THE CITY OF NASHUA

Division of Public Works

Administration

"The Gate City"

Board of Public Works Meeting of October 27, 2016

Agenda - REVISED

A meeting of the Board of Public Works is scheduled for Thursday, October 27, 2016 at 5:30 p.m. in 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 Special Meeting of September 29th 2016.

IV. Motion: To approve the Minutes of the Board of Public Works Special Meeting of October 12th 2016.

V. Public Comment

VI. Step III AFSCME Grievance

A. 16-9

VII. Aldermanic Referrals

A. R-16-071 - AUTHORIZING THE CITY OF NASHUA TO EXTEND THE LEASE AGREEMENT WITH THE NASHUA DOG OWNERS GROUP, INC. FOR THE DOG PARK AT YUDICKY FARM

VIII. Engineering Department

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

B. Motion: approve a Drainlayer's License for Nardone, Inc., 45 Outlook Road, Wakefield, MA 01880, in accordance with Nashua City Code §255-19 Issuance of Drainlayer's License.

C. Informational: Update on 2016 Paving Program

D. Informational: Amherst Street Improvements Project with Continental Paving, Inc. of Londonderry, NH – Schedule Impacts

E. Motion: To approve a contract with Fremeau Appraisal, Inc. in the amount of $14,500 for the appraisal of six Broad St Parkway parcels or portions of parcels declared as surplus. Funding will be through: Department: 160 Administration; Fund: Bond; Activity: Broad Street Parkway.

F. Motion: To recommend to the Board of Aldermen the Acceptance of a portion of Cherrywood Drive (830 feet), Moonstone Court (510 feet),

Annabelle Court (675 feet) and Tamora Court (380 feet) for Public Use and Maintenance in accordance with City Code 285-21 and 22.

G. Motion: To approve the use of DW Highway Traffic Mitigation funds in an amount not to exceed $7,050, to have Electric Light Company, Inc., of Cape Neddick, ME excavate, repair and patch underground conduit at the intersections of DW Highway at Graham and DW Highway at Circumferential Highway. Funding will be through: Department: 160 Admin & Engineering; Fund: Trust; Account Category: 55 Other Services.

IX. Wastewater Department

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

B. Motion: To approve the purchase in the amount of $37,600 from Alfa Laval Inc. of Richmond, VA to supply one digester sludge heat exchanger (Asset ID: PDSHX2) for the primary digester. Funding will be through Department: 169 Wastewater: Fund: Wastewater; Account Classification: 71 Equipment.

C. Motion: To approve the selection of Mr. Mr. Karl Soares of Manchester, NH to the position of Collection System Operator at the Wastewater Treatment Plant. Starting salary for this position will be $24.37 per hour. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

X. Street Department

A. Motion: approve the purchase of a 2017 Ford F350 Utility Body Truck from MHQ of Shrewsbury, MA for the price of $48,232.00 pursuant to the State of Massachusetts Plymouth County Contract. Funding will be through Department: 161 Street; Fund: Trust; Activity: CERF.

B. Motion: To approve the purchase of a 2016 LeeBoy 7000C Asphalt Paver from Ambrose Equipment of Hooksett, NH for the price of $108, 981.25 pursuant to the National Joint Powers Alliance (NJPA) contract #113012-VTL. Funding will be through Department: 161 Street; Fund: Trust; Activity: CERF.

C. Motion: To approve the contract for winter road sand with Plourde Sand & Gravel Co., Inc., of Suncook, NH at the bid price of $9.74 per ton. Total amount of this purchase order will be for 1,642 tons or a budgeted value of $16,000. Funding will be through Department; 161Streets; Fund; General; Account Classification; 61-Supplies and Materials.

D. Motion: To approve the selection of Daryl Johnson of Nashua, NH to the position of Auto Mechanic 1st class, 2nd shift, Street Department. Starting salary for this position will be $27.08 per hour for a yearly salary of $56,326.40. Funding will be through: Department: 161 Street; Fund: General; Account Classification: 51 Salaries & Wages.

XI. Parks & Recreation

A. Motion: To accept the retirement of Lead Groundsman Dan Leblanc effective October 7, 2016.

B. **Motion:** To approve the elimination of the current vacant Lead Groundsman Holman Stadium Positon at the Parks and Recreation Department and to create a Groundskeeper/Maintenance Position.
C. **Informational:** Summer Camp Summary
D. **Informational:** Various Thank You notes

XII. Solid Waste

A. **Motion:** To approve the purchase of recycling and trash carts for curbside collection in an amount not-to-exceed $145,000 from Toter Inc. located in Statesville, North Carolina. Funding will be through: Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 71 Equipment.
B. **Motion:** To approve a contract with Sanborn Head and Associates Inc. to prepare and submit a NHDES Type II Permit Modification and plans and specifications for the construction of the Phase III lined landfill expansion in the amount not to exceed $200,000. Funding through Department 168 Solid Waste; Fund: Bond; Activity: Landfill Expansion Phase III & IV.
C. **Motion:** To approve a contract with Sanborn Head and Associates Inc. to begin the process of permitting the Phase IV lined landfill with NHDES in the amount not to exceed $300,000. Funding through Department 168 Solid Waste; Fund: Bond; Activity: Landfill Expansion Phase III & IV.

XIII. Administration

A. **Motion:** To approve the selection of Mr. Jason Hayden of Gilford, NH to the position of Senior Foreman at the Administration Department. Starting salary for this position will be $71,291.21. Funding will be through: Department: 160 Administration; Fund: General; Account Classification; 51 Salary & Wages.
B. **Motion:** To approve the proposal from OspreyOwl Environmental, LLC of Barrington, NH in an amount not to exceed $45,000 for plant oversight support at the Wastewater Treatment Facility. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 53 Professional and Technical Services.
C. **Motion:** To approve the Bancroft Street Maintenance Agreement.
D. **Informational:** Update on Burke Street
E. **Informational:** Director's Report

XIV. Commissioner's Comments

Board of Public Works
Meeting Minutes

September 29, 2016

A regular meeting of the Board of Public Works was held on Thursday, September 29, 2016, at 3:00 p.m. in the Auditorium at City Hall, 3rd floor, 229 Main Street, Nashua, NH 03060.

Mayor Donchess called the meeting to order at 3:00 p.m. and called the roll.

Members Present:

Mayor Jim Donchess
Commissioner Paul G. Bergeron
Commissioner Tracy Pappas
Commissioner Kevin S. Moriarty
Commissioner Joel Ackerman

Also Present:

Ms. Lisa Fauteux, Director of Public Works
Alderman-at-Large David W. Deane
Mr. John L. Griffin, Chief Financial Officer
Mr. Jeffrey Lafleur, Superintendent of Solid Waste
Mr. Andrew Patrician, Division Operations Manager
Mr. Steve Dookran, City Engineer
Mr. Derek Danielson, Senior Financial Analyst
Ms. Carolyn O'Connor, Finance & Administration Manager

MOTION: Commissioner Pappas to approve the amended Agenda as presented.
SECONDED: Commissioner Ackerman
MOTION CARRIED: Unanimously

MOTION: Commissioner Pappas to approve the Minutes of the Board of Public Works Meeting of August 25, 2016.
SECONDED: Commissioner Ackerman
MOTION CARRIED: Unanimously

Public Comment

Mayor Donchess

I would like to mention that Alderman Deane is here from the Board of Aldermen and I don't know if Alderman Siegel is going to be able to make it.

Aldermanic Referrals

A. **MOTION: R-16-069**: Commissioner Pappas to approve the easement AUTHORIZING THE CITY OF NASHUA TO ENTER INTO A TEMPORARY SKATEPARK EASEMENT AGREEMENT FOR THE DAVID W. DEANE SKATEBOARD PARK
SECONDED: Commissioner Ackerman
MOTION CARRIED: Majority, Pappas - Nay

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Parks & Recreation Department

A. **MOTION:** Commissioner Pappas to approve the contract for design build services for the relocation of the current skateboard park with Artisan Skateparks of Kitty Hawk, North Carolina for the sum of $550,000. Funding will be through Department: 177 Parks and Recreation; Fund: Trust; Activity: David Deane Skateboard Park.
SECONDED: Commissioner Ackerman

Discussion:

Commissioner Pappas

I have no problem with the skateboard park, the only reason I find myself having to vote no is that I really think that the developer who had promised that they would help fund the skateboard park didn't so it's more a matter of principle for me. I certainly wouldn't want to deprive the kids of a skateboard park but I am very disappointed that the developer didn't hold to their word.

Commissioner Bergeron

I am happy to see us passing this skateboard park and am happy with Artisan Skateparks doing the design. Who approves the design once they submit the 90% clearance?

Director Fauteux

Our committee will be looking at it and also our engineering department as well.

Commissioner Bergeron

Okay, so this already falls under the Board of Public Works?

Director Fauteux

Yes.

Alderman Deane

When we built the last park it was a design build. What happens is when they start building it that's when the artwork and the transitions and everything fall and flow into place. They are going to start with a basic design but then as they go they see how things work. I don't know about how we are going to handle the approval process of the design work. It's going to be an as built to as we go. You are not going to go down there and all of a sudden see something 70' out of the ground. It will be similar to what we did down on Bridge Street, we had a contractor come in and we had a basic design concept and then they worked from there with the flow of the park. As it's been stated publicly numerous times, you can go to Manchester for instance and see a facility that didn't have appropriate flow and what ended up happening to it. It doesn't work and it doesn't get used. The thing with Artisan and some of the other people is that they are skaters and they know how things work and when we did that park we worked with Eastern Border and the skaters because that's their forte. I've always had Brian Fisk and James Powers of Eastern Border and they have always done very well for us. I know that James will be with Andy Duck the entire time this facility is being built. There is a lot of chatter out in the skatepark world right now about this project. Everybody's talking about it.

Commissioner Bergeron

What do we think our timeline is to possibly submit the plan and start the construction?

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Alderman Deane

We are trying to get a conference call with Andy tomorrow. He wants to come up in October sometime, probably the second week in October and look at the site and meet with myself, Lisa, Brian, James and whoever else wants to attend the meeting is welcome to attend. We are going to go over the site plan and lay out a scope. If the previous legislation that was brought in, R-16-069; and by the way that was endorsed I believe by the entire Board of Aldermen. We have until July 1st to get things done. They have the motivation. The reasoning with Renaissance and their start and our finish and by July 1st they are going to get in as soon as they can break ground but by doing this now we are going to get ourselves in on their schedule and a commitment and we will take it from there and hopefully by July 1st it will be complete. I was talking to Brian about the parking. When we built the other park we had a lot of problems with people using it before it was done and Brian told me what Artisan does is they won't put the tops on and they will keep parts of the structure undone until the end because you can't use it without these certain parts being completed. Just from a safety prospective. James and Brian will be working with the public works department with some in kind things. You know if they need a load of gravel or something like that. That's what we did when we built the original park. If we didn't have in kind contributions from the public works department that park would have never been built, between the welders and the truck drivers and the machine operators; they all played a major role. Andy Duck from Artisan has no issue with in kind contributions and things of that nature. He would rather see more placed concrete than spending money renting things that we already own which makes a lot of sense. He is working against the ending of construction season as well so he is out in the mid-west right now. He said he would try to get here in the second week of October.

Commissioner Ackerman

One of the questions that I have, through the Chair, to Alderman Deane, is there any cost associated with dismantling the existing skateboard park. Is that part of this whole appropriation?

Alderman Deane

No, it's not.

Commissioner Ackerman

So will we need to address that as a committee at some point down the road, is that correct?

Alderman Deane

I would imagine that if somebody wants that removed they could remove it themselves.

Mayor Donchess

I think the way that will work is that on a certain date the city will transfer the title to the parcel and it will be subject to the easement and the day that the easement is over then they own the park. The Renaissance project will take it down.

Commissioner Bergeron

I believe it's in the agreement that Renaissance is responsible for taking it down when we walk away from it. There's nothing there that we want.

Alderman Deane

No there isn't.

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MOTION CARRIED: Unanimously

Solid Waste Department

A. **MOTION:** Commissioner Pappas to approve the hiring of Mr. Michael Burnham of Nashua, NH, to the position of Scale Operator, Solid Waste Department. Starting yearly salary for this position will be $37,776. Funding will be through: Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 51 Salaries & Wages.
SECONDED: Commissioner Ackerman
MOTION CARRIED: Unanimously

Engineering Department

A. **MOTION:** Commissioner Pappas to approve Change Order No. 1 for the 2016 Sewer Replacement Project to Park Construction Corporation of Fitzwilliam, NH in an amount of $419,325. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Activities: Sewer Rehab and Sewer Structures and Department: 160 – Admin/Engineering; Fund: Trust; Activity: Paving.
SECONDED: Commissioner Ackerman

Discussion:

Commissioner Bergeron

Obviously this is work that needs to be done. Is this part of the master plan or is this just correcting existing problems that have just been discovered. I seem to remember some problems on Gillis Street.

Director Fauteux

This is our annual sewer replacement contract that we are just asking for a change to.

Commissioner Bergeron

So this is just scheduled work?

Director Fauteux

Yes, that's correct.

MOTION CARRIED: Unanimously

Solid Waste Enterprise Fund Presentation

Mr. John L. Griffin, Chief Financial Officer/Comptroller

How this will work is Superintendent Lafleur will give an overview with regard to the operations, which as you know predominantly includes collection and disposal. There have been some discussions both here and at the Aldermanic meetings of the purpose of the enterprise fund for solid waste as well as any other options that we may have rolling it into the general fund and the benefits and trepidations that may occur.

Mr. Jeffrey Lafleur, Superintendent of Solid Waste

This is just a quick overview of our operations at the landfill. The solid waste department services 23,000 households; about 21,000 tons of municipal solid waste is collected every year through our collection vehicles.

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We collect municipal solid waste, recycling, soft yard waste and oversized items which include any bulky items and metal. We collect trash from residences, from city buildings, including Nashua Fire Rescue, 18 schools, the police department, the Nashua Housing Authority and the DPW site. The Four Hills Landfill was opened in 1970 and only residential and commercial waste from inside of the Nashua area is accepted there. The phase 1 landfill is 15 acres and most of that available capacity is filled right now and an intermediate cover has been placed over there. The phase 2 landfill is 13 acres with a life expectancy of 15 years. The filling in that phase of the landfill began in 2009; there are approximately 51+ landfill gas section wells on both phase 1 and phase 2 and methane gas from the landfill is generating electricity with a third party company named EPE. There is 60,000 tons of municipal solid waste and asbestos are disposed of in the landfill every year. The solid waste department provides post-closure monitoring, maintenance and reporting for closed city landfills including Atherton Park, Lincoln Park, Old Nashua Landfill, Roussel-Gardner Park and Shady Lane Landfill which is where the New Searle's School and Kirkpatrick Park are. The recycling center costs $5.00 per a permit per year. The hours of operations are Monday through Friday from 8:00 a.m. to 4:00 p.m. and Saturday from 8:00 a.m. to 1:00 p.m. Acceptable materials at the recycling center are electronics, books, clothing, mercury devices, tires, auto batteries, waste, oil and anti-freeze, single-stream recycling; scrap metal and appliances, soft yard waste and brush and construction and demolishing debris. Also inside the office we take ink cartridges, cell phones, rechargeable batteries and fluorescent bulbs. Of course household trash is also delivered to the recycling center. The composting operation; we take in over 8,000 tons of soft yard waste per year. Soft yard waste is managed for six to twelve months prior to being used as compost. Lastly, the household hazardous waste collection, we host the National Regional Planning Commission's household hazardous waste collections at our DPW garage at the street department. Eleven communities participate in this cooperative venture and 65% of the waste is oil based paint. Approximately 35 tons of corrosive, flammable and toxic materials are removed from waste stream annually. With that I will turn it back over to Mr. Griffin.

Commissioner Pappas

For the construction and demolishing, do we keep that in the landfill or do we transfer it someplace else?

Superintendent Lafleur

We ship as much as possible out to recycle it but not all of it gets shipped but most of it does.

Commissioner Pappas

Just to clarify you did say that even though we do take tipping fees that it's only garbage from Nashua.

Superintendent Lafleur

Yes, from the commercial residents here.

Commissioner Pappas

Okay so that would be from stores and apartments.

Superintendent Lafleur

That's correct.

Mr. Griffin

I would like to also introduce two of my colleagues, Carolyn O'Connor who is the finance manager for the Department of Public Works; and the Rose Evans is our Senior Accounting Manager. To put some

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perspective on the operations, it's a $6.8 million operation at the landfill and what we have traditionally done is offset the shortfall in revenues that are shown on this page with a general fund appropriation and as you can see, since 2010, the general fund appropriation has been as high as almost $4 million in 2010, and most recently $3.7 million. That's essentially the difference between the $6.8 million that I mentioned and the amount of revenue that's taken in by the landfill. With regard to the financial accounting I will start off with some basic information. We have been consistently reporting the landfill operations as an enterprise fund for several years. A couple of benefits there is the readers who are generally our bond holders, rating agencies and the governance individuals, they understand how this operation works and they understand the need for a general fund appropriation. In addition, the enterprise fund in this case is to report activity that you as a Board, the Board of Aldermen and the finance folks want to capture costs and revenues in a single area which helps understand the cost and allows the readers, whoever they may be to ask questions and make changes as appropriate. The activities that I mentioned do not have to be fully met with revenues, i.e. upcharge fees, etc. A revenue stream can be the appropriation for the general fund so that's important. Really it's an enterprise fund which sometimes people say is really not a real enterprise fund but it is an enterprise fund from an accounting perspective. Importantly on the last note, reporting the solid waste activities as an enterprise fund helps us keep the cost associated with the collection and the disposal to include debt service, purchase of vehicles, depreciation of the vehicles, personnel costs and other costs in one area that can be managed effectively. As we go through the presentation I will explain what happens if we either roll it all into the general fund or separate the collection from the disposal.

With regard to moving the solid waste activities into the general fund a few things need to happen. The general ledger, we have a new organizational structure to move the enterprise fund as simple as stated from the green pages into the white pages in the budget and set up a solid waste department such as park rec, streets, etc. Payroll, we'd have to change the funding because as you know we have a few things going on with regard to the allocation of payroll. We have direct charge personnel that operate either the landfill or the collection. In addition to that we have certain management positions that we have allocated a portion of their time to the solid waste function to include the director, the accounting manager, the finance manager and a few others that help the Department of Public Works operate with management and then the direct allocations. That goes on already. One of the thoughts that we had was to investigate whether it made sense to split the collections to include the trucks, the personnel, etc. to collect the curbside waste and to get those expenses in the general fund and keep the enterprise fund, meaning the landfill operations as an enterprise fund. Rose Evans and Derek Danielson who is an analyst in my department went through an exercise to allocate costs into the landfill so in addition to the allocations that we do for the general fund for the landfill we would now have the challenge of allocating costs; splitting up the costs between the collections and the landfill operations. Mr. Lafleur's time would have to be split between collections and the landfill. When we went through that exercise we ended up with about $4.3 million of the cost of the landfill which is about $1.3 million short of making it an enterprise fund where the revenues equal the expenses. What would happen is we could talk about the curbside pick-up; what we could do is create a tipping fee on the curbside pick-up waste, the tonnage and simply come up with a rate that we could charge to transfer money essentially from the general fund. It would be an expense on the general fund operations and collections but a compensating fee that could be put in the landfill. The last thing that we probably want to do is split it up and have a deficit in the landfill if we are going to go to the trouble of moving the collections into the general fund. The configuration would follow that the general ledger would have a new organizational structure. We'd have to change the payroll charge, methodologies and then the financials. We have to date, separated the assets and liabilities on the balance sheet of the landfill and enterprise fund so we'd have to move those into the general fund. If you reviewed the CAFR, the Comprehensive Annual Financial Report, what you find on a lot of pages is general fund, solid waste fund and wastewater. What would happen is that we would need to take the solid waste out if we moved it all to the general fund we would basically have to eliminate that column but in footnotes explain to the reader what is happening because they would be interested in that. As far as our recommendation, based on what we have discussed to date, our analysis, it probably makes a lot of sense to keep the accounting the same as it is today. I actually plan on…I have a memo drafted to the Mayor, the Board of Public Works and the Board of Aldermen because Alderman Deane requested that I put this in writing. I

wanted to wait before I sent that memo out to get some of your thoughts, ideas and concerns. That's where we are today.

Director Fauteux

The landfill and the recycling still would not be a true enterprise fund; I just wanted to make that point. Over the years all of the tipping fees have gone back into the general fund so there's been no money that's been set aside to do the expansions that we have coming up for the phase 3 and phase 4; both the design for the phase 4 and construction of phase 4 and the construction phase 3. There's no way that the limited tipping fees that we have would be able to pay for that. Typically you would set aside revenue over the years to pay for a future expansion and we haven't done that, it's gone back to the general fund.

Commissioner Pappas

Was 15 years left on the landfill? Are we thinking about how we might switch from a landfill to say a transfer station?

Director Fauteux

We have more than 15 years.

Superintendent Lafleur

That was 15 years for the phase 2, we still have phase 3 that I am going for a design for which will give us another 15 to 20 years. I am also permitting for phase 4 eventually.

Commissioner Pappas

I know how quickly time goes by. I mean you don't start saving for college when your kid is 16. I really hope that we think in terms of a long-term plan so that we are not really stuck last minute. One of the things that we had talked about how much money was left over and one of things that I would really like to see is say it's $60.00 for a recycling cart; for us to subsidize the same whether it's $10,000 or $20,000. We can put in $10,000 for first come first serve who can get a recycling cart for say $30.00. The other comments that I have gotten from commercial users is they really want to recycle. This person couldn't believe how much cardboard was in the back of Alec's Shoe Store that was going directly to the landfill because we don't separate for the commercial customers. If we start taking steps like that to help extend the life cycle of the landfill and if we don't I think we are going to get ourselves into a crunch if these numbers aren't just exactly right. This is all a big guess as to how long the landfill is going to last and I'd hate for us not to have a plan in mind.

Director Fauteux

Technology and regulations are ever changing so it's hard to predict in 25 years what we might do. If it was today we could look at a waste to energy facility. There is one operating in Penacook right now or we could look at what it would cost to ship our trash somewhere else. I think that there may also be other technology that might allow us to go into our current landfill and maybe create some more space. There is some technology being used now in Europe. It's hard to say, a lot could change in the next ten years as to what might transpire. We do have some options.

Commissioner Ackerman

I thought the presentation was very good. I came to this meeting thinking that all we were talking about was phase 2 and then after phase 2 which here is a way that the landfill was going to done. I didn't realize that

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there is phase 3 and phase 4 but my question to you, Director Fauteux, is that you mentioned 20 to 25 years is left, is that after phase 2 or is that inclusive of phase 2?

Director Fauteux

That's inclusive of phase 2.

Commissioner Ackerman

So we are still looking at a big thing. We ought to try to make some plans going forward to Commissioner Pappas' comments to mitigate the expense to the residents of Nashua to make sure we start doing some type of appropriation to be poised four, five or six years down the road. Are we going to see a big increase in the resident's taxes?

Director Fauteux

Do you mean for the expansion?

Commissioner Ackerman

For what is going to be available to us after the existing landfill comes to its life cycle. I'm just not sure if by putting the money back into the general fund is the wisest.

Mr. Griffin

One other point is that we do have certain monies that are in the budget that are put in for closure costs because that is a big item that historically may not have been accrued. You are talking about two things. One is the migration from the landfill services to a transfer station to haul material away and I think Director Fauteux who is an expert in this area, a lot of things have to happen because everybody is running out of space so there are probably a lot of businesses out there that are springing up like waste to energy.

Commissioner Ackerman

Superintendent Lafleur, what are other cities of our size doing to ensure the longevity of their landfills? Are they slowing down commercial dumping at all to make sure that it is available to the residents?

Superintendent Lafleur

We are actually pretty fortunate that we are one of the only cities in New Hampshire that has a landfill.

Director Fauteux

We are the only municipal landfill left in New Hampshire. There is a district landfill in Conway but that's in the final stages of closure and then Kisella has one in Bethlehem, NH, and then there is a landfill in Rochester, NH, that Waste Management operates. We are very fortunate to be able to control our trash in this city.

Commissioner Bergeron

So from a financial and accounting standpoint there is no benefit really of splitting this to public works?

Mr. Griffin

From a pure accounting perspective there isn't any benefit, it would actually cause more work plus notification to anyone who looks at our CAFR. I did ask that question yesterday to Superintendent Lafleur and he felt

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comfortable that he could take the $6.8 million of costs and manage it effectively under the direction and leadership of Director Fauteux and then from an impact on the spending cap there is no benefit. What would happen in the spending cap; there is a line called general fund and operating $247 million and there is a line right underneath it which is solid waste $6.8 million. If we just moved everything up we just take the $6.8 million and move it up so there would be no benefit or detriment. You would just be moving something that was an enterprise fund where all of the costs and revenues are captured and moving it over the general fund and what would happen is you would have a separate cost center underneath the Department of Public Works' set of accounts and then on the general fund revenue side you would have the $3 plus million that we'd get in. You might lose a little bit actually on the standing of the cost drivers and the revenue streams of the landfill.

Commissioner Bergeron

So the landfill in of itself would run a debt that we would still have to go to the city to get $1 million plus at least, right?

Mr. Griffin

That's correct. The $3.7 million, if we move the collection out it would still need a creative tipping fee to true up. You can either call it a direct transfer and we need $1.3 million or you could say…

Commissioner Bergeron

I would essentially be charging the city's trash trucks a tipping fee coming in to cover the landfill cost with no benefit.

Director Fauteux

There is a lot of overlap between the landfill and collections. For instance, many of our operators go out on collections when they need them. That would be something that would be more difficult to track if we did it that way and vehicles as well.

Commissioner Bergeron

I think if we separate those out it would be easy for during tight budget years to say we will just raise the tipping fees over at the landfill but it would just be raising it on our citizens and businesses to try to make that whole.

Director Fauteux

Our tipping fee is already inflated.

Superintendent Lafleur

One of the problems with us raising out tipping fee is we would be scaring away our commercial revenue, they would go elsewhere.

Commissioner Bergeron

It's amazing to me how consistent the numbers are from 2010 to projecting out to 2017. In 2010, the general fund appropriation was $3.9 million and in 2017, we are looking at $3.7 million. We are running a pretty consistent operation there.

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Mr. Griffin

For full disclosure and to give you comfort; and you probably saw this during the budget process, the things that we historically were able to cover in this budget we have to bond. They are long lived, soil wall expansion, gas extraction, planning for the phase 3 and permitting. I wanted to make sure that you understood that. We couldn't cover that.

Commissioner Bergeron

Right, it doesn't include the bonded debt.

Mr. Griffin

Previously some of the years had maybe $100,000 or $200,000 of those items but when you start expanding with $300,000 and $500,000 or a million you just need to bond it. It's allowable by the bond counsel and it makes sense because the value is going to be here for several years so you are not taxing today's taxpayer with something that is going to benefit them for 20 years. That's the rationale that is important for you folks to know that.

Commissioner Pappas

One of the things that we looked at in the past and it failed in front of the Board of Aldermen is that we have a $5.00 sticker fee. If we were to raise it then we would have to go through the Board of Aldermen. If we raised that would it help to offset the deficit or would that just go into the general fund?

Superintendent Lafleur

That goes into our general fund. It's part of revenues for the landfill which indirectly goes into the general fund.

Commissioner Pappas

So if we were to raise that fee; that would help offset…

Superintendent Lafleur

Yes, theoretically but it would be minimal. I only sell about 10,000 permits per year. The last few years I've sold 10,500 permits which is $52,000.

Commissioner Pappas

Right but if you doubled it.

Director Fauteux

But if you are looking at a $4 million appropriation then $50,000 just isn't…it would create a lot of…it's been argued that the taxpayers are already subsidizing the landfill to the tune of about $4 million so why increase the landfill. I think if we were going to do something like that we should really look at the recycling center as a whole and start making that more of a true recycling center in terms of people paying for what they actually bring in so it puts the burden more on people that are using it instead of all of the taxpayers. Again, I think our situation is a little bit unique in that we have a landfill so taxpayers are paying for that landfill so I think that they already feel like they are paying for those services already. I think that's an effective argument.

DRAFT

Commissioner Pappas

I do think that we could be a little bit more proactive. I think we should charge for electronics because that costs us a lot. I think that most other places do charge and I think if we got a competitive rate it would help to offset our cost. I feel very strongly that we should be doing that especially since the new appliances don't last long and that's a big expense for us is my understanding, is that correct?

Director Fauteux

That's correct, it is.

Commissioner Pappas

I would like to see us take a look at considering putting in a fee when people bring in electronics. I know that the argument is well then some people will dump it but there will always be people that will go down by the river and dump a couch or tires but most people I think will follow the rules. I don't think we would have the outcry about that as we would for the landfill sticker.

Mayor Donchess

How many pieces of electronic equipment do you think we have accepted in here?

Director Fauteux

It's a tremendous amount.

Superintendent Lafleur

Probably about 311 tons per year and the cost is somewhere between $75,000 and $100,000 per year that we ship out in electronics.

Mayor Donchess

311 tons is a lot. Maybe individuals t.v.'s and the like, that would be about 200 pieces per ton or 60,000 pieces in the course of a year.

Director Fauteux

It's a lot.

Mayor Donchess

We only charge if they bring in three for the year, right?

Superintendent Lafleur

The first two are free for the year.

Mayor Donchess

Do we keep records on that?

DRAFT

Superintendent Lafleur

Yes, they are on our scale software.

Mayor Donchess

We charge $5.00 for the third one?

Superintendent Lafleur

Yes.

Mayor Donchess

What do other places charge?

Superintendent Lafleur

Anywhere from $10.00 to $25.00 per unit, depending on the community.

Director Fauteux

Most communities charge for whatever you bring in.

Commissioner Bergeron

How are we keeping track of that, who is watching that at the landfill?

Superintendent Lafleur

We catch as much as possible coming over the scale and most residents are pretty honest about it.

Commissioner Bergeron

When people use the recycling center are they supposed to drive over the scale or are most people going around it.

Superintendent Lafleur

Yes, if they only have MSW (municipal solid waste) they can drive right around the scale and anything else they ship them over the scale.

Commissioner Bergeron

We essentially have a fee now. Do we have any idea for the 2 and 3?

Superintendent Lafleur

It's $5.00 for the third unit.

Commissioner Bergeron

Do we have any idea what that number is?

DRAFT

Superintendent Lafleur

No, I'd have to check. Most residents bring their two and that's about it. You don't see too many charges after that.

Mayor Donchess

So if we up this fee you are suggesting that if we charge for every item then we wouldn't get nearly as many items.

Superintendent Lafleur

I can't answer that 100%. We will still get some.

Mayor Donchess

Do you think people are bringing stuff in from other towns or from their friends?

Commissioner Pappas

I think so.

Mayor Donchess

That's not great. Yes, load up the truck because it's free over in Nashua.

Commissioner Pappas

I feel very strongly that we should really be charging for this because I think we are subsidizing others.

Superintendent Lafleur

To Commissioner Bergeron's point, it is difficult to watch everything and catch everything coming over the scale.

Commissioner Pappas

Right, we try to do it as it is so whatever we get is going to gravy.

Superintendent Lafleur

Absolutely.

Director Fauteux

I think it's hard to just focus on recycling. I think we either look at it as a true recycling center and charge for what comes in or we look at it as the taxpayers are already subsidizing it. I feel like it's one or the other.

Superintendent Lafleur

For instance, my waste soil, we used to make a small amount of money but now it's a charge. The fluorescent bulbs are a big one. We never charged for those before, residents can bring those in for free and they are over $1.00 per bulb now and tires too. Everything is starting to get a little more expensive at the landfill.

DRAFT

Mayor Donchess

We don't charge people for tires, right?

Superintendent Lafleur

No because we have the reclamation trust fund that supposedly covers that.

Commissioner Pappas

I think my mechanic charges $5.00 per tire so I assume that will come in commercial.

Superintendent Lafleur

No, they ship directly. We don't take commercial tires at the landfill, it's just residential tires.

Commissioner Pappas

I don't know who would bother to lug tires in; I'd rather just pay the $5.00 per tire.

Director Fauteux

We still get a fair amount of tires, you would be surprised.

Commissioner Bergeron

I think it's a little bit of what are we trying to accomplish. Are we try to reduce what's going into the landfill or are we trying to increase revenues and if we are trying to increase revenues then I don't think the dollar amount is enough there. Are we trying to keep stuff out of the landfill? If we increase the fees to the public by another $5.00 or $10.00 and we generate another $50,000 in revenue, back to the director's point, I've always felt a little bit that we are already paying for it through our property taxes.

Commissioner Pappas

The people who bring in their hazardous waste, I mean we already charge for some stuff.

Commissioner Bergeron

I understand.

Commissioner Pappas

We do charge for every single car that goes in there.

Commissioner Bergeron

How many residents a day on average, any idea?

Superintendent Lafleur

It depends on the day of the week. There are over 100 to 200 cars per hour that come through there.

DRAFT

Commissioner Bergeron

To a certain degree I would probably think that is people bringing things that normally might have an extra pick-up on.

Director Fauteux

The other thing you have to weigh is that if you increase, you have to weigh the additional revenue versus the dumping. Like if we charge for all electronics, how much…I mean we find a fair amount of abandoned items already. That will increase and that puts more strain on the department because we have to pick it up so I am not sure how much more revenue we would get from that.

Commissioner Moriarty

Didn't I hear that we take out 610,000 tons of recyclable equipment?

Superintendent Lafleur

300 tons.

Commissioner Moriarty

So if we got $10.00 per ton what would that bring in for revenue?

Mayor Donchess

300 tons times $10.00 is only $3,000 but what you are saying is that this 300 tons of electronics, right?

Superintendent Lafleur

Yes.

Mayor Donchess

So where that math came from was I was just thinking within a ton of electronics there are many individual pieces of equipment and I just threw out the number 200 pieces of equipment. If everyone had 10 pounds on average so were you to charge $10.00 per piece that would be $2,000 per ton times 300 is $600,000. There's no way we would ever bring in $600,000, we'd just get a lot less stuff.

Commissioner Pappas

But that would save us money.

Mayor Donchess

It would save us money on that particular isolated that. The director is saying that it might cause problems elsewhere though.

Director Fauteux

That number does not sound anywhere near…if we are paying $75,000 to $100,000 to ship it out then there's no way we are going to make $300,000 by bringing it in. Those numbers don't work.

DRAFT

Mayor Donchess

I'm sorry; it's $60,000 at $10.00 per piece.

Commissioner Pappas

I think the people who tend to bring their stuff to the landfill are folks who tend to follow the rules for the most part and I think they would pay.

Director Fauteux

Again, $60,000 is a small amount compared to what the taxpayers are already subsidizing the landfill for. I think we would be more likely to do that once we didn't have a landfill. Strong arguments have been made and I was a proponent of trying to raise fees and make the recycling center a true recycling center. We are the only community that does that but we are the only community that has a landfill and we are the community where our taxpayers pay $4 million to have the privilege of that landfill. I think there was a good argument that the Aldermen at the time made that we are already paying for those services so we would be kind of double charging people. I see a lot of dumping already and I would be concerned that would increase and for not a lot of additional revenue.

Commissioner Bergeron

I would agree with that and I think when the $5.00 started it was really just for accountability to make sure it was Nashua residents that were coming in and the $5.00 was revenue neutral.

Director Fauteux

It was certainly not a money maker.

Commissioner Bergeron

I guess I hear that the other part is about keeping stuff out of the landfill, how about the price of recycling, has that rebounded a lot? At one point we thought we had a big deficit and then in this years' budget we have the sale of recyclables at $220,000 with $7,400 showing as the actual for 2016. It's just a general question. Overall is that a market you follow, has the price of recyclables gone up?

Director Fauteux

It went up significantly and when the superintendent and I discussed it we decided to just go with a one-year contract because we were concerned with what the market was going to do. It has since come down. We are essentially just paying for transportation now and we are getting a little bit of money for recycling but that could change significantly so I would cautious about accepting commercial recyclables for free. For a while it looked like we were going to be paying a significant amount of money to ship out our recyclables so that would be a huge gamble for us to take and something that if it did happen and we did see the recyclable market tank again, we wouldn't have the money to ship it out.

Superintendent Lafleur

We would also have to redesign the recyclable area. We don't have the room to handle commercial recyclables.

DRAFT

Commissioner Bergeron

Do we have any idea how much more we could handle for residents? Is it at capacity now?

Superintendent Lafleur

No, I have room for some expansion but if we were to take in the commercial I wouldn't have the room.

Commissioner Bergeron

The toter's must be from a labor cost much easier to collect than the bins.

Director Fauteux

Absolutely.

Commissioner Bergeron

Back to Commissioner Pappas' point about getting the toter's to people, even if we can get the toter's to people who are currently using the bins. Have we given any thought to how we would do that? If we gave out the bins for free.

Director Fauteux

If we could find the money to do that it would be awesome.

Commissioner Bergeron

When a new construction home is currently built now in the city, what do people get?

Superintendent Lafleur

A trash barrel and two recycling bins.

Mayor Donchess

What does a bin cost?

Superintendent Lafleur

We spend about $5,000 per year and there are probably about 1,000 of them so $5.00 or $10.00 per bin tops. The recycling carts, we actually charge $60.00 per barrel but...

Commissioner Bergeron

I wonder if we could take a loss on the barrel at $60.00.

Superintendent Lafleur

Right now we are paying $63.00 or $64.00 with shipping.

DRAFT

Mayor Donchess

Everyone gets a garbage toter and that costs about $60.00?

Superintendent Lafleur

Yes, approximately.

Mayor Donchess

I wonder if we could add $100 to get a certificate of occupancy and with that they get recycling and garbage.

Director Fauteux

That's an interesting thought.

Mayor Donchess

Maybe we should at least talk to some people about that. I am sure there would be some that wouldn't like that.

Commissioner Pappas

Or let's say you give someone a $10.00 discount if they bring in a couple of bins, I don't know.

Mayor Donchess

This is only on newly constructed residences, right? When someone moves they just take over, they just take over what the other people have.

Superintendent Lafleur

Yes, except for the recycling toter; the toter is the resident's right now because they own it.

Mayor Donchess

If we subsidized, would they go out faster do you think? If the price was $30.00 instead of $60.00 would more people pick them up?

Superintendent Lafleur

I am selling 100 per month right now. Possibly they could go out faster. I don't want them to go out any faster because I am having a hard enough time trying to deliver what we are selling.

Mayor Donchess

How many do you think are out?

Superintendent Lafleur

About 6,000 recycling toters.

DRAFT

Mayor Donchess

And they are going up by about 100 per month so 1,000 per year.

Commissioner Pappas

It's actually not a bad gift to get for someone.

Superintendent Lafleur

That's going to be the issue if we do decide to distribute them to the rest of residents. The 1,000 residents are going to become unglued so I want someone's phone number.

Director Fauteux

We've been clear about that.

Commissioner Pappas

It's so much less of a hassle. The first year I got my $60.00 worth.

Superintendent Lafleur

Some residents don't even put them out bi-weekly they put them out once per month. It's a big convenience for the residence and it makes the neighborhood better because you don't have recycling rolling all over the place with these open topped bins.

Commissioner Pappas

If it were $30.00 I would get a house warming gift for one of my neighbors.

Mayor Donchess

What do you think if you had to estimate how many houses actually recycle?

Superintendent Lafleur

I think it's about 80%.

Mayor Donchess

Of how many households?

Superintendent Lafleur

23,000.

Mayor Donchess

So there are 10,000 without the toters.

DRAFT

Commissioner Bergeron

I was looking at it is to even put back the money in labor costs; I was just thinking any cost savings if people had toters from a labor standpoint. That's a lot of bins. Some have more than two bins.

Superintendent Lafleur

If we were to roll it out and everyone got toters then I would be running more automated trucks, one man with an automated truck.

Commissioner Bergeron

Back to Commissioner Pappas' point I wonder if there is any labor savings if we were to get the trucks with the arms and the bins out.

Superintendent Lafleur

With all of the collection that I do right now I don't think we would have much labor savings only because I need the manpower. We are running on a shoe string right now trying to pick up all of the materials curbside. I can't really say that we would save anything manpower wise.

Wastewater Rate Study Update

Mr. Griffin

City Engineer Dookran will be reviewing the projects associated with the wastewater treatment plant and infrastructure throughout the city. That sets a nice table for us to then go into the next presentation so you have a frame of reference of the cost drivers for the particular fund.

Mr. Steve Dookran, City Engineer

We have broken up the projects into three areas. The three areas are the combined sewer overflows or the CSO, collection systems and the wastewater treatment facility. When we discussed the projects that we completed in recent years, the ones that we are currently doing and then what we plan to do in the next few years. We tried to connect the spending as shown in the analysis. The first slide shows the overall wastewater system. The graphic points out all of the CSO discharges, we have nine for the falls, four in the Nashua River and five in the Merrimack River. The CSO system also includes a storage tank, the CSO for the discharge and the Sleuce Gate at CSO six. The collection systems include the combined sewers, we have 100 miles of those, mostly in the city and most of them are very old. In the last several years we have removed some of those in the separation projects. We have 190 miles of separate sewers and we have 13 sewerage pump stations, these are where we need to bring the sewer into the gravity system. We have about 30 miles of separate storm drains and many of which are outside of the inner city, outside of the CSO district. The system also includes foam water related features like retention ponds that we put in over several years and one other point is that this system includes the Merrimack River flood control auto levy which is about 1 mile long starting right at where the Nashua River meets the Merrimack River and going about 1 mile south of that along the Merrimack River. The third component of the wastewater system includes three treatment facilities, the sanitary treatment which has been there for many years and then two associated with the CSO program. The first one is the wet weather flow treatment facility which handles 60 million gallons per day when we have the heavy rainfall as well as the recently completed disinfection facility over on Bridge Street and that handles 91 million gallons per day. Just a quick look at the CSO program that was essentially completed last year, we spent about $59 million on several key components that the full section in that table. What's in progress is completing the Burke Street improvements and we have programmed $4 million for that and that is

nearing completion and the infiltration inflow removal which is commonly known as the II project and that was just about $4.5 million for the on-going projects and then for new expenditures related to the CSO would be about $200,000 per year. What's required by the CSO consent decree to monitor our progress as well as our success. This graphic shows the various CSO projects that we have completed. Just to touch on what's going on again, currently the Burke Street project, all of the infrastructure is in the ground and so we are scheduling the final paving in the coming weeks and that project will be completed at $4.1 million total. The 9" to 24" very deep sewer, it's about 20' deep and is over 3,000' and this shows the lining being put in and is a flexible fabric which you heat up with steam and it molds against the walls and it extends the life of the sewer for a very long time.

Commissioner Bergeron

That's been a long project over on Burke Street.

Mr. Dookran

Yes, at Burke Street we had a complete water system replaced and because the sewer pipe is so deep, a lot of services had to be redone. The services were just as old as the pipe. Also shown on that slide is the II removal project. We have an $185,000 study that is currently being undertaken. We have had to suspend that study a bit. This year has been so dry, we had meters in but the rains were just not coming so unfortunately money on the metering has been spent. We will have to come together again and try to figure out when we will get good rains next. We will relay that over to the EPA because it's a project that they want us to complete. Upon the completion of the last study we should have recommendations as to what we should do so we use the II from the system and we have projected it to be about one half of a million dollars but, that's an estimate and until that study is done we will not know. I mentioned the on-going annual projects, we have to do spending on the monitoring of the flows, we have overflow monitoring, meters at all of the overflows, the CSO dischargers, and that graphic shows you what we can see. We can get real time results, the rainfall as well as which overflows are discharging. The biggest part that's left to do is the post construction monitoring to really measure if we have been successful. That's through sampling testing, reporting and analyzing. Right now we have projected cost over six years but it could be many years beyond that until the EPA is satisfied with what we have done. Moving onto the collections systems; the sewers and the drains, the sewers, we have been focusing in the last several years on the old sewers, many of them 100 years old, many of them in very poor condition. We've spent almost $2 million per year for the last five years. What's in progress are the pump stations rehabilitations. We have 13 of those and are in the middle of designing improvements for most of these pump stations and that's a total of $8.4 million. The levy we have programmed $150,000 to do work that has been identified as deficiencies and we have $2.5 million dollars programmed for the overflow detention basin on Bridge Street. That was in conjunction with the Renaissance development. They have to take that land and be relocated or replaced with some of the pump stations so that's why that money is in the program as well as what we do when we reconfigure that in a section. For annual expenditures in the correction system we have $1.2 million per year on sewer rehab and that's looking at all sewers and working with them. For structures, the manholes and catch basins, a lot of those are obsolete and they need to be changed out and we usually spend that money with the paving program because that's the time to adjust these structures. We still carry some money for combined sewerage filling which was not included in the CSO program and this is for low lying areas in the city that are subjected to CSO discharges. Then there is $108,000 for storm water abatement. I want to make you aware of a permit called a MS4 permit for communities like ours. That permit expired in 2008 and the EPA prepared a draft that has been reviewed but not fully issued. We expect to get a new permit shortly. We expect to have to do a lot of work and we hope that permit comes to us in the near future. The following graphics just discuss the projects that I mentioned earlier. The CMOM, the practice of management of operations and maintenance; that is a project that is now being done as a planned preparation. We have hired a firm to prepare this plan for us and what this plan is going to do is tell us how we are going to program our resources for collection systems. This is planned to be ready in February of next year and will tell us how to program or cleaning to extend the life of the good sewers. It will also tell us which ones to replace

when they have failed or nearing failure and how to rehab those. Since it's underground we don't have a good assessment of what is underground so we need a consultant to prepare this plan and make it affordable and practical. We are going to use the Cartegraph System to help us do all of this programming. In the end we don't know how to carry a good estimate of what this is going to entail until we see that actual plan in place. The following graphics is the sewer rehab. This fiscal year I have been able to find enough increase and we will carry $1.6 per year and we have a one-time increase of $3.1 million because I felt that we needed to do a little bit more. When you get the CMOM results, I am guessing it's going to be a lot more than $3 million for sewers. The bottom graphic is just the kind of obsolete structure casting that we have to remove and replace. CSO flooding, this happens every now and then so we need to carry some money to figure out how to deal with this. Storm water abatement we have that as well. The recent rainfall in the last couple of weeks, the calls came in and we have to deal with this as well. It is usually associated with a culvert that has failed and we need to replace a culvert or catch basins that have problems. We also tried to use what we call a green system; it will bring gardens and forest pavement as appropriate and applicable. Now we turn our attention to the treatment facility. In the last five or six years we have completed three major projects, aeration, blowers in the secondary clarifiers the dewatering which is the sludge systems, the net metering for the electrical balancing and we've spent about $12 million in those years and what is going on right now is that some of them are in various stages of progress. The headworks upgrade, the Effluent Defoamant Chemical Building, primary tank upgrades, tank water booster station, air handling systems, phosphorous removal and storage and SCADA. Again, some of them are under design, some are under planning and some are upgrades and construction contracts that have been awarded, equipment has been ordered and construction is expected to start in December. The last graphic shows where some of these projects are going.

Commissioner Moriarty

Engineer Dookran, we have that new CSO on Bridge Street, the wet weather facility…

Mr. Dookran

That one we call the disinfection facility, cleaning and disinfection.

Commissioner Moriarty

We all took the tour when it was being built and it was massive, like two football fields. We had very little rain yet the one major rainstorm we had I read in the paper that there was discharge into the Merrimack River. Can you explain why that happened? Could that have been overworked already?

Mr. Dookran

I don't remember any recent rain.

Commissioner Moriarty

Yes, this summer.

Mr. Dookran

The current program under the consent decree has been designed to treat, to capture, store and treat up to the two year storm, it all depends on where the CSO is and we have nine of them. If you have a storm beyond the one year and in some cases the two year then the CSO will discharge and that's because the theory is that it's going to take the storm water or combined sewerage and treat it and then discharge it.

DRAFT

Commissioner Moriarty

Okay, so what was discharged into the river was treated?

Mr. Dookran

It was treated.

Commissioner Moriarty

Okay, well that was not clear.

Mr. Dookran

I should say that it was meant to be treated so I think it was treated. It always discharges at that point. There are storms that can get back into the system but when they exceed a certain amount it gets treated and it gets discharged.

Commissioner Bergeron

Is that done automatically?

Mr. Dookran

That's correct.

Commissioner Bergeron

Regard to the pumping stations, I know we had a couple of emergencies last year, one on Cheshire Street. Out of the 13 pumping stations, how many need to be upgraded?

Director Fauteux

All of the pump stations have to be upgraded, we are working on that now and are in the early stages of that. Andy has been probably more involved in that.

Mr. Andrew Patrician, DPW Operations Manager

We are in the process of looking at them right now. We just had a kick-off meeting last week.

Commissioner Bergeron

They are at various stages of life expectancy I would assume?

Mr. Patrician

Yes, they are different all over the city. Each one is unique.

Mr. Dookran

I am aware of at least one looking to see if they can eliminate it and put in a gravity sewer. If that's possible it and it is cost effective that's how they will go.

DRAFT

Commissioner Bergeron

When they build new construction, that's obviously something they look at. Are they trying to build more gravity versus the pumping station? Is the pumping station more expensive from the get go?

Mr. Dookran

I think I should let you know how most of these pump stations were acquired. They were done when development went in and in a location where they really couldn't get the flow by gravity so the most cost effective thing for them at the time was to put in the pumping station. Because they are a sub-divisions you don't put the pump station to the homeowners, the city takes the pump station and because of the government and its requirements you try to look to see if you can put a gravity system in.

Mayor Donchess

I think you mentioned that there are about 100 miles of sewer and stormwater in the combined system. I knew we did some separation. How many miles do you think of the formally combined system did we separate?

Mr. Dookran

When the separation was taken on in the mid to late 90's there were a total of 110 miles of combined sewers and as you know, the first program was the separation program. We separated about 11 or 12 so that leaves about 100 left.

Mr. Griffin

First I would like to thank Derek Danielson to my right, senior analyst in my group and Carolyn O'Connor who is the financial manager at the DPW. They worked extensively on getting this information that I am going to share with you.

Director Fauteux

I should also mention that Carolyn also works in administration and tirelessly keeps us on track to make sure that we set stay out of trouble so she is a huge asset to the division.

Mr. Griffin

From a backdrop perspective, as you can see from City Engineer Dookran's presentation, a lot of the things that we are doing here cost a lot of money. It's our objective financially to keep the rates that we charge our customers such that we don't over or under collect but we plan effectively and I'd like to say that upon my arrival in 2010, Mr. Gilbar, my predecessor, introduced the first rate increase in several years which kind of righted the ship and what we have tried to do is to strategically come before the Board of Public Works and then the Board of Aldermen for an approval. This is an ordinance that charges are associated with wastewater fees via ordinance. It's a toughest vote to take because I think as we all saw, a lot of the infrastructure is underground or in the southeast are of our city and you are not driving by it that frequently. With that as a backdrop we will switch to the rate revenue requirement analysis slide. A little bit of history and description of what we have done. We have analyzed the wastewater treatment fund accounting and financials from fiscal '16 projected out to fiscal '22. Revenues in '16 are projected at $13.1 million and this is an important fact, the volume metric revenues are 60% of the user fee revenues so the other 40% of the demand meter charge, they get charged per meter, per month and then you have flow based on meter reads on the commercial side, based on an average of winter usage on the Pennichuck meter reading side. With regard to the future we project that the increase of the $13.1 million to the need to have approximately $16.1 million in fiscal '19. We

have debt service payments and we are bonding most of the larger projects and are going to increase from $6.4 million and they are going to increase from $4.2 currently to $6.4 million in fiscal '19. The good news from my perspective is this measure unrestricted net assets as of the close of the books this past June is $14.4 million and that's a good thing. When Mr. Gilbar was here in 2009 it was $6.2 million in the red so we have been able to significantly help the financials associated with this particular enterprise fund. We do the annual review in November of each year and in this particular year we think it's important to, in this workshop to suggest that we need a rate increase. It's been three years since we increased the rates so we've actually done very well managing the finances of the facility. This will show that we recommend rate increases for fiscal '17 and '19 and it will take effect on January 1st and the importance of January 1st is in my first review of this I tried to do it simultaneously with the budget that takes effect on July 1st but it got kind of clouded. You are trying to pass an operating budget and there is a lot of intensity associated with that and this kind of was difficult to take away and look at it as a single item. The other thing that it does is it in the year you want to enact it you are basically getting half of the revenue that is generated by the rate increase. With regard to the current issues as City Engineer Dookran indicated, consistent EPA requirements and regulations; the aging infrastructure, things under the ground could be as old as 100 years and the treatment plant which we all know we need to take very good care of with constant analyses of the infrastructure over there to include the general plan but also the Capital Equipment Replacement Fund. In the state, similar to one of things that they basically pulled back on was the grants that they used to provide us so before 2009 we would get a project qualified and move it up to the state and do all kinds of great accounting and financial reporting and then they basically said we really don't have the money to continue that. There has been slight movement of the state providing grant funding but it's minimal relative to the scale of the projects that were just reviewed by the city engineer. By way of background on page 3, the last rate analysis was in March of 2013, which resulted in a 15% increase effective January 1, 2014. What's important about how you implement the 15% is as I mentioned, 60% of the revenue is based on flow and 40% is based on demand. If by chance, a lot on conservation takes place and people are using less water, which is a good thing actually, but if you put the whole 15% in that basket and you have a very dry year where people are not using that much water you are not going to get the projections that you want. I am recommending and we have been fairly successful at it to splitting the 15% amongst the demand charge and the revenue charge. When I first got here, Carolyn and I were kind of pulling our hair out of heads looking at that information and then we said we'd put it all towards the flow. But, you have to be careful because you don't want to overpay for the demand charge associated with the meter. There are a lot of costs associated with being a customer to include the meter readings from Pennichuck, the billing and everything else that was discussed here with City Engineer Dookran. As far as the history of the rate adjustments, in fiscal '04 there was a significant reduction. The fund had $26 million of unrestricted net assets and at that time the folks that were in our places suggested that it made sense to have a rate reduction. Then time went on and intense negotiations with the regulators, the CSO project went from maybe $35 million to about $150 million with the complete separation and then back to what first we implemented which is the CSO project strategically located throughout the city to bring it back to $65 million. These are the increases on a volumetric basis. Now we have a $2.05 per hundred cubic foot volumetric rate. As far as the recommendation, based on the best information we have, we are recommending another 15% increase. It raises the volumetric rate from $2.05 to $2.36. The average quarterly residential demand charge increase; this is where you are kind of paying for the meter at $27.77 to $31.94. The average quarterly residential bill, if you are an average customer, is almost $80.00 so the quarterly increase would be $10.37. With regard to the cost analysis, as you folks may recall, you approved the folks within the department in which you oversee, a real heavy look at what is referred to as the WERF, Wastewater Equipment Replacement Fund, and we've done a good job with that, what needs to be replaced and more importantly when it needs to be replaced. Based on current assessments, status, life expectancy, here's when you need to replace it so it's very helpful. It's very helpful for a couple of reasons, one is we have experts to help us and we have staff review it and not get penalized for spending money that is already budgeted, it's expected and sometimes you hear when the Finance Committee is reviewing things that there are a lot wastewater equipment replacement that are greater than $10,000 but there is a reason for that and that is because we have a nice study that tells us when we need to replace it. The equipment is old and needs to be replaced timely and I think you have seen that over the last several years. City Engineer Dookran made a nice presentation about here's what is going to kind of

happen over the next five years. The CERF for the next several years is $2.1 million, $1.9 million and $0.4 million. It can go up or down but over the last several months I haven't seen that. As far as the capital projects, as you know, because you get involved in the bonding process, but some are funded by debt and some are funded by cash. If you are funded by debt you are basically borrowing money and pay it off over 20 years or the state revolving loan fund and you pay it off over 20 years. You are kind of recognizing that the asset has more value than just one year so you are spreading it out over 20 years. If you fund by cash we have to watch that because that's an immediate drain on the unrestricted net assets position that I mentioned. What you are trying to do is to make sure that it is solvent but not overly solvent; not ultra-conservative because you folks have the ability working with the Board of Aldermen to increase rates if you need to so that's a good thing. This shows the spend based on the projects. We always like to compare ourselves to other communities in New Hampshire to include Derry, Manchester, Concord and Keene. You will see that we are the lowest on a volumetric basis and on an average basis for the average quarterly residential bill. I learned from a few attorneys here in the city and Director Fauteux that it's a double edged sword. If you are not the highest charging in New Hampshire then you probably have a lot of money to spend on projects that some of our regulators would like us to spend so we have to manage that effectively. It's not a bottomless pit because we do have customers to pay that bill but this gives us a level of comfort that we are in the range and I think maybe City Engineer Dookran can help me. One of the reasons why we are lower than some of these other communities is we were able to successfully negotiate the consent decree. Just think if the consent decree was full separation and it went from $65 million to $130 million that would have cost us a lot and would have manifested in rates now so I think we are in good shape there. As far as what our recommendation is which is the 15%, it funds normal operating costs, it meets the EPA requirements, it adequately funds reserves for future equipment needs, it funds improvements for cash and pays for the increase in debt service payments during the next several fiscal years that I mentioned as we roll from $4.2 million to $6.4 million. This was more of a workshop in that we wanted to share with you our latest information and for you to be able to ask us any questions. We will take those questions and if there is any future analysis that we need to do we can do that and then we position, with your approval, the ability to go for the rate increase and file an affirmative ordinance with the Board of Aldermen to get that timely enough to be able to bill the increase effective January 1st.

Commissioner Bergeron

Looking at the work schedule that has been updated, that has been updated on an on-going basis recently, fiscal year '19, do we still set money aside in the budget going towards the work schedule? How far out is the work planned?

Mr. Derek Danielson, Senior Financial Analyst

The work plan goes out 10 years but you still set aside the same amount of money so you make an annual payment to keep that true. That way in future years when costs are higher you don't have to make a higher contribution; it's covered in the balance that you are carrying.

Commissioner Bergeron

So what we are looking at in these figures is what we are looking to spend in these fiscal years but we are still going to be funded.

Ms. O'Conner, Finance & Administration Manager

Yes, it's a line in the operating budget.

Commissioner Bergeron

So the plan is always moving 10 years ahead each year?

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Director Fauteux

Yes, that's correct.

Commissioner Moriarty

Just to clarify, this was on the agenda as an update so we are not looking for a motion today but at our next meeting we are looking to have a positive recommendation.

Mr. Griffin

As I mentioned, if you had any material questions where we needed to go back, the nature of this was a workshop so I want to be sensitive to your needs and be happy to come back but it's up to you folks.

Director Fauteux

You don't have any questions and are comfortable with it, I think we would like an approval to move forward.

Mr. Griffin

That would be helpful if you don't have any questions.

Director Fauteux

But if you have questions we will come back and vote on it another time.

Commissioner Bergeron

So we would be looking at an increase for January 1, 2017, so if we didn't approve it today we would have time to do it at our next meeting?

Director Fauteux

Is that an issue? You still have to get an ordinance into the Board of Aldermen that needs a first and second reading and our next meeting is not until the end of October. Does that give you enough time, Mr. Griffin?

Mr. Griffin

It would but if everyone's comfortable today then that's fine but I didn't want to press. How that would work is you would have a chance in your next late October meeting to approve it and we would introduce legislation in early November and then the first and second reading and then we would have a Budget Review Committee meeting and whatever other meeting needed to be held.

Director Fauteux

It would be fairly tight for you.

Mr. Griffin

It would be tight.

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Director Fauteux

It would require a public hearing too.

Commissioner Moriarty

Mr. Chairman, what would you like this Board to do?

Mayor Donchess

I think that if you don't have any questions and you feel comfortable with the analysis the motion would be better now because it allows for a little more time to get the submission and approval from the Board of Aldermen. On the other hand, as Mr. Griffin said, if you have questions or are not comfortable with something then he is happy to come back.

Commissioner Ackerman

Mr. Griffin, on page 7 of your presentation, is the average quarterly residential bill for Nashua the $68.77? Is that current or is that after the 15% increase?

Mr. Griffin

That's current.

Commissioner Ackerman

Derry and Concord have rate point minimums and fixed charges. What does that mean?

Mr. Danielson

That means is that their meter charge covers the first say 5 CCF's of use so you pay this fixed $35.66 in Derry and then covers 5 CFF's of flow. After that the volumetric charge kicks in. Ours doesn't work that way. You pay the demand charge regardless of your flow.

Mayor Donchess

So does that collect more revenue for them or less?

Mr. Danielson

I believe it collects less.

Commissioner Bergeron

I would just say that looking at capital projects and expenditures that fiscal year '17 is $13.4 million and then $0.9 million and then none. I know that we have spent a lot of money there. I'm not surprised by it; I think we talked about it a lot that we would have an increase of 15%. It's not unexpected but I don't like it.

Director Fauteux

There's no question that it's an expensive plant to operate.

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Commissioner Bergeron

I think at every meeting we have appropriated something of at least $500,000 or it feels like that anyway.

> **MOTION**: Commissioner Moriarty to approve a positive recommendation for the approval of a 15% increase in the wastewater user fee rate effective January 1, 2017.
> **SECONDED**: Commissioner Ackerman
> **MOTION CARRIED:** Unanimously

Commissioner's Comments

Commissioner Ackerman

Should we simply go back and revisit the earlier part of the workshop regarding Mr. Griffin's recommendation on keeping the accounting practices for the enterprise funds for the landfill?

Mayor Donchess

Do you think we need a motion if we are going to leave things as they are or were you looking for action on this?

Director Fauteux

I don't think we need a motion.

Mayor Donchess

It's really not an issue until the budget comes up.

Director Fauteux

I think it was more of a discussion. I think if we wanted to make a change then we would need a motion.

Commissioner Pappas motioned to adjourn.

Commissioner Ackerman seconded the motion.

Meeting adjourned at 4:50 p.m.

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Board of Public Works
Meeting Minutes

October 12, 2016

A special meeting of the Board of Public Works was held on Wednesday, October 12, 2016, at 3:00 p.m. in the Auditorium at City Hall, 3rd floor, 229 Main Street, Nashua, NH 03060.

Mayor Donchess called the meeting to order at 3:00 p.m. and called the roll.

Members Present:

Mayor Jim Donchess
Commissioner Paul G. Bergeron
Commissioner Tracy Pappas
Commissioner Joel Ackerman

Members Absent:

Commissioner Kevin S. Moriarty

Aldermanic Liaison Absent:

Alderman Ken Siegel

Also Present:

Ms. Lisa Fauteux, Director of Public Works
Mr. Steve Dookran, City Engineer
Mr. Andrew Patrician, Division of Public Works Operations Manager
Attorney Celia Leonard, Assistant Corporation Counsel, City of Nashua
Attorney Andrew Prolman, Prunier & Prolman, P.A.

MOTION: Commissioner Pappas to approve the amended Agenda as presented.
SECONDED: Commissioner Ackerman
MOTION CARRIED: Unanimously

Public Comment - None

Administration Department

Attorney Leonard

We did not bring a plan but there has been a development agreement with the preferred developer in that area. They have made great strides over the years and we are coming to a close. There is a city road there, Bancroft Street which right now is a paper street. History shows that it had houses on it at one point prior to the flood. The city purchased the land as part of the levy project so there is no current road on the land but it is city land and a road was there. The developer is going to build the road and is going to do some innovative things. They are going to have permeable pavement under the parking to allow for drainage. In exchange for using that road and site plan approval and other things, they have agreed to maintain that road as they construct it for at least 20 years so this is the maintenance agreement that would go in the registry. It will run

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with whoever owns the property and the city can enforce it. The developer or whoever owns that property will plow it and maintain it. Before it comes back to the city they have to give the city written notice of at least 2 years prior to allow the city to inspect the street and allow time for any maintenance issues to be resolved prior to the city accepting it to come back into our portfolio of streets that we maintain. That's what the agreement says.

Commissioner Pappas

I think we have a meeting next week.

Director Fauteux

The 27th.

Commissioner Pappas

It's out of my comfort zone to approve something without seeing it and without having advanced notification. I know, for example, that we had some verbal agreement regarding the skateboard park and it's no offense to any of the attorney's here. I would either be forced to vote no or to table it until we have more information. I won't move to table it because that's non-debatable and I don't want to cut anyone else's discussion off.

Director Fauteux

I just want to respond to that. I agree, Commissioner Pappas, we do like to get things to you ahead of time. I had a conversation with Attorney Leonard and they have a closing that I believe is on October 28th.

Attorney Leonard

That's correct.

Director Fauteux

This unfortunately is kind of hot of the press. It was just completed and they were concerned I think that if they brought it before the Board on the 27th and there were changes that could delay the closing so that's why it is last minute.

Commissioner Pappas

I will let other people speak before I make the motion to table. I feel badly about it but other things that have happened in that area, I can't vote for something that I can't see. I know that we have this here but I don't if you would like to take a look at that. I don't know how other people feel.

Director Fauteux

When we had the discussion about this one of the things of concern was that typically the city a street such as this, one of the things that concerned me was the pervious pavement. The city is really at this time, although we would love to put in more pervious pavement, we really are not suited to maintain it so that was one of the reasons that I was in favor of this agreement for 20 years. In 20 years I believe the city would have the right, at that point, to take the street over. This is still a city street; they would just be responsible for maintaining it. That's what this says in a nutshell. For that reason I would be in favor of this street being maintained privately for now.

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Mayor Donchess

If we adopted this on the 27th does that create any problems?

Attorney Leonard

No, if it's adopted on the 27th then we can close on the 28th.

Mayor Donchess

Okay.

Commissioner Bergeron

So this is currently just the paper street so they will just be maintaining or building the paper street so they have all of the expense. Who drew up this agreement, our legal department?

Attorney Leonard

We worked in conjunction with the developers and attorneys, there were three of us.

Commissioner Bergeron

Who negotiated it? Are you comfortable with the 20 years that it would come back to the city? Is that something that the city wanted or is that something that Renaissance wanted?

Attorney Leonard

It was negotiated out.

Director Fauteux

I would be comfortable with that and again, we need to accept it so if it were is disrepair or there was something wrong with the street then we certainly could refuse the acceptance of the street.

Commissioner Bergeron

Should we approve or not approve this, this goes where after us, Infrastructure or does this go the Board of Aldermen?

Attorney Leonard

We weren't having to go anywhere else since it dealt strictly with the maintenance of a road, which we believe under the Charter is under the purview of the Board of Public Works.

Commissioner Ackerman

Relative to the 20 years, obviously there is no cost to the City of Nashua. What are the criteria set for after the 20 years so the road will be acceptable? Is that listed in this documentation or is it whatever the standards are at that particular time?

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Attorney Leonard

That would be the latter. We did get into a discussion on standards and we found that because of the permeable pavement, the city has no current standards for permeable pavement and 20 years is fairly lengthy period of time. We left the standard to be the reasonableness of the parties in 20 years but also, again, the city must affirmatively accept it so the city doesn't just have to take it as is but based on our knowledge at that time we will be able to assess it better I am sure.

Commissioner Ackerman

Director Fauteux, what is the current standard, it's not permeable pavement?

Director Fauteux

We use all impervious pavement now.

Commissioner Ackerman

Assuming that is the same standard 20 years going forward, assuming technology doesn't change, what would be the cost to the taxpayers to change the road from what it is going to be to what we would assume that it should be?

Director Fauteux

Assuming that we couldn't care for the pervious pavement?

Commissioner Ackerman

Yes.

Director Fauteux

I am not sure what the cost of paving the street would be but certainly the city wouldn't accept it if we didn't feel we could maintain it. We could pave and I don't think it would be all that costly for the developer to pave it at that time if that is what we decided. I would like to think that in 20 years we would have more pervious pavement throughout the city. That would have to be redone within 20 years, that's not going to last 20 years.

Commissioner Pappas

For folks watching I think to explain the difference might be a good thing.

Director Fauteux

Permeable pavement is coarse so it drains. It also needs to be vacuumed and maintained whereas impermeable pavement does not drain and is easier to maintain and that is what we pave our streets with now.

Attorney Andrew Prolman, Prunier & Prolman, P.A.

I represent the Renaissance Downtown Nashua, the developer for the project. If this matter is to be tabled until the 27th it is critical that we obtain approval on the 27th. Please tell us what you would like to see in addition to the easement document as it would be very helpful for us to know that going into that meeting.

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Mayor Donchess

People could either articulate questions now or if questions come up in the next week or so they could direct them to Director Fauteux who could then communicate with Attorney Prolman.

Attorney Prolman

I thought you may have had it but we will submit the full plans that go along with Bancroft Street and what the builder intends to do with the layout. If there is anything more, please get it to me ahead of time.

Commissioner Pappas

I wanted to wait for commissioner comments to go over this but I would really find it helpful if we got our packets on the Friday before, sometimes we get it on Monday's. I guess if it's that critical I would respectfully request that we receive the packets the Friday before.

Director Fauteux

Normally that is our practice but this, unfortunately, wasn't ready at the time. That's why you didn't get a heads up.

Commissioner Pappas

I understand but I don't think that any of us want to just be a rubber stamp. Again, I fully realize the timing was not great and that's just how it worked out.

Attorney Prolman

There are many moving pieces to this one.

Commissioner Pappas

I am sure.

Mayor Donchess

When do you think you can get the material?

Attorney Prolman

This afternoon. I thought you may have had it. I have it.

Mayor Donchess

So the Board will get that long before the next meeting. Please forward that directly to the Board.

Commissioner Bergeron

I would agree, this is the first we have seen of this and we don't have the plan so I am not sure what my questions are. I am sure that it is probably fine but I would like to be certain.

Commissioner Ackerman

I don't know what I don't know because I haven't read the whole thing.

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A. **MOTION:** Commissioner Pappas to table the Bancroft Street Maintenance Agreement, date specific, to the October 27, 2016, meeting.
SECONDED: Commissioner Bergeron
MOTION CARRIED: Unanimously

Paving Workshop

Director Fauteux

We have with us today Bill Scarpati, Principle Asset Management Specialist from Stantec. Stantec has put together a great presentation regarding pavement management here in the city including a look at our pavement management software which is Cartegraph, our existing conditions, some of the back log and some different scenarios including what would happen if we continue to spend about $2 million per year, what would happen if we had an equilibrium scenario if things stayed the same and also what might happen if we got to an optimal PCI.

Commissioner Pappas

Are we still able to use Cartegraph?

Director Fauteux

We are using Cartegraph; this is what this is from.

Commissioner Pappas

So we have figured it out?

Director Fauteux

Yes.

Commissioner Pappas

So we are going to hire someone else in addition to what we have used from the Cartegraph?

Director Fauteux

No, Stantec is using Cartegraph to help us with this, to continue the plan. We had someone who did all of the data collection and then Stantec came in and put it all together and put a plan together. We are not asking for any approvals, this is more of a presentation and a discussion.

Commissioner Pappas

But again, the Cartegraph, in addition to doing this work, that's supposed to keep us up-to-date over in the wastewater treatment facility?

Director Fauteux

Yes, for asset management. There was never a problem with asset management. There was a paving module that had changed, they updated their paving module and many of us were familiar with the older module so it just took some adjustment to get up-to-date on the new one so I think we've conquered that.

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Commissioner Pappas

I didn't mean to sound like a nick pick but it seems like we've spent a lot of money through the years. In my 10 years it's like well this is going to be the end all be all and it doesn't work so that's why I am asking the questions. I thought this was going to be presented by staff so I was thrown a little bit of a loop here.

Mr. Bill Scarpati, Principle Asset Management Specialist, Stantec

We have been working as a consultant to put together the pavement management system piece of the larger Cartegraph Asset Management System. I understand that you just received this report today or perhaps yesterday. My presentation is really around this so don't feel like you need to dive into this right away. There is a five point agenda that I want go through real quick. The Pavement Management Study Methodology, the Pavement Management Philosophy, Current Pavement Conditions in Nashua, Future Budget Scenarios and Recommendations and Questions.

As Lisa said, MDS, another firm, had come out last fall and conducted a citywide pavement inventory; 300 miles of inventory of the paving conditions. These were smaller block to block segments. We came in and we merged the segments to create what we call paving management segments, larger real project limit projects that are going to be like future re-surfacing or reconstruction. On each of these segments the pavement distress identification and quantification was performed and closely documented the different types of distress like potholes, alligator cracking and in measuring the quantities. It was a visual inspection; there were no test pits of cores. Based on the visual inspection to destress it and we calculated what we call a pavement condition index, a PCI score on a 0 to 100 scale; 0 being a road that's nearly impassable and 100 that is a road that is in excellent condition. All of this information is in Cartegraph and we then calculated what we call a network priority ranking so if we have two streets with the same PCI it's the comparative merit of repairing one over another so the arterial collective would get repaired before the local dead end street.

Commissioner Pappas

Does that take into account the number of cars that go over the street per day or guestimate that?

Mr. Scarpati

It's an estimated. It's part of an asset management system so as you get more data and studies that all gets inputted. It's a central line of location and you start to make smarter decisions about that.

This slide illustrates the life of a pavement as it relates to PCI over time. During the pavements life it goes through what we call intervention phases or PCI treatment bands. Up at the top roads are in excellent condition and require nothing and are in a do nothing condition category. As they deteriorate they fall into what we call the routine maintenance treatment band. This is where we do some crack sealing and maybe an isolated skin patch. Roads that fall under preventative maintenance treatment band are in need of more than a routine maintenance effort, it's more of an extensive crack seal or perhaps some full depth patching and then coming back with a thin overlay or there are other treatments out there like micro surfacing chip seals that help preserve oxidation of the pavement. Further on, roads that fall in that structural improvement treatment band, this is where we need a think overlay and not just to seal the surface but to provide added strength to resist traffic loading. These are streets where we do mill and fill, resurfacing, grind and overlay and grind and inlay. Finally, roads that have failed are in that bottom band in the base rehabilitation treatment band and these are where we do full depth reconstruction reclamation. The whole idea is as the road deteriorates it costs more and more as it goes through these treatment bands.

Commissioner Pappas

We have used mill and fill and it has worked well for us. Can that be done more than once on a road?

Mr. Scarpati

Sure.

Commissioner Pappas

So let's say that we ran out of money and we would not be able to pave a road and the area had previously been milled and filled can we do that again?

Mr. Scarpati

It depends on the type of crack and the foundation. There are a lot of variables that go into it but typically, yes you can. Each time you do you would probably mill a little deeper to bond a new overlay to the original binder intermediate course.

Commissioner Ackerman

Is that depth relative to your nomenclature of inlay versus overlay?

Mr. Scarpati

The depth is relative to the underlying foundation support and the load that is being applied.

Commissioner Ackerman

So what is there in terms of being overlay and inlay?

Mr. Scarpati

When I say inlay I typically…if there is a poor utility cut or a water trench going down the road we would do a 12" cut-back and mill out that and restore the trench. That's what I refer to as a grind and inlay so it's sort of inlayed into a newer pavement that is in good condition.

Commissioner Pappas

Have you taken a look at how they are supposed to do the utility cuts here because my understanding is that we have a pretty decent program compared to other New Hampshire cities?

Mr. Scarpati

We did not look at the utility cuts per se here. We have done a utility cut study in another city in New Hampshire and other places outside of New Hampshire and they certainly have a detrimental effect on the life of the pavement, especially newer pavements and that's why; I believe the city has a five year gate moratorium, especially on the newer pavements. As you cut and breach that pavement, to (inaudible) the workmanship is not the same.

Commissioner Pappas

My understanding is that I think we run a little bit more of a tighter ship than other cities do in New Hampshire regarding what we require for patching so you might want to take a look at what we have moving forward.

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Mr. Scarpati

We did not look at the street opening rules and regulations but there are certainly requirements that you would want of the utility companies. Certainly if there is a loss to pavement there is a fee that is usually associated with that; a dig fee.

Commissioner Pappas

Right but I think that rather than using fees I think that they kind of have to go above and beyond but I think most cities do. I don't know where that would be documented.

Director Fauteux

I don't think we have done a comparison. Maybe Steve Dookran knows but we do; you are correct Commissioner Pappas, in that we do have a very aggressive policy on street openings.

Mr. Steve Dookran, City Engineer

All restoration for utility cuts calls for a 3-foot cut-back; about a minute ago you talked about a 1-foot cut-back. We established that by ordinance several years ago. It does cost a bit more by the utility companies or whoever is cutting the street and they have griped about it but we haven't seen any reason to reduce it and it is beyond what most other communities in New Hampshire are doing.

Mr. Scarpati

Here are some treatment band examples up at the top left. Manchester Street has a PCI of 98. There is some slight raveling going on there, open void texture, it's do nothing right now but it's the reason why it's 98 and not 100. The routine maintenance you've got a longitude or seam is opening up where the two pavement mats were put together to get a PCI of 93 so you can see the longitude crack in need of some crack sealing. 83 over to the right is the preventative maintenance. You can see that you have a little more of a crack in here. This is a good candidate to do an extensive overlay and come back with what we call a micro surface to restore and prevent further oxidation and cracking of the pavement. Then at the bottom you have a PCI of 55 structural improvements on West Hollis Street. You have more pronounced cracking, more severe; notice the orientation of the cracks in the wheel paths which indicate some structural failure. This is probably a street that's going to require a deep mill and come back with a two lift overlay. Finally we have a street at 29, this is base rehabilitation. Clearly with all of the alligator cracking, this is Tinker Road, I believe this section was repaired late this year but this is something that would need to be ground up or full depth reconstruction.

Commissioner Pappas

When you folks do this stuff or take this stuff into consideration, for example, I know that Tinker Road, I think it gets flooded a lot and is there something different that we do for that.

Director Fauteux

We did a part of Tinker Road this year. Tinker Road has drainage issues and we haven't been able to address them the way we want to address them because it would take half of our paving budget just to do Tinker Road. We did overlay it and it looks much better than it did and we expect it will last for the next 10 years or so. Those drainage issues will eventually need to be addressed.

Commissioner Pappas

So when we take a look at a study like that does it take stuff like that into consideration or not?

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Mr. Scarpati

It does. On this go around we did not have a drainage index but there are definitely other variables within the asset management system that we can pull in to sort of do what I call a cross asset analyses to be a little smarter. Right now this is just the surface investment plan so as you get your sewer and your drainage, storm and other infrastructure in there then you can start to make a better and stronger program.

As of last July, the average PCI in the City of Nashua was a 77.2 so you can see it is pretty much smack in between the preventative maintenance treatment band.

Commissioner Pappas

I'm surprised.

Director Fauteux

I know why Commissioner Pappas is surprised. This number is a little bit deceiving in that this doesn't separate major arterials and residential streets. The major arterials are in better shape and this is sort of skewing that a little bit. That's one of the things that I have asked Bill to look at, to separate the two because I think you will find a much lower PCI if you are just looking at residential streets.

Commissioner Pappas

Right because that doesn't look that bad.

Mr. Scarpati

So this chart breaks up the 300 miles of streets in the city. In green you have 71.6 miles that are in a do nothing condition treatment band, 33.2 in need of crack sealing, 1/3 of the network lays in that preventative maintenance treatment band. This is really critical because it's on the downward side of the deterioration curb so they are ready to jump into the more expensive band. You also have a significant amount of streets in need of structural improvement, 76.6 which is the second largest band and then your base rehabilitation is 15.1 miles is barely manageable.

Commissioner Pappas

Were these all of the roads in Nashua?

Mr. Scarpati

That's correct.

We also determined the outstanding backlog to be just a little over $50 million. The backlog is the cost of bringing up all of the streets to a near perfect condition within 1 year. It represents how far behind the network is in terms of its present value today. You can see right away that the purple and the yellow piles that 1/3 of the network represents $20 million and more importantly, more than ½ of the backlog is in need of structural improvement and base rehab so there's a big backlog and unfortunately it's not in the purple. As I stated earlier, the network is really at a critical point where we need to look closer and pay attention. We looked at six different funding scenarios and please note in the report, we just recently ran an extra scenario so in the report we are only going to have five of the six that I am going to talk about. First we ran a zero funding budget 10 year scenario and what would happen to the PCI which represents a worst case scenario.

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Commissioner Pappas

You mean if we put nothing into it?

Mr. Scarpati

If you put nothing into the roadway network what happens to our average PCI on a backlog.

The next thing we looked at is historically we have been spending $2.3 million and we looked at it from a worst first perspective so these are the streets that everyone is complaining about and we go to the worst PCI and we work our way up the list until we exhaust the money and everything deteriorates and we do it all over again.

Commissioner Pappas

When you say you worked through the worst PCI is that also considering the amount of traffic on the streets?

Mr. Scarpati

That's correct.

Looking at the same appropriation we looked at what we call an allocation strategy; trying to be a little smarter about how we spend that money. All of the other scenarios going forward actually use this approach. It's the pavement management philosophy; it's a balanced attack which I will explain in a little bit more in more detail. Next we looked at what we call the equilibrium scenario which looks to spend $5.9 million per year, $59 million over 10 years and then we also looked…

Director Fauteux

So the equilibrium is we keep things as they are today, no better, no worse.

Commissioner Ackerman

Which is the 77.2 PCI?

Mr. Scarpati

That's correct.

Director Fauteux

Yes but that is a little bit deceiving and again, I've asked Bill to run that and we will present that to you at a future meeting. I think if you looked at the residential streets you will find a much lower PCI than combining the two.

Commissioner Pappas

But even some of the arteries they didn't find…like you will separate those out because I think some of the arteries are bad.

Director Fauteux

Yes, Amherst Street definitely needs some work so does Broad Street but that's just an overall.

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Commissioner Ackerman

On the previous slide it showed the different scenarios of the PCI indexes mapped out. If we looked at what we are currently doing, is it indicative that we are working to the far right of that scale as to which roads are currently on our pavement list or did we not look at that?

Director Fauteux

I'm not sure I understand.

Mr. Scarpati

I am not sure historically how the spending has happened.

Mayor Donchess

To the far right is the structural rework; the streets that are in the worst condition. Commission Ackerman is asking historically if we focused our paving efforts on those streets…

Director Fauteux

Those streets that are in the worst condition?

Commissioner Ackerman

Yes.

Director Fauteux

Yes, absolutely we have but we also balance that with the major arterials because we obviously can tolerate a lower PCI on a residential street than we can on a major arterial. You don't want to let the major arterials go into any kind of structural failure because then it's going to cost a considerable amount of money.

Commissioner Ackerman

So we were doing less and less preventative and we were waiting until they got really bad, is that correct?

Director Fauteux

No, not necessarily but sometimes it's better to do a street that can accept an 1" overlay rather than Tinker Road which needs a total rebuild because we just can't afford to do that. It's a balance so I wouldn't say that we've done just the worst of it. We have had such a limited budget that it's been more of a band aid approach.

Commissioner Pappas

I'm getting the sense that in the last few years that we have spent a little bit more on paving.

Director Fauteux

We have, absolutely; about $2.3 million I believe and I think we only had $1 million for many years.

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Commissioner Pappas

So we've doubled in the last few years.

Commissioner Bergeron

When we have a lower PCI, say like a 38, who determines what we are going to do there as far as…so it's a 38, who makes the decision on what we are going to do there as far as mill and fill, patch, etc.?

Director Fauteux

Engineering.

Mr. Dookran

What we have been doing since 2001 is we have been using the VHB Road Management Program. The standard VHB Road Management Program at that time recommended that we use a benefit value index in choosing our streets. The highest benefit will come from the streets that have the highest traffic. We put all of that information in as well as the cost of rebuilding that street so that's why you saw all of the major roads were coming off first. We realized that the neighborhood streets were suffering and never getting on the list because we were doing major streets twice in a short period of time and not even getting to the side streets so we started a bottom approach looking at the lowest PCI's for residential streets and picking a number like 35. The scale is a little bit different using zero to one hundred. The VHB meant something very different, very low was in the 20's when a street really needed to have major work. We carved the residential streets at the low PCI say at number 32; anything in the 32's would get done in this program this year. So we do the highest benefit and the lowest PCI and we thought that was a good balance for the $1 million that we have spent for so many years until 2 years ago; it did increase to $2.3 million. In terms of treatment, the arterials and collectors were getting a mill and an overlay and the reason for that you don't want to keep building a street up, you want to make sure you preserve the curb. On a residential street we didn't find that it was cost effective to do all of the milling so usually we just go in and do a shin and overlay. Those are programs that even though might be a little bit more cost effective in its approach we won't get in the life expectancy on those treatments and neither will we have done any preventative like crack sealing or thin overlays. We are just considering those now in this new program.

Director Fauteux

I think it's important to note to the city engineer's points that we just don't have enough money. As you can see, the equilibrium scenario, just to stay as we are today is $5.9 million per year. We are spending $2.3 million so every year that we only spend $2.3 million we are going backwards. There are so many streets that need to be paved; it's very difficult to choose. We were trying to spread that $2.3 million or utilize it in the best way that we could.

Mr. Scarpati

We also looked at spending that $59 million of 10 years which is what we call a front loading scenario where we spend more money up front and address deterioration early on and ten scale back to a budget that is more in-line as to what is being spent today at $2.8 million.

Director Fauteux

But that's still an equilibrium scenario so that just keeps us where we are today. I just want the commissioners to understand.

Commissioner Pappas

So the only way we are going to get anywhere is…

Director Fauteux

Is the very last; that's correct Commissioner Pappas.

Mr. Scarpati

The last scenario is really a progressive funding program that's going to improve today's PCI dramatically and that's looking at a $7.5 million per year appropriation. This bar chart shows us the whole pavement management philosophy so what we are trying to do is allocate a certain amount of money to address the streets that are on the cusp of going from one treatment band to another so it's kind of a worst first within the treatment band but you are spreading all of that money across the treatment bands as opposed to starting at the far left and working your way up.

Commissioner Pappas

Can you repeat that once more?

Mr. Scarpati

This is the allocation strategy so rather than spending all of the money and starting at the worst, the pile at the left and working your way up. This is spending money on the streets that are on the cusp of going from one treatment band to another. It's not animated here but these dotted boxes represent an interjection of funds to take these piles and move them over to the green.

The resulting PCI for those scenarios, the black represents the zero budget scenario which is the worst case scenario so you can see that the PCI goes from 77 to a 45. The red and the orange are the historical budgets; $2.3 million each year so the red represents if I do the worst first, if I change my spending strategy, not my money but I get a 5 point increase in my PCI value; again the PCI is the average over the city including residential and arterials. You can that those scenarios are still regressing and the pavement conditions are deteriorating so we need to look at an equilibrium scenario and hence the purple and the green line. The purple represents that $5.9 million each year so you can see that the PCI stabilizes at a 75 ten years out and then that green front loading scenario where we are spending $10 million up front gets us a nice jump in the PCI 5 years out and then $2.8 keeps it slightly regressive but more or less continues with an equilibrium pattern and finishes out at an 80 and then that $7.5 annual appropriation would be right up to 90 which would put you right in the routine maintenance treatment band. On the backlog side of things you can see that the backlog balloons with the black line from $50 million, this is a zero funding scenario to $181 million. The historical budgets are in the red and the orange so again, just by changing the way we spend that money there is a $10 million savings over 10 years at $2.3 million annually and then the purple and the green are again that $59 million over 10 years. You can see that the front loaded scenario drops that backlog and the progressive funding scenario, that last new scenario that we just recently ran is not included in this report. That's $7.5 million progressive funding program. That actually drives the PCI; it cuts it more than half.

So recommendations and in conclusion, the City of Nashua needs to increase its roadway funding. Clearly the $2.3 million isn't enough. $5.9 is needed at a minimum just to maintain the conditions and what I neglected to also add is that the backlog costs only represent the pavement costs so inside a curb, the curb and the pavement structure. It does not include sidewalk, drainage, lighting and underground sewer, etc. Certainly investigate the likelihood, as you can afford, front loading when you can. Certainly when you go to front load and you start to spend an ample amount of money on the roads you want to have tight, good coordination with

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the utilities. The last thing you need to do is be paving and then having them cut up and creating a jigsaw puzzle of our network.

Director Fauteux

The city engineer and his staff have already met with the utilities multiple times to discuss options.

Mr. Scarpati

Practice routine and preventative maintenance. I did not see any evidence of cracked sealing. Cracked sealing by far is the most effective way to save and preserve and to maintain a pavement in New England. We have three stop cycles and once the water gets into the pavement structure through the cracks it does a tremendous amount of damage even though you are milling and filling you never get down to that crack that now has permeated into the lower layers and now is able to reflect through very simply. The city should embark on some type of preservation maintenance program. Having a 1/3 of the network in this category; you need to look at different types of treatments; chip seals, micro surfacing; they each have pros and cons with them but certainly start the pilot and we've talked about different treatments with the department to find the right mix that's going to be desirable for the constituents and yet performs up to the city engineer's expectations. Also, conduct what we call project level evaluations on streets that we go to make a large investment and we resurface base rehab to close and test pits, let's see what we have for a stratification and then do a pavement design and make sure that we are not under designing or over designing for our pavements. Lastly is to continue the pavement management, obviously the Board and the city have made a significant investment in the asset management system. It's an on-going process; it's not just a one-time study. We develop a plan, you monitor the network, you set goals; we are looking at having a new metric in addition to average PCI and backlog but also looking at what the average in backlog is for the collector network and establishing a minimum threshold condition and then the neighborhoods. I know that a lot of the neighborhoods fall in that structural improvement treatment band. The past program like VHB did the right thing; the common sense thing to do is to spend money where you have your higher ADT's. The plan that typically goes forward will be more arterial collective focused and then in the later years as you catch up, the neighborhoods start to get rebuilt. That's it.

Mayor Donchess

Are there any questions or comments?

Commission Bergeron

Are the other scenarios and other charts that you had in here as well?

Mr. Scarpati

On page 20 we are looking at a table that has the year, the funding level, the PCI level and the backlog. We did create that chart for five of the scenarios that you saw here. The only one that's not in here is that $7.5 million, that progressive funding.

Commissioner Pappas

But the front loaded one is?

Commissioner Bergeron

Yes, on page 26.

Director Fauteux

We will get this updated as we get the additional data as we separate the arterials and the residential streets and look at what the average PCI is on both of those. The other too that this plan does, and I want to look at things a little bit differently to present you is that the pavement management software automatically has for the first 6 years doing almost all major arterials and it's about roughly 90% to 10%; 10% are residential streets and 90% are arterials. I don't think that should be our plan. I think our plan should be far more aggressive in the neighborhoods so we are going to look at what a 60/40 split would look like. So 60% on arterials and 40% on residential streets and present that to you as well.

Commissioner Pappas

But on this table on page 20, it does break down regarding the arterials, is that correct?

Director Fauteux

It does not, it's all together.

Commissioner Pappas

I remember at one point seeing that Canal was on an arterial. That was done in 1997. Weren't we trying to get bonding for it and I remember Canal being listed and Concord was not. I remember Canal being done in 1997 and I don't remember Concord being done since 1994. In the breakdown that we have of the listed streets here, so let's say I am looking at the back of the report where they are listing certain streets, does that list take into consideration…

Director Fauteux

Canal is on here.

Mr. Scarpati

This listing in the back, Appendix A, is the backlog. This is every street in the city sorted alphabetically; the PCI and what the treatment needs are today. Five years from now it may need something more significant but that's the cost of today, the PCI and the NPR, the network priority ranking. Also not that this backlog, again, we are a little behind, we did not update this to reflect the 2016 paving that was done recently over the last three months and also future 2017 streets that are going to be paved with the Broad Street Parkway additional funds. Those are still listed in here as a project.

Mayor Donchess

In thinking about the front loaded strategy of $10 million per year, is there a limit to how much the department can handle logistically in terms of contacting the utilities, the residents, letting them know of the 5-year no cut policy and all of that and how much do you think the department, in terms of dollars expended, can handle in 1 year?

Director Fauteux

I wouldn't recommend the front loaded strategy. I don't think it's a good one because it keeps us exactly where we are today and I think we should shoot to get better than we are today. I don't think where we are today is acceptable necessarily so I think some form of the last scenario is the best.

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Mayor Donchess

The progressive schedule?

Director Fauteux

Yes.

Mayor Donchess

Do you think we can logistically handle $7.5 million per year?

Director Fauteux

Yes. It will be tough but I think we can.

Commissioner Pappas

So for front loading we are putting a lot more money in the beginning but if we front load it wouldn't we be saving more streets from going down to the…

Director Fauteux

You get an initial bump because you are spending $10 million. It raises the PCI a little bit but not significantly.

Mayor Donchess

The front loading strategy said roughly $10 million for 4 years and the $2.3 or $2.5 for another 6 years.

Director Fauteux

But that's still an equilibrium scenario so it's really not going to get us far. It provides a little bump in the early years but again, it's an equilibrium scenario so whether we spend the $5.9 million we are really in the same point after the 10 years.

Commissioner Bergeron

I think for us it has always boiled down to what are we trying to accomplish. The benefit that I would see to the front loading is immediately paving a bunch of streets and people would see an immediate impact and then obviously its how we are going to pay for it, it's certainly not coming out of the public works budget. It's something that we have discussed and we would go to the Board of Aldermen and bond the money and how are you going to pay for it and that's really where the first 4-year strategy comes in. That particular strategy is also rolling it back after the first 4years to $2.8 million and we don't necessarily have to do that if we get bond.

Mayor Donchess

Could we logistically handle $10 million per year?

Director Fauteux

I'm concerned about $10 million. The city engineer seems to think we can for the 4 years. I think if we continued after 4 years I would be concerned about whether the utilities would be able to keep up with it.

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Frankly, I don't know where we would ever come up with the money to be able to pay that. The next couple of budget years are going to really tough.

Commissioner Bergeron

The other part of it is that where would we come up with the $7.5 million?

Director Fauteux

For every $1 million dollars there is about $100,000 bond payment, am I correct on that, Mayor?

Mayor Donchess

Maybe a little less if you did a twenty year bond.

Director Fauteux

For the first couple of years if the Mayor was able to continue to allocate the $2.3 million we could use that money to pay the bond but then when we get to a certain point….So that would probably would get us through a couple of years anyway, maybe a little beyond that of paving and then after that we would have to allocate more money to be able to pay for the bond, if we were looking at the $7.5 million.

Mayor Donchess

At the current rate is you did a twenty year bond, like $1 million costs, even principle payments, there would be a $50,000 principle payment plus it could be as low as 2.5% or maybe a little bit more on the interest so that would be $75,000 to $80,000 per million dollars in the first year; the year after you borrow the money. At that rate, if you borrowed $7.5 million you would need to pay $600,000 in year one, meaning with a $2.3 million budget you would still have $1.6 or $1.7 million left over so you could bond for about 3 or 4 years and have the bond payments covered within a $2.3 million budget and then at the end of that 4 years you would not have anything to cover the additional years but in 4 years there might be some other revenue or strategy developed.

Director Fauteux

That's correct.

Commissioner Bergeron

Either way we are looking at bonding, there's no other way to do any of this.

Mayor Donchess

That's correct. There is no way for us to pay $7.5 or $10 million out of current funds without bonding.

Commissioner Bergeron

What was the leftover from the Broad Street Parkway money?

Director Fauteux

I don't know that we have that number finalized quite yet.

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Mr. Dookran

$4.4 million

Director Fauteux

Oh, then you mean for the paving?

Commissioner Bergeron

Yes.

Director Fauteux

I thought you meant overall.

Mayor Donchess

So the first $4.4 million would come out of the Broad Street Parkway project; out of the bonds that have been and will be sold for the Broad Street Parkway project.

Commissioner Bergeron

We've talked about the crack sealing in the past, have we looked into that any further?

Director Fauteux

We haven't been able to because we just don't have any funding to do that but our plan would absolutely include preventative maintenance and crack sealing would be part of it. Also, probably not chip sealing, I don't think that would go over well here in Nashua but there are other types of sealants we would test.

Commissioner Bergeron

That's something that most of our residents will say all of the time, "why aren't you sealing?"

Director Fauteux

Yes, I mean we want to do that, it's just with $2.3 million we haven't had the money to do any.

Commissioner Pappas

Would we be able to cover say the crack sealing in our regular budget because it seems like it wouldn't last that long. I wouldn't want to use bonded money for something that doesn't last all of that long. How many years does crack sealing get you?

Director Fauteux

It gets you a lot actually because it increases the longevity of the pavement so if that is something we want to incorporate, in fact I think there was a chart that showed that, didn't it Bill, that showed what the breakdown would be in terms of preventative maintenance.

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Mr. Scarpati

Yes, on page 22; based on a $2.3 million budget; the pie chart to the right would be your distribution of that $2.3 million. Again, this is for arterial, collector, the whole thing including residential. So, 57% of your budget would go to structural improvement, 17% to base rehab, 22% to preventative maintenance and then 4% of the budget should be for crack sealing.

Commissioner Pappas

Okay, so the blue part would be the crack sealing?

Mr. Scarpati

Yes.

Mayor Donchess

Who does that? Is that contracted out?

Director Fauteux

I think the street department will be able to do some of the crack sealing.

Mayor Donchess

So that could be over and above the street paving program?

Director Fauteux

We could do some of that, yes. It depends on the extent.

Mayor Donchess

Do we have the equipment?

Director Fauteux

Yes but not to do the regular slurry seal.

Commissioner Pappas

I do think that one of the things that I've heard from people is that they do want the roads improved but they wouldn't want to bond something that doesn't have that much longevity.

Director Fauteux

That would definitely be part of the plan.

Commissioner Bergeron

The street department has done a great job at the mill and fill program, outstanding. It's almost to the point where they have paved some of these streets. I am just looking about how much more bandwidth the street

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department would have if we added the crack sealing and some of these other things as well and the investment in equipment for crack sealing; nothing really?

Director Fauteux

It would be pretty minimal but we would have to see what the magnitude was. I'm only saying that it is a potential, I am not saying that it's definitely something we should do.

Commissioner Ackerman

Obviously the city needs to take appropriate action and this is going to be for FY 2017. What would be the next steps, other than getting some additional information from Stantec and the analysis from the engineer, what would be the timeframe that we would need to go ahead and make a decision? What's the process to allocate a bond?

Mayor Donchess

I think we are looking at fiscal '18 at this point because we've got money in the current budget, at least some for next spring but it would be between now and the end of the fiscal year or before, it could be earlier. I would say we'd need to propose something pretty quickly. We could propose probably the first year of bonding and sort of come up with an overall plan; if it was the $7.5 million plan we could propose the initial year of bonding. The requirement for that is to make a resolution that goes before the Board of Aldermen and then have a public hearing then they would have to approve the bonding by ten votes. Of course, we would probably make a similar presentation to the Board of Aldermen so they were informed before we propose any specific course of action so that they are up-to-date on all of this. I think that could be accomplished early in the year. We would give them the presentation and propose the bond sometime this year, it takes a month so we could probably have something in place by early next year and then we would have to decide from there when to sell the bond and begin the project.

Commissioner Ackerman

If that all gets approved as you have just articulated, when then might we be in a position to start the paving? Is it going into after July of next year?

Director Fauteux

If the goal is to have it approved for the next fiscal year then we would have to put this out to bid and that will take some time. If we don't have approval until July 1, I think it will be tight.

Mayor Donchess

But we might get approval before July 1.

Director Fauteux

If we could put it out to bid this spring then yes then we could start by July 1.

Commissioner Ackerman

My perception is that we'd be available to do many of these projects, paving and rehabbing from July through October and then again in the spring of the following year and then the follow on bond is for the next fiscal year, is that how that works?

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Mayor Donchess

Yes.

Commissioner Ackerman

Thank you, I would be in full support of that.

Commissioner Pappas

We had talked about; we had one of those lucky winters that we had money left over and we had a discussion on the money that was left over and it would be my wish that we put most of it into paving. I don't know exactly how much money that we did have left but I would hope that the majority would go towards that. The only other thing that I thought might have some savings was if we allocate a certain amount of money to softening the blow if folks want to by some of the recycling carts; that we could subsidize that. I remember talking about the leftover money but I don't remember if we made any decisions about it.

Mayor Donchess

What happens at the end of the year is that all of the leftover money from all of the departments is consolidated and then I propose a list of escrow or projects that we would allocate some of the leftover money to and a lot of it went to…the surplus consists of two basic elements. Number one is money that is not spent and number two, revenue which might exceed the estimates of the budget. This year we proposed a list of $2.3 million of escrows in total for the city; $700,000 went to the CERF which is the Capital Equipment Reserve Fund which is largely public works equipment or public works related. We also have police department vehicles and other things but in any event we did for public works escrow money for a new paving machine for the mill and fill and that was $80,000.

Director Fauteux

And also for infrastructure improvements, some park rehab, we have funding for a couple of park employees so there were a number of things.

Mayor Donchess

I think on the paving since we are going to be bonding millions of dollars and since we've got $4.4 million coming in from the Broad Street Parkway in reality whether we allocated $50,000 or $100,000 doesn't make a material change. The mill and fill paver is directly for paving.

Director Fauteux

Right now what we are using for our mill and fill program is a sidewalk paver which really isn't conducive. The actually street paver will help us to be a lot more efficient and get that done more quickly.

Mayor Donchess

We can maintain and improve the mill and fill program with the new paver.

Commissioner Pappas

So we are just using a sidewalk paver and not a real paver?

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Director Fauteux

No, both, we have one but it is on its last leg, it's down all of the time but mostly the sidewalk paver.

Commissioner Pappas

Can we rehab that so we have a second one?

Director Fauteux

It's really, really old.

Mr. Andrew Patrician, Division of Public Works Operations Manager

The regular paver that we currently have is a 1999 and the company is no longer in business and we can't get parts for it so now we are just trying to band aid it together to keep it on the road now so we wouldn't be looking into rehabbing that. It's on its last leg and that's why we wanted to get another paver this year that will be bigger, faster and more efficient so we can keep the mill and fill going.

Commissioner Ackerman

One thing that I did notice is we brought up Canal Street and it doesn't appear to be in here. The fact that it's missing from here, does that change any of the numbers or the conclusion?

Mr. Dookran

(Inaudible) on Bridge Street and (inaudible) Canal is here.

Director Fauteux

Thank you. I was asking the same thing.

Mr. Scarpati

It's under a different name, that's right.

Commissioner Ackerman

What again does NPR mean?

Mr. Scarpati

It's the network priority rank. It takes into account ADT and functionally class, the type of arterial collector versus a dead end street. It also takes into account pavement type so if you have a concrete road versus a hot mix asphalt road you can weight one against the other. Right now that is not being accounted for in Nashua. Each of these values are all weighted and PCI is also a part of that so the higher the PCI the higher the NPR. It's kind of like the benefit value that Steve was referring to but it's basically the comparative merit of the value that is used to weigh one street versus fixing another street. The higher the number the more beneficial the repair is.

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Mayor Donchess

I do have a patching question which is we normally require that if someone cuts the street they patch it and if it is a limited area it compromises the street to some degree but traffic can basically handle it but in one area on an arterial street, that is Amherst Street from around where the Edgewood Cemetery is going west down about ¼ of a mile, not all the way down to the Henri Burque Highway but most of the way there is a long patch that's maybe 2 to 3 feet wide…

Director Fauteux

We did that.

Mayor Donchess

That must have been a utility patch, right?

Mr. Dookran

It was Liberty Gas.

Mayor Donchess

I was thinking that it was a gas patch but the policy, as applied in that situation, means we don't just have a little bumpy spot but a section of road that's at least ¼ mile long and it wrecks the whole street. I was wondering in that situation when we are not just doing a section in front of a house but the whole length of a street whether we could impose a more rigorous requirement of repaving the whole street. That whole section is terrible now because of that patch that they did and it goes on for more than a block.

Mr. Dookran

Let me address that. That section of Amherst Street has been on our paving list for a while; however there is the requirement to do the utilities so we had put off the paving until the utilities got through their work, major gas work which is done now and Pennichuck has just started the water replacement. When that's done then we will have the full restoration. Liberty hasn't gotten out and done its full cut back.

Mayor Donchess

So they haven't completed their patching?

Mr. Dookran

No, the reason is the water work is going to impact the gas trenches.

Mayor Donchess

So it's not done?

Mr. Dookran

No, it's not done; it's being done in stages.

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Mayor Donchess

It's really bad now.

Mr. Dookran

It turns out that is one of the streets that we put (inaudible) to use the surplus Broad Street Parkway money which we intended on paving next year. Hopefully water gets out of the way and we can do the full paving.

Mayor Donchess

But what I am saying is that if a utility does something like that, where again, it's not just a little section, it's an entire street, shouldn't the utility in that situation be required to pave the street rather than, I mean this patch, it's not even a patch, they have wrecked an arterial street for ¼ mile or ½ mile. Shouldn't the utility in that instance be required to repave it?

Mr. Dookran

That's a good idea however it's a hard sell.

Mayor Donchess

A hard sell to whom?

Mr. Dookran

To get a utility to cover the full cost. We've gone back and forth. The 3-foot cutback that I talked about earlier, they are highly against that. As Bill mentioned, a 1-foot cutback is typical in most communities. We've increased the cutback and not just in the pavement but also going onto the road box and replacing the gravels down to 18" deep as well as in the paving replacement you have to add no less than 5" of pavement and in the case of Amherst Street it would be 7" of pavement. All of that adds to their cost and they threaten us that it will be passed on to your rate payers.

Mayor Donchess

That might be but the rate payers; from the gas company it's a statewide cost so if the statewide rate payers make sure they don't wreck our streets then I don't mind that.

Mr. Dookran

In the end these types of streets do get restored properly. The gas is doing their trench which is about 3 feet and then they are responsible for another 3 feet on each side.

Mayor Donchess

But they haven't finished their patching.

Mr. Dookran

They are not done. In the end we have the street restored properly for the most part by the two utilities and then we come along and do a final surface restoration. They will, if they are not doing the final pavement, they

DRAFT

will give us money and now we have an account which was created to receive that money as of a couple of weeks ago.

Mayor Donchess

Okay, well now I sort of understand that they are only half way through but it's like a whole section.

Commissioner Pappas

The worst offenders are water. If you take a walk or drive down my street, it's kind of wrecked our driveways because they cut the whole street and that was about 10 years ago and so they did a very good job at patching but once you cut into the road…I think that within 2 or 3 years I think that it will be solved in the courts because I think the utilities are going to have to pay their due.

Mayor Donchess

There is a pending case?

Commissioner Pappas

There is, yes.

Commissioner Bergeron

Is that the same situation that's going on Main Street from Alds Street to basically the roundabout?

Mr. Dookran

That is the same situation. Pennichuck is just wrapping up their work and unfortunately it's too late to do rehab so we do our best job in patching it and hope it holds over the winter.

Mayor Donchess

Then they will do a 3 foot overlay on each side?

Mr. Dookran

Yes and if we choose to do it through our paving program they will give us some contributions towards the fund.

Commissioner Bergeron

What would be our, as a Board, our game plan going forward?

Director Fauteux

I think it would be helpful for you to have some additional information for instance what the PCI looks like if he separates the arterials and the residential streets. I think a decision needs to be made on what percentage of arterials we look at and what percentage of residential streets. Myself I think that 10% residential streets aren't enough. I think we should do more than 10% for the first 5 or 6 years; at least that is what I am hearing from folks. It's the biggest complaint I get, from residential streets. We would have to also make some decisions about that and then also make some decisions on what we would recommend for funding and we would have

DRAFT

to get from the Mayor what we can afford to find. Maybe let us sort of update this plan and then present it at the next Board of Public Works meeting and make some decisions. The city engineer and I talked about if we could do this and keep the major arterials in good shape, maybe a 60/40 split; 40% residential and 60% arterial for each year.

Commissioner Bergeron

If there is any way that we could get the information prior to our next meeting or at least the meeting after that because time is flying so if we think we are going to do a presentation to the Board of Aldermen by January.

Mayor Donchess

Before January.

Director Fauteux

Bill, do you think you can get that information to us by the 19th or 20th? We would have to have it for the commissioner's packets by the 21st. Is that too tight?

Mr. Scarpati

I think Thursday, the 20th is doable.

Director Fauteux

So if we get that we can get you the updated information in your packets and if not, if you are open to it, maybe we could have another quick meeting after that if we can't get rather than wait until the November meeting but that's up to you.

Commissioner Ackerman

I haven't the write up but it looks very good. I'm on the conclusion page. I know we haven't looked at it beyond that but beyond the 10 years is there any sort of recommendation based upon the analysis that's been done as to what steady state would look like beyond this? If so, can that be part of the follow-up report.

Director Fauteux

Yes, it's something I asked him to look at too, where would the funding go after we spent $7.5 million, after 10 years what is the cost.

Mr. Scarpati

Typically we don't go more than 10 years out. It's just because of the data that's in there right now. There's not a lot of additional data but the more data we get in there, the more reliable the output becomes. Certainly to try to develop a 10-year plan is unrealistic but to look at the financial implications having that long-term view is definitely what this tool is used for. We typically do a five…

Director Fauteux

That's a good point. We wouldn't be presenting you with 10 years of streets because that would be a disaster because that could change. I wouldn't want someone to call me in year seven and say my street…

DRAFT

Commissioner Ackerman

Now that we have this asset management tool, Cartegraph, how often do we anticipate rating the roads? Is it every other year?

Mr. Scarpati

It's typically 1/3 of the network every year so that the data is no more than 3 years old.

Director Fauteux

And we would be able to hire Stantec to do that.

Mayor Donchess

Director Fauteux mentioned to me that she has an appointment for school for one of her daughters for which she needs to leave at 4:30 p.m. and it's already a little after that.

Director Fauteux

Thank you. I'm available for questions.

Commissioner Pappas

This was a very good presentation, it was excellent.

Mayor Donchess

Alright so we are going to update the report hopefully by the 20th for the agenda later on in the month.

Commissioner's Comments

Commissioner Pappas

This is a general reminder for folks regarding soft yard waste. I think sometimes in the fall that folks tend to have more yard waste in areas where it's not crowded on the streets, some folks will go ahead and put their leaves out so it's just a reminder to sticklers on the street who might think that people shouldn't be putting their soft yard waste out, I think the ordinance gives enough wiggle room that if it is not a problem with traffic that is allowed.

Commissioner Pappas motioned to adjourn.

Commissioner Ackerman seconded the motion.

Meeting adjourned at 4:33 p.m.

DRAFT

AFSCME Local 365, Nashua, NH 03060
American Federation of State, County and Municipal Employees, AFL-CIO

Date 7/29/16

Please schedule the following grievances for step II with the Director of Public Works.

Grievance Numbers: 16-9 STS

Thank You,

Chief Steward Local 365

APPENDIX C

AFSCME Council 93

OFFICIAL GRIEVANCE FORM

Employer CITY OF NASHUA

Local No. 365 Dept. STREET

Local Grievance No. _____

Grievant ALEX MACLEAN

Title DRIVER

Address _____

Date Submitted: _____ Class Action

Step 1 _____
2. _____
3. _____
4. _____
5. _____

Work Phone _____

Home Phone _____

Immediate Supervisor JON IBARRA Title SUPERINTENDANT

I Authorize AFSCME Local 365 As My Representative To Act For Me In The Processing Of This Grievance.

Date 7/14/16 Signature of Employee [signature]

Signature of Union Rep. Paul McWhitemary Title STEWARD

AT EACH STEP, MAKE 3 COPIES OF THE GRIEVANCE
1 TO THE UNION. 1 TO MANAGEMENT. 1 WORKING COPY

STATEMENT OF GRIEVANCE

ARTICLES AND SECTIONS of the contract which have been violated:

ARTICLE 11 SECTION A AND ANY OTHER PERTAINING ARTICLE

and any related articles, agreements, practices, rules, regulations, and law.

GRIEVANCE: State the facts (include date/s who, when, where, what, why.)

GRIEVANT APPLIED AND WAS TESTED FOR POSITION OF EQUIPMENT OPERATOR, ON 7/13/16 HE WAS INFORMED BY JON IBARRA THAT HE WAS NOT READY FOR THE JOB. GRIEVANT FEELS HE HAS MINIMUM QUALIFICATIONS ACCORDING TO ARTICLE 11. GRIEVANT HAS OPERATED IN THE PAST, HAS A MASS. HYDRAULIC LICENSE, AND 4 HOURS OPERATING TIME AT CITY OF NASHUA STREET DEPT. ALSO WAS NOT INFORMED HE DID NOT HAVE MINIMUM QUALIF.

Witnesses: ALEX MACLEAN AND JON IBARRA

REMEDY: TO RECEIVE POSITION OF EQUIPMENT OPERATOR

THE CITY OF NASHUA

"The Gate City"

Division of Public Works
Street Department

Date: 7/18/16

To: Paul Westaway, Interim Union Steward - AFSCME

From: Jon Ibarra, Superintendent of Streets

RE: Alex MaClean

I have reviewed the grievance submitted on July 14 on behalf of Alex MacLean, in which you state that the applicant believes that he possesses the minimal qualifications required to be awarded the position of Equipment Operator, Street Repair.

I respectfully deny the grievance. The Equipment Operator position minimal qualifications require a year of experience in the set-up and operation of various pieces of construction equipment, including loaders, dozers, backhoes, graders, excavators, rollers, paver, sidewalk plows, tractor trailer, laser equipment, tag-along, and various rental equipment.

This position requires technical excavation skills and the expectation is that he / she can, immediately upon hire, safely and efficiently operate on active roadways amidst gas, sewer, water, electrical, overhead utilities, and vehicular and pedestrian traffic. Following review of Alex's application, his interview, and his practical exam - it is clear that Alex does not possess a year of experience operating construction equipment, or the skills to perform safely and effectively at this time.

I have advocated that Alex pursue training and obtain equipment operating hours. There will certainly be future Equipment Operator opportunities in the City.

9 Stadium Drive • Nashua, New Hampshire 03062 • Phone (603) 589-4750 • Fax (603) 589-3396

R-16-071

RESOLUTION

AUTHORIZING THE CITY OF NASHUA TO EXTEND THE LEASE AGREEMENT WITH THE NASHUA DOG OWNERS GROUP, INC. FOR THE DOG PARK AT YUDICKY FARM

CITY OF NASHUA

In the Year Two Thousand and Sixteen

RESOLVED *by the Board of Aldermen of the City of Nashua* that the City is authorized to extend the Lease Agreement with the Nashua Dog Owners Group, Inc. for the dog park at city owned property at Yudicky Farm by entering into the attached extension.

LEGISLATIVE YEAR 2016

RESOLUTION: R-16-071

PURPOSE: **Authorizing the City of Nashua to extend the lease agreement with the Nashua Dog Owners Group, Inc. for the dog park at Yudicky Farm**

ENDORSER(S): **Mayor Jim Donchess**

COMMITTEE ASSIGNMENT:

FISCAL NOTE: **The fiscal impact to the city will be minimal as the lease calls for an annual payment from the lessee of $1.00 and the costs associated with any improvements or operations will be borne by the lessee.**

ANALYSIS

This resolution authorizes the City of Nashua to extend the lease agreement with the Nashua Dog Owners Group, Inc. for the dog park at Yudicky Farm.

This legislation should be referred to the Board of Public Works.

Approved as to form: **Office of Corporation Counsel**

By: _____

Date: 9/21/2014

LEASE EXTENSION

THIS LEASE EXTENSION AGREEMENT ("Lease Extension") is made and entered into as of _____, **2016**, by and between the **City of Nashua** ("City") and **Nashua Dog Owners Group, Inc.** ("Lessee").

In consideration of the covenants and obligations contained herein and of other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. PRIOR LEASE: The parties executed a Lease agreement for a dog park at Yudicky Farm, dated as of October 3, 2011 ("Lease Agreement") with a term of lease commencing September 4, 2011 (thirty-one (31) days after the August 4, 2011 date of site plan approval by the City's Planning Board for the dog park), and expiring five (5) years after commencement on September 3, 2016. All terms, conditions, and provisions of said Lease Agreement are incorporated herein by reference unless specifically amended hereby.

2. EXTENSION OF PRIOR LEASE TERM: Section 1 of the Lease Agreement provided for two (2) additional five (5) year terms upon mutual agreement of the parties, which agreement by the city "shall not be unreasonable withheld." The parties wish to exercise the first renewal term and extend the Lease Agreement for an additional five (5) year term, commencing on September 4, 2016 and expiring on September 3, 2021.

IN WITNESS OF THIS AGREEMENT, City and Lessee execute this agreement as of the day and year first above written.

LESSEE: Nashua Dog Owners Group, Inc.,

_____
Print Name_____
Title:_____,
Duly Authorized

CITY: City of Nashua

_____
James W. Donchess, Mayor,
Duly Authorized

THE CITY OF NASHUA

Division of Public Works

Engineering Department

"The Gate City"

Board of Public Works Meeting of October 27, 2016
Engineering Department

Agenda

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

B. Motion: To approve a Drainlayer's License for Nardone, Inc., 45 Outlook Road, Wakefield, MA 01880, in accordance with Nashua City Code §255-19 Issuance of Drainlayer's License.

C. Informational: Update on 2016 Paving Program

D. Informational: Amherst Street Improvements Project with Continental Paving, Inc. of Londonderry, NH – Schedule Impacts.

E. Motion: To approve a contract with Fremeau Appraisal, Inc. in the amount of $14,500 for the appraisal of six Broad St Parkway parcels or portions of parcels declared as surplus. Funding will be through: Department: 160 Administration; Fund: Bond; Activity: Broad Street Parkway.

F. Motion: To recommend to the Board of Aldermen the Acceptance of a portion of Cherrywood Drive (830 feet), Moonstone Court (510 feet), Annabelle Court (675 feet) and Tamora Court (380 feet) for Public Use and Maintenance in accordance with City Code 285-21 and 22.

G. Motion: To approve the use of DW Highway Traffic Mitigation funds in an amount not to exceed $7,050, to have Electric Light Company, Inc., of Cape Neddick, ME excavate, repair and patch underground conduit at the intersections of DW Highway at Graham and DW Highway at Circumferential Highway. Funding will be through: Department: 160 Admin & Engineering; Fund: Trust; Account Category: 55 Other Services.

9 Riverside Street • Nashua, New Hampshire 03062 • Phone (603) 589-3120 • Fax (603) 589-3169

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 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 August 1 through September 30, 2016.

Date	Permit #	Location Address	Owner Name/ Company Name	Comments (Residential or Commercial)	Fees	Betterment	Entrance	Connection
7/18/2016	23669	75 Crown St	International Rowing Club	Commercial New Service	$295.00	-	X	-
7/20/2016	23670	575 Amherst St	John Felix	Commercial Increase Use	$880.00	-	X	-
7/29/2016	23671	472 Amherst St	Global Adult Daycare/Health Center	Commercial Increase Use	$145.00	-	X	-
8/01/2016	23672	35 Lock St	Wanderson Martins	Commercial Increase Use	$295.00	-	X	-
8/02/2016	23673	72 A Underhill St	Francis X.Queen, Sr	Residential Increase Use	$1,163.07	X	X	X
8/02/2016	23674	72 B Underhill St	Francis X.Queen, Sr	Residential Increase Use	$1,163.07	X	X	X
8/17/2016	23675	322 Main Dunstable Rd.	Mary Flanders	Residential Replacement	$600.00	-	-	X
8/29/2016	23676	332 Nowell St	Eric Pearson	Residential New Service	$538.00	X	X	-
9/9/2016	23677	17 Durham St	Shannan Vital	Residential Replacement	$600.00	-	-	X
9/15/2016	23678	43 W. Hollis	Enrique Marrero	Commercial Increase Use	$333.51	-	X	-
9/20/2016	23680	9 Newbury St.	Aaron T. Reagan	Residential Increase Use	$0.00	-	-	-
9/22/2016	23681	27 Carmine Rd.	Franklin VanAntworpen	Residential Emergency Repair	$600.00	-	-	X
9/26/2016	23682	7 Monica Dr.	Galen J. Rose	Residential New Service	$295.00	-	X	-
9/26/2016	23683	5 Pendant Ln.	Etchstone Properties, Inc.	Residential New Service	$295.00	-	X	-
9/26/2016	23684	3 Pendant Ln.	Etchstone Properties, Inc.	Residential New Service	$295.00	-	X	-
9/26/2016	23685	7 Pendant Ln.	Etchstone Properties, Inc.	Residential New Service	$295.00	-	X	-
9/28/2016	23686	32 Burke St.	Francis X. Queen, Sr	Residential New Service	$295.00	-	X	-
9/28/2016	23687	34 Burke St.	Francis X. Queen, Sr	Residential New Service	$295.00		X	
				Total	**$8,382.65**			

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

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

Re: Drainlayer's License Application
Nardone, Inc.

B. Motion: To approve a Drainlayer's License for Nardone, Inc., 45 Outlook Road, Wakefield, MA 01880, in accordance with Nashua City Code §255-19 Issuance of Drainlayer's License.

Discussion: Nardone, Inc., of Wakefield, MA is requesting approval for a Drainlayer's License in accordance with Nashua City Code § 255-19 Issuance of a Drainlayer's License. The written references they submitted were checked. The Department of Public Works in the town of Wakefield, MA stated they have been licensed to perform general construction, utility service and utility main construction and have had no reason to suspend their license. In Wilmington, MA the DPW states they have satisfactorily completed utility construction in their town. In Reading, MA, Nardone was a Licensed Drain Layer that completed sewer services and other utilities according to town specifications.

These references were checked and found to be acceptable.

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: October 27, 2016

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

Re: 2016 Paving Program

C. Informational: Update on 2016 Paving Program

Attachment: 2016 Paving Program Status Update

Discussion: Attached is an update of the status of the streets included in the 2016 Paving Program.

Thirty-two of the thirty-four streets in the program are complete.

Galway Road is being reviewed with the contractor for the right treatment. The street is very flat and puddles greatly and a simple overlay will not improve it. The cost of reconstruction (reclaiming) the street is prohibitive because it is too small of a job. If the decision is to reclaim, we will put it off to the spring and combine it with other reclaim projects to get better pricing.

Temple St. cannot be paved until all the sewer work is complete. Repairing the sewer under the railroad tracks at the intersection with Amory St. is complicated and we are reviewing with various contractors, utilities and the Railroad what the best option is. At this time, we expect the final paving to be completed next year.

as of 10/14/2016

Attachment C1. Paving Program Status Update

Street	From	To	Status
Blackstone Dr	Amherst St	End	Completed.
Bowman Ln	Barnesdale Rd	Northeastern Blvd	Completed.
Briarcliff Dr	Fordham Dr	White Plans Dr	Completed.
Broad St	Hyannis St	Broadcrest Ln	Completed.
Carter Circle	Custom St	Circle	Completed.
Chaucer Rd	Spencer Dr	Coleridge Rd	Completed.
Coleridge Rd	Spencer Dr	Chaucer Rd	Completed.
Custom St	Tenby Dr	Harris Rd	Completed.
DW Highway, NB and SB	Adventure Way	Graham Rd	Completed.
Eleventh St	Ledge St	90' From Ledge St	Completed.
Fairmount St	Baldwin St	Charles St	Completed.
Flintlocke Dr	Jill Dr	End	Completed.
Galway Rd	Kenmare Rd	Raleigh Dr	Working with contractor to select repair option. Paving this year is uncertain.
Grenada Cir	Westgate Crossin	Circle	Completed.
Jill Dr	Harris Rd	End	Completed.
Kenmare Rd	Kerry Ln	Raleigh Dr	Completed.
Kerry Ln	Raleigh Dr	Raleigh Dr	Completed.
Lisa Dr	East Dunstable R	Lamb Rd	Completed.
Lone Star Dr	New Searles Rd	End	Completed.
Loring Dr	Yarmouth Dr	End	Completed.
Nelson St	Richmond St	End	Completed.
Ninth St	Ledge St	Will St	Completed.
Pelham St	Piermont St	Hyannis St	Completed.
Piermont St	Nelson St	Broad St	Completed.
Rene Dr	Main Dunstable	End	Completed.
Stafford Rd	Nottingham Dr	Northeastern Blvd	Completed.
Swift Dr	Whitman Rd	Chaucer Rd	Completed.
Tinker Rd	White Oak Dr	Beginning Of Bend	Completed.
Valencia Dr	Westgate Crossin	Circle	Completed.
W Hollis St	Wellesley Rd	Gary St	Completed.
Whitman Rd	Spencer Dr	Coleridge Rd	Completed.
Will St	Ninth St	Simon St	Completed.
Streets to be paved as part of sewer rehabilitation project			
Temple St	East Hollis St	Commercial St	Sewer repair was unable to be completed this year.

Note: Final Schedule to be dependent upon progress with preparation work and weather.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

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

Re: Amherst Street Improvements – Charron Avenue to Diesel Road
Construction Status Update

D. Informational: Amherst Street Improvements Project with Continental Paving, Inc. of Londonderry, NH – Schedule Impacts

Discussion: The Amherst Street Improvements project consists in the Charron Avenue area was approved by this Board in February 2016, and reapproved in March. At that time, a 10 percent contingency was added to the contract for potential changes. Original contract completion was scheduled for October 2016.

Unfortunately, the required roadway widening cannot be performed until the existing utility poles have been removed. While this effort was coordinated with the various utility companies involved, when it came time to relocate the overhead wires, it was determined that the new poles were not in the optimal locations requiring several poles to be reset and some additional pole replacements to be made. Despite cooperation amongst the utilities involved, the existing poles still have services on them and have not yet been removed. Efforts from the City and the various utility companies are on-going and the goal is to have the poles removed by the end of October. Due to colder overnight temperatures, paving of the road widening cannot be accomplished at that time.

As such, the project will go into a winter shutdown period from November 15 to April 15 (minimum time expected). Once the warmer spring temperatures arrive, the majority of the construction work will proceed. It is anticipated that this will take about two months. At that point, the project will be functional with the new signals operational but the finish paving and striping cannot occur until nighttime temperatures remain above 50 degrees. The finish paving will be closely coordinated with the abutters and will occur during the overnight hours and all work will be complete by July 15, 2017.

Currently the contractor is working on the installation of the signal foundations and new mast arms. By early November, as an interim measure, one left turning lane from Charron Avenue to Amherst Street should be operational (while maintaining the existing right turning lane).

Due to the additional effort, a change order has been processed that was funded from the contingency. Additional changes to the contract include: unsuitable soils were discovered adjacent to the jug handle and needed to be removed and replaced, additional conduits and pull boxes were required and minor drainage changes were necessary.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

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

Re: Broad Street Parkway
Property Appraisal

E. Motion: To approve a contract with Fremeau Appraisal, Inc. in the amount of $14,500 for the appraisal of six Broad St Parkway parcels or portions of parcels declared as surplus. Funding will be through Department 160 Admin/Engineering; Fund: Bond; Activity: Broad Street Parkway.

Discussion: The City acquired property in advance of construction of the Broad Street Parkway project. Some property or portions thereof are not needed for the alignment as constructed and have been declared surplus.

The City solicited proposals from qualified appraisers to perform appraisals of the following six (6) Broad St Parkway parcels determined to be surplus.

- 44 Broad Street, Assessor's Map 71, Lot 2
- 73-75 Broad Street, Assessor's Map 133, Lot 33
- 11 Baldwin Street, Assessor's Map 62, Lot 233
- 52 Baldwin Street, Assessor's Map 62, Lot 228
- 54 Baldwin Street, Assessor's Map 62, Lot 229
- 9 Hillcrest Avenue, Assessor's Map 62, Lot 182

Fremeau Appraisal, of Manchester, NH was the only proposal received, at a value of $14,500. It is recommended that Fremeau Appraisal, Inc. be awarded this contract based on a reasonable proposal and successful completion of past assignments, including an appraisal for Storehouse No 2 which stood up to a BTLA challenge.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

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

Re: Recommendation for the Acceptance of a portion of Cherrywood Drive, Moonstone Court, Annabelle Court and Tamora Court for Public Use and Maintenance

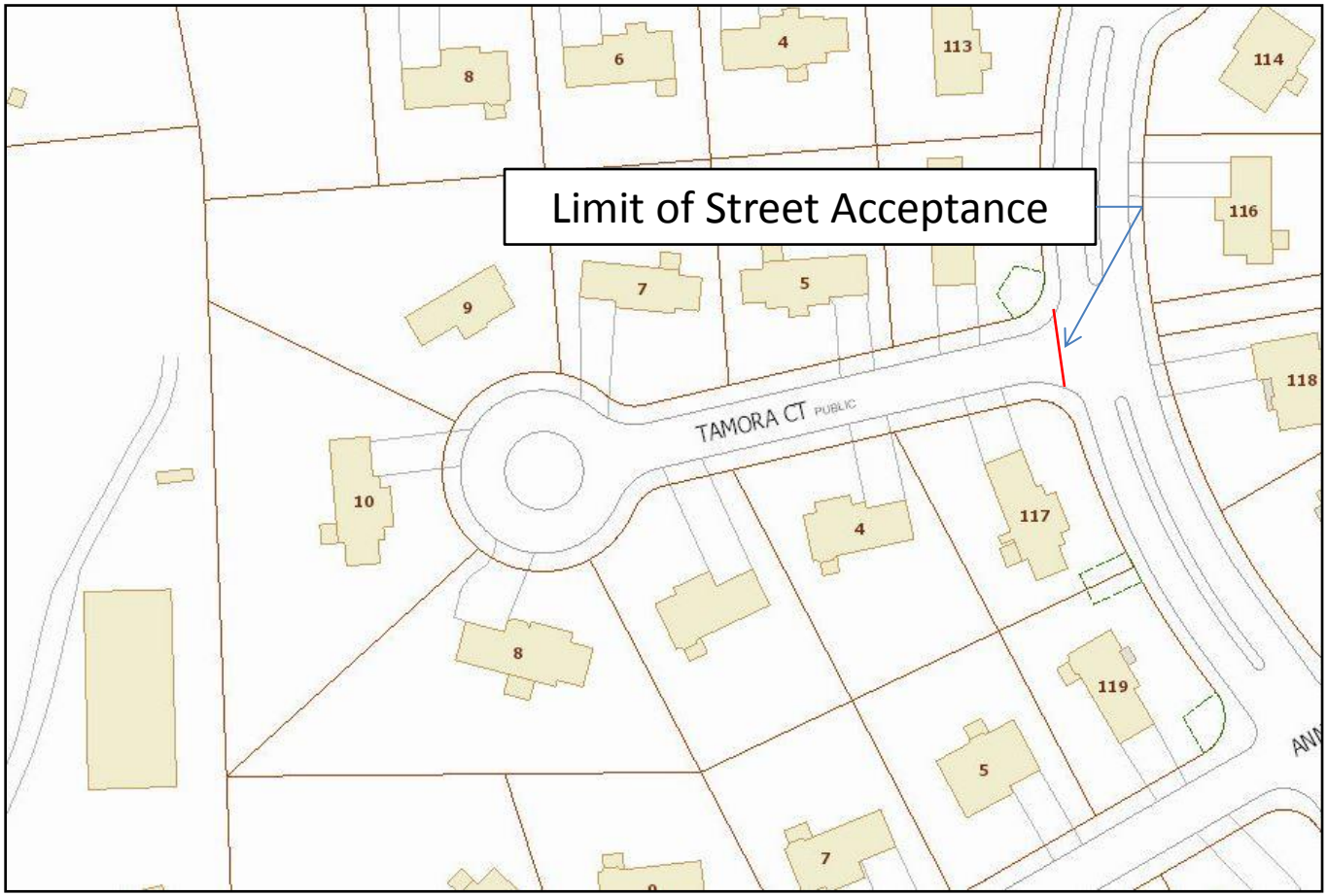
F. Motion: To recommend to the Board of Aldermen the Acceptance of a portion of Cherrywood Drive (830 feet), Moonstone Court (510 feet), Annabelle Court (675 feet) and Tamora Court (380 feet) for Public Use and Maintenance in accordance with City Code 285-21 and 22.

Attachment: Maps of a portion of Cherrywood Drive, Moonstone Court, Annabelle Court and Tamora Court

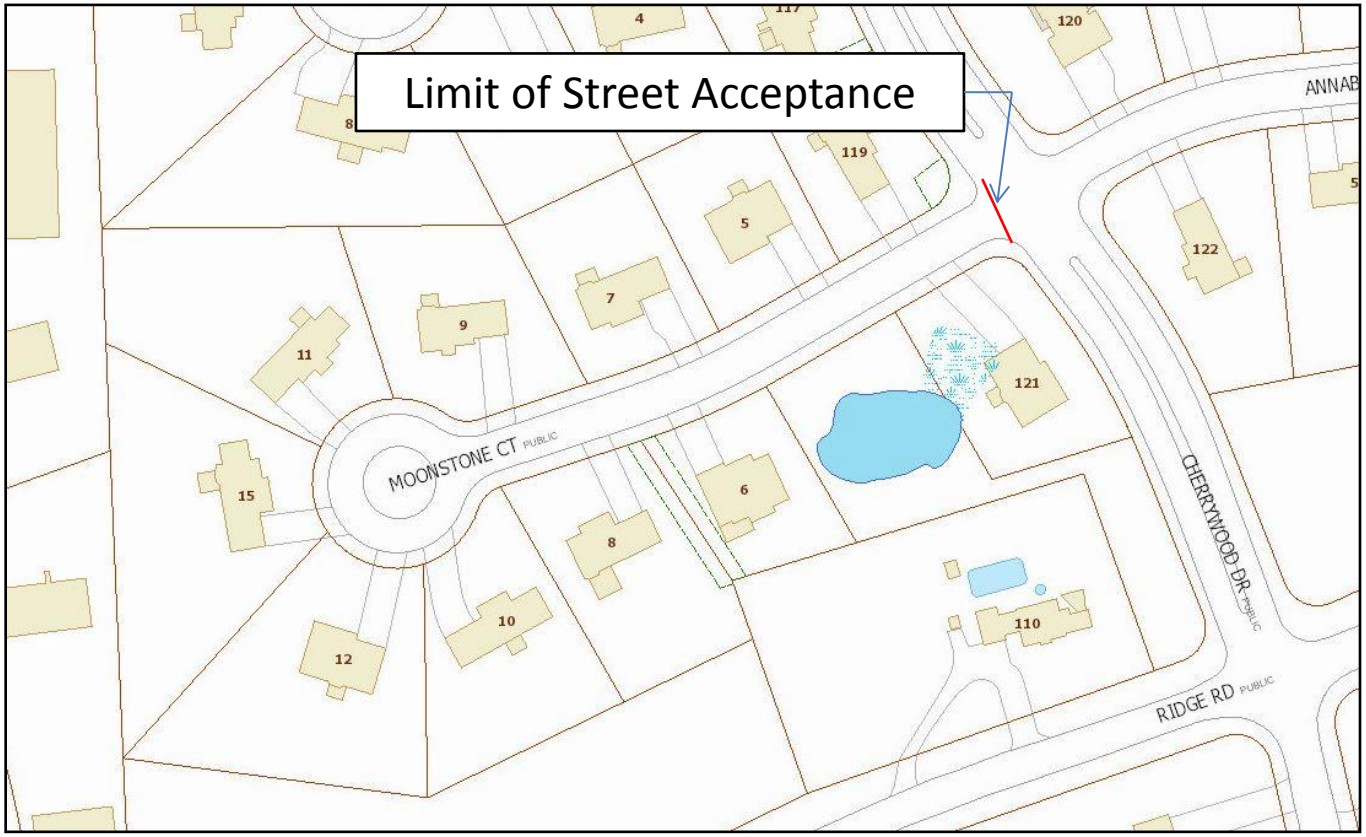
Discussion: The developer for Rosewood at Gagnon Farms has requested the City proceed with the street acceptance process for a portion of Cherrywood Drive, Moonstone Court, Annabelle Court and Tamora Court. The City Engineering Department has reviewed the outstanding punch list items for this street and has found that all items were completed in an acceptable manner and concurs with the Street Acceptance for a portion of Cherrywood Drive, Moonstone Court, Annabelle Court and Tamora Court. See attached maps for location.

At the Public Hearing and Committee on Infrastructure meetings held on October 12, 2016, several concerns were raised by the abutters. Due to the nature of the concerns raised, the Infrastructure Committee tabled their decision pending a recommendation from the Board of Public Works.

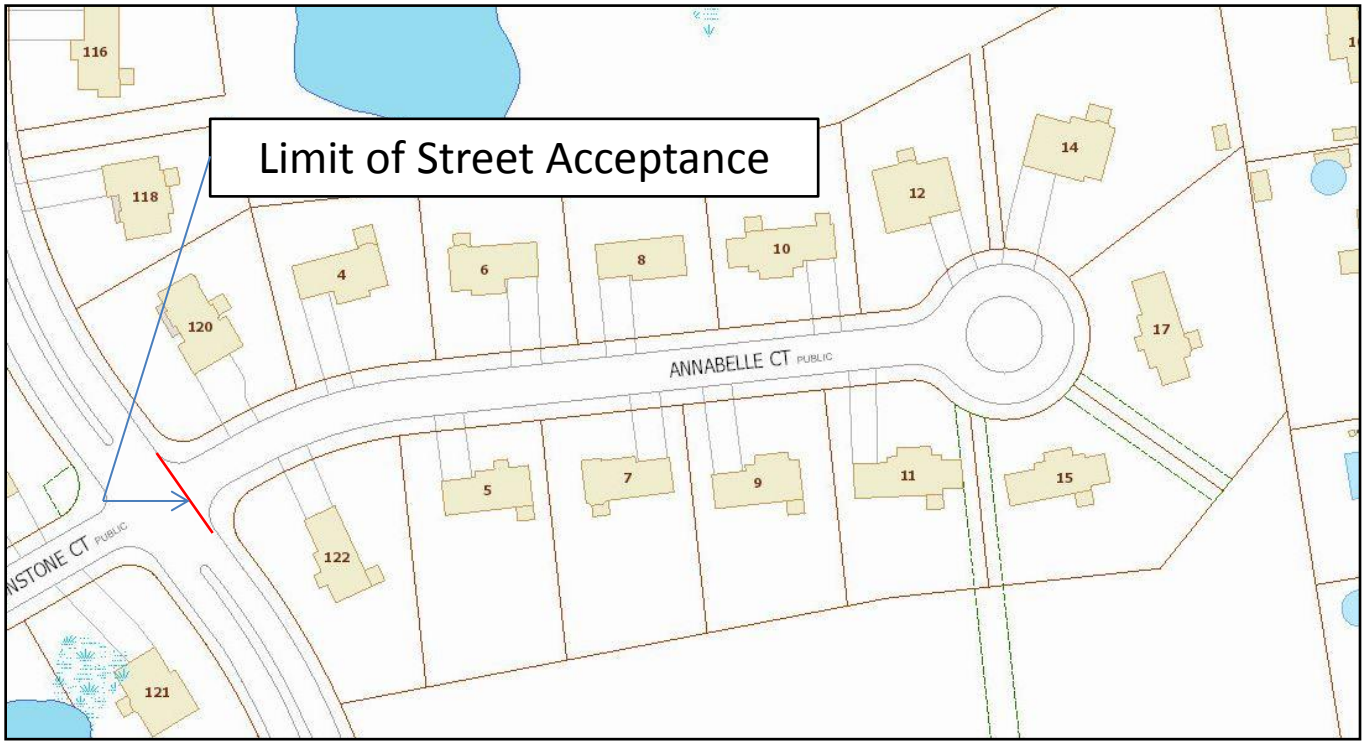
Cherrywood Drive



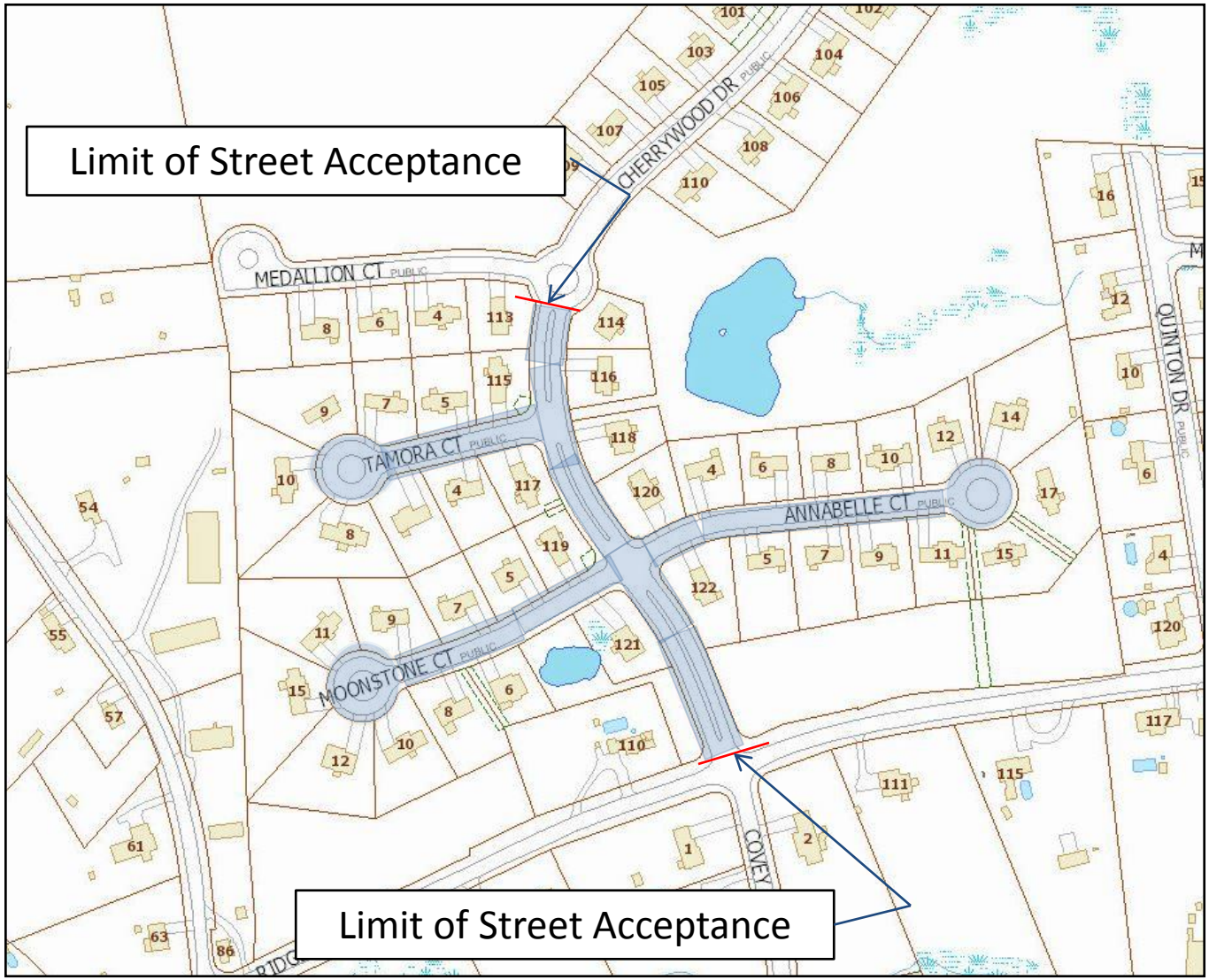
Tamora Court



Moonstone Court



Annabelle Court



Cherrywood Drive, Moonstone Court, Tamora Court and Annabelle Court

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

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

Re: Vehicle Detection on DW Highway (Excavation, Repair and Install New Conduit).

G. Motion: To approve the use of DW Highway Traffic Mitigation funds in an amount not to exceed $7,050, to have Electric Light Company, Inc., of Cape Neddick, ME excavate, repair and patch underground conduit at the intersections of DW Highway at Graham and DW Highway at Circumferential Highway. Funding will be through: Department: 160 Admin & Engineering; Fund: Trust; Account Category: 55 Other Services.

Attachment: Quote

Discussion: The existing underground cable at these two intersections is crushed, and we are unable to pull new wire cable through them to support the new video cameras being installed in this area.

This request is for the use of DW Highway Corridor Funds for the excavation, installation and repair of underground signal conduit at the intersection of DW Highway at Graham and the intersection of DW Highway at Circumferential Highway. The work will be done at a not to exceed cost of $7,050.

ELECTRIC LIGHT
COMPANY INC.

One Morgan Way Cape Neddick, ME 03902 207-361-1234

October 26, 2016

Wayne Husband
Nashua Department of Public Works
13 Stadium Drive
Nashua, NH 03061
603- 589-4757
husbandw@nashuanh.gov

RE: Vehicle Detection Project on DW Highway

Wayne,

We have found underground conduits that are unusable for pulling in cabling at three intersections. In order to install the new detection cabling, we must excavate, repair and patch these conduits. Pricing per location is:

A DW Highway at Graham Drive, replace / repair underground conduit on northeast corner between the mast arm pole and adjacent pull box. $3,250.00

B DW Highway at Circumferential Highway, repair / replace underground conduit on southwest corner between mast arm pole and adjacent pull box. $3,800.00

All locations will require patching in-kind, including sod, grass seed and mulch.

Not included in this quote is the repair or replacement of any other existing equipment to be reused that is found to be missing, damaged or unusable. Also not included are the costs for traffic control, police details or the costs of any permits, fees, bonds or taxes required by any state, municipal or utility agency.

Sincerely,
Electric Light Company, Inc.

Kenneth Miller
President

City of Nashua

Public Works Division
9 Riverside Street
Nashua, NH 03062

Wastewater Department
(603) 589-3560
Fax (603) 594-3474

Board of Public Works Meeting of October 27, 2016
Wastewater Department

Agenda

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

B. Motion: To approve the purchase in the amount of $37,600 from Alfa Laval Inc. of Richmond, VA to supply one digester sludge heat exchanger (Asset ID: PDSHX2) for the primary digester. Funding will be through Department: 169 Wastewater: Fund: Wastewater; Account Classification: 71 Equipment.

C. Motion: To approve the selection of Mr. Karl Soares of Manchester, NH to the position of Collection System Operator at the Wastewater Treatment Plant. Starting salary for this position will be $24.37 per hour. 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: October 27, 2016

From: Noelle Osborne, Plant Operations Supervisor
Wastewater Department

Re: Digester Heat Exchanger

B Motion: To approve the purchase in the amount of $37,600 from Alfa Laval Inc. of Richmond, VA to supply one digester sludge heat exchanger (Asset ID: PDSHX2) for the primary digester. Funding will be through Department: 169 Wastewater: Fund: Wastewater; Account Classification: 71 Equipment.

Discussion: The heat exchanger located at the base of the primary anaerobic digester transfers heat from the boiler to the solids in the digester. This maintains the temperature of the digester to an optimal 99 degrees, which is best for decomposition of the solids and for gas production. The function of this digester reduces the volume of solid waste to the City by approximately 60%. It additionally allows us to classify our solids as "Class B" meaning we can land apply. Both of these are cost savings to the City. Currently this heat exchanger has no redundancy. The one online, which was purchased in 2011, developed a leak this year that was, fortunately, repairable and was welded. If this were to fail, the lead time on this product is close to five month and would have an astronomical financial impact to the City of Nashua

For these reasons, the Wastewater Department is proposing to purchase a second heat exchanger to have on hand in the event of failure. The new exchanger must match the size and capacity of the existing heat exchanger. Hence Alfa Laval is being sole sourced for this purchase.

September 2, 2016
Alfa Laval Quote No. USRIMPL-1558

Alfa Laval Inc.
5400 International Trade Drive
Richmond, VA 23231

Tel: +1 804- 222-5300
Fax: +1 804-236-1364
www.alfalaval.com

Subject: **Nashua, NH WTP**
Sludge Spiral Heat Exchanger

Alfa Laval is pleased to provide this budgetary quotation for Spiral Heat Exchanger for the referenced Project.

Sludge Spiral Heat Exchanger
Alfa Laval Sludge Spiral Heat Exchanger with 150 ft^2 surface area, drop in replacement for Serial No. 30112-68233.

Budget Price: $37,600 (for quantity one)

- Material of construction is carbon steel SA-516-70.
- Unit will be designed, Fabricated, Tested and Stamped in accordance with the ASME code Section VIII, Div 1.
- Qty. (2) 6" Carbon Steel 150# Flange, Sch. 40 Sludge Inlet and outlet nozzles.
- Qty. (2) 6" Carbon Steel 150# Flange, Sch. 40 Hot Water Inlet and outlet nozzles.
- 1" Sludge continuous coil channel spacing with no obstructions (pins) through the sludge channel. Tangential sludge entry to promote even disbursement of sludge across channel.
- Qty. (1) Hinged cover for easy access to sludge channel. The water side is welded closed.
- Qty. (1) 4" Cleanout port for easy access to sludge inlet.
- Qty. (2) 2" NPT Backflush connections on Sludge connnections
- Qty. (8) ¾" 3000# couplings (provisions for pressure and temp. gauges/sensors).
- 1 – 3/8" 3000# coupling drain per hot water channel spiral winding.
- Qty. (1) 1" 3000# coupling sludge side drain located at the lowest point in cover.
- Qty. (1) Hardcopy of approval drawing or electronic submittal and transmission.
- Qty. (1) Hardcopy of standard format data book and e-mail submission.
- Standard packaging for covered indoor storage up to 12 months.
- Standard paint system. Surface preparation includes sandblasting in accordance to SSPC-SP-6. External carbon steel surfaces, except machined surfaces of flanges, painted with

International Interlac 789 (single component modified alkyd primer/finish), 4.0 mil minimum, in Alfa Laval blue.

Not included in our pricing under this scope are the following:

- Piping, Valves, Temperature or Pressure Gauges
- Insulation
- Anchor bolts
- Field pressure tests
- Field performance tests
- Taxes, Bonds
- Unloading at job-site
- Installation
- Field applied paint

Shipment: 15-16 Weeks after receipt of approved drawings.
Approval drawings shall be submitted 4 weeks ARO

Validity: Price is valid for 60 days

Terms: Subject to Alfa Laval Standard Terms and Conditions

Payment: 100% at shipment, Net 30 days from invoice.

Freight: FOB Jobsite. Freight is included in price.

WARRANTY STATEMENT

1. Warranty is twelve (12) months from startup or eighteen (18) months from shipment, whichever occurs first. Our warranty is for replacement parts only. Labor for installation is the responsibility of the owner. Alfa Laval will provide supervision at its sole discretion for replacement of major parts that fail under the warranty period.
2. Alfa Laval considers the equipment accepted and the warranty to begin:
   Upon beneficial use of the equipment, or
   Upon written acceptance of the equipment by the Owner, whichever comes first.

Thank you for this opportunity to provide our proposal for this project. Please feel free to contact me at the number shown below should you have any questions.

Best Regards,

Michelle Peel
Alfa Laval, Inc.
Process Technologies Division Sales Engineer
Ph: 804-545-8319
E-Mail: michelle.peel@alfalaval.com

TERMS AND CONDITIONS OF SALE

These Terms and Conditions Apply to All Quotations, Orders, and Contracts for Alfa Laval Inc. Products (hereafter "Equipment"). As used in these Terms and Conditions of Sale, the word "Equipment" includes all hardware, parts, components, software and options.

1. ACCEPTANCE: Our sale to you is limited to and expressly made conditional on your assent to the terms and conditions of sale herein and, if applicable, on the attendant quotation, both of which form a part of this order and which supersede and reject all prior agreements, representations, discussions or negotiations, whether written or oral, with respect hereto and any conflicting terms and conditions of yours, or any statement therein, whether or not signed by you. We will furnish only the quantities and Equipment specifically listed on the face hereof or the pages attached hereto. We assume no responsibility for terms or conditions of, or for furnishing other equipment or material shown in, any plans and/or specifications for a project to which the Equipment quoted or ordered herein pertain or refer.

2. PRICES: Unless otherwise specified in writing, all quoted prices are firm for thirty (30) days from the date of offer. Stenographic, clerical and mathematical errors are subject to correction.

3. DELIVERY: Dates for the furnishing of services and/or delivery or shipment of Equipment are approximate only and are subject to change. Quoted lead times are figured from the date of receipt of complete technical data and approved drawings as such may be necessary. We shall not be liable, directly or indirectly, for any delay in or failure to deliver caused by carriers or delays from labor difficulties, shortages, strikes or stoppages of any sort, failure or delay in obtaining materials from ordinary sources, fires, floods, storms, accidents, or other acts of God or *force majeure,* by any statute, regulation, administrative order or decree or order or judgment of a court of law or other causes beyond our reasonable control. Unless otherwise specifically agreed in writing by us, in no event shall we be liable for any damages or penalties whatsoever, or however designated, resulting from our failure to perform or delay in performing due to any of the causes specified in this paragraph 3.

4. SHIPMENT, RISK OF LOSS, TAXES: Prices are in U.S. Dollars, F.O.B. Alfa Laval shipping point, unless otherwise noted. Duty, brokerage fees, insurance, packing and handling as applicable are not included unless otherwise noted. Our prices do not include federal, state, municipal or other government excise, sales, use, occupational, processing, transportation or like taxes now in force or enacted in the future. You shall pay any taxes we may be required to collect or pay now or at any time in the future (including interest and penalties imposed by any governmental authority), or any taxes you may be required to pay, that are imposed upon the sale, delivery or support of Equipment purchased or licensed as a part of this order, or you shall provide us with a tax exemption certificate acceptable to the appropriate taxing authorities.

5. CREDIT AND PAYMENT: Unless otherwise noted on the face hereof payment for Equipment shall be (30) days net. *Pro rata* payments shall become due with partial shipments. Any discount period which may be granted by us begins on the invoice date and all payments are due 30 days after the invoice date. All payments shall be made without deduction, deferment, set-off, lien or counterclaim of any nature. All amounts due not paid within 30 days after the date such amounts are due and payable shall bear interest at the lesser of 1.5 percent per month or the maximum rate of interest allowed by law. We reserve the right at any time to suspend credit or to change credit terms provided herein, when, in our sole opinion, your financial condition so warrants. Failure to pay invoices when such invoices are due and payable, at our election, shall make all subsequent invoices immediately due and payable irrespective of terms, and we may withhold all subsequent deliveries until the full account is settled. We shall not, in such event, be liable for delay of performance or nonperformance of contract in whole or in part subsequent to such event.

6. CANCELLATIONS AND CHANGES: Orders which have been accepted by us are not subject to cancellation or changes in specification except upon prior written agreement by us and upon terms that will indemnify us against all losses resulting

from or arising out of such cancellation or change in specifications. In the absence of such indemnification, we shall be entitled to recover all damages and costs of whatever nature permitted by the Uniform Commercial Code.

7. DEFERRED SHIPMENT: If shipment is deferred at your request, payment of the contract price shall become due when you are notified that the Equipment is ready for shipment. If you fail to make payment or furnish shipping instructions we may either extend the time for so doing or cancel the contract. In case of deferred shipment at your request, storage and other reasonable expenses attributable to such delay shall be payable by you.

8. EQUIPMENT WARRANTY AND REMEDY:

(a) For new Equipment only, we warrant to you that the Equipment that is the subject of this sale is free from defects in design (provided that we have design responsibility), material and workmanship. The duration of this warranty is twelve (12) months from delivery to you (the "Warranty Period"). If you discover within the Warranty Period a defect in design, material or workmanship, you must promptly notify us in writing. Within a reasonable time after such notification, we will correct any such defect with either new or used replacement parts, at our option. Such repair, including both parts and labor, is at our expense.

(b) For repairs, parts and service provided by us, we warrant to you that the repairs parts and service we provide to you will be free from defects in material and workmanship. The duration of this warranty is ninety (90) days from as applicable (i) the date the machine which required the repairs, parts or service is returned to you by us, (ii) the date of your receipt of the part, or (iii) the date of repair, if performed at your facility. If during this ninety day period you discover a defect in the repairs, parts or service you must promptly notify us in writing.

(c) All warranty service is subject to our prior examination and approval and will be performed by us at your facility or at service centers designated by us. All transportation to and from the designated service center will be at our expense. If we are unable to repair the Equipment to conform to the warranty after a reasonable number of attempts, we will provide, at our option, one of the following: (i) a replacement for such Equipment, or (ii) full refund of the purchase price. These remedies are your exclusive remedies for breach of warranty. Unless otherwise agreed in writing by us, our warranty extends only to you and is not assignable to or assumable by any subsequent purchaser, in whole or in part, and any such attempted transfer shall render all warranties provided hereunder null and void and of no further force or effect.

(d) We will use all reasonable efforts to obtain for you any manufacturer's guarantees or warranties for any sub-assemblies included in the Equipment. To the extent such warranties are assignable, we hereby assign to you all warranties that are granted to us by our suppliers of any sub-assemblies contained in the Equipment.

(e) The warranties set forth above are inapplicable to and exclude (i) any product, components or parts not manufactured by us or covered by the warranty of another manufacturer, (ii) damage caused by accident or the negligence of you or any third party, normal wear and tear, erosion, corrosion or by disasters such as fire, flood, wind and lightning, (iii) damage caused by your failure to follow all installation and operation instructions or manuals or to provide normal maintenance, (iv) damage caused by unauthorized or improper installation of attachments, repairs or modifications, (v) damage caused by a product or component part which we did not design, manufacture, supply or repair, or (vi) any other abuse or misuse by you or any third party.

9. LIMITATION OF LIABILITY: In no event shall we be liable, and you hereby waive any claims against us and release us from liability to you, for any indirect, special, punitive, incidental, or consequential damages whatsoever based upon breach of warranty, breach of contract, negligence, strict tort, or any other legal theory. Excluded damages include, but are not limited to, loss of profits, loss of savings or revenue, loss of use of the Equipment or any associated equipment, cost of capital, cost of any substitute Equipment, facilities or services, downtime, the claims of third parties including customers, and injury to property. This limitation does not apply to claims for personal injury. Some states do not allow limits on warranties, or on remedies for breach in certain transactions. In such states, certain of the limitations in this paragraph and in subparagraph 8(c) may not apply.

10. OWNERSHIP: All drawings, designs and specifications supplied by us have been prepared or assembled by us and are solely our property. Such drawings, designs and specifications have been furnished in order to provide full documentation and on the condition that they shall not be reproduced or copied in any manner whatsoever, in whole or in part, except for

your internal use as necessary, and upon the further condition that, as our sole property, they shall not be used, in whole or in part, for furnishing information to others or for any purpose not specifically authorized in a writing signed by one of our corporate officers. These ownership provisions shall not be superseded by any printed form used in connection with or arising out of a sale induced by a proposal or otherwise.

11. PATENT INFRINGEMENT (a) We warrant that the Equipment in the condition sold to you is free of the rightful claim of infringement of any apparatus claims of any third-party U.S. patent issued as of the date of our acknowledgment and acceptance of your order, and we will defend, indemnify and hold you harmless from such claims; provided, however, we make no express or implied warranties of non-infringement and undertake no indemnification in respect of third-party rights where the alleged patent infringement is based upon or related to (i) any method, process or product claims in third-party U.S. patents; (ii) any combination of the Equipment with other equipment not supplied by us; or (iii) any modifications of the Equipment made by you and not approved by us.

(b) You shall notify us within 30 days of your receipt of notice of an alleged third-party patent infringement claim that would entitle you to patent infringement indemnification pursuant to paragraph 11(a), and we shall thereupon assume defense of the claim at our expense. We shall have the sole right to settle or otherwise compromise such a third-party claim, including but not limited to the right to either (i) modify the Equipment to avoid infringement if you are agreeable to the modification, (ii) repurchase the Equipment from you at a price equal to the then-current fair market value of the Equipment, or (iii) secure rights by assignment or license to permit continued use of the Equipment.

(c) If a third party charges us with patent infringement relating to Equipment sold by us to you, we shall have the right to either (i) modify the Equipment to avoid infringement if you are agreeable to the modification, (ii) repurchase the Equipment from you at a price equal to the then-current fair market value of the Equipment, or (iii) secure rights by assignment or license to permit continued use of the Equipment. If a third party charges us with patent infringement on the bases set forth in paragraph 11(a)(i), (ii) or (iii), you shall hold us harmless for all expenses and awards of damage assessed against us, and we shall also have the right to modify or repurchase the Equipment or to secure rights for continued use by way of assignment or license as set forth in this paragraph.

(d) Our total, cumulative liability under paragraphs 11(a), (b) and/or (c) is limited to 100% of the price paid to us by you for the Equipment.

12. SAFETY AND HEALTH STANDARDS: The Equipment described herein (or on the specifications provided herewith) complies with applicable safety and health standards issued pursuant to the Occupational Safety and Health Act of 1970 (the Act) and in effect on this date as such standards are interpreted and understood by us. These standards may be amended and/or their meaning may be clarified prior to shipment or performance, and if such change or clarification requires changes in the Equipment described herein, we shall make the necessary changes available to you. You shall pay for any and all such changes at our prices therefor in effect at time of shipment or performance, as the case may be. Because actual compliance by employers with the Act is beyond our control, we cannot and do not represent that the use of the Equipment described herein, nor the location, installation or maintenance thereof, will comply with the Act or regulations and standards issued pursuant thereto. We make no representation of compliance with safety and health standards contained in any statute, regulations or ordinance of any state or political subdivision thereof applicable to the Equipment described herein unless you have notified us of the existence and contents of such standards and we have agreed in writing to the incorporation of such standards in the specifications relating to such Equipment. Nothing in this provision shall operate to modify or affect in any manner whatsoever our disclaimer of any liability for consequential damages contained elsewhere in these terms and conditions of sale.

13. INSPECTION: Upon prior written notice, you may make reasonable inspections of Equipment at our facility. We reserve the right to determine the reasonableness of the request and to select an appropriate time and location for such inspection.

You agree to execute appropriate confidentiality provisions upon our request prior to visiting our facility. All costs of inspection shall be solely determined by us and shall be payable by you. No inspection or expediting by you at the facilities of our suppliers is authorized.

14. SOFTWARE PROVISIONS: If software is provided hereunder, you are granted a nonexclusive, royalty free license only for your use of the software provided with our Equipment. Under this license you may: (i) use our software in machine readable object code only and only with the Equipment provided; (ii) copy our software into any machine readable object code form for back up purposes in support of your use of our software on the Equipment provided; and (iii) create one additional copy of the software for archival purposes only. This license may not be assigned, sublicensed or otherwise transferred by you without our prior written consent. You hereby recognize and acknowledge that the software provided to you hereunder comprises valuable trade secret and/or copyright property of Alfa Laval [or its licensor] and you covenant that you will take adequate precautions against access to the software by, or disclosure of the software to, anyone not authorized hereunder to use or have access to the software.

15. TIME LIMIT FOR BRINGING SUIT: Any action you file against us, whether for breach of contract, including but not limited to breach of warranty, or for negligence or strict tort, must be commenced within 90 days following the expiration of the Warranty Period.

16. MODIFICATION OF TERMS: The terms and conditions of sale set forth herein are an integral part of our proposal and/or confirmation of order. These terms shall not be deemed altered or modified by printed or other "standard" terms in a purchase order, acceptance or similar document. Our confirmation or acknowledgment of any order is with the express understanding that all printed or other "standard" language on any such documents submitted by you will be entirely disregarded to the extent that it varies from the terms and conditions of this proposal/order which may be modified only by typed or handwritten language in the body of your order, acceptance or similar document, together with a written acknowledgment and acceptance of such modification by us.

17. LIMITATION ON WARRANTIES: THE WARRANTIES SET FORTH HEREIN ARE IN LIEU OF ANY OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING AN IMPLIED WARRANTY OF MERCHANTABILITY, AN IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, AND AN IMPLIED WARRANTY OF NONINFRINGEMENT. WE HEREBY EXPRESSLY EXCLUDE FROM THIS CONTRACT THE IMPLIED WARRANTY OF MERCHANTABILITY, THE IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, AND THE IMPLIED WARRANTY OF NONINFRINGEMENT. OUR WARRANTIES AND LIABILITIES HEREUNDER ARE LIMITED AS STATED HEREIN.

18. APPLICABLE LAW: Any controversy or claim arising out of the contract or the breach thereof shall be finally decided with binding effect on both parties by the courts of Virginia and in accordance with the laws of the Commonwealth of Virginia, without giving effect to the provisions thereof relating to conflict of laws.

THE EQUIPMENT AND PARTS DESCRIBED IN THESE TERMS AND CONDITIONS OF SALE MAY CAUSE INJURY IF NOT OPERATED PROPERLY AND FOR THIS REASON ALL OPERATORS SHOULD BECOME THOROUGHLY FAMILIAR WITH THE OPERATING INSTRUCTIONS BEFORE OPERATING THE EQUIPMENT.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Noelle Osborne, Plant Operations Supervisor
Wastewater Department

Re: Selection of Collection System Operator

C Motion: To approve the selection of Mr. Karl Soares of Manchester, NH to the position of Collection System Operator at the Wastewater Treatment Plant. Starting salary for this position will be $24.37 per hour. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

Attachments: Application

Discussion: This vacancy was the result of the promotion of Stephan Lecomte to WWTP Mechanic 1st Class effective at the May 30, 2016. This position was posted per AFSCME CBA and there were no qualified internal applicants so the position was advertised in the local newspaper and regional trade journals.

There were six qualified external candidates that were all interviewed. The interview team consisted of Noelle Osborne, Plant Operations Supervisor, James Lavalley and Jason Hayden, Wastewater Foremen, Andy Patrician, Public Works Division Operations Manager and Jeff Lafleur, Solid Waste Superintendent. The team asked several interview questions related to the job. The selected candidate was then interviewed by the Director of Public Works, Lisa Fauteux.

It was determined that Mr. Soares has the minimum qualifications, and sufficient experience and ability to do the job and is recommended for the position pending acceptable background checks.

City of Nashua Online Application

Soares, Karl - AppNo: 11924 Date Submitted: 10/9/2016

Personal Data

Name: Karl (First) J (Middle Initial) Soares (Last)

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

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

Email Address:

Postal Address

Permanent Address
Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:

Present Address (until N/A)
Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Position Desired:

	Experience in Similar Positions
Skilled Craft	
1. Equipment Operator,Street Repair	25 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**	
kent septic Truck driver for septic/snow plowing		4 crane way hooksett, nh 03106 603-668-5368		chris kent	
Date From - Date To:	06/2014 -	**Full or Part Time:**	Full	**Last Annual Salary:**	55,000
Reason for Leaving:					
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	truck driver for septic/ plow truck				

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
daves septic/city fuel truck driver for septic/truck driver for heating		67 willow st manchester, nh 03103 603-668-3402		jay p winslow	
Date From - Date To:	02/2008 - 05/2014	**Full or Part Time:**	Full	**Last Annual Salary:**	42,000
Reason for Leaving:	better opportunities				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	truck driver for septic/heating, small machinery operator				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
felix truck driver for septic		2 thibeault dr bow, nh 03304 603-623-7907		ryan bedard	
Date From - Date To:	01/1997 - 02/2008	**Full or Part Time:**	Full	**Last Annual Salary:**	38,000
Reason for Leaving:	better opportunities				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	truck driver for septic and small machinery operator.				

Education

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

High School Attended: west high school
Highest grade completed: 11th Grade

Highest Degree Attained: Ed.D/Ph.D/etc.

Colleges, Universities and Technical Schools Attended:

No education was entered.

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 the knowledge and the experience in which field i am applying for. I have the willingness to learn and further my career in anyway possible. I have 25 years of the experience in this field, I believe i would be a valuable asset for the city of nashua. attn.... Jay hayden

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	bill petrin	Scott
Employer:	kent septic	hooksett highway dept
Current Position:	Inspector	head operator for hooksett highway maintenance
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	co-worker	co-worker
Years Known:	3 years	2

	Reference 3 of 3	
Name:	Jay hayden	
Employer:	city of nashua	
Current Position:	admin	
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:		
Years Known:		

Referrals

How did you hear about employment with us?

No method given.

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?	will further discuss

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.

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.

X	Signed: **karl soares** Stamped: **10/9/2016 1:22:04 PM; 98.229.238.245; Applicant - #11924 - Karl Soares;**

☒ I agree

Resume

THE CITY OF NASHUA

Division of Public Works

Street Department

"The Gate City"

Board of Public Works Meeting of October 27, 2016
Street Department

Agenda

A. **Motion:** To approve the purchase of a 2017 Ford F350 Utility Body Truck from MHQ of Shrewsbury, MA for the price of $48,232.00 pursuant to the State of Massachusetts Plymouth County Contract. Funding will be through Department: 161 Street; Fund: Trust; Activity: CERF.
B. **Motion:** To approve the purchase of a 2016 LeeBoy 7000C Asphalt Paver from Ambrose Equipment of Hooksett, NH for the price of $108, 981.25 pursuant to the National Joint Powers Alliance (NJPA) contract #113012-VTL. Funding will be through Department: 161 Street; Fund: Trust; Activity: CERF.
C. **Motion:** To approve the contract for winter road sand with Plourde Sand & Gravel Co., Inc., of Suncook, NH at the bid price of $9.74 per ton. Total amount of this purchase order will be for 1,642 tons or a budgeted value of $16,000. Funding will be through Department; 161Streets; Fund; General; Account Classification; 61-Supplies and Materials.
D. **Motion:** To approve the selection of Daryl Johnson of Nashua, NH to the position of Auto Mechanic 1st class, 2nd shift, Street Department. Starting salary for this position will be $27.08 per hour for a yearly salary of $56,326.40. Funding will be through: Department: 161 Street; Fund: General; Account Classification: 51 Salaries & Wages.

9 Stadium Drive • Nashua, New Hampshire 03062 • Phone (603) 589-4750 • Fax (603) 594-3396

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Jon Ibarra, Superintendent
Street Department

Re: Purchase of a F350

A. Motion: To approve the purchase of a 2017 Ford F350 Utility Body Truck from MHQ of Shrewsbury, MA for the price of $48,232 pursuant to the State of Massachusetts Plymouth County Contract. Funding will be through Department: 161 Street; Fund: Trust; Activity: CERF.

Attachments: Quote sheet

Discussion: The Street Department currently operates #53 a ¾ Ton Chevrolet Utility Body Pickup Truck on CERF for FY17. In September a quote was requested from MHQ based on the Plymouth County Contract for 2016. Truck #53 is a 2005 Chevrolet CK2500 4x4 Utility Body Truck used as a masons vehicle and for winter snow operations. It currently has 85,000 miles and requires frequent repairs to remain a reliable front line vehicle.

The replacement F350 will be equipped like for like with the exception of having dual rear wheels which will increase its payload capacity when carrying mason supplies and towing the mason's trailer. This is a planned CERF FY17 purchase.

The current CK2500 will be kept as a back line vehicle until it is no longer feasible to repair.

MHQ
VEHICLES ■ EQUIPMENT ■ GEAR

QUOTE

CUSTOMER

Contact Name:	John Stewart	Date:	August 19, 2016
Company/Dept:	Div. of Public works	Valid for:	
Street Address:	9 Stadium Drive	Customer #:	
City, State, Zip:	Nashua, NH 03062	Contract:	Plymouth County
Phone:	603-589-4714	Sales Rep:	Kris Wright
E-Mail:	stewartj@nashuanh.gov		

CONTRACT LINE REFERENCE	LINE DESCRIPTION	UNIT PRICE	QTY.	EXTENDED PRICE
15-25	2017 F350 DRW Chassis, 145" WB, 60" CA	$25,273.00	1	$25,273.00
	Omaha Orange, Factory Special Paint	623.00	1	623.00
	Four Wheel Drive	3,995.00	1	3995.00
90L	Power Windows, Locks and Power Heated Mirrors	890.00	1	890.00
473	Plow Prep Package	83.00	1	83.00
52B	Electronic Trailer Brake Controller	262.00	1	262.00
22.17	Trailer plug: Pin or Ford Factory Plug	175.00	1	175.00
22.14	Class III receiver hitch	395.00	1	395.00
18B	Black Molded Running Boards	311.00	1	311.00
T8.03	9' Steel Utility Body for DRW Chassis	8,195.00	1	8195.00
T1.08	Whelen L31HAF LED Beacon on cab roof	395.00	1	395.00
T1.20	(2) 700 Series Amber LEDs on back of body	475.00	1	475.00
T2.19	9' Fisher HD Snow Plow	5,995.00	1	5995.00
T2.30	Bolt on Steel Cutting Edge	245.00	1	245.00
T6.08	Steel Bulkhead for Utility Body	695.00	1	695.00
	Factory Shop Manual (CD Version)	225.00	1	225.00
			TAX:	
			TOTAL:	**$48,232.00**

TERMS AND CONDITIONS

M.G.L c. 30B applies to the procurement of all commodities quoted. Contract items have been collectively purchased pursuant to M.G.L c 30B sec 1c and M.G.L c.7 sec 22B. The government body is responsible to determine the applicibility of M.G.L. c30B to off contract items, but not limited to, off contract items that have already been properly procured under M.G.L. c30B sec 1c and M.G.L. c7 sec 22A (purchases from a vendor on contract with the Commonwealth), other contracts procured under M.G.L. c30B sec 1c and M.G.L. c. 30B contract between the vendor and the jurisdiction. All off contract items must be proccured under M.G.L. c. 30B.

ORDER ACKNOWLEDGEMENT

By signing this document you are agreeing to the above terms and conditions of this order from MHQ, Inc.

x _____

PRINT NAME

x _____

TITLE

MHQ Inc. 401 Elm St. Marlborough, MA 01532
Kris Wright 508-573-2618 kwright@mhq.com

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Jon Ibarra, Superintendent
Street Department

Re: Purchase of a 2016 LeeBoy 7000C Asphalt Paver

B. Motion: To approve the purchase of a 2016 LeeBoy 7000C Asphalt Paver from Ambrose Equipment, Hooksett NH for the price of $108, 981.25 pursuant to the National Joint Powers Alliance (NJPA) contract #113012-VTL. Funding will be through Department: 161 Street; Fund: Trust; Activity: CERF.

Attachments: Quote sheet

Discussion: The Street Department currently operates #97 a 1999 Neal Paver that currently has approximately 1,800 hrs. The paver is in need of major repairs to the feed screeds and the engine cooling system. Neal Paver, the manufacturer, is out of business and replacement parts are not available.

The new LeeBoy 7000C is a 6 ton state of the art paver with full hydraulic controls, hydrostatic drive, automatic track adjusters, 4 LED work lights, multiple propane burners for the main screed and extensions, it also has the ability to be operated from either side of the machine.

The current Neal Paver will be traded to help offset the cost of purchase of the LeeBoy 7000C Asphalt Paver.

AMBROSE EQUIPMENT CO., INC.

1401 Hooksett Road
Hooksett, NH 03106
(603) 644-8787
Fax: (603) 644-8747

1 Madison Street
Plainville, MA 02762
(508) 643-0044
Fax: (508) 643-0034

Supplying New England with World Class Equipment for nearly 30 years!
www.AmbroseEquipment.com

Ship To: SAME AS BELOW

Invoice To: NASHUA, CITY OF - CENTRAL PURCHASING
ATTN: ACCOUNTS PAYABLE
P O BOX 2019
NASHUA NH 03061-2019

Branch		
01 - HOOKSETT		
Date: 09/15/2016	Time: 14:35:37 (O)	Page: 1
Account No.: NASHU001	Phone No.: 6035893175	Estimate No.: 04 Q02037
Ship Via:	Purchase Order: NEED PO	
JONATHAN E HARKNESS	Salesperson: JEH	

EQUIPMENT ESTIMATE - NOT AN INVOICE

Description ** Q U O T E ** EXPIRY DATE: 10/14/2016 Amount

```
*****************************************************
NJPA CONTRACT #: 113012-VTL
*****************************************************

Stock #: W002751          Serial #: 137678                    113981.25
New  2016 LB 7000C
New 2016 LEEBOY 7000C PAVER
****INCLUDING THE FOLLOWING OPTIONS****
7000C   PAVER LEEBOY L7000C KUB 65HP 4F     $ 114,900.00
LED WORK LIGHT PACKAGE (4 LIGHTS)           $   1,200.00
982111  HOSE REEL                           $     775.00
TOTAL:                                      $ 116,875.00
NJPA DISCOUNT (5%)                          $  (5,843.75)
TOTAL NJPA LIST PRICE:                      $ 111,031.25
TRADE IN-1999 NEAL DM5500
SN DM550-0072-0409                          $  (5,000.00)
FREIGHT SPECIAL ONE TIME PRICING            $   2,950.00
TOTAL PRICING DELIVERED TO AGENCY           $ 108,981.25
*******************************************************
Possible Options, Manufacture List Price:
TRUCK HITCH                                 $   7,200.00
FAIL-SAFE BRAKE W/ ANTI-CREEP               $   2,050.00
SECOND SEAT                                 $     550.00
SONIC AUGER, SENSORS AND CORDS              $   4,875.00
ELECTRIC SCREWS FOR GRADE CONTROL           $   2,450.00
WIRING ONLY, GRADE CONTROLS (TOPCON)        $   3,950.00
SONIC GRADE CONTROL, ONE SIDE (TOPCON)      $   9,950.00
*******************************************************

                                Sale # 01 Subtotal:    113981.25
                                            TOTAL:     113981.25
```

AMBROSE EQUIPMENT CO., INC.

1401 Hooksett Road
Hooksett, NH 03106
(603) 644-8787
Fax: (603) 644-8747

1 Madison Street
Plainville, MA 02762
(508) 643-0044
Fax: (508) 643-0034

Supplying New England with World Class Equipment for nearly 30 years!
www.AmbroseEquipment.com

Ship To: SAME AS BELOW

Invoice To: NASHUA, CITY OF - CENTRAL PURCHASING
ATTN: ACCOUNTS PAYABLE
P O BOX 2019
NASHUA NH 03061-2019

Branch		
01 - HOOKSETT		
Date: 09/15/2016	Time: 14:35:37 (O)	Page: 2
Account No.: NASHU001	Phone No.: 6035893175	Estimate No.: 04 Q02037
Ship Via:	Purchase Order: NEED PO	
JONATHAN E HARKNESS		Salesperson: JEH

EQUIPMENT ESTIMATE - NOT AN INVOICE

Description ** Q U O T E ** EXPIRY DATE: 10/14/2016 Amount

Trade Ins
=========

USED 1999 NEAL DM5500 ASPHALT PAVER
HOURS??
Serial #: DM550-0072-0409 5000.00-

Trade In Total: 5000.00-

Subtotal: 108981.25
Quote Total: 108981.25

Authorization: _____

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Jon Ibarra, Superintendent
Street Department

Re: Winter Road Sand

C. Motion: To approve the contract for winter road sand with Plourde Sand & Gravel Co., Inc., of Suncook, NH at the bid price of $9.74 per ton. Total amount of this purchase order will be for 1,642 tons or a budgeted value of $16,000. Funding will be through Department; 161Streets; Fund; General; Account Classification; 61-Supplies and Materials.

Discussion: The City solicited bids under IFB0778-101416 from qualified suppliers for the Winter Road Sand as required by the Street Department. A total of four vendors were solicited. Bids were opened on Friday, October 14, 2016. A summary of the bids received is noted below. Plourde Sand & Gravel Co., Inc. were the low bidders

Summary of Bids for IFB0778-101416
FY 17 Winter Road Maintenance Sand

Company	Price per ton, delivered
Plourde Sand & Gravel	$9.74
F.L. Merrill Construction	$ 9.75
New Ipswich, NH	10.45
Brox Industries Inc.	$13.50

September 23, 2016

INVITATION TO BID

FY17 Winter Road Maintenance Sand
IFB0778-101416

The City of Nashua invites bids from qualified suppliers for Winter Road Maintenance Sand as required by the Street Department for the 2016-2017 Winter.

INSTRUCTIONS TO BIDDERS:

Bids must be submitted on the Bid Form, in its entirety with **one (1) original and one (1) copy**, in a sealed envelope clearly marked **"Winter Road Maintenance Sand"** and must be received at the Central Purchasing Office, 229 Main Street, Room 128, Nashua, NH 03060 prior to **3:00 pm on Friday, October 14th, 2016.** Postmarks or other timestamps will not be accepted in lieu of actual delivery. The contractor can use whatever delivery mechanism it chooses as long as it remains clear that the contractor is responsible for submissions prior to the date and time. Further details are available on the City's web site, www.nashuanh.gov, under Services, Current Bids, document **IFB0778-101416.**

Bids will be opened in public on the due date and time. Results of the bid opening will be posted on the City's web site, under Bid Results, within twenty-four (24) hours of the opening.

Bids must be submitted in the format provided and address the items specified in the bid package. Bids that do not include the required sieve analysis and Fineness Modulus calculation will be disqualified.

Requested completion/delivery information must be supplied. This may have a bearing on award.

The City of Nashua may reject any or all of the bids on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim or cause of action by any unsuccessful bidder against the City of Nashua.

All bids are binding for sixty (60) days after bid opening. The City is exempt of all taxes. All bids must be FOB delivered, Nashua, NH. All bidders must comply with all applicable Equal Employment Opportunity laws and regulations

Pursuant to NRO 5-71 (A), the City of Nashua supports the concept of purchasing products which are biodegradable, can be or have been recycled, or are environmentally sound. Due consideration will be given to the purchase of such products. If you are bidding on any such products which qualify, please so indicate in a cover sheet by item number and description.

Pursuant to NRO 5-78 (F), the purchasing manager shall not solicit a bid from a contractor who is in default on the payment of taxes, licenses or other monies due the city. Therefore, this bid request is void as to anyone who is in default on said payments.

Questions on this Invitation for Bid must be submitted **in writing** to

Jon Ibarra, Superintendent of Streets, at Ibarraj@nashuanh.gov

Respectfully,

Dan Kooken
Purchasing Manager
City of Nashua
kookendd@nashuanh.gov

BID SPECIFICATIONS

IFB0778-101416

TITLE: FY16 Winter Road Maintenance Sand
Street Department, City of Nashua, NH

The City of Nashua, Division of Public Works is requesting bids for the purchase of Winter Road Maintenance Sand. The Division has historically used between 2000 and 6000 tons per year of material. All deliveries are made to the Street Department, 9 Stadium Drive, Nashua, NH 03062. The material must meet the following specifications:

- The sand must be free of all stones with 95-100% passing a #4 sieve.
- 80-100% must pass a #8 sieve.
- 50-85% must pass a #16 sieve.
- 25-60% must pass a #30 sieve.
- 10-30% must pass a #50 sieve.
- No more than 10% must pass a #100 sieve
- The sand must have a Fineness Modulus of not less than 2.2.

Bidders must submit a sieve analysis of a sample and the Fineness Modulus calculation with each bid.

All material will be free of frost, silt and clay

All material will be delivered within 4 days of an order being placed. The quantity delivered will be sufficient to prevent emergency situations. The orders will be placed by the Superintendent of Streets or his authorized representative.

All bids are to be quoted based on a Per Ton price.

The minimum delivery will be 20-ton shipments.

All trucks delivering sand must be weighed in accordance with New Hampshire **RSA 438, Part Agr1403.14.** The City of Nashua reserves the right to reweigh randomly selected vehicles in order to verify the weight of the product being delivered. The weighing will take place at the Four Hills Landfill, 840 West Hollis Street, Nashua NH. No fee for such weighing will be charged by the City of Nashua to the supplier of the product.

All prices are FOB delivered to the Street Department at 9 Stadium Drive, Nashua NH 03062.

IFB0778-101416
BID SUMMARY SHEET

TITLE: FY16 Winter Road Maintenance Sand

QUANTITY: 2000 – 6000 tons

Price per ton: $ 9.74 per ton Delivered. (DELIVERED)

Price per ton: $ 6.49 per ton plus. (PICKED UP, IF REQUIRED)

Delivery Commitment: _____ days after order placement

Sieve Analysis Submitted: ✓ YES _____ NO

VENDOR NAME & ADDRESS: Plourde Sand + Gravel Co. Inc.
PO Box 220
Sunbook NH. 03275

PHONE: 603 485 3061 FAX: 603-485-7831

E-mail: plourdesg@AOL.com.

Dawn Plourde
(Authorized Signature)

10/7/16
(Date)

Dawn M Plourde
(Typed/Printed Name)

Prepared for
Plourde Sand and Gravel Co., Inc.

Sieve Analysis Test Report (T 27, T 11 , T 255)

Sample Date:	May 24, 2016	Material ID:	Concrete Sand
Sampled By :	Plourde Sand-& Gravel	Tested By :	Richard Cook
Source:	Plourde Sand & Gravel Co., Inc.		NETTCP Cert. Agrregate & Soils # 134
Comments:	Tested for ASTM C - 33 Concrete Sand		

Total Moisture Content by Drying (T 255)	
Wet Mass(W):	
Original Dry Mass(D):	510.1
Moisture Loss (W - D):	
% Moisture (100 x (W - D) / D):	

Materials Finer than 75 µm Sieve by Washing (T 11)	
Original Dry Mass(D):	
Dry Mass after wash (Dw):	
Mass of Fines lost by washing (D - Dw):	
% -75 µm Sieve (100 x (D - Dw)/D):	

Sieve Analysis of Fine and Coarse Aggregates (T 27)

	Mass per Sieve	% Retained per Sieve	% Passing		Specification: % Passing	
Sieve	Unwashed	Unwashed	Unwashed	Report		
3/8"	0.0	0.0	100	100.0	100.0	
No. 4	14.2	2.8	97.2	97.2	95 - 100	
No. 8	37.3	7.3	92.7	92.7	80 - 100	
No. 16	117.2	23.0	77.0	77.0	50 - 85	
No.30	273.9	53.7	46.3	46.3	25 - 60	
No. 50	425.1	83.3	16.7	16.7	5 - 30	
No.100	484.1	94.9	5.1	5.1	0 - 10	
No. 200	504.2	98.8	1.2	1.2	0 - 2	
Pan	510.1	100.0				
Sub Total	510.1					

Fineness Modulus	2.650

General Comments	Sample tested as Delivered

Results Within Specification Limits: ☑ Results Outside Specification Limits: ☐

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Jon Ibarra, Superintendent
Street Department

RE: To approve the selection of Daryl Johnson of Nashua, NH to the position of Auto Mechanic 1st class, 2nd shift Street Department.

D. Motion: To approve the selection of Daryl Johnson of Nashua, NH to the position of Auto Mechanic 1st class, 2nd shift, at the Street Department Effective October 31st 2016. Starting salary for this position will be $27.08 per hour for a yearly salary of $56,326.40. Funding will be through: Department: 161 Street; Fund: General; Account Classification: 51 Salaries & Wages.

Attachments: Application and Employment Summary

Discussion: The interview team consisted of Jon Ibarra, Street Superintendent and John Stewart, Fleet Manager. Mr. Johnson has been an Auto Mechanic 2nd class for the City of Nashua since January of 2015.

City of Nashua Online Application

Johnson, Daryl - AppNo: 3525 Date Submitted: 10/9/2016

Internal Candidate

Personal Data

Name:	Daryl	M	Johnson
	(First)	(Middle Initial)	(Last)

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

Other:	(First)	(Middle Initial)	(Last)
Email Address:			

Postal Address

Permanent Address		**Present Address**	
Number & Street:		Number & Street:	
Apt. Number:		Apt. Number:	
City:	Nashua	City:	Nashua
State/Province:	NH	State/Province:	NH
Zip/Postal Code:	03062	Zip/Postal Code:	03062
Country:	United States of America	Country:	
Daytime Phone:		Phone Number:	
Home/Cell Phone:			

Employment Desired

Closed Vacancy Desired:

		Date Last Submitted	Experience in Similar Positions
JobID: 549	**Skilled Craft:** Auto Mechanic 1st Class - Nights at Streets Department	10/9/2016	18 years

Position Desired:

Skilled Craft	Experience in Similar Positions
1. Auto Mechanic, 1st Class, Police	16 years
2. Auto Mechanic, 1st Class, Street Dept	16 years
3. Auto Mechanic, 2nd Class, Police	16 years
4. Auto Mechanic, 2nd Class, Street Dept	16 years
5. Transit Mechanic	7 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.

Experience Continued

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
City of Nashua Mechanic Class II					
Date From - Date To:	-	**Full or Part Time:**		**Last Annual Salary:**	
Reason for Leaving:					
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position					

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Best Ford Mechanic/Group Leader		579 Amherst Street Nashua, NH 03064 603-889-0161		Chris C. 603-889-0161	
Date From - Date To:	08/2010 -	**Full or Part Time:**	Full	**Last Annual Salary:**	37,000.00
Reason for Leaving:	looking to go back into driving truck again				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	State inspections, warranty work, customer concerns, diagnosis, trouble shooting, and group leader of the quick lane. Am able to work on both gas and diesel vehicles.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
First Student Diesel Mechanic/Maintenance		153 Burke Street Nashua, NH 03060 603-883-0251		Kelly 603-883-0251	
Date From - Date To:	08/2008 - 04/2010	**Full or Part Time:**	Full	**Last Annual Salary:**	35,000.00
Reason for Leaving:	Air hose broke and cause head injury.				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	Repaired and maintained the greater Lowell/Nashua student bus transportation Duties were preventive maintenance which included rotating tires, checking the brakes and made sure that all the busses left the premises first thing in the morning in working condition.				

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Bellettes Lumber Driver		80 Northeastern Blvd. Nashua, NH 03062 603-880-7778		Dave Morton 603-880-7778	
Date From - Date To:	09/2006 - 07/2008	**Full or Part Time:**	Full	**Last Annual Salary:**	26,000.00
Reason for Leaving:	Lack of work.				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	Delivery driver - loaded and unloaded lumber and other materials.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Beebies Automotive Mechanic		41 Bridge Street Nashua, NH 03060 603-883-4593		Mark 603-883-4393	
Date From - Date To:	07/2001 - 05/2006	**Full or Part Time:**	Full	**Last Annual Salary:**	27,000.00
Reason for Leaving:	Changed career to obtain my CDL license				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	Performed oil changes on domestic and foreign vehicles and did 99p complete vehicle inspection look overs. Did filter changes, tire inspection and front end alignments. All brake work, mufflers, exhaust system and rebuilt engines replacing gaskets and timing chains.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Continental Paving, Inc. Trucker Driver/Laborer/Operated Paver		1 Continental Drive Londonderry, NH 603-883-5387		Mark Charbonneau	
Date From - Date To:	05/2005 - 12/2006	**Full or Part Time:**	Full	**Last Annual Salary:**	28,800
Reason for Leaving:	Lay off				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	Truck driver/laborer/paver. Shoveling, raking and roller work.				

Education

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

High School Attended: Brentwood, Merrimack NH
Graduation Status: H.S. Diploma

Highest Degree Attained: None

Colleges, Universities and Technical Schools Attended:

Name and location	Major area of study	Minor area of study	Degree	Graduated
Northeast Technical	CDL Class B - 60 hours			
MCCNH	Automotive			

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.

For the past 7 years I worked with an independent contractor plowing snow. For the last 3 years I have been doing MUNICIPAL PLOWING for the City of Nashua with this contractor. I also have experience of installing and removing plows and wing plows.

Worked at Continental Paving, Inc. and was a truck driver, laborer and used the paver and roller.

I was a lumber driver at Bellette's and I drove a CDL flat bed/10 wheeler and I was responsible for loading and unloading materials off vehicles with a forklift.

I was an on call tow truck drive and did CDL recoveries.

Professional References

	Reference 1	Reference 2
Name:	Marc Beebie	Larry Doty
Employer:	Beebies Auto	The Doty Group
Current Position:	Owner	Owner
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	Family Friend	Friend
Years Known:	20	10

Professional References cont.

	Reference 3	Reference 4
Name:	David Ebel	Matt LaBlanc
Employer:	Boston Scientific	City of Nashua
Current Position:	Jet Tech.	Landfill Foreman
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		Solid Waste 840 West Hollis Street Nashua, NH 03062
Email:		
Relationship to Candidate:	Friend	Friend
Years Known:	10	13

	Reference 5	Reference 6
Name:	Brian Ricard	Mathew Paras
Employer:	City of Nashua Solid Waste	Best Ford
Current Position:	Truck Driver	Head Tech
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		t
Email:		
Relationship to Candidate:	Friend	Friend and Co-Worker
Years Known:	10	18

	Reference 7	Reference 8
Name:	Eric Johnson	Phil Thibodeau
Employer:	City of Nashua	City of Nashua
Current Position:	Street Position/Driver/Laborer	Street Department
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	Brother	Friend
Years Known:	27	1

Referrals

How did you hear about employment with us?

Other: Internal Posting

Additional Information

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

I HAVE MUNICIPAL PLOWING EXPERIENCE and I am EXPERIENCED DIESEL MECHANIC.

Qualifications for the position:
CDL B License
Diesel Mechanic
State Inspections
Snow Plowing with Municipal Experience
Work on all Ford City Vehicles at Dealership
Work on City of Nashua's Police Vehicles at Ford Dealership
Remove and Replace Engines
Remove and Replace Transmissions

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.

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.

X	Signed: **Daryl M Johnson** **Stamped: 12/1/2013 8:24:15 PM; 76.118.184.197; Applicant - #3525 - Daryl Johnson;**

☒ I agree

THE CITY OF NASHUA

Division of Public Works

Parks & Recreation Department

"The Gate City"

Board of Public Works Meeting of October 27, 2016
Parks & Recreation Department

Agenda

A. **Motion:** To approve the retirement of Lead Groundsman Dan Leblanc effective October 7, 2016.
B. **Motion:** To approve the elimination of the current vacant Lead Groundsman Holman Stadium Positon at the Parks and Recreation Department and create a Grounds keeper Maintenance Position.
C. **Informational:** Summer Camp Summary
D. **Informational:** Various Thank You notes

100 Concord Street • Nashua, New Hampshire 03060 • Phone (603) 589-3370 • Fax (603) 589-3465

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Nicholas Caggiano - Superintendent
Parks and Recreation Department

Re: Retirement of Dan Leblanc

A. Motion: To accept the retirement of Lead Groundsman Dan Leblanc effective October 7, 2016.

Attachments: Resignation letter.

Discussion: Dan Leblanc started working as a truck driver at the Parks and Recreation Department. He was involved in the field renovations at Holman Stadium in the late 90's and was soon promoted to Lead Groundsman at Holman Stadium. Dan refined his skills under the legendary Groundskeeper George Toma for a year as the field was prepared for the first season with the Nashua Pride. Dan participated on the grounds crew with Mr. Toma for eight Super Bowls. Over the past 19 years Dan has been an asset to the City his professionalism, technical skills, dedication, and sense of humor will be missed. I wish him well with his retirement.

October 7, 2016

Nick Caggiano
Parks & Rec. Superintendent

Dear Nick,

Please accept this letter as my notice of retirement from the City of Nashua, effective October 7, 2016.

Thank you,

Daniel Leblanc

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Nicholas Caggiano - Superintendent
Parks and Recreation Department

Re: Job Elimination / Creation.

B. Motion: To approve the elimination of the current vacant Lead Groundsman Holman Stadium Positon at the Parks and Recreation Department and to create a Groundskeeper/Maintenance Position.

Discussion: This proposal will eliminate the vacant Lead Groundsman and create a Groundskeeper Maintenance position. This change will give the department a more diversified employee. The impact to the budget will be an increase of $1,331.20. This can easily be absorbed through attrition. This change will eliminate one of the Holman Stadium position and move the employee into the general work force. This will provide a more versatile work group for both the winter and summer seasons. This position will also provide an individual to work on a tree crew, mowing crew and setting up ball fields and rectangular fields. The need for an additional employee at the stadium during the height of the season will be filled through a temporary posting.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Nicholas Caggiano, Superintendent
Parks and Recreation Department

Re: Summer Camp revenue report

C. Informational: To accept and place on file the 2016 Summer Camp revenue report.

Attachments: Revenue report 2016 Summer Camps

ACTUAL 2014 CAMP ACCOUNT REVENUE REPORT

As of Aug 29, 2016

Camp	Actual 2016 Resident	Actual 2016 Non-resident	Actual 2016 Total	Actual 2015 Resident	Actual 2015 Non	Cost Resident	Non	Revenue 2016	Expenses including shirts, printing, and equipment	Salaries	Net Revenue
Baseball Camp I	33	1	34	19	3	$70.00	$100.00	$2,410	$79.82	$825.00	$1,505.18
Boys Basketball Camp I	97	3	100	70	2	$90.00	$130.00	$9,120	$726.00	$3,500.00	$4,894.00
Boys Basketball Camp II	97	5	102	71	6	$90.00	$130.00	$9,380	$740.44	$5,460.00	$3,179.56
Boys Basketball Camp III	58	8	66	73	2	$75.00	$105.00	$5,190	$480.52	$4,020.00	$689.48
Boys Basketball Camp IV	104	0	104	71	4	$90.00	$130.00	$9,360	$754.88	$4,190.00	$4,415.12
Boys Lacrosse Day	24	1	25	31	5	$70.00	$100.00	$1,780	$116.75	$1,275.00	$388.25
Cheerleading Camp I	49	1	50	new	new	$90.00	$130.00	$4,540	$115.50	$4,143.00	$281.50
Cheerleading Camp II	72	4	76	84	0	$90.00	$130.00	$7,000	$173.48	$4,468.00	$2,358.52
Cooking Clinic	12	0	12	24	0	$150.00	$150.00	$1,800	$4.00	$1,560.00	$236.00
Field Hockey	37	1	37	28	1	$70.00	$100.00	$2,690	$86.51	$1,485.00	$1,118.49
Field Hockey League	20	0	20	36	0	$50.00	$50.00	$1,000	$48.60	$830.00	$121.40
Football	34	0	34	35	7	$105.00	$130.00	$3,570	$79.82	$1,530.00	$1,960.18
Girls Basketball Camp	38	1	39	59	2	$90.00	$130.00	$3,550	$285.58	$2,550.00	$714.42
Girls Basketball Camp II	50	0	50	44	2	$90.00	$130.00	$4,500	$365.00	$2,400.00	$1,735.00
Girls Basketball Clinic	22	1	23	11	1	$70.00	$100.00	$1,640	$170.06	$900.00	$569.94
Girls Lacrosse	22	7	29	28	11	$70.00	$100.00	$2,240	$125.67	$1,110.00	$1,004.33
Ice Hockey	31	10	41	29	17	$125.00	$160.00	$5,475	$588.25	$3,390.00	$1,496.75
Kid's Soccer Clinic (4-5)	5	0	5	7	0	$60.00	$70.00	$300	$4.00	$250.00	$46.00
Soccer	7	0	7	29	0	$110.00	$130.00	$770	$76.00	$665.00	$29.00
Soccer Jr.	1	0	1	new	new	$60.00	$60.00	$60	$4.00	$49.00	$7.00
Soccer Half	21	0	21	new	new	$115.00	$115.00	$2,415	$25.00	$2,205.00	$185.00
Soccer Full	18	3	21	new	new	$165.00	$165.00	$3,465	$25.00	$3,255.00	$185.00
Tennis Camp I	27	2	29	18	2	$135.00	$170.00	$3,985	$227.67	$2,450.00	$1,307.33
Tennis Camp II	16	3	19	30	1	$135.00	$170.00	$2,670	$195.37	$2,190.00	$284.63
Tennis Camp III	33	2	35	30	1	$135.00	$170.00	$4,795	$238.05	$2,470.00	$2,086.95
Tennis Camp High School	3	0	3	4	1	$135.00	$170.00	$405	$49.69	$450.00	-$94.69
Tennis Clinics	28	0	28	37	1	$90.00	$130.00	$2,520	$66.44	$1,590.00	$863.56
Track & Field	29	1	30	38	1	$70.00	$100.00	$2,130	$70.90	$1,035.00	$1,024.10
Volleyball Camp I	63	6	69	74	5	$90.00	$130.00	$6,450	$985.87	$3,480.00	$1,984.13
Voleyball Camp II	67	9	76	70	8	$90.00	$130.00	$7,200	$1,085.48	$5,100.00	$1,014.52
Wicked Cool- Lego	4	5	9	new	new	$148.00	$195.00	$1,567	$24.07	$1,460.00	$82.93
Wicked Cool- Rockets	4	6	10	new	new	$148.00	$195.00	$1,762	$4.00	$1,640.00	$118.00
Wicked Cool- Rockets	5	1	6	new	new	$148.00	$195.00	$935	$4.00	$880.00	$51.00
Wicked Cool- Superhero	5	4	9	new	new	$148.00	$195.00	$1,520	$4.00	$1,420.00	$96.00
Beginner Archery	12	0	12	11	0	$70.00	$70.00	$840	$30.76	$720.00	$89.24
Teen Archery	4	0	4	6	4	$70.00	$70.00	$280	$12.92	$240.00	$27.08
Teen Archery	6	0	6	12	0	$70.00	$70.00	$420	$17.38	$360.00	$42.62
Art camp 1 Pinterest	1	0	1	0	0	$100.00	$100.00	$100	$4.00	$80.00	$16.00
Art camp 2 Passion for Fashion	5	0	5	5	0	$100.00	$100.00	$500	$4.00	$400.00	$96.00
Art camp 3 artperiments	4	0	4	2	0	$100.00	$100.00	$400	$4.00	$320.00	$76.00
Art camp 4 up cycled	0	0	0	1	0	$100.00	$100.00	$0	$0.00	$0.00	$0.00
Art camp 5 Canvas Paint	2	0	2	2	0	$100.00	$100.00	$200	$4.00	$160.00	$36.00
Art Camp 6Fanciful creatures	0	0	0	3	0	$100.00	$100.00	$0	$4.00	$0.00	-$4.00
Art camp 7 art Tweens & Teens	3	0	3	4	0	$100.00	$100.00	$300	$4.00	$240.00	$56.00
Art Camp 8 tot Passion-	3	0	3	new	new	$66.00	$66.00	$198	$4.00	$168.00	$26.00
Art Camp 9 tot Canvas	6	0	6	new	new	$66.00	$66.00	$396	$4.00	$336.00	$56.00
Art Camp 10 tot Fanciful	4	0	4	new	new	$66.00	$66.00	$264	$4.00	$224.00	$36.00
Photography Snap, Edit	7	0	7	6	0	$190.00	$190.00	$1,330	$4.00	$1,190.00	$136.00
Music-Flute	0	0	0	0	0	$140.00	$140.00	$0.00	$0.00	$0.00	$0.00
Music- broadway	2	0	2	0	0	$220.00	$220.00	$440	$4.00	$400.00	$36.00
Music- Piano	4	0	4	0	0	$220.00	$220.00	$880	$4.00	$800.00	$76.00
Music- Piano	3	0	3	0	0	$140.00	$140.00	$420	$4.00	$390.00	$26.00
Music- around the world	0	0	0	0	1	$140.00	$140.00	$0	$0.00	$0.00	$0.00
Music- Summer Strings violin	0	0	0	0	0	$160.00	$160.00	$0	$0.00	$0.00	$0.00
Music- summer strings guitar	3	0	3	0	0	$160.00	$160.00	$480	$4.00	$450.00	$26.00
Music- Around the World JR	1	0	1	3	0	$140.00	$140.00	$140	$4.00	$130.00	$6.00
Music- Composers	1	0	1	1	0	$220.00	$220.00	$220	$4.00	$200.00	$16.00
Music- Composers	1	1	1	0	0	$140.00	$140.00	$140	$4.00	$130.00	$6.00
RoboTech Video Game	0	0	0	4	0	$375.00	$375.00	$0	$0.00	$0.00	$0.00
RoboTech Video Game	0	0	0	7	4	$375.00	$375.00	$0	$0.00	$0.00	$0.00
RoboTech Video Game	3	0	3	3	0	$175.00	$175.00	$525	$4.00	$450.00	$71.00
RoboTech Game App	0	0	0	6	4	$375.00	$375.00	$0	$0.00	$0.00	$0.00
RoboTech Game App	3	0	3	2	0	$375.00	$375.00	$1,125	$4.00	$1,050.00	$71.00
RoboTech Game App	0	0	0	4	1	$375.00	$375.00	$0	$0.00	$0.00	$0.00
Gymnastic Camp	8	0	8	new	new	$90.00	$130.00	$720	$4.00	$620.00	$96.00
Lifeguard	7	0	7	new	new	$180.00	$180.00	$1,260	$344.40	$810.00	$105.60
Softball Clinic	33	4	37	17	3	$60.00	$90.00	$ 2,340.00	$4.00	$ 1,655.00	$681.00
Totals			1249	1149	100			$132,112	$8,171.48	$85,748.00	$37,844.12
Total Camp Revenue											
			T-Shirt Prices are set at		2.23				Jeff Morin Schoolarship fund	$ 1,055.00	
			Basketballs are set at		4.99	Soccer Shirts	$72.00				
			Volleyballs are set at		12.00	Hockey shirts	$14.25			Total	$38,899.12

From: PAUL SAUNDERS [mailto:saunderspjs100@msn.com]
Sent: Thursday, October 13, 2016 8:49 PM
To: Painter, Scott
Subject: thanks

Hi Scott,

I'd like you to know that my thanks goes out to Parks and Rec dept worker Robert Soares who found my son's wallet that contained his Massachusetts State Police Detective badge and ID when he was at my NOTB Championship game last Aug 26th. I'm told he found it while taking out the seats for season's end.,,it fell out of the seat while Robert was dismantling it. Robert notified MSP and my son Jeffrey Saunders retrieved it from Robert today. It's nice to know you have honest and reputable people working for you.

I'm not sure if Robert is the same person as the grounds keeper that helped us search for almost an hour after the game that night but my thanks to him also.

Paul Saunders
NOTB President

Caggiano, Nick

From: rcwallace13@gmail.com on behalf of Ronnie Wallace <ronnie@nashuasilverknights.com>
Sent: Wednesday, August 17, 2016 11:31 AM
To: Painter, Scott; Caggiano, Nick
Subject: Another season in the books, we can't thank you guys enough!

Hey Nick and Scott,

Crazy to think that another season of Silver Knights baseball has come and gone, and holy cow what a season it was! We can't thank you enough for all the hard work you and all of your staff members put in to make Holman Stadium the premier destination in the FCBL. This is the best place to come and play and everyone knows it.

The work you guys put in to maintain the integrity of the field this summer despite the incredible lack of rain is extremely evident in how the field looked at the end of the summer. Bringing it back from the July drought was amazing. The field never looked so good at the end of the season like it did this season.

The relationship that we have with you two and all of the other city workers is something that we cherish. As the organization continues to grow, we understand each other more and more and I personally believe we have a tremendous relationship that is even getting better each season.

Holman Stadium is a stadium that will always have a special place in my heart, just as it does for you guys and the people of Nashua. We are so lucky to call it home.

We look forward to growing our relationship with you as we move toward season number 7 (thats right, season number 7!).

Thanks again and we hope to have you at Opening Night next season to see our new banners go up and to see our championship ring ceremony, it will be a great night. We cant do what we do without your help and we will be forever grateful of that.

--
Ronnie Wallace
Nashua Silver Knights
General Manager
Cell: (978) 857-6345
ronnie@nashuasilverknights.com

Please add the Nashua Silver Knights on Facebook: www.facebook.com/NashuaSilverKnights
Please follow the Silver Knights on Twitter: www.twitter.com/SilverKnightsNH

Caggiano, Nick

From: Hagen, Margaret <Margaret.Hagen@unh.edu>
Sent: Tuesday, August 16, 2016 7:15 PM
To: Caggiano, Nick
Subject: Twilight Meeting

Hi Nick,

I just wanted to take a minute to let you know how much I enjoyed last night's twilight meeting. I always admire the Main Street project when I am downtown, but it was fascinating to learn the story and construction details behind the project. I also enjoyed checking out the other parks. I never really understood before what a huge operation you run. I think everyone else also enjoyed the tour because I saw nothing but smiling faces at the end. Thank you for giving so much of your time for us.
Margaret

Margaret Hagen
Emeritus Extension Specialist, Food and Agriculture
V: 603.641.6060 | F: 603.645.5252

UNH Cooperative Extension - Hillsborough County
329 Mast Road
Room 101
Goffstown, NH 03045
Margaret.Hagen@unh.edu

Welcome to the NH Senior Legion Baseball Tournament and Nashua's Holman Stadium

Welcome to players, parents, and fans to Nashua and to beautiful and historic Holman Stadium. We hope your days here will be enjoyable. This article will give you an idea of what goes into organizing this Tournament. There are two Committees. One a local group of Legion baseball friends and the second the Baseball Committee appointed by the State Commander.

Use of the facility, maintenance of the field, the admission charge, and this printed program are the responsibility of our local Friends of Legion baseball group. Although responsible for payment of the umpires, we have no role in their selection or scheduling. The Baseball Committee, listed elsewhere in this program, organizes and oversees the regular season from which the eight entries qualify. It supervises play on the field, settles disputes, and sees that National rules are obeyed.

We host this Tournament for the sixth time in seven years thanks to the Park-Recreation Department led by Nick Caggiano and assisted by Scott Painter. They see that Holman is kept in wonderful condition, even with constant use and schedule events in a fair way, to include many different groups. Please show your appreciation for how well and quickly the Park-Rec attendants have the field ready for play during the Tournament.

The prime summer tenant at the Stadium is the Silver Knights baseball team. Its roster is made up of enthusiastic young players, many graduates of, but now too old for Legion play. Its business plan and schedule are sensible and allow for others to use this facility. I would like to acknowledge that Ron Wallace, the general manager of the Silver Knights, and his staff have been a joy with whom to work and generous with their assistance. If you enjoy Holman, I suggest you return for some of this team's games.

You are welcome to bring in your own refreshments, not of course including alcohol, during the Legion Tournament. However, the concession stands, manned by the Silver Knights, will be open at various times. Their food and drinks are good and reasonably priced.

Our expenses are defrayed in two ways. First, by selling ads in this printed program to Legion Posts that sponsor teams. In each of the last two years, a $ 1000 award has been given to the State Champion team to help defray its expenses at the Regionals. Our plan is to make a similar award in 2016. The print program and the $ 1000 award would not be possible without the generous assistance of Farley Gates and his printing company, Alphagraphics. The expertise and quality of Alphagraphics' work and Farley's generosity take our breath away. Second, by charging an admission fee to attend games, sales of this program, and the proceeds from 50/50 raffles. We thank the Posts that took ads and you for attending and taking a chance on the raffles.

Finally, a huge thank you to our crew of ticket takers, raffle sellers, announcers, score keepers, the designer of the Program and its printer, the overwhelming majority of which are volunteers, for donating their time to make this event a success.

Good luck to all participants. We hope you and everyone in attendance enjoy your time at beautiful Holman Stadium.

- Frank S. Ulcickas

Thank you Parks & Recreation Dept
Madison

Sincerely
Chris Christiansen

9-23-16

We want to thank you for putting in the Pickle Ball courts at Fields Grove Park. We just joined this group in July and have enjoyed playing several times a week on the gorgeous courts. There's always people there to play this great sport.

THE CITY OF NASHUA

Division of Public Works

Solid Waste Department

"The Gate City"

Board of Public Works Meeting of October 27, 2016

Solid Waste Department

Agenda

A. **Motion:** To approve the purchase of recycling and trash carts for curbside collection in an amount not-to-exceed $145,000 from Toter Inc. located in Statesville, North Carolina. Funding will be through: Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 71 Equipment.

B. **Motion:** To approve a contract with Sanborn Head and Associates Inc. to prepare and submit a NHDES Type II Permit Modification and plans and specifications for the construction of the Phase III lined landfill expansion in the amount not to exceed $200,000. Funding through Department 168 Solid Waste; Fund: Bond; Activity: Landfill Expansion Phase III & IV.

C. **Motion:** To approve a contract with Sanborn Head and Associates Inc. to begin the process of permitting the Phase IV lined landfill with NHDES in the amount not to exceed $300,000. Funding through Department 168 Solid Waste; Fund: Bond; Activity: Landfill Expansion Phase III & IV.

840 West Hollis Street • Nashua, New Hampshire 03062 • Phone (603) 589-3410 • Fax (603) 589-3448

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Jeff Lafleur, Superintendent
Solid Waste Department

Re: To approve the purchase of Recycling and Trash carts from Toter Inc.

A. Motion: To approve the purchase of recycling and trash carts for curbside collection in an amount not-to-exceed $145,000 from Toter Inc. located in Statesville, North Carolina. Funding will be through: Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 71 Equipment.

Discussion: Toter Inc. has been the vendor supplying trash and recycling carts for the City of Nashua since 2003 when the automated trash collection program started. The curbside recycling program has grown immensely and the demands for recycling carts are on the rise.

In October 2002 (RFP #0721-110802), a nine member committee comprised of DPW, BPW, and Purchasing officials as well as a representative of the Board of Aldermen and the general public interviewed prospective vendors and evaluated their proposals. Toter Inc. was chosen and has been providing a quality product and excellent service as well as honoring warranty claims presented.

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Jeff Lafleur, Superintendent
Solid Waste Department

B. Motion: To approve a contract with Sanborn Head and Associates Inc. to prepare and submit a NHDES Type II Permit Modification and plans and specifications for the construction of the Phase III lined landfill expansion in the amount not to exceed $200,000. Funding through Department 168 Solid Waste; Fund: Bond; Activity: Landfill Expansion Phase III & IV.

Attachments: Sole Source Memo, Sanborn Head and Associates scope of work

Discussion: The Superintendent of the Solid Waste Department and the Director of Public Works recommend that the City begin the process of designing and constructing the Phase III lined landfill expansion. This is the final phase of the lined landfill expansion permitted by the New Hampshire Department of Environmental Services (NHDES) in standard permit #DES-SW-SP-95-002 issued on June 26, 1995. The Phase III landfill will be located adjacent to the southern boundary of the Phase II landfill. It is anticipated to cover approximately 9.4 acres with an estimated disposal capacity of 1.5 million cubic yards and a life expectancy of 10-plus years. Work to be performed under this contract includes preparation of a NHDES Type II Permit Modification application, construction plans and specifications, an Alteration of Terrain (AoT) permit application, and an evaluation of engineering alternatives to identify opportunities for improved construction and operational methods and cost savings. The additional landfill air space is not needed for several years; however, it is recommended that this Phase be constructed within the next three years to ensure disposal capacity is available when capacity in the Phase I/II landfill is exhausted.

THE CITY OF NASHUA

Division of Public Works

Solid Waste Department

"The Gate City"

August 18, 2016

Re: Memo – Sanborn Head & Associates Design, Permitting and Bid Document Preparation – Phase III Landfill Construction

To: Daniel Kookan, Purchasing Manager
Carolyn O'Conner, DPW Financial Manager

This memo supports the Solid Waste Department's request to issue a contract and purchase order to Sanborn Head & Associates, Inc. (SHA) for $200,000 to prepare design, permitting and bid documents for construction of the Phase III lined landfill. This is the final phase of the lined expansion landfill permitted by the New Hampshire Department of Environmental Services (NHDES) in standard permit #DES-SW-SP-95-002 issued on June 26, 1995. The Phase III landfill will cover approximately 10 acres and will be constructed adjacent to the southern boundary of the Phase II landfill.

Pursuant NRO § 5-83 Professional Services, which allows the purchase of professional services without soliciting competitive bids, the Solid Waste Department intends to award this work directly to SHA. SHA has served as the City's consulting engineers for the Four Hills facility since approximately 2009, providing expertise in environmental permitting, landfill gas design and construction, and other landfill infrastructure projects. They have detailed knowledge of the site and the project requirements and objectives. Retaining another engineering company to perform this work would result in duplication of effort and delays. The construction of the Phase III lined landfill should commence within the next one to two years to ensure the City's waste disposal capacity is not interrupted when available capacity in the Phase I/II landfill is exhausted.

Respectfully Submitted,

Jeff Lafleur
Superintendent, Solid Waste Department

Cc: Lisa Fauteux, Director of Public Works

840 West Hollis Street • Nashua, New Hampshire 03062 • Phone (603) 589-3410 • Fax (603) 589-3448

SANBORN HEAD
Building Trust. Engineering Success.

20 Foundry Street
Concord, NH 03301

Mr. Kerry Converse
Landfill Engineer
Nashua Division of Public Works, Solid Waste Department
840 West Hollis Street
Nashua, NH 03062

September 2, 2016

Re: Proposed Engineering Scope of Services
Type II Permit Modification Application and Construction Documents
Phase III Landfill Expansion, Four Hills Landfill, Nashua, New Hampshire

Dear Kerry:

Sanborn, Head & Associates, Inc. (Sanborn Head) is pleased to present our proposed engineering scope of services to prepare a Type II Modification to Solid Waste Facility Permit (Type II PMA) and construction documents for Phase III at the Four Hills Landfill. Phase III is the third and final permitted expansion area associated with the lined landfill approved by the New Hampshire Department of Environmental Services (NHDES) as Standard Permit Number DES-SW-SP-002 issued on June 26, 1995, and modified on February 27, 1998. Based on a review of available permitting documents, we understand that the proposed Phase III expansion would consist of about 9.4 acres of lined area and would provide about 1.0 million cubic yards (yd^3) of airspace. Furthermore, we understand that a portion of the 9.4-acre lined landfill expansion is located within the 500-foot residential setback, and, as such, that portion of the expansion area would not be eligible for waste placement and the projected airspace may be less than previously calculated.

BACKGROUND

We understand the Phase I of the lined landfill began accepting waste in 2003 and that Phase II began accepting waste in 2009. Construction permitting for each phase of the lined landfill involved preparing a Type II PMA and an Alteration of Terrain (AoT) permit application for NHDES review and approval. We anticipate that similar permit applications will be required for Phase III.

According to the available permit documents, the design of the Phase III leachate collection and transmission system is different than that constructed for the previous phases. While Phases I and II incorporated a gravity leachate drain that includes a penetration through the liner system at the north end of Phase I, the proposed liner base grading in Phase III does not lead itself to continuing the gravity drain concept. Rather, a leachate collection sump and pump system will be needed to remove leachate from the Phase III lined area. We understand that the collected leachate will be pumped north to the leachate manhole associated with Phase I, from which the leachate would drain by gravity to the City's wastewater treatment plant. Because a leachate pump system will be needed for the Phase III expansion, Sanborn Head proposes to incorporate a supervisory control and data

acquisition (SCADA) system to automate the collection and recording of leachate management system operating data.

The City has expressed an interest in evaluating a modification to the perimeter berm that would honor the 500-foot setback, reduce the overall liner system construction cost, and optimize airspace with the goal of maintaining the permitted airspace (i.e., 1.0 million yd^3). At present, the Phase III design includes a significant amount of lined area that would not be usable for waste disposal. Recently, Sanborn Head worked with the City to modify the vertical barrier that is required along the 500-foot setback, and one of the goals of this project is to avoid the need to continue constructing the vertical barrier.

Lastly, as part of this project, Sanborn Head will include the following design modifications that, in combination with other project factors, should decrease construction costs, improve the performance of the liner and leachate collection systems, and optimize the overall airspace:

- Modify the base liner system by:
  - eliminating the geosynthetic clay liner component of the primary liner except in the leachate collection sump;
  - replacing the single-sided geonet, geocomposite drainage materials proposed for the base liner system with a double-side geonet, geocomposite drainage materials; and
  - consider using tubular, geocomposite drainage materials rather than geonet, geocomposite drainage materials to reduce or eliminate the need for leachate collection piping;
- Consider lowering the proposed base grades based on an evaluation of recent groundwater and bedrock data;
- Increase the inclination of the final cover sideslopes from the permitted 3.5 horizontal to 1 vertical (3.5H:1V) to 3H:1V;
- Increase the inclination of the liner sideslopes from permitted 4H:1V to no steeper than 2H:1V (see Env-SW 805.05(h)); and
- Incorporate a mechanically stabilized perimeter berm.

Because modifications to the permitted design are anticipated, a Type IB PMA will need to be prepared and submitted to the NHDES for review and approval. Furthermore, to avoid the need for a Type IA PMA, the design modifications will be such that there will not an increase to the permitted airspace.

SCOPE OF SERVICES

Task 1 Engineering Alternatives Evaluation

Considering the City's interest in revising the design of the perimeter berm and separation wall, Sanborn Head will work with the City to evaluate alternative perimeter berm designs. To kick off this task, Sanborn Head proposes having a brainstorming meeting during which the logistical, operational, technical, and regulatory issues associated with the perimeter

berm and other potential design modifications can be discussed. Action items from the meeting are anticipated to include preparing:

- A conceptual design of an alternative perimeter berm;
- A revised liner and leachate collection system design;
- A conceptual design of a leachate pumping and transmission system;
- A conceptual liner and final cover grading plan;
- Calculations of the estimated airspace volume, construction materials quantities, and a comparison between the proposed and alternative designs;
- Calculations of slope stability, leachate collection transmissivity; and
- An opinion of the construction costs of the permitted design versus the alternative design.

We anticipate preparing for and attending one meeting with the City to present the alternative design and the engineering comparison. The desired outcome of the meeting is direction on how to proceed with the Phase III PMA and AoT documents.

Task 2 Solid Waste Permit Modification Applications

Sanborn Head will prepare two Solid Waste PMAs (a Type IB and a Type II) for the City's signature and submittal to the NHDES. The Type IB PMA will specifically address the design modifications accepted by the City under Task 1. The Type II PMA will provide the construction documents. Based on our experience working with the NHDES on similar type projects, we anticipate submitting both PMAs simultaneously.

The PMAs will include a completed form, a brief summary of the project, and references to supporting documentation. In addition to completing the application form, we will prepare a cover letter for the City's use in transmitting the application to the NHDES. Also included under this task is the reproduction of the PMAs. In accordance with current NHDES preferences, we plan on submitting an electronic copy of each PMA so only one paper copy of the application package will be prepared. Likewise, we will provide the City with an electronic copy as well as one paper copy.

Prior to submitting the PMAs, we propose having a pre-submittal meeting with the NHDES. We anticipate that this meeting would be held in Concord at the NHDES office and would serve to assist the NHDES in their review of the documents. Our services would also include preparing responses to the NHDES review comments to the PMAs. At this time, the extent of review comments, if any, is not known. For purposes of this proposal, we carried an allowance of $5,000 to respond to comments. We will notify you if it appears that the effort to respond to comments is greater than we assumed.

For your convenience, we estimated the fees associated with submitting the PMAs. The fee for a Type IB PMA is $100. For the Type II PMA, the fee is dependent upon the life expectancy of the area being constructed, and was calculated using the formula provided in Env-Sw 310.08(a) of the Solid Waste Rules. We estimate that permit application fee will be $17,000. Please note that we assume that the City will pay the fees directly to the NHDES at

the time the PMAs are submitted, and, as such, we did not include the fees in our budget estimate.

Task 3 Hydrogeologic Services

According to the 1992 Solid Waste Facility Permit, as part of the final design of Phase III, the Type II PMA is to include documentation of the elevation of the groundwater table beneath the Phase III area. Specifically, piezometers need to be installed in the Phase III area to evaluate the groundwater elevation with respect to the overall landfill liner system design and the requirements of the NHDES solid waste rules. As noted in the permit, a detailed work plan is to be prepared and submitted to NHDES for approval prior to installing the piezometers. As part of the work plan preparation, Sanborn Head proposes to visit the Phase III area to observe the existing topography and, if feasible, assess the condition of groundwater monitoring wells that may be in the area. Using the information from the site visit and the design intent for the liner system, Sanborn Head will prepare a work plan, which will include a site map indicating the proposed piezometer locations with respect to the proposed liner design. A draft work plan will be submitted to the City for review and comment. Once the work plan is finalized, Sanborn Head will provide the City with paper and pdf versions for submission to the NHDES. We anticipate addressing one round of NHDES review comments. Once the work plan is approved by NHDES, Sanborn Head will mark out the piezometer locations, contact DigSafe, retain a driller, supervise and log the piezometer installation (including sampling of the soils encountered), and retain a licensed professional land surveyor to locate the piezometers. Sanborn Head will select representative soil samples for geotechnical laboratory testing. The information from these activities will be summarized in a report. A draft report will be submitted to the City for review and comment. Once the report is finalized, Sanborn Head will include it with the Type II PMA.

Task 4 AoT Permit Application

Consistent with other land disturbing construction projects at the Four Hills Landfill, an AoT permit application will be prepared along with the Type II PMA. Sanborn Head will prepare the AOT permit application form and supporting documentation, including: (i) a narrative describing the proposed stormwater management system and associated erosion and sedimentation control features; (ii) an evaluation of the existing and proposed hydrology; (iii) pre- and post-development runoff models and relevant design calculations supporting the selection of proposed BMPs; and (iv) support figures illustrating the evaluation and proposed design.

The application and supporting documents will be prepared in accordance with the requirements of the AoT Rules (Env-Ws 1500) and will be signed and sealed by a Professional Engineer licensed to practice in the State of New Hampshire. Our services will also include reproducing the application and supporting information as a package to be submitted to the NHDES. One hard copy and one electronic copy of the application will be submitted to the NHDES, and one hard copy will be provided to the City.

For your convenience, we estimated the AoT Permit Application fee according to the fee schedule provided on the NHDES website, which is based upon the proposed area of disturbance. Although the exact proposed area of disturbance is not known at this time, we believe it will be somewhere between 400,000 and 800,000 square feet, which corresponds to a fee of $2,750 to $4,750, the maximum fee. Please note that we assume that the City will pay this fee directly to the NHDES at the time the application is submitted, and, as such, did not include the fee in our budget estimate.

Task 5 Construction Documents

Sanborn Head will prepare Construction Documents that will be included with the Type II PMA. We anticipate that the Construction Documents will include the following components:

- General and Technical Specifications;
- Construction Drawings; and
- Construction Quality Assurance Plan.

Sanborn Head will prepare general specifications for the project (Division 1), and technical specifications for the various components required. Typically, solid waste cell construction projects like Phase III include Site Work (Division 2), Concrete (Division 3), Pumps (Division 11), Mechanical (Division 15), and Electrical (Division 16).

Sanborn Head will prepare Construction Drawings for the project. The Construction Drawings will be based upon the drawings included with the Type IB PMA.

Task 6 Project Management and Meetings

We assume that we will meet with the City three times at the site during the development of the Phase III project. We expect that an initial meeting would be held within two weeks of our receipt of authorization to proceed to review major design issues and establish a project schedule. Subsequent meetings would be held to review the draft documents and incorporate the City's comments as the design progresses. The meetings will be particularly useful in resolving issues regarding site access, construction sequencing, material management, landfill gas management, stormwater management, and leachate system design and should serve to keep the project on track from a schedule standpoint. We expect that the meetings would involve Sanborn Head's project staff involved in preparation of the construction documents, and that each meeting would require up to 4 hours.

ASSUMPTIONS

- The City will provide recent topographic survey (i.e., 2016) of the Phase III area in a digital format that is compatible with AutoCAD Civil 3D. The survey will be geo-referenced to the existing site benchmarks, and references the state plane coordinate and vertical datum used. The resulting topographic map will be produced at a scale of 1 inch equals 40 feet, with 2-foot contours.

- The City will provide the permitted Phase III liner and final cover grades in digital format compatible with AutoCAD Civil 3D.
- The budget and schedule do not factor an allowance for delays caused by possible opposition or litigation.
- Potential changes to the NHDES rules and fees are not accounted for.
- Field sampling or analytical testing (groundwater, stormwater, surface water, soil, or waste) are not accounted for; Sanborn Head will rely on historic information to be provided by the City.

BUDGET ESTIMATE AND BASIS OF BILLINGS

The budget estimate for the services described above is $200,000. A breakdown of cost by task is presented below. Billings for our services will be based on actual accrued labor and expenses. Our 2016 Schedule of Fees is enclosed. We will not invoice in excess of the budgeted amount without your approval. Please note that this proposal does not include bid phase or construction phase services.

TASK	Estimated Fee
Engineering Alternatives Evaluation	$30,000
Solid Waste Permit Modification Applications	
Type IB (includes pre-submittal meeting)	$4,200
Type II (includes response to comments allowance)	$8,200
Hydrogeologic Services	$70,600
AoT Permit Application	$22,000
Construction Documents	$55,000
Project Management and Meetings	$10,000
Estimated Total Fee	**$200,000**

SCHEDULE

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

TERMS OF ENGAGEMENT

The terms of engagement are described in our Agreement with the City of Nashua, New Hampshire dated June 27, 2016.

ACCEPTANCE

We understand that acceptance of this proposal will be provided in a City issued Purchase Order to Sanborn Head for these services.

CLOSING

Thank you for the opportunity to submit our proposed engineering scope of services. We look forward to working with you on this project. Please do not hesitate to call us should you require additional information.

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

Ryan L. Clay, P.E.
Senior Project Engineer

Eric S. Steinhauser, PE, CPESC, CPSWQ
Senior Project Director

ESS/RLC:ess

Enclosure: 2016 Schedule of Fees

P:\Opportunities\City of Nashua, Phase 3 Permit Modification Nashua, NH\Proposal\20160902 Nashua Ph III proposal.docx

SANBORN HEAD

Building Trust. Engineering Success.

SANBORN, HEAD & ASSOCIATES, INC.
2016 Schedule of Fees
City of Nashua, New Hampshire

Senior Vice President	$198
Vice President	$188
Project Director	$177
Senior Project Manager	$151
Project Manager	$141
Senior Engineer/Geologist	$123
Project Engineer/Geologist	$115
Engineer/Geologist	$105
Supervising Technician	$94
Senior Engineering Technician	$85
Engineering Technician	$79
Support Staff	$68

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.

P:\Opportunities\City of Nashua, Phase 3 Permit Modification Nashua, NH\Proposal\2016 Schedule of Fees.docx

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Jeff Lafleur, Superintendent
Solid Waste Department

C. Motion: To approve a contract with Sanborn Head and Associates Inc. to begin the process of permitting the Phase IV lined landfill with NHDES in the amount not to exceed $300,000. Funding will be through Department 168 Solid Waste; Fund: Bond; Activity: Landfill Expansion Phase III & IV.

Attachments: Sole Source Memo, Sanborn Head and Associates Scope of work

Discussion: The Superintendent of the Solid Waste Department and the Director of Public Works recommend that the City begin the process of permitting the conceptual Phase IV lined landfill with the New Hampshire Department of Environmental Services (NHDES). The Phase IV landfill is to be sited at the Four Hills facility in the valley formed by the closed MSW landfill and the Phase I lined landfill. It is projected to cover approximately 27 acres, will provide the City with an estimated waste disposal capacity of 2.6 million cubic yards, and extend the life of the landfill by 20-plus years. Although the disposal capacity of this proposed phase will not be needed for many years, it is recommended that the City begin the permitting process now to avoid potential future changes to solid waste regulations that could prohibit further landfill expansion. This expenditure covers work to be performed in FY 2017. We expect that this project will take several years to complete at an approximate total cost of $500,000.

THE CITY OF NASHUA

Division of Public Works

Solid Waste Department

"The Gate City"

September 6, 2016

Re: Memo – Sanborn Head & Associates Phase IV Landfill Permitting for FY2017

To: Daniel Kookan, Purchasing Manager
Carolyn O'Conner, DPW Financial Manager

This memo supports the Solid Waste Department's request to issue a contract and purchase order to Sanborn Head & Associates, Inc. (SHA) for $300,000 to prepare permitting documents for the proposed Phase IV landfill. The permitting documents include New Hampshire Department of Environmental Services (NHDES) Type IA solid waste facility permit modification and an Alteration of Terrain (AoT) permit for storm water management. This contract and purchase order would cover work performed by SHA in FY2017. An additional $200,000 budgeted over several more fiscal years will likely be required to complete the permitting process.

The proposed Phase IV lined landfill is to be sited in the valley formed by the closed MSW landfill and the Phase I lined landfill. It will cover approximately 27 acres with an estimated capacity of 2.6 million cubic yards. It will potentially provide the City with 20 additional years of disposal capacity.

Pursuant NRO § 5-83 Professional Services, which allows the purchase of professional services without soliciting competitive bids, the Solid Waste Department intends to award this work directly to SHA. SHA has served as the City's consulting engineers for the Four Hills facility since approximately 2009, providing expertise in environmental permitting, landfill gas design and construction, and other landfill infrastructure projects. They have detailed knowledge of the site and the project requirements and objectives. Retaining another engineering company to perform this work would result in duplication of effort and delays.

Respectfully Submitted,

Jeff Lafleur
Superintendent, Solid Waste Department

Cc: Lisa Fauteux, Director of Public Works

840 West Hollis Street • Nashua, New Hampshire 03062 • Phone (603) 589-3410 • Fax (603) 589-3448

SANBORN HEAD
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20 Foundry Street
Concord, NH 03301

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

September 2, 2016
File No. 3066.08

Re: Phase IV – Preliminary Opinion of Cost and Schedule Update for FY2017 (revised)
Four Hills Landfill, Nashua, New Hampshire

Dear Jeff:

We understand the City of Nashua (City) would like to include, as part of the City's budget for Fiscal Year 2017 (FY2017), costs for services required of Sanborn Head & Associates, Inc. (Sanborn Head) to begin efforts to design and permit new landfill capacity in the area between the closed Unlined Landfill and the active Lined Landfill at the Four Hills Landfill in Nashua, New Hampshire (i.e., Phase IV). This letter summarizes such services, and includes a preliminary opinion of cost for FY2017 in relation to Phase IV. The opinion of cost may include some of the services that could be incurred after FY2017 (e.g., services required during the permit review process).

Preliminary Opinion of Cost

Our preliminary opinion of cost for design/permitting services for Phase IV is based on several assumptions relative to our understanding of current New Hampshire environmental regulations including the Solid Waste Rules[1], the existing conditions at the Four Hills Landfill, the City's projected waste receipts, and the remaining airspace in Phases I and II. Based on our understanding, the Phase IV project would involve the following major activities, listed in no particular order:

- Removing the soil components of the closed Unlined Landfill's geosynthetic final cover system in the footprint area of Phase IV, constructing a liner system that meets the requirements of the Solid Waste Rules and extending the liner system across the area between the closed Unlined Landfill and the Lined Landfill to connect with the liner system in the Lined Landfill.
- Establishing new landfill access roads.
- Establishing new stormwater drainage channels, and possibly adding detention/retention capacity.

[1] In July 2014, the NHDES promulgated new Solid Waste Rules. Some of the new rules may impact the design and permitting of the proposed Phase IV project (e.g., setback distances). For the purposes of this letter, the scope and opinions presented herein assume that the Phase IV project is in compliance with the new rules.

- Relocating the main landfill gas (LFG) conveyance header pipe from between the closed Unlined Landfill and the active Lined Landfill to the north and west of the active Lined Landfill area.
- Modifying the Phase I and II landfill gas collection and control system (GCCS) so that that it may be connected to the relocated main LFG conveyance header pipe.
- Decommissioning 12 existing groundwater monitoring wells and replacing some or all of these wells.

We further understand that as part of the Phase IV permit application, the City would like to include the following modifications for Phases I and II:

- Modify the components of the final cover system to reflect current materials and design standards; and
- Increase the inclination of the final sideslopes.

Figure 1 illustrates the potential scope of the Phase IV expansion. Based on the conceptual layout, Sanborn Head estimates that developing the approximately 27-acre Phase IV footprint area could provide on the order of 2.6 million cubic yards of landfill capacity.

Facility Permitting

Developing the proposed Phase IV area would require a Type I-A solid waste facility permit modification as the new area would both increase the approved design capacity and extend the date of the permit. In addition to modifying the Solid Waste Permit, an Alteration of Terrain (AoT) permit, which addresses stormwater runoff and management, would be required as well as a modification of the Groundwater Management Permit (GMP) and the facilities' Title V air permit. Services required to revise the GMP and Title V air permit are expected to be performed after FY2017.

Preparation of an application for a Type I-A permit modification, would involve the following:

- Preparing for signature by the City, the Type I-A application form;
- Preparing notifications to abutters and other potentially affected entities in accordance with Env-Sw 314.08 and 303.05;
- Preparing Notice of Filings to potentially affected agencies as needed in accordance with Env-Sw 303.06 through 12;
- Preparing a Site Report in accordance with Env-Sw 314.10, which could include, but not be limited to, the following:
  - A demonstration of the siting requirements;
  - A description of the existing conditions;
  - Tax, land use, natural resource, and other related maps;
  - A statement of the need for the proposed expansion;

  - An evaluation of the potential impacts (both positive and negative) of the proposed expansion;
  - A statement of the public benefit of the proposed expansion;
  - A hydrogeologic report, to include an assessment of the depth to the groundwater table and a preliminary work plan for groundwater monitoring piezometers; and
  - A traffic study;
- Preparing permit-level engineering drawings, specifications, and calculations supporting the proposed design in accordance with Env-Sw 314.11;
- Updating the Operating Plan in accordance with Env-Sw 1105.11;
- Revising the Closure Plan in accordance with Env-Sw 1106.04; and
- Preparing a Financial Report in accordance with Env-Sw 314.12 that provides an opinion of cost to construct and operate Phase IV, projected tipping fees, and the type and source of funding for the project.

The above application components are to be prepared in consideration of, and in accordance with, the requirements of Env-Sw 315.05, 800, and 1000.

The table below summarizes our preliminary opinion of the cost for preparing permit applications for Phase IV (the application fees are NOT included). Our opinion is based on our understanding of: (i) the current NHDES AoT and Solid Waste Rules; (ii) our experience preparing Type I-A permit modification applications in New Hampshire and similar permit applications in other states; and (iii) our understanding of the type, extent, and quality of the readily available information that can be used for the preparation of the AoT and Type I-A permit modification applications. Additional assumptions made to develop the opinion of cost are outlined towards the end of this letter.

TASK	PRELIMINARY OPINION OF COST
Prepare AoT application	$50,000
Prepare Type I-A permit modification application	$250,000
Estimated Total Fee	**$300,000**

The above preliminary opinion of cost is for engineering services during fiscal year 2017. At this time, we recommend that the City budget and additional $200,000 for future fiscal years for Sanborn Head to: (i) address NHDES comments to the AoT permit application and Type I-A PMA; (ii) provide support at public hearings and meetings; (iii) prepare the Type II PMA; and (iv) assist with preparing construction bid documents.

In addition to the costs identified above, the fee for Type I-A permit application is estimated to be at least **$20,000** (see Env-Sw 310.07). Furthermore, the AoT permit application fee for the project could be on the order of **$6,200** (Env-Wq 1503.32).

Assumptions

- Response to NHDES comments for all applications will occur sometime after FY2017.
- Services required to prepare for/attend public hearings will be performed after FY2017.
- Services required for preparing/submitting the GMP and Title V renewal will not be required until after FY2017.
- The City will make available for use all historic engineering and hydrogeologic studies, permit applications, reports, drawings, and calculations related to the Four Hills Landfill site; additional subsurface explorations are not included.
- The City will provide recent topographic survey (i.e., 2016) of the proposed Phase IV area in a digital format that is compatible with AutoCAD Civil 3D. The survey will be geo-referenced to the existing site benchmarks, and references the state plane coordinate and vertical datum used. The resulting topographic map will be produced at a scale of 1 inch equals 40 feet, with 2-foot contours.
- The budget and schedule do not factor an allowance for delays caused by possible opposition or litigation.
- Potential changes to the NHDES rules are not accounted for.
- Field sampling or testing (groundwater, stormwater, surface water, soil, or waste) are not accounted for; Sanborn Head will rely on historic information to be provided by the City.

Closing

We appreciate the opportunity to be of continued service to the City. Please contact me should you require additional information.

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

Ryan L. Clay, E.I.T.
Senior Project Engineer

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

RLC/RLC/ESS:ess

Enclosure: Figure 1 – Conceptual Layout, Phase VI Expansion Area

P:\3000s\3066.08\Project Control\Phase IV\20160902 Ph IV ltr - FY2017.docx

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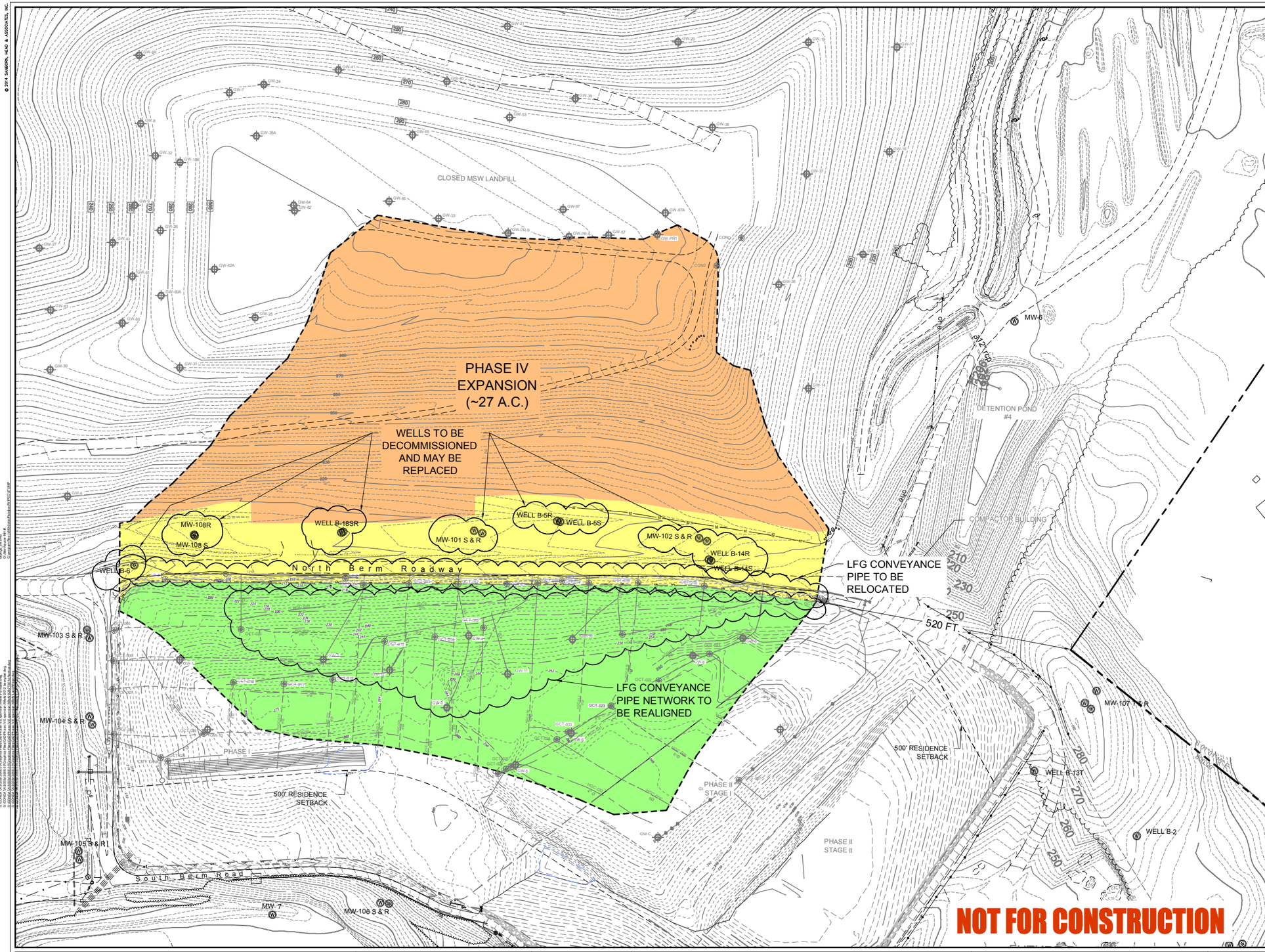


NOTE:

1. WITHIN THE CURRENT OPERATING LANDFILL, EXISTING GRADES ARE FROM AN ELECTRONIC FILE PREPARED BY CMA, ENGINEERS OF PORTSMOUTH, NEW HAMPSHIRE TITLED "0653ewOperatingPlan100825.dwg". THE PLANS ARE TITLED "CITY OF NASHUA, NH, FOUR HILLS LANDFILL, PHASE I SECURE SOLID WASTE, PHASE II OPERATION PLAN, FILL SEQUENCE DRAWINGS," DATED JANUARY 2008.

2. OUTSIDE THE CURRENT OPERATING LANDFILL, EXISTING SITE GRADES WERE OBTAINED FROM A DRAWING PREPARED BY CMA, TITLED "CITY OF NASHUA, NH, FOUR HILLS LANDFILL, PHASE II SECURE SOLID WASTE, PHASE II OPERATING PLAN, FILLING SEQUENCE DRAWINGS, PHASE II, STAGE 1- INITIAL LIFT," DATED JUNE 2010.

3. THE EXISTING LANDFILL GAS EXTRACTION SYSTEM INFRASTRUCTURE FEATURES SHOWN ARE BASED ON THE FOLLOWING:

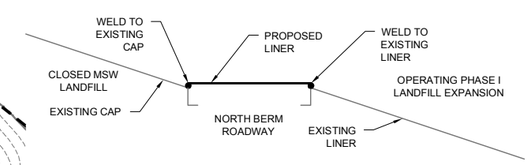
   A. AS-BUILT DOCUMENTATION PREPARED BY WERNER ENVIRONMENTAL, LLC OF RANDOLPH, MASSACHUSETTS, TITLED "GAS COLLECTION SYSTEM EXPANSION, PHASE I, STAGE 3, FOUR HILLS LANDFILL, GAS COLLECTION SYSTEM EXPANSION PLAN, RECORD DRAWING." PREPARED FOR FORTISTAR METHANE GROUP OF ROSEVILLE, CALIFORNIA. DATED OCTOBER 21, 2009.

   B. AS-BUILT DATA POINTS FOR THE SURFACE COLLECTORS (NASHH030 & NASHH033) WERE PROVIDED TO SANBORN, HEAD & ASSOCIATES INC. BY THE FOUR HILLS LANDFILL STAFF. THE DATA POINTS WERE CONVERTED FROM LATITUDE/LONGITUDE TO NORTHING/EASTING USING THE CORPSCON COORDINATE CONVERSION PROGRAM.

   C. DRAWINGS PREPARED BY SANBORN HEAD TITLED, "PHASE II LANDFILL GAS COLLECTION AND CONTROL SYSTEM, FOUR HILLS LANDFILL" DATED FEBRUARY 2011 AND 'PHASE II LANDFILL GAS SYSTEM EXPANSION RECORD DRAWINGS FOUR HILLS LANFILL" DATED NOVEMBER 2013.

LEGEND:

- EXISTING 2' CONTOUR
- 200 — EXISTING 10' CONTOUR
- EXISTING APPROXIMATE PROPERTY LINE
- EXISTING TREE LINE
- EXISTING EDGE OF GRAVEL
- EXISTING AREA WITH GEOSYNTHETIC CAP
- EXISTING AREA WITH NO GEOSYNTHETICS
- EXISTING AREA WITH GEOSYNTHETIC LINER



LINER SECTION

NOT TO SCALE

PROGRESS PRINT
1/31/14

SANBORN HEAD

GRAPHICAL SCALE
100' 50' 0' 100' 200'

NO.	DATE	DESCRIPTION	BY

DRAWN BY: L. TEAL
DESIGNED BY: L. TEAL
REVIEWED BY: L. DAMIANO
PROJECT MGR: E. STEINAUSER
PIC: E. STEINAUSER
DATE: JANUARY 2014

CITY OF NASHUA
FOUR HILLS LANDFILL
NASHUA, NEW HAMPSHIRE

CONCEPTUAL LAYOUT
PHASE IV EXPANSION AREA

PROJECT NUMBER: 3066.03

FIGURE NUMBER: 1

THE CITY OF NASHUA

Division of Public Works

Administration

"The Gate City"

Board of Public Works Meeting of October 27, 2016
Administration Department

Agenda

A. Motion: To approve the selection of Mr. Jason Hayden of Gilford, NH to the position of Senior Foreman at the Administration Department. Starting salary for this position will be $71,291.21. Funding will be through: Department: 160 Administration; Fund: General; Account Classification; 51 Salary & Wages.

B. Motion: To approve the proposal from OspreyOwl Environmental, LLC of Barrington, NH in an amount not to exceed $45,000 for plant oversight support at the Wastewater Treatment Facility. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 53 Professional and Technical Services.

C. Motion: To approve the Bancroft Street Maintenance Agreement.

D. Motion: Update on Burke Street

E. Informational: Director's Report

9 Riverside Street • Nashua, New Hampshire 03062 • Phone (603) 589-3140 • Fax (603) 589-3169

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Lisa M. Fauteux, Director
Division of Public Works

Re: Senior Foreman, DPW Administration

Attachment: Application

A. Motion: To approve the selection of Mr. Jason Hayden of Gilford, NH to the position of Senior Foreman at the Administration Department. Starting salary for this position will be $71,291.21. Funding will be through: Department: 160 Administration; Fund: General; Account Classification; 51 Salary & Wages.

Discussion: Jason Hayden was selected as the candidate for the position of Senior Foreman, DPW Administration as one of four internal candidates who applied for the position. Mr. Hayden is currently a Wastewater Foreman for the City at the Wastewater Treatment Plant. He began with the City in 2007 and has worked in several departments within the Division of Public Works. He has demonstrated strong leadership skills and great understanding of both Snow Operations and the Wastewater Treatment Plant. He is also the former owner of an excavation firm. The interview team consisted of Lisa Fauteux, Director of Public Works, Andy Patrician, Division Operations Manager and Jon Ibarra, Superintendent of Streets. The interview teams felt strongly that Mr. Hayden has the experience and skills to be successful in this position. It was a unanimous decision to recommend Mr. Hayden.

City of Nashua Online Application

Hayden, Jason - AppNo: 7559 Date Submitted: 9/7/2016

Internal Candidate

Personal Data

Name:	Jason	D	Hayden	Sr.
	(First)	(Middle Initial)	(Last)	(Suffix)

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

Other:	Jay	d	Hayden
	(First)		

Postal Address

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

Employment Desired

Open Vacancy Desired:

		Date Last Submitted	Experience in Similar Positions
JobID: 534	**Officials/Administrators (Mgrs):** Senior Foreman at DPW Administration	9/7/2016	years

Closed Vacancy Desired:

		Date Last Submitted	Experience in Similar Positions
JobID: 528	**Officials/Administrators (Mgrs):** Senior Foreman at DPW Administration	8/15/2016	-

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 WWTP 1st class Mechanic		2 Sawmill Rd Nashua, NH 03060 603-589-3560		James Lavalley 603-589-3564 lavalleyj@nashuanh.gov	
Date From - Date To:	11/2007 -	**Full or Part Time:**	Full	**Last Annual Salary:**	53,500
Reason for Leaving:	still employed				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	Responsible for the maintenance of the Wastewater Treatment Facility and the City's 15 Pump Stations.				

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
City Of Nashua Collection System Operater		2 Sawmill rd Nashua, NH 03060 603- 589-3564			
Date From - Date To:	-	**Full or Part Time:**		**Last Annual Salary:**	
Reason for Leaving:					
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position					

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
City Of Nashua Truck Driver/Laborer		9 Stadium dr. Nashua, NH		Scott Pollock	
Date From - Date To:	-	**Full or Part Time:**		**Last Annual Salary:**	
Reason for Leaving:					
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position					

Education

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

High School Attended: Nashua 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
CA - California State University, Sacramento	Management			
U.N.H. Technology Transfer Center	Roads scholar	Winter operations		

City of Nashua Online Application

Hayden, Jason - AppNo: 7559 Date Submitted: 9/7/2016

Internal Candidate

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 worked for the Division of Public Works for over 8 years. I progressed from a truck driver to a collection system operator, to a collection system technician to a wastewater mechanic to a street/wastewater foreman.

Prior to that I worked for and then owned my own trucking business.

After working in the private sector and owning my own business I learned the importance of safety, teamwork and communication.

I believe this makes me a quality candidate for the Ssenior Foreman position.

Professional References

	Reference 1 of 3	**Reference 2 of 3**
Name:	James Lavalley	Matt Eiserman
Employer:	City of Nashua	City of Nashua
Current Position:	Maintenance Foreman	Parks Foreman
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:	Nashua Wastewater 2 Sawmill Rd. Nashua, NH 03060	Park & Recreation 100 Concord St. Nashua, NH 03060
Email:	lavalleyj@nashuanh.gov	eisermanm@nashaunh.gov
Relationship to Candidate:	Foreman	colleague
Years Known:	7	8

	Reference 3 of 3	
Name:	Curt Todis	
Employer:	Manchester Wastewater	
Current Position:	Mechanic	
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	colleague - friend	
Years Known:	40	

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.

I am goal oriented, confident and an analytical thinker. I know how to prioritize and I strive to create a team atmosphere. I am experienced in dealing with varying levels of personalities.

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:

Legal Information continued

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

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Lisa M. Fauteux, Director
Division of Public Works

Re: Proposal from OspreyOwl Environmental, LLC for oversight services for the Wastewater Treatment Plant

Attachment: Scope of Work Proposal

B. Motion: To approve the proposal from OspreyOwl Environmental, LLC of Barrington, NH in an amount not to exceed $45,000 for plant oversight support at the Wastewater Treatment Facility. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 53 Professional and Technical Services.

Discussion: Quotes were solicited from four firms who have the qualifications for the oversight and support at the Wastewater Treatment Plant. Hazen & Sawyer, Wright Pierce and OspreyOwl Environmental were interviewed by Lisa Fautuex, Director, Andy Patrician, Division Operations Manager and Noelle Osborne, Operations Supervisor, WWTP. Weston & Sampson was not available for this project.

After conducting the interviews the interview team agreed that OspreyOwl provided both the needed expertise and quality pricing for the required services.
OspreyOwl will provide services 20 hours per week at an hourly rate of $65. It is anticipated the services will be required through the end of the fiscal year. The scope of work will include but is not limited to the following:

- Training of Plant Administrative Staff in all aspects of permitting; Training staff in use and development of process spreadsheets;
- Explanation of operational questions presented by staff;
- Overview of the operations staff means and methods of work and suggestions for more efficient operation;
- Training of plant staff in all aspects of wastewater treatment plant operations, laboratory testing, permitting and process control measure.
- Training of staff in WET testing protocol and in-plant sample methods;
- Preparation of monthly progress reports on activities of the previous month;
- Review and comment on regulatory rules as directed by Nashua Administration;
- Interaction with any plan staff a directed by Nashua Administration;
- Development of a process plan d SOPs
- Attend contractor/engineer/vendor meeting as directed;
- Direct and train plant staff via PowerPoint or hands on demonstration;
- Provide all services and support for the Nashua Administrative staff as instructed.

OspreyOwl Environmental, LLC
268 Emerald Drive
Barrington, NH 03825
(603) 978-5109
www.ospreyowl.com

email: RickCantu@ospreyowl.com

October 12, 2016

Ms Lisa Fauteux
Director of Public Works
9 Riverside Drive
Nashua, NH 03062

Re: Proposal (2016-09) to Provide Plant Oversight Support

Dear Ms Fauteux,

OspreyOwl, Environmental, LLC, will be providing services to the City of Nashua's Wastewater Treatment Plant at the directive of Noelle Osborne, Operations Supervisor and Lisa Fauteux , Director of Public Works, for plant operational oversight. Rick Cantu will be the representative for OspreyOwl Environmental (OOE) for the purpose of fulfilling this "Scope of Service." The current schedule is to provide services 20 hours per week on days mutually agreed to by the Operations Supervisor and OOE. It is anticipated that this schedule will last through the current fiscal year ending June 30, 2017. Examples of work hours are seven or eight hours on two days and 4 to 6 hours on the third day to account for 20 hours for the week. Weekly schedules need to be set one week in advance. This agreement may be cancelled by the City of Nashua at any time with a week's prior notice.

Scope of Work

The scope of work will include, but is not limited to the following:

- Training of Plant Administrative Staff in all aspects of permitting;
- Training staff in use and development of process spreadsheets;
- Explanation of operational questions presented by staff;
- Overview of the operations staff means and methods of work and suggestions for more efficient operation;
- Training of plant staff in all aspects of wastewater treatment plant operations, laboratory testing, permitting and process control measures;

- Training of staff in WET testing protocol and in-plant clean sampling methods;
- Preparation of monthly progress reports on activities of the previous month;
- Review and comment on regulatory rules as directed by Nashua Administration;
- Interaction with any plant staff as directed by Nashua Administration;
- Development of a process plan and SOPs as directed by Nashua Administration;
- Attend contractor/engineer/vendor meetings as directed by Nashua Administration;
- Direct and train plant staff via PowerPoint or hands on demonstrations;
- Provide all services and support for the Nashua Administrative Staff as instructed.

Fees

The "Rates & Terms" are modified from the usual Rate Sheet outlined on the website. For the term of this proposal the fee is a flat hourly rate of $65.00 per hour.

Any outside services that are requested by Nashua (e.g. laboratory testing by contract lab) that OOE coordinates and provides payment for the service, there will be a 10% mark-up on all these costs.

Billing

OOE will invoice the City on a quarterly basis within the first two weeks of January and the first two weeks of April. The last quarterly bill will be submitted on June 15th with the estimated end of June hours worked to close out the fiscal year. OOE will work with the payment schedule as currently set by the City's financial policies.

Approval and Acceptance

OOE is pleased to establish an ongoing working relationship with the City of Nashua. If this proposal is agreeable as presented, please sign in the space provided below. If there are any questions please contact me at your earliest convenience.

Proposal Acceptance

OspreyOwl Environmental, LLC, Proposal 2016-09 Support and Oversight Services for the City of Nashua's Wastewater Treatment plant, is hereby accepted and executed by a duly authorized signatory for the party to whom this document is addressed.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

_____

Ricardo Cantu – President
OspreyOwl Environmental, LLC

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: October 27, 2016

From: Lisa Fauteux, Director
Administration Department

Re: Bancroft Street Maintenance Agreement

C. Motion: To approve the Bancroft Street Maintenance Agreement

Attachment: Maintenance Agreement

Discussion: This motion had been tabled at the October 12, 2016 Board of Public Works Special Meeting.

Return to:

BANCROFT STREET
MAINTENANCE AGREEMENT

The **City of Nashua**, a municipal corporation with an address of 229 Main Street, Nashua, New Hampshire, 03060 ("City"), and **Residences at Riverfront Landing Limited Partnership**, a New Hampshire limited partnership, with an address of 100 Galen Street, Watertown, Massachusetts 02472 ("RRLLP") as a condition of Site Plan approval for PLR2016-00192 and other good and valuable consideration the sufficiency of which is hereby acknowledged, hereby agree as follows:

RRLLP, its successors and assigns including its successors in interest to Lot 50 ("Developer"), shall at Developer's sole cost be responsible for all maintenance and repair of **Bancroft Street,** a public way**,** and **Lot 51** (together, the "**Bancroft Street Maintenance Area**") as shown on a plan entitled "Consolidation/Subdivision Plan (Map 40, Lots 34 & 48) 62 & 70 Bridge Street, Nashua, NH," Prepared For: Renaissance at Nashua, LLC, Record Owner: City of Nashua, prepared by Hayner/Swanson, Inc., and recorded at the Hillsborough County Registry of Deeds as Plan No. _____ (the "Subdivision Plan"). Reference is also made to the plan entitled "Tax Map 40, Lots 34, 50 & 51, Site Plan – Phase 1, Residences at Riverfront Landing, 62 & 70 Bridge Street, Nashua, New Hampshire," Owned by City of Nashua, Applicant: Renaissance Downtowns at Nashua, LLC, dated October 8, 2015, prepared by MSC, a division of TF Moran, Inc., and filed with the City of Nashua as NR ____ (the "Site Plan")(collectively, the "Plans").

The following provides an itemization of specific maintenance practices that will be employed on the Bancroft Street Maintenance Area by Developer once all improvements have been completed.

Preventative Maintenance

Maintenance practices shall include, but are not limited to:

1. Snow removal from roadway and parking areas.

2. Cleaning of roadway and parking areas periodically to minimize dust and sand in the air.

3. Cleaning of catch basins once per year or more frequently as necessary.

4. Implementation of other maintenance or repair activities as deemed necessary by Developer.

5. Maintain landscaped areas in a neat and clean fashion.

6. Complying with all manufacturer requirements for all improvements made by Developer to the Bancroft Street Access Maintenance Area, including, but not limited to specifications for proper maintenance for all porous pavement.

7. Implementation of maintenance or repair activities as reasonably requested by the City.

General

The party responsible for maintenance of the roadway shall be the then-owner(s) of Lot 50 (aka, the Developer). Developer shall at all times during the term hereof, and at its own cost and expense, keep and maintain in good repair and safe condition the Bancroft Street Maintenance Area and all improvements thereon and shall not commit nor suffer to be committed any waste or damage thereto.

It is anticipated by the parties that Bancroft Street, as it will be improved pursuant to the Plans, will be accepted in its new alignment as shown on the Plans by the City once constructed. The provisions herein are intended to burden the Bancroft Street Maintenance Area regardless of such acceptance.

Developer shall be responsible for compliance with this Bancroft Street Maintenance Agreement.

When a breach of this Maintenance Agreement comes to the attention of the City, it shall notify the Developer (the then owner of Lot 50) in writing of such breach, delivered in hand or by certified mail, return receipt requested. Developer shall have thirty (30) days after receipt of such notice to undertake those actions including restoration, which are reasonably calculated to swiftly cure the conditions constituting said breach and to notify the City thereof. If the Developer fails to take such curative action, the City may undertake any actions that are reasonably necessary to cure such breach; and the cost thereof, including the City's expenses, court costs and legal fees shall be paid by the Developer at the time such cost is incurred by City.

By accepting this Bancroft Street Maintenance Agreement, RRLLP, for itself and its successors and assigns including its successors in interest to Lot 50, acknowledges the Combined Sewer Overflow system located under portions of Bancroft Street and the Bancroft Street Maintenance Area. Notwithstanding, the City shall retain all rights and obligations in and to the Combined Sewer Overflow system, together with responsibility for repairs caused to the

improvements made by RRLLP due to the City's need to access and maintain the Combined Sewer Overflow system.

The City and Developer may each enforce its rights hereunder by any proceedings available at law or equity, including by seeking the remedies of specific performance and mandatory injunction.

The rights and burdens established hereby shall run with the land, whether or not expressly referenced in any subsequent deed of Map 40, Lot 50 (or any portion thereof). This agreement, and the rights and burdens established hereby, may terminate on or after April 1, 2037 if Developer provides two (2) years written notice to the City of Nashua, Attn: Director of Public Works, 9 Riverside Street, Nashua, NH 03062, and, after the opportunity to inspect as described below, the City accepts in writing the condition of the Bancroft Street Maintenance Area which acceptance shall not be unreasonably withheld. Upon receipt of a timely notice to terminate from Developer, the City agrees to complete an inspection ("the Inspection Report") of the Bancroft Street Maintenance Area no later than 1 year after receipt of a termination notice that identifies any improvements in the Bancroft Street Maintenance Area that do not comply with this Agreement. The City and Developer agree to work cooperatively to resolve any issues identified in the Inspection Report by the date set forth in the termination notice.

Signature page follows

Executed this _____ day of _____, 2016.

CITY OF NASHUA

_____
Witness

_____
James W. Donchess, Mayor
Duly Authorized

STATE OF NEW HAMPSHIRE
COUNTY OF HILLSBOROUGH

On this the _____ day of _____, 2016, before me, the undersigned officer, personally appeared the above named James W. Donchess, Mayor of The City of Nashua, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he/she executed the same for the purpose herein contained.

Before me:

_____
Justice of the Peace / Notary Public
My Commission Expires:_____

RESIDENCES AT RIVERFRONT LANDING LIMITED PARTNERSHIP

_____
Witness

_____
By:
Its: _____
Duly Authorized

STATE OF _____
COUNTY OF_____

On this the _____ day of _____, 2016, before me, the undersigned officer, personally appeared the above named _____, as _____ of Residences At Riverfront Landing Limited Partnership, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he/she executed the same on behalf of Residences At Riverfront Landing Limited Partnership for the purpose herein contained.

Before me:

_____
Notary Public
My Commission Expires: _____

Board of Public Works Meeting of October 27, 2016
Department Report

Engineering Department

- **Broad Street Parkway.** Final paving and striping of Parkway South was completed. Punchlist was generated and given to the contractor. A list of outstanding items was given to ED Swett for the river bridge and Fairmount St contract. FHWA reimbursement and closeout documentation is ongoing. A response to the ED Swett lawsuit is being prepared to the Legal Department.
- **Burke Street Sewer Phase 2.** Sidewalk repairs and driveway connections are ongoing. Final paving and striping are scheduled to be completed during the remainder of this construction season.
- **Temple St Sewer.** An option to repair the sewer under the railroad tracks has been selected and is being reviewed with the contractor.
- **2016 Sewer Replacement.** Pennichuck is currently working to relocate water lines in the Hoyts Ln area. Park Construction has completed sidewalk repairs on Tolles St. Road reconstruction is expected to continue through the fall.
- **Sewer back-up issues.** Engineering investigated a sewer back up issue at 15 Brookline St.
- **Collection Systems Operation and Maintenance Review**. CDM/Smith continues to develop the plan. A meeting was held regarding transfer of the updated GIS layer and conversion to the ESRI local government model for sewer and drainage data.
- **Bridge Inspections.** Engineering is working with CLD Consulting Engineers on a plan for repairs to the NHDOT red listed pedestrian bridge that the crosses Henri Burque Highway at Pennichuck Middle School.
- **Main Street Sidewalk Improvements.** The curb work for the two crosswalks and median islands on Main St. was finished in September. The brick work has been started and expected to be done by end of October.
- **FY2016 Street Paving Program.** Work is largely completed. The contractor is addressing minor punch list items. Two streets may be delayed until next year.
- **Sewer and Drain Pipe and Structure Inspection.** Cleaning and inspecting of sewer and drain infrastructure continues. The contractor is working in multiple streets.
- **Merrimack River Levee**. The USACE 2016 Routine Inspections was held on August 25 and the results are forthcoming. The Draft Emergency Action Plan was submitted and reviewed by the USACE. Revisions are being made to the EAP. The semi-annual progress report is being drafted.
- **Rail Trail Lighting**. The contract between the City and Johnson's Electric to install poles and lighting assemblies along the Heritage Rail Trail has been executed. The lighting assemblies including concrete poles, LED luminaires, and appropriate mast arms are scheduled to be delivered by October 21, 2016.
- **Stadium Drive Skate Park & Parking Lot.** The Site Plan was approved by the Planning Board at the September 8th meeting. A construction estimate is being developed.
- **2017 Stormwater Improvements Project.** The project is now in the design phase which includes field inspections and surveying. The following locations are being considered for

improvement. New Searles Road/Wilmington Street, Pemberton Road/Belfast Street, Victor Avenue/Emmett Street, and Sky Meadow Drive/East Dunstable Road.

- **Whipple St Parking near Mine Falls Park.** Engineering has done an evaluation of the current configuration of the existing parking spaces on Whipple St. and proposed a new configuration to increase the number of parking spaces. The design for the additional parking spaces is underway.
- **Main Street United Methodist Church Walkway**. Engineering prepared the plans for a new walkway from the end of existing Main Street sidewalk to the Spring Street parking lot. The walkway is part of the Main Street Sidewalk Improvements project. It is located at 154 Main St on a 10' sidewalk easement granted to the City by Main Street United Methodist Church. The City started clearing and demolition work for the walkway installation on October 5, 2016. Curbing was installed by Granite State Curbing on October 10, 2016. The construction is expected to be completed by the end of this month.
- **Amherst Street Roadway Improvements – Charron Avenue to Diesel Road**. The utility companies continue to work on relocating the existing service lines. Continental has completed the installation of seven of the eight new traffic signal foundations.
- **East Hollis Railroad Crossing.** Pan Am has not provided a schedule to begin construction yet. A check was issued to Pan Am to bear upfront materials cost as agreed upon in the three-way Agreement between the City, NHDOT and Pan Am. NHDOT updated the project close out day to September 30, 2017.
- **LED Street Lighting Conversion.** Siemens has begun to replace the existing cobra head lights with new LED cobra head lights within several neighborhoods. Work will continue through the end of the year. Review with Eversource of the existing inventory versus the general ledger is continuing.
- **Site Development Review.** Engineering has reviewed the following Site Development and Subdivision plans: 62 Bridge Street – Renaissance, Innovative Way – Restaurant and 6 and 8 Girouard Avenue, 27 Burke Street, 667 and 673 West Hollis Street.
- **Street Acceptance.** Street Acceptance petitions have been submitted for a portion of Cherrywood Dr, Moonstone Ct, Tamora Ct and Annabelle Ct, all related to the Gagnon Farms development.
- **Construction Inspection.** The inspectors have provided inspection for the following projects: Monis Farms Phase 2, 323 Daniel Webster Highway, Vine Street, Burke Street, 242 Main Street – CVS, Somerset Plaza, Skyline Drive, Gagnon Farms, 2016 Sewer Improvements project, paving program inspections, sewer and drain video inspections and inspections for driveway, sewer service and gas service repairs throughout the city.
- **Engineering Survey.** Ongoing survey projects include: Survey for drainage on Main St, survey for Spring St parking lot, Survey of Teak Drive, Survey of Courtney Lane, Survey for parking along Whipple Street, survey of Cherrywood Drive, and survey of Victor Street.
- **Street Opening Permits.** . Engineering issued 85 Street Opening Permits and thirteen Permits to Encumber in August and 103 Street Opening Permits and sixteen Permits to Encumber in September.
- **Sewer Permits.** Eighteen sewer permits were issued and $8,382.65 in fees were collected from July 18^{t} to September 30, 2016.

Parks & Recreation Department

- **2016 Trips.** The next NYC trip will be in December and is sold out.
- **Holman Stadium.** The 2016 Silver Knights season has come to an end with the team going to the league finals and winning the championship. The season was a large success. Field renovations are being done this fall as well as work on the visitors dugout and outfield wall. We will be finalizing the details on the replacement of the scoreboard and sound system in the near future.
- **Stellos Stadium.** We are midway through the fall season. Look to the city website for the fall schedule. The Thanksgiving Day game will be played on Wednesday night this year.
- **Fall Projects.** The staff has been working on the Legacy Playground installing irrigation at the Holocaust Memorial and making repairs to the ballfields at upper Lincoln Park and the North Common Babe Ruth field. We have also been working on planting trees in the tree street areas of the city.
- **Legacy Playground at Labine Park.** Construction on the park was completed and a dedication to open the park was held on September 15th.
- **Tree planting.** Tree work continues to be busy. The high winds and thunderstorms on Sunday September 11th created tree work throughout the city.
- **Mine Falls Park.** The Mine Falls Advisory Committee held its August trail day on Saturday August 20th. Over 25 people volunteered for the day to help clean up the park. The Gate House was opened for tours during the event.
- **Summerfun.** The 2016 season has come to a close. The season went well with very good attendance at our events. The 2017 sponsorships campaign will begin in November.
- **Wheels and Wings.** This event was held at the Nashua Airport on August 6th. There were over 3,000 visitors to the event.
- **Brewfest.** The Brewfest, again, was well attended. Good music and food was what the day was all about. The August 20th event helped raise funds for Pal and Big Brothers and Sisters of Nashua.
- **2016 Summer Camps.** This year's camps season has come to an end. All of the camps did well.
- **Pools.** The 2016 pool season has come to a close. The pools ran well and the swimming lessons were well attended. There will be a repair needed this fall to the pre filter tank on a valve assembly.
- **Fright Night.** We are working on an expansion of our fright night scheduled for Friday October 28th. The schedule of events is on the website
- **Biddy Basketball.** Signups have been strong and all of our coaching vacancies have been filled.
- **Fall Sports.** The fall sport season for football, soccer and fall baseball is half way complete. See the Park and Rec website for sign up information.
- **Senior Outing.** The Senior Outing is scheduled for Sunday November 13, at 12:00. We had 350 to give away.
- **Centennial Pool Filter Room.** Repairs to the roof were completed at the filter room that was damaged by a fallen tree.

Street Department

- **September Street Department completed tasks.**

    - Over 100 Potholes were filled at 57 sites.
    - 13 Sidewalks were repaired.
    - 2 Sewer service lines were repaired.
    - 12 Catch Basins were inspected and repaired.
    - 5 Manholes were repaired.
    - 4 Driveways were repaired during sidewalk repairs.
    - 2 Lawns repaired following sidewalk work.
    - 2 Mailbox's were repaired.
    - 2 Trenches were patched.
    - 6 Mowing requests for intersections blocked by overgrowth were done.
    - 6 Berms were installed or repaired.

- **Main St**

    - Crews from the Street and Traffic departments worked on the new midblock crosswalks on blocks 3 and 4. Granite curbing was installed and the new midblock island light posts were installed.
    - The new sidewalk from Main Street to the Spring St. parking lot has begun with the installation of the curbing and the paving in place.

- **Sweeper Program.**
    - Five sweepers are operating daily.
    - 5 special sweeping requests were completed.

- **Asphalt Repairs.**
    - Paving repairs were made at the sights of 4 sidewalk repairs.
    - The Mill and Fill program is ongoing and the crew recently completed work on Broad St, Pepperell Cir, Pine Hill Ave, Lake St., Teak Drive and Coburn Ave.

- **Traffic**

    - 26 Traffic Signal/Street sign problems were responded to and fixed.
    - During the day the crew has been addressing failed traffic signals and communication issues city-wide including a serious issue on the DW Highway where an accident took out the signal control box and several outages due to storm winds.
    - 14 street signs or No Parking signs were replaced.
    - Traffic department personnel set up and removed the voting booths at 9 polling stations for the state primaries.

- **Fleet**
    - Preventative maintenance and repair of the fleet is ongoing daily. Snow prep of the trucks is underway.
    - Motion Link troubleshooting is ongoing.
    - Solid Waste equipment and vehicles are repaired daily with top priority.
    - CNG tank inspections for Solid Waste trucks that are due have started.
    - State Inspection for FY17 is in full swing with 133 of the 143 vehicles (93%) in the fleet completed.
- **Weld shop**

  The welder is fabricating brackets for the new trucks that attach to the driver's seat to accommodate the new heavier plow and sander controls; also the mechanics working with the welder are mounting brackets on the back cab wall to accommodate the 2 way radio to clear the drivers vision and dashboard area.

Wastewater Department

- **Pump Stations Upgrades Project.** A progress meeting was recently held between plant staff and consultant Woodard & Curran in which pump station site layouts and designs were discussed. Survey work at each pump station is ongoing. The 30% design is scheduled to be complete by the end of November or early December.
- **SCADA Upgrades Project-Wet Weather Facility**. Recent upgrades to the facility were made. The facility will be evaluated for proper operation when the next big storm occurs and the wet weather facility is activated.
- **SCADA Upgrades – Plant Wide.** Consultant Woodard & Curran has prepared 90% design plans for the plant wide control systems and SCADA upgrades. Final bid documents are currently being prepared. This project will make improvements to control system and SCADA plant wide.
- **Headworks Upgrade Project.** The contractor is on-site to start the architectural upgrades including the construction of new women's locker room and modifications of the compressor room and adjacent hallway. This includes the installation of a new rake arm and wash press which are being manufactured and are scheduled for arrival in December.
- **Tank Drain and Scum System Upgrades project.** Project is complete and is in warranty period.
- **Yard Hydrant Replacement Project.** This project is being postponed until the spring of 2017. New plant water system shut off valves need to be installed first so that the backup potable water system does not back feed into the plant water hydrants to be replaced.
- **HVAC Upgrades.** Consultant Wright Pierce is working on the 90 percent design plans which should be ready by end of November. This project will replace 4 air handling units and provide air conditioning to other offices and an electrical room. Significant improvements in energy efficiency should result from this project with possible energy rebates from Eversource.

- **Water Booster Station Upgrades.** Consultant Woodard & Curran is evaluating water use data and alternate locations for the existing potable water booster station. Once the study phase is complete the consultant will present a summary of finding in a technical memorandum before moving into the design phase.
- **Laboratory.** The laboratory has been diving into more comprehensive training of chemists. A daily microscopy lesson from the Laboratory Supervisor has allowed for a better understanding of the biological process. The laboratory has also developed "normal" operational parameters for the process data, which the chemists can compare against to determine if the process is trending outside of ideal range. They have additionally instituted daily discussions with the Plant Operations Supervisor on all the data points, both permit and process related. The laboratory has also completed their Quarter 3 bioassay and their onsite certification assessment, both with success.
- **Maintenance.** Work continues within the facility. The maintenance staff have worked on repairing primary basin number 3 when the collectors stopped, the grit washer, work was completed on the hypochlorite system. Two of our press feed pumps and a wasting pump have all received rebuilds. Raw sewage pump number 4 was uninstalled and the impellor shipped offsite for adjustment. The Electricians have installed level indicators in sludge storage tanks, replaced drives to all four return pumps, worked on new controls for the tank drain system, ATI chlorine analyzer at the contact chamber distribution box. Preventative maintenance has occurred on the primary digester recirculation pump as well as replacing the packings in 7 pumps. Work continues on cleaning and organizing the shop when time allows.
- **Operations.** The Operations department continues daily operations of the facility as well as monthly inspections and checks. Additionally, they have been participating in light preventative maintenance of equipment, including changing air filters, cleaning out the heat exchanger in the primary digester, adjusting chains in Primary basins 1 and 2, and installation of new polymer injection rings. They clean and prep equipment that needs maintenance and assist as needed.
- **Collections.** The collection crew has cleaned and deodorized the North Gate pump station. They have cleaned the Watson street pump station. They continue video projects, catch basin cleaning and inspecting, as well as responding to emergencies within the City.
- **Safety & Training.** Staff are attending quarterly training classes as required to keep their certifications up to date. We continue to work with Risk Management for in house safety training.

<u>Solid Waste Department</u>

- **Recyclables Shipped in August 2016.**
  375 tons of single stream recycled materials
  34 tons of electronic waste
  5.15 tons textiles and books
  1300 gallons of waste oil
  625 fluorescent bulbs
  3 box rechargeable batteries
- **Recycling Bins & Carts.**

84 recycling carts were sold.
45 recycling bins were given to residents
26 Trash carts distributed
35 Trash carts repaired

- **Permits Sold for 2016.**
  13047 Residential
  642 Commercial
- **Curbside Collections and Landfill Drop Off.**
  5488 tons MSW
  661 tons C&D
  323 tons of SYW