASHUA
ACCOUNTS PAYABLE
PO BOX 2019
NASHUA, NH 03061-2019
CUSTOMER PHONE: 603-589-4703**

Ship To:

**CITY OF NASHUA
DEPT. OF PUBLIC WORKS
9 STADIUM DRIVE
NASHUA, NH 03062**

SALESPERSON	P.O. #	SHIP VIA	CO	PP	SHIP DATE	TERMS	DATE	PG.
GLENN KURKJIAN			X			C.O.D.	4/22/2016	1
QTY.	ITEM NO.	DESCRIPTION			PRICE	Disc.	EXTENDED	
1	MOHAWK	PAIR MP SERIES MOBILE COLUMNS. 22" EXTENDED FORKS. (32,000 LBS. CAPACITY.)			\$25,350.00	17.5%	\$20,913.75	
1	MOHAWK	25' POWER CORD FOR MP-18			\$525.00		\$525.00	
1	LABOR	SET UP AND TRAINING.			\$600.00		\$600.00	

Thank you for the opportunity to quote on the above equipment

SALE AMOUNT	\$22,038.75
FREIGHT	\$0.00
SALES TAX	\$0.00
TOTAL	\$22,038.75
PAID TODAY	\$0.00
BALANCE	\$22,038.75

All Quotes Valid for 30 days

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: May 26, 2016

From: Jon Ibarra, Interim Superintendent
Street Department

RE: To approve the selection of Scott Perkins of Nashua, NH for the position of Street Operation Supervisor, Street Department.

B. Motion: To approve the selection of Scott Perkins of Nashua, NH for the position of Street Operations Supervisor, Street Department. Starting salary for this position will be \$25.47 per hour for a yearly salary of \$52,984. Funding will be through: Department: 161- Street Department; Fund: General; Account Classification: 51-Salaries & Wages.

Attachments: Application and Resume

Discussion: Jon Ibarra, Interim Street Superintendent, Carolyn O'Connor, Division Finance and Administration Manager and Nick Caggiano, Superintendent Parks and Recreation interviewed 4 internal candidates and one external candidate and administered a practical test. After review of the candidates, it was unanimously determined that Mr. Perkins would be recommended for the position.

Mr. Perkins is currently working as an Administrative Assistant II at the Solid Waste Department, has extensive knowledge of computers and has been employed with the city for 9 ½ years. He has worked in a supervisory capacity both at the Solid Waste Department both as a Solid Waste Foreman and Acting Scale House Foreman, and at the Street Department during snow operations where he has worked as a Route Foreman. Based on the interview, his performance on the practical test and his experience, it was determined that Mr. Perkins would be an asset to the City in the Operations Supervisor position.

City of Nashua Online Application

Perkins, Scott - AppNo: 1228

Date Submitted: 4/27/2016

Internal Candidate

Personal Data

Name: Scott R Perkins
(First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: (Middle Initial) (Last)

Email Address:

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City: Nashua
State/Province: NH
Zip/Postal Code: 03063
Country: United States of America
Daytime Phone:
Home/Cell Phone:

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Closed Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 426 Administrative/Clerical Support: Operations Coordinator at Streets Department	Not Submitted	-
JobID: 454 Officials/Administrators (Mgrs): Street Operations Supervisor at Streets Department	4/27/2016	15 years

Position Desired:

Administrative/Clerical Support

	Experience in Similar Positions
1. Operations Coordinator, Street	9 years
2. Vital Records Clerk	6 years

Position Desired

Experience

Please list ALL relevant work experience beginning with the most recent.
Please note that typing 'see resume' will not be accepted.

City of Nashua Online Application

Perkins, Scott - AppNo: 1228

Date Submitted: 4/27/2016

Internal Candidate

Experience Continued

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
City of Nashua Dept. of Public Works Solid Waste Dept. Admin. Assistant II		840 West Hollis St Nashua, NH 03062 589-3410		Jeff Lafleur, Superintendent	
Date From - Date To:	12/2013 - 04/2016	Full or Part Time:	Full	Last Annual Salary:	38000
Reason for Leaving:	Presently employed in this position.				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Responsible for submitting Payment Authorizations for Solid Waste Dept. expenses, generating, editing and receiving Purchase Orders through Lawson software, maintaining department records, soliciting bids from contractors, assisting in preparing the department budget, and preparing the department payroll through the Kronos time keeping software. Use of Microsoft Office applications to perform many administrative tasks.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
City of Nashua Dept. of Public Works Solid Waste Dept. Solid Waste Foreman		840 West Hollis St Nashua, NH 03062 589-3410		Jeff Lafleur, Superintendent	
Date From - Date To:	06/2012 - 12/2013	Full or Part Time:	Full	Last Annual Salary:	60000.00
Reason for Leaving:	Took over the position of Admin Assistant II				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Responsible for overseeing the collection of trash, recycling, soft yard waste and oversized items at all of the residences in the city serviced by the Solid Waste Dept. Worked with a crew of 14 full time employees and up to ten temporary workers assigning routes, dealing with collection problems, and working with the office staff and Mayors office to handle trouble stops. In charge of making sure that the collection trucks were maintained and repaired as needed, coordinating repairs with the Fleet Maintenance Dept. and working with the companies that we purchased the current vehicles from on long-term problems. Accomplishments include integrating the new city CNG fleet into the collection operations, receiving and holding a valid scale operators license, obtaining a Level 4 Landfill Operators License, receiving training and being certified in confined space entry and receiving advanced training in asbestos handling.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
City of Nashua Dept. of Public Works Solid Waste Dept. Licensed Scale Operator		840 West Hollis St Nashua, NH 03062 (603) 589-3410		Jeff Lafleur, Superintendent	
Date From - Date To:	10/2006 - 06/2012	Full or Part Time:	Full	Last Annual Salary:	33000
Reason for Leaving:	Yes				
May we contact this employer?					
Responsibilities/Accomplishments at this Position	Responsible for weighing in all commercial and city vehicles, operating both scales through the use of computer software, issuing commercial and resident permits through the scale computer system, troubleshoot and report computer problems, keep all scale house records, taking cash payments from commercial and residential customers, balancing and preparing daily TR deposits, checking permits and watching all customers entering the				

City of Nashua Online Application

Perkins, Scott - AppNo: 1228

Date Submitted: 4/27/2016

Internal Candidate

Experience Continued

Responsibilities/ Accomplishments at this Position continued...

landfill, watching over the residential areas of the landfill, and filling in for the collections foreman when he is off. Accomplishments include receiving and holding a valid scale operators license, obtaining a Level 4 Landfill Operators License, receiving training and being certified in confined space entry and receiving advanced training in asbestos handling.

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Telegraph Publishing Co. Loading Coordinator		17 Executive Dr Hudson, NH 03051 (603) 882-2741		Bill Tyers (603) 882-2741	
Date From - Date To:	01/2002 - 06/2008	Full or Part Time:	Full	Last Annual Salary:	26000
Reason for Leaving:	Took full time position with City of Nashua				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	Responsible for sorting paperwork for all trucking routes, counting and loading papers onto the proper trucks, coordinating zoned inserts with the machine operators, overseeing and making reports on commercial jobs including the Financial Times when it was contracted out to the Telegraph. Previously from 1996 until 2000 I worked for the Telegraph as a truck driver and then advanced to Driver Supervisor for my last two years before leaving to take a position with Teradyne.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Teradyne Team Leader - Receiving		44 Simon St Nashua, NH 03062 N/A		Luz Solar N/A	
Date From - Date To:	06/2000 - 06/2001	Full or Part Time:	Full	Last Annual Salary:	45000
Reason for Leaving:	Laid off				
May we contact this employer?	No				
Responsibilities/ Accomplishments at this Position	In charge of overseeing the loading dock crew, entering into company database all incoming parts and equipment, insuring the delivery off all goods processed through the receiving department to the proper person or department, working with purchasing to resolve problems with incoming P.O.'s, and overseeing safety training and safe operation of the loading dock areas. Received training in worker safety, first aid, emergency drills, and fire extinguisher usage. Trained and received company forklift license.				

Education

Please tell us about your educational background beginning with the most recent.

City of Nashua Online Application

Perkins, Scott - AppNo: 1228

Date Submitted: 4/27/2016

Internal Candidate

High School Attended: Nashua High School, Nashua, NH
Graduation Status: H.S. Diploma
Highest Degree Attained: BA/BS/etc.

Colleges, Universities and Technical Schools Attended:

Name and location	Major area of study	Minor area of study	Degree	Graduated
UNH	Communications	Computer Science	BA	Yes

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Please explain how your past personal and professional experience make you a quality candidate for the position for which you are applying.

I have been working at the Solid Waste Department as an Administrative Assistant since December of 2013. During this time I have learned how to use the City's electronic payment and submission software and deal with making large payments to vendors and service providers while making sure the department stays within its budget. Also, I have had to make sure that the departments licenses, permits and individual certifications have been kept up-to-date and renewals paid for in accordance with local, state and federal regulations. Before taking on this position I was the collections foreman for the past 1 and a half years. In performing these duties I have had the opportunity to learn how to manage a group of employees, deal with multiply problems at the same time, enter in and verify TR's in Lawson, and enter in plus verify employees hours for payroll on the new Kronos system.

I have had to learn to manage a team of employees in the critical task of collecting Residential MSW, recycling, SYW and oversized items. This has required me to multi-task on several different things at the same time. I have had to work closely with the office staff, Superintendent and the drivers to safely and professionally work as a team. I have also had to deal with the residents of the city to resolve problems with their curbside collection.

I currently hold a NH Scale Operator's License and a Landfill Operator certification, level 4. I am very proficient in the use of computers and software; including Microsoft Office, Lawson, Kronos payroll management and SMS (the scalehouse operating system). I have experience in handling cash, work orders and in processing purchase orders and making electronic payments.

I know that I still have more learn about the job to improve upon my current abilities, but I have always been able to adapt to changing situations and succeed in meeting the challenges placed before me both in my current position and past ones. I am a team player who believes that we can accomplish more through collaboration. As such I am willing to work with others to see that all work is accomplished in a timely and professional way.

Thank you for your consideration.

City of Nashua Online Application

Perkins, Scott - AppNo: 1228

Date Submitted: 4/27/2016

Internal Candidate

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Andy Patrician	Jeffrey Lafleur
Employer:	City of Nashua DPW	City of Nashua DPW
Current Position:	DPW Operations Manager	Superintendent, Solid Waste
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	Co-Worker	Manager
Years Known:	9	9
	Reference 3 of 3	
Name:	William Tyers	
Employer:	Telegraph Publishing Co.	
Current Position:	Vice President of Operations	
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:	17 Executive Dr Hudson, NH 03051	
Email:		
Relationship to Candidate:	Former manager	
Years Known:	16	

Referrals

How did you hear about employment with us?

Other: Job Posting

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

State of NH Scale Operator License
State of NH DES Level 4 Landfill Operator License
Certified in Confined Space Entry
Completed Asbestos awareness class
Lawson-for processing TR's, and PO's
Kronos-Time Management Software
SMS-Scale operating Software
Cartegraph Work Scheduling Software

City of Nashua Online Application

Perkins, Scott - AppNo: 1228

Date Submitted: 4/27/2016

Internal Candidate

Disclosures

Contract Status

- * Are you currently under contract? No
- If Yes, which employer?
- If Yes, when does it expire?
- When may your present employer be contacted?

Professional Status

- * Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment? No

If Yes, explain:

- * Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation? Yes

List any accommodations:

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records of conviction or arrest.

- * Are you eligible to work in the United States? Yes

- * Have you ever been convicted of a criminal offense other than a minor traffic violation? No

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

Equal Opportunity Employer

City of Nashua is an Equal Opportunity Employer. City of Nashua ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. City of Nashua has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

City of Nashua Online Application

Perkins, Scott - AppNo: 1228

Date Submitted: 4/27/2016

Internal Candidate

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the City of Nashua to conduct an investigation of candidate to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I agree



THE CITY OF NASHUA

Division of Public Works

Administration

"The Gate City"

Board of Public Works Meeting of May 26, 2016 Administration Department

Agenda

- A. Informational:** Update on Burke Street
- B. Motion:** To approve the proposed locations for creative crosswalks to be placed at Holman Stadium.
- C. Informational:** Director's Report

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: May 26, 2016

From: Lisa Fauteux, Director Public Works
Administration

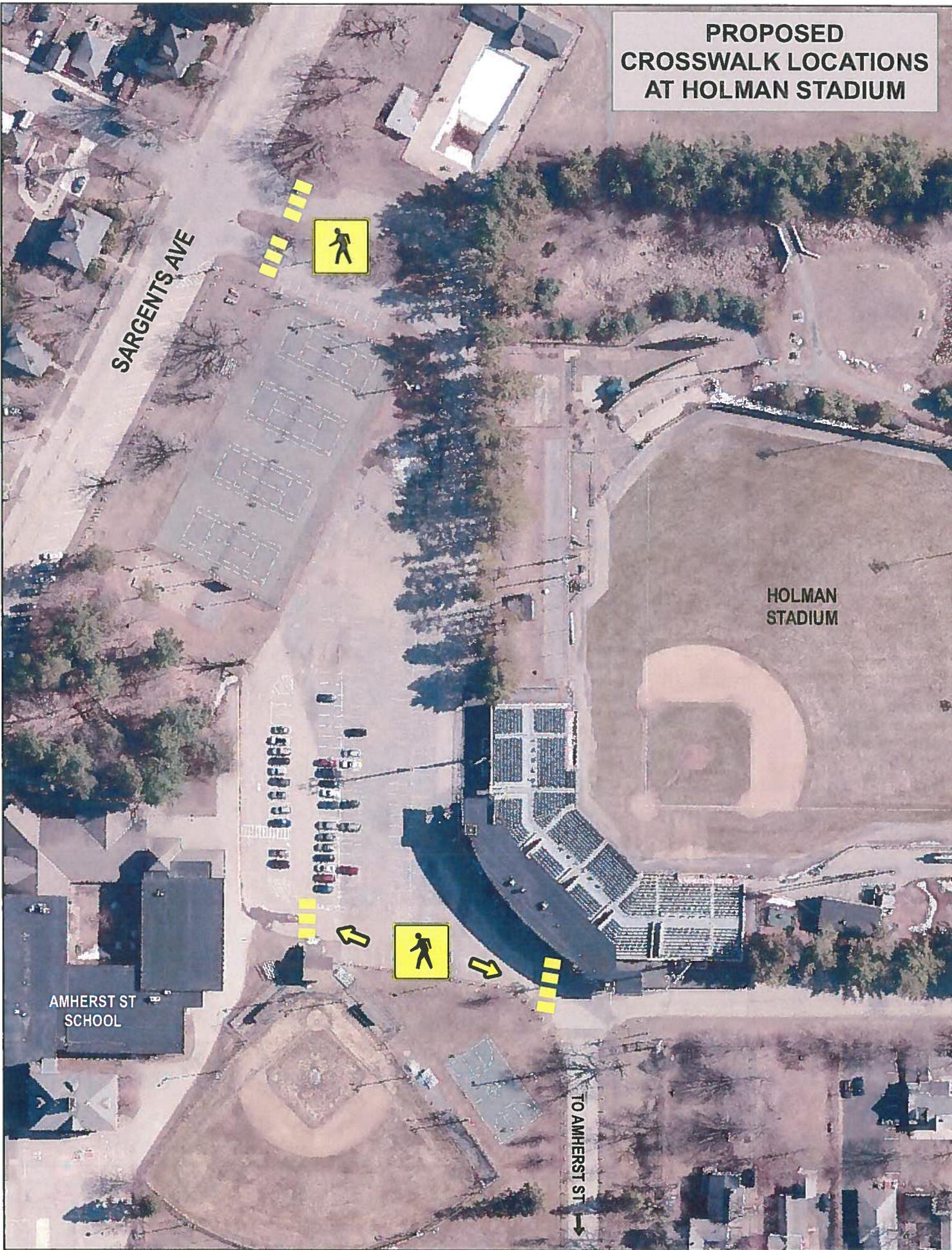
Re: Creative Crosswalks at Holman Stadium

B. Motion: To approve the proposed locations for creative crosswalks to be placed at Holman Stadium.

Attachments: Map

Discussion:

**PROPOSED
CROSSWALK LOCATIONS
AT HOLMAN STADIUM**



SARGENTS AVE

HOLMAN STADIUM

AMHERST ST SCHOOL

TO AMHERST ST

Board of Public Works Meeting of May 26, 2016
Department Report

Street Department

- During the month of May Street Department crews performed the following tasks:
 - 98 Pot holes filled
 - 4 Sidewalk repairs
 - 6 Sinkhole repairs
 - 3 Sewer service repairs
 - 24 Catch basin repairs
 - 2 Catch Basins replaced
 - 18 Sewer Manholes repaired
 - Weeded and swept all the concrete islands on DW Highway, Amherst Street, Somerset and Spitbrook Road

- **Sweeper Program.** Five sweepers are operating daily.

- **Asphalt Repairs.** The Mill and Fill program started on 5/11. The program began on Conant Road and continued into Searles Road. There are several areas to be addressed this spring- West Hollis Street, Amherst Street, Harris Road @ Taschereau and Coburn Ave.

- **Traffic**
 - Over the past month 16 signs have been replaced. The spring long line striping program began 5/8 and is almost completed. Crosswalk painting began on Kinsley Street and crosswalks will continue to be painted as the weather permits.
 - The Manchester Street school zone flashing speed zone /radar sign has been replaced and is operational.
 - Traffic signal techs responded to a mast arm that had been involved in a fire and had to rewire the entire Mast Arm on DW Highway at Costco Drive.
 - During the day the crew has been addressing failed traffic signals and communication issues Citywide.

- **Fleet**
 - Preventative maintenance and repair of the fleet is ongoing daily. Repairs and maintenance is performed with urgency to ensure the street crews have the necessary tools for their projects. Repairs of line painters for Streets and Parks are done weekly.
 - Parks equipment is serviced, repaired and blades sharpened as the turf season is in full swing.

- Solid Waste equipment and vehicles are repaired daily with top priority. Vehicles are getting a good look over as we prepare for the annual New Hampshire State Inspection beginning June 1st.
- The welders have been designing and fabricating stronger and more durable towers that hold the plow and sander controls. The current design was not strong enough for the new larger controls. Repairs are ongoing to the trucks and bodies.
- **Collections**
 - The camera crew has been inspecting infrastructure for needed repairs that will need to be addressed prior to the paving program. The Collections crew responded to 7 sewer backups during the day shift and responded to 3 sewer backups after hours. They have also been assisting the WWTF by cleaning and inspecting pump stations as well as Catch basins city wide.

Engineering Department

- **Broad Street Parkway.** The contractor on the Parkway South contract has prepared the roadway for final paving but is awaiting approval of the change order for the right turn lane removal. On the North contract, Audley is raising junction boxes that have settled in the sidewalk.
- **Burke Street Sewer Phase 2.** The existing curbing configuration and two crosswalks will be included in the street restoration. Construction will begin shortly.
- **2015 Sewer Replacement.** Engineering is coordinating with the railroad and utilities on a plan for sewer upgrades on Temple St under the railroad tracks west of the Amory St intersection.
- **2016 Sewer Replacement.** Sewer replacement will begin once the gas utility completes their work. Gas work is ongoing.
- **25 Arlington St sewer backup issue.** The Engineering Department provided a sewer drawing plan to the Street Department for the repair of the sewer main on Gills St.
- **Chestnut St Sewer.** Video inspection of the sewer by in-house forces is being completed in preparation for an upcoming road project.
- **18 Shelly Dr Drainage Issue.** A level spreader directing stormwater off the street and into a brook is required to relieve runoff puddling at this location. Engineering is working on a design for this location.
- **Infiltration/Inflow Analysis.** A progress meeting with Wright-Pierce was held on May 18, 2016, to review the data collected to date. Little rain has fallen during the metering period to date.
- **Collection Systems Operation and Maintenance Review.** Three consultants were interviewed on May 4. Negotiations with CDM/Smith regarding scope of work and fee are ongoing.
- **Paving Management - Data Collection and Integration.** Integration of Cartegraph's Scenario Builder continues. In the meantime, Stantec has reviewed the data and has made some initial budget scenarios for the City.
- **FY2016 Street Paving Program.** A preconstruction meeting with Brox was held on May 11, 2016. A paving schedule is being developed with input from the City, Brox,

and utility companies. The School Department has requested that paving for parking areas at four school locations be included in the paving program.

- **FY2016 Asphalt Testing.** A preconstruction meeting is scheduled for May 20, 2016.
- **Paving Program Castings.** EJ Prescott of Concord, NH was the qualified low bidder at \$57,535.70 to replace obsolete, broken, and corroded manhole and catch basin castings as part of the paving program.
- **Sewer and Drain Pipe and Structure Inspection.** The prebid meeting for this contract was held on May 9.
- **Bridge Inspections.** The pedestrian bridge at the Pennichuck Elementary school is red listed with a status of 3 for the substructure. This will require timely attention in corrective work. Engineering is working with CLD on a remedial plan. In the meantime, Engineering has asked the Street Department to do some routine maintenance. The Canal Street Bridge is also red listed with a rating of 4 for the substructure. Engineering is looking into options for remedial work on this bridge as well.
- **Main Street Sidewalk Improvements.** Contract packages for granite curbing and brick work for the two remaining crosswalks on Block 3 and Block 4 were advertised on May 9, 2016. Pre bid meetings are scheduled for May 17, 2016.
- **Concord Street Crosswalks.** A bid package to install six crosswalks using the XD Pattern is being developed.
- **East Hollis Railroad Crossing. DOT is reviewing the Amendment to the Agreement to include upfront cost requested by PanAm for materials required for the railroad portion of the project. Engineering is preparing a resolution for the Amendment and funding to bear the upfront cost.**
- **Rail Trail Lighting.** Engineering is developing an RFP to replace the lighting for the Rail Trail west of City Hall.
- **Whipple St Parking near Mine Falls Park.** With the UPS property being redeveloped, Engineering is discussing the possibility of leasing the proposed UPS parking lot from April to October on weekends.
- **Mill Pond Boardwalk.** With the opening of the boardwalk on May 4, the construction contract is complete.
- **Merrimack River Levee.** Engineering is drafting a response to the NHDES deficiency letter.
- **Site Development Review.** Engineering has reviewed the following Site Development and Subdivision plans: 24 Trafalgar Square, 3 Whipple Street, 62 Caldwell Road, 62 Bridge Street – Renaissance, 180 Daniel Webster Highway
- **Street Acceptance.** Engineering is working on the street acceptance of a portion of Cherrywood Dr, Moonstone Ct, Tamora Ct and Annabelle Ct, all related to the Gagnon Farms development. The developer is working on several outstanding issues, including the relocation of a light pole.
- **Construction Inspection.** The inspectors have provided inspection for the following projects: Monis Farms Phase 2, 270 Amherst St, Adelaide Ave and Pendant Ln, Deerwood Dr., Burke St, 242 Main Street – CVS, Gagnon Farms and inspections for sewer service and gas service repairs throughout the city.

- **Engineering Survey.** Ongoing survey projects include: Survey for rail trail on Main St, survey of Gillis St for sewer project, survey of intersections on Daniel Webster Highway, and survey of Galway St for paving program.
- **Street Opening Permits.** Engineering issued sixty Street Opening Permits and thirteen Permits to Encumber in April.
- **Sewer Permits.** Six sewer permits were issued and \$2,015.00 in fees was collected from April 1 to April 30, 2016.

Parks & Recreation Department

- **2016 Trips.** Our next trip will be in June for a trip to NYC. This trip is sold out and there is a waiting list.
- **Holman Stadium.** The stadium is having dug out repairs completed. The season has started with a full schedule of activity. The Silver Knights season will open the first week of June.
- **Stellos Stadium.** The stadium continues to have activity on a daily basis. We are looking forward to play offs in June. Look to the City website for the spring schedule.
- **Baseball / Softball / Soccer / Lacrosse.** The season for spring sports is in full swing. All of our fields are open for play. Field 4 at the Main Dunstable fields will be off line this spring for renovations.
- **Spring Projects.** The staff has continued working on small spring projects. Clean ups, repairs and other tasks are being taken care of.
- **Mine Falls Park Red Trail.** The construction on the red trail has been completed and the trail is being well used.
- **Walking Program.** The spring walking program has started 20-25 residents join us on our walks. Refer to the website for times and locations.
- **Tree Work.** Tree work continues to be busy. A very windy April has created a list of work orders that need attention.
- **Mine Falls Park.** The Mine Falls Advisory Committee held its May trail day on Saturday May 21st. Over 35 people volunteered for the day to help clean up the park. The Gate House was open for tours for the first time this year.
- **Summerfun.** Work on the upcoming 2016 season has begun. Currently we have received \$20,000 in committed sponsorship. The annual goal is to achieve \$15,000 in sponsorship. Calendars for this year's events are being distributed.
- **2016 Summer Camps.** This year's signups are coming in at a very nice pace. The camps season will be here before we know it. Look to the website for information regarding our current camps and new camps.
- **Greely Park & Sargent's Ave Tennis Courts.** The courts have been repaired and repainted.
- **Irrigation.** We have started installing meters and getting the 45 irrigation systems ready for operation. Water has already been turned on for the premier sites due to a fairly dry April.
- **Community Service Day.** May 7th saw over 50 volunteers working at Rotary Common and Fields Grove Park.

- **Memorial Day.** Crews will be busy over the next few weeks getting downtown prepared for Memorial Day. Flower beds will be cleaned and mulched and annuals will be planted in anticipation of the parade.

Wastewater Department

- **Pump Stations Upgrades Project.** The Wastewater Department recently met with Woodard & Curran on the scope of services for the 30% design phase and have modified several scope items. A new scope and associated costs will be provided and will be approved in an upcoming Finance Committee meeting.
- **SCADA Upgrades Project-Wet Weather Facility.** A new flow meter is being installed by Methuen which will be connected into SCADA by Woodard Curran (WC) when complete. Once this item is complete the Wastewater Plant will work with WC on testing SCADA control during wet weather flow.
- **SCADA Upgrades – Plant Wide.** Woodard and Curran continue with SCADA improvements throughout the plant.
- **Headworks Upgrade Project.** The contract with T-Buck for this project is signed and a preconstruction meeting is scheduled for May 23rd. A schedule for construction activities will be presented at that time.
- **Tank Drain and Scum System Upgrades project.** All work by the contractor is complete except for final seeding of the area disturbed around the manhole installed.
- **Roof Replacement Project.** The contractor has completed all work. The Plant will monitor conditions in the pump building where leaks appear to be coming from the roof or the internal drain pipe. The unusually dry spring conditions have made this evaluation an on-going process.
- **WAS Pump Installation.** The Plant is still working on a plan to shut off flow the header pipe so the third WAS pump can be installed.
- **Boilers.** The Lemire Company has completed all its work on this installation except for additional work the Plant has requested to insulate the new steam pipes installed. Lemire is to provide the Plant a cost proposal for this work.
- **Installation of New Forcemain at Newton Drive.** Contractor Crisp has completed all this work except for final seeding of the disturbed area.
- **Laboratory.** The laboratory welcomes their newest laboratory intern, Sara Larson. Permit and process control testing continue on a daily basis.
- **Safety & Training.** Wastewater held its quarterly safety meeting and held a fire drill.
- **Tours.** The Nashua staff welcomed the 5th graders from Bicentennial Elementary School again, as well as the 11th graders from Bishop Brady High School.
- **Cartegraph.** The Plant continues to use Cartegraph for entering work orders.

Solid Waste Department

- **Recyclables Shipped in April 2016.**
 - 338 tons of single stream recycled materials
 - 22 tons of electronic waste
 - 6 tons textiles and books

800 gallons of waste oil
100 gallons of used antifreeze
827 fluorescent bulbs
2 box rechargeable batteries
9 tons of used tires

- **Recycling Bins & Carts.**
 - 83 recycling carts were sold.
 - 55 recycling bins were given to residents
 - 24 Trash carts distributed
 - 51 Trash carts repaired
- **Permits Sold for 2016.**
 - 9438 Residential
 - 505 Commercial
- **Curbside Collections and Landfill Drop Off.**
 - 5080 tons MSW
 - 600 tons C&D
 - 400 tons of SYW
- **1st Household Hazardous Waste Event**
 - 143 Nashua households participated out of 339 total households

**WORKERS COMPENSATION CLAIMS SUMMARY - DPW
OPEN AND CLOSED - FY2016 AS OF 04.01.16**

Department	Event Date	Injury	Paid
COLLECTION	11.28.15	Contusion	\$603.00
Records: 1			
LANDFILL	07.01.15	Strain	\$6,187.11
LANDFILL	08.20.15	Strain	\$1,001.00
Records: 2			
PARK REC	07.14.15	Strain	\$32,422.80
PARK REC	10.30.15	Laceration, Insect Bite	\$2,309.69
PARK REC	11.27.15	Sprain	\$30,131.05
PARK REC	02.25.16	Contusion	\$0.00
PARK REC	03.14.16	Strain	\$0.00
PARK REC	03.18.16	Laceration	\$874.88
Records: 6			
SOLID WASTE	07.21.15	Allergic Reaction	\$0.00
SOLID WASTE	07.25.15	Allergic Reaction	\$0.00
Records: 2			
STREET	08.20.15	Strain	\$4,610.00
STREET	08.21.15	Sprain	\$4,375.31
STREET	10.26.15	Strain	\$645.95
STREET	12.16.15	Inflammation	\$1,119.00
STREET	01.21.16	Burn	\$21.25
STREET	02.05.16	Strain	\$11,316.08
STREET	03.23.16	Fracture	\$1,036.81
STREET	03.24.16	Strain	\$689.28
Records: 8			
WWTP	12.06.15	Strain	\$0.00
WWTP	01.11.16	Foreign Body	\$1,838.11
Records: 1			
Records: 21			\$99,181.32

**MOTOR VEHICLE CLAIMS SUMMARY - DPW
OPEN AND CLOSED - FY2016 AS OF 04.01.16**

Department	Event Date	Event Description	Fault Factor	Unit Number/VIN	Unit Type	Year	Veh. Model	Paid
COLLECTION	07.07.15	Our vehicle struck resident's planter and dug up yard	At Fault	12-181 1M2AU14C5CM001186	Truck (Over 26) - no damage	2012	LEU633	\$341.84

Department	Event Date	Event Description	Fault Factor	Unit Number/VIN	Unit Type	Year	Veh. Model	Paid
COLLECTION	08.26.15	Our vehicle backed into a telephone pole	At Fault	11-043 1FVHC7DX4CHBJ7149	Loader - no damage	2012	M2112V	\$2,189.63
COLLECTION	09.02.15	Struck low hanging wires with arm of truck.	At Fault	11-184 5VCACRLE9BH212278	Loader - no damage	2011	ACX64	\$0.00
COLLECTION	10.19.15	Third party vehicle sideswiped our vehicle	No Fault	11-184 5VCACRLE9BH212278	Loader - no damage	2011	ACX64	\$0.00
COLLECTION	11.05.15	Struck low hanging wires with arm of truck.	At Fault	13-187 1M2AU14C3DM001513	Loader - no damage	2013	LEU633	\$0.00
COLLECTION	12.24.15	Our vehicle struck our stop sign.	At Fault	13-180 1M2AU14C8DM001622	Loader - no damage	2013	LEU633	\$0.00
COLLECTION	12.30.15	Our vehicle sideswiped a third party vehicle	At Fault	13-085 1FVHG3DXXDHFA6808	Truck (10-26) - no damage	2013	114SD	\$1,250.72
COLLECTION	02.08.16	Our vehicle backed into a post	At Fault	12-074 1FDUF5HY9CEA20138	Truck (10-26) - no damage	2012	F550	\$0.00
Records: 8								
ENGINEERING	01.11.16	Our vehicle door struck against a fire box.	At Fault	31 1GAGG29R021221309	Truck (0-10)	2002	Van	\$0.00
Records: 1								
LANDFILL	11.18.15	Our vehicle struck a pallet against a third party vehicle.	At Fault	15-080 23206023	Compactor - no damage	2015	826K	\$279.32
Records: 1								
PARK REC	08.03.15	Our vehicle sideswiped city pole.	At Fault	12-503 1FDRF3H60CEC13016	Truck (10-26) - no damage	2012	F350	\$0.00
PARK REC	11.25.15	Third party vehicle did not yield the right of way and our vehicle struck the third party.	No Fault	538 1FTNF20579EA60515	Truck (0-10)	2009	F250	\$2,155.04
PARK REC	12.18.15	Our vehicle rear-ended another city vehicle.	At Fault	12-502 1FDUF5HYXCEC56298	Truck (10-26)	2012	F550	\$4,071.72
				501 1FTWF30558EC38480	Truck (0-10)	2007	F350	
Records: 3								
STREET	08.19.15	While excavating sidewalk struck underground cable.	At Fault	Unknown Vehicle	Unknown Vehicle	Unknown	Unknown	\$0.00
STREET	09.09.15	While excavating sidewalk struck underground cable.	Pending PUC Hearing	Unknown Vehicle	Unknown Vehicle	Unknown	Unknown	\$0.00
STREET	10.31.15	While excavating plaza struck underground cable.	Pending PUC Hearing	Unknown Vehicle	Unknown Vehicle	Unknown	Unknown	\$0.00
STREET	11.12.15	Our vehicle (Dump Truck) backed into another city vehicle.	At Fault	018 1FTRF3B65BEC71604	Truck (10-26)	2011	F350	\$0.00
STREET	12.01.15	Our vehicle backed into another city vehicle.	At Fault	15-039 1FTBF2B64FEC59391	Truck (0-10) - no damage	2015	F250	\$0.00

Department	Event Date	Event Description	Fault Factor	Unit Number/VIN	Unit Type	Year	Veh. Model	Paid
STREET	01.18.16	Our vehicle struck a parked car.	At Fault	141 MT5T3367	Sidewalk Plow - no damage	2006	ROPSCAB	\$0.00
STREET	01.18.16	Third party alleges that a city plow struck his vehicle.	No Evidence of Fault	637 1FVACWDT8BHAY0369	Truck (10-26) - no damage	2011	M2106	\$0.00
STREET	01.20.16	Our plow struck fence a third party fence.	At Fault	Unknown Vehicle	Unknown	Unknown	Unknown	\$0.00
STREET	02.05.16	Our vehicle rear-ended third party vehicle.	At Fault	15-083 1HTWDAARXFH602077	Truck (10-26) - no damage	2015	7400 SFA	\$7,731.36
STREET	02.05.16	Third party vehicle struck our plow.	No Fault	69 4V5KC9GG82N336573	Truck (Over 26) - no damage	2002	Dump	\$0.00
STREET	02.05.16	Our plow struck a granite mailbox	At Fault	Unknown Vehicle	Unknown Vehicle	Unknown	Unknown	\$449.95
STREET	02.08.16	Our plow struck a granite mailbox	At Fault	Unknown Vehicle	Unknown	Unknown	Unknown	\$364.00
STREET	02.20.16	Our plow struck sprinkler heads	At Fault	Unknown Vehicle	Unknown	Unknown	Unknown	\$0.00
STREET	02.25.16	Our plow struck granite mailbox	At Fault	Unknown Vehicle	Unknown	Unknown	Unknown	\$0.00
STREET	02.25.16	Our plow struck sprinkler heads	At Fault	Unknown Vehicle	Unknown	Unknown	Unknown	\$0.00
Records: 15								

Records: 28 **\$18,833.58**