



# THE CITY OF NASHUA

*Division of Public Works  
Administration*

*"The Gate City"*

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## Board of Public Works Meeting of January 30, 2020

### Agenda

A meeting of the Board of Public Works is scheduled for Thursday, January 30, 2020 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 Meeting of December 19, 2019.

#### **IV. Public Comment**

#### **V. Aldermanic Referrals**

**A. R-20-007** – CHANGING THE PURPOSE OF FUNDS FOR A PARKS & RECREATION CAPITAL IMPROVEMENT PROJECT FROM “CROWN HILL POOL REPAIRS” TO “ROTARY POOL FILTER REPLACEMENT”

#### **VI. Engineering**

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

**B. Motion:** To approve the following Pole License Petitions: PSNH # 21-1445, 21-1447 and 21-1448.

**C. Informational:** Sewer Main Repair on Barker Avenue at the intersection of Burke Street

#### **VII. Parks & Recreation**

**A. Motion:** To approve a contract with Forcier Contracting & Building Services, Inc. of Nashua, NH for the building repairs at the Crown Hill Pool bathhouse in the amount of \$34,200. Funding will be through Department: 177 Parks and Recreation; Fund: Capital; Activity: Crown Hill Pool Building.

**B. Motion:** To approve the contract for portable toilet rentals with United Site Services of Haverhill, MA for a two year term with an annual cost of \$32,140. Funding for the contract will be through Department: 177 Park & Recreation; Fund: General and Trusts; Account Classification: 54 Property Services.

#### **VIII. Wastewater**

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

**B. Motion:** To approve Change Order #4 to the Energy Recovery Upgrade contract with Methuen Construction Company of Plaistow, NH in an amount not to exceed

\$49,167.26 for structural and electrical modifications to the energy recover room. Funding will be through: Department: 169- Wastewater; Fund: Wastewater; Activity: Energy Recovery Upgrade Project.

**IX. Administration**

- A. Motion:** To approve the proposed 2020 regular meeting dates for the Board of Public Works.
- B. Motion:** Vote for Vice-Chair to the Board
- C. Motion:** Chair's appointment to the BPW Pension Board
- D. Motion:** Chair's appointment to the Strategic Planning Committee
- E. Informational**
  - i. Director's Report

**X. Commissioner's Comments**

**XI. Personnel**

- A. Motion:** To approve and unseal the nonpublic minutes for Personnel from the Board of Public Works Meeting of December 19, 2019.
- B. Non-Public Session**

**XII. Possible Non-Public Session**

**Board of Public Works Meeting  
Meeting Minutes  
December 19, 2019**

A regular meeting of the Board of Public Works was held on Thursday, December 19, 2019, at 5:30 p.m. in the Auditorium at City Hall, 229 Main Street, Nashua, NH 03060.

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

**Members Present:**

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

**Also Present:**

Ms. Lisa Fauteux, Director, Division of Public Works  
Mr. Jeff Lafleur, Superintendent of Solid Waste  
Mr. Nick Caggiano, Superintendent of Parks & Recreation  
Mr. Dave Boucher, Superintendent of Wastewater  
Mr. Jon Ibarra, Superintendent of Streets

**Not Present:**

Alderman Ernest A. Jette, Aldermanic Liaison

**MOTION:** Commission Ackerman made a motion to approve the agenda as presented.

**Discussion:**

**MOTION:** Commissioner Pappas made a motion to hear item A. under Administration directly after item B. under Aldermanic Referrals and approve the agenda as amended.

**MOTION CARRIED:** Unanimously

**Approval of Meeting Minutes**

- **November 7, 2019**

**MOTION:** Commissioner Pappas to approve the minutes from the Special Board of Public Works meeting of November 7, 2019.

**MOTION CARRIED:** Unanimously

- **November 21, 2019**

**MOTION:** Commissioner Pappas to approve the minutes from the Board of Public Works meeting of November 21, 2019.

**MOTION CARRIED: Unanimously**

### **Public Comment**

There was no public comment.

### **Aldermanic Referrals**

**A. R-19-186 – AUTHORIZING THE MAYOR AND CITY TREASURER TO ISSUE BONDS NOT-TO-EXCEED THE AMOUNT OF ONE MILLION FOUR HUNDRED NINETY-FIVE THOUSAND DOLLARS (\$1,495,000) FOR VARIOUS IMPROVEMENTS AT THE SOLID WASTE DEPARTMENT FOUR HILLS LANDFILL AND THE PURCHASE OF TWO REFUSE TRUCKS**

**MOTION:** Commissioner Ackerman made a motion to favorably recommend R-19-186 to the Board of Aldermen.

### **Discussion:**

#### **Commissioner Pappas**

I think it might be helpful for folks who are watching to have a breakdown of how much each refuse truck costs and to explain any of the improvements we are going to make at the landfill. The other thing I think might be helpful is to explain why we bond our refuse trucks as opposed to having...most of the vehicles we purchase are done through a planned expenditure.

#### **Mayor Donchess**

The first part of that I think can be covered by Mr. Lafleur.

#### **Mr. Lafleur**

As the Mayor just said, the first part of the program, the various improvements at the Solid Waste Department is the soil wall and gas expansion. We budgeted \$500,000 for the soil wall this year and that should help almost complete it. The gas expansion will be \$395,000 I think.

The second part of the question would be for the two refuse trucks. We budgeted \$300,000 each for a total of \$600,000. As far as bonding it, I would have to ask the Treasurer or someone else to answer that question.

Mayor Donchess

That part I can answer but are there any other questions or comments?

Commissioner Pappas

Again, just to explain to folks, I think we are all used to how expensive it is to keep up the landfill and what happens if we don't keep...and why we don't bond those.

Mr. Lafleur

The setback area walls are the 500-foot setback from where the trash is to the residents of the city and the gas expansions are annual gas expansions that we collect; the methane gases that help to eliminate odors and catch the emissions that go off into the atmosphere. We send that back to the plant and they make electricity with the gases.

Mayor Donchess

In terms of the question as to why we are bonding the purchase of refuse trucks as opposed to purchasing them out of current dollars; the decision was made ten years ago (or so) that the city would proceed in that fashion, in other words, borrowing or bonding to buy expensive pieces of equipment like garbage trucks and fire trucks. The reason for the decision was to limit the amount of current dollars that were being spent. I think especially given the constraints that were in place. It was hard to budget for it. In addition, there is the argument that if a truck gets used for seven years that it's better to pay for it over the seven years rather than the loaded upfront. I think the more conservative way would have been to pay upfront really but once we got into the bonding approach it requires an upfront tax increase to begin. If you are not reserving over the years to buy at the end of a savings period, if we were required to come up with hundreds of thousands of dollars it would result in a tax increase to pay for it upfront.

Commissioner Pappas

Director Fauteux, my sense is, just from my recollection, is that the other trucks last longer and there are a lot of moving parts in the refuse trucks.

Director Fauteux

You are correct with the automated trucks as there are more moving parts but we have gone to a different arm that is a little bit better. That is correct though, the packers last longer than the automated trucks.

Commissioner Pappas

Are they significantly more expensive than most of the trucks we have to get and do they have a shorter life?

Director Fauteux

No, they are all pretty much equal in terms of cost.

Commissioner Ackerman

As I recall, the lead time for these vehicles is several months, is that correct? Is it six to nine months?

Mr. Lafleur

Right now we are looking at a year for these two trucks by the time we order them.

Commissioner Ackerman

Earlier this fiscal year I think we passed a bond to order some other trucks. Have those come in yet?

Mr. Lafleur

Those are still six to eight months out as well. We have to wait about one year every time we order a truck.

Commissioner Ackerman

So we have a total of four or five new trucks after this passes, assuming it does on order. Will that get you up to full fleet?

Mr. Lafleur

We have a full fleet now. The ones we are ordering are replacements or putting two on the backline. These are just to keep with our ten-year replacement plan.

Commissioner Ackerman

How many trucks like this are in your fleet?

Mr. Lafleur

We have eight right now.

Mayor Donchess

Are there any other questions or comments?

**MOTION CARRIED: Unanimously**

**B. R-19-187 - AUTHORIZING THE MAYOR AND CITY TREASURER TO ISSUE BONDS NOT-TO-EXCEED THE AMOUNT OF SIX MILLION DOLLARS (\$6,000,000) FOR THE DESIGN AND CONSTRUCTION OF A DIVISION OF PUBLIC WORKS OFFICE FACILITY**

**Discussion:**

Director Fauteux introduced Ms. Janet Slemenda, Principal from HKT Architects who had been working with the Division of Public Works for a long time.

**Mayor Donchess**

Can you brief us on what this contract is and what will be accomplished pursuant to the contract?

**Ms. Slemenda**

When we were asked to build a fee proposal for this project, we looked at it as a comprehensive and inclusive fee proposal using all of the consultants it takes to do a normal building project to produce a well-corrugated set of drawings that could be bid and will be reflective of what the city's goals are for the building. Those include not just the architectural fees but all of our consultants including civil site engineers, landscape architects, code specialists, specification specialists, mechanical, electrical, plumbing, and fire protection engineers. It's basically a full team of typical building construction and we go out to them and solicit proposals from them based on the scope of work that I put in front of them based on all of the conversations we have had with the city and they then propose. In the letter, there are 14-pages of information and it describes every task that they will be doing and we will not be doing and our firm will be coordinating. There is also a list of assumptions and exceptions as well and that is standard, every engineer has a list of what they are going to do in front of me and then they all have about a half of dozen exceptions of things they won't do. You can see absolutely everything that I know about this project and is included in the letter.

Do you have specific questions? It's long but it's a pretty standard approach to building a fee.

**Commissioner Pappas**

My understanding was that we were going to use some of the plans from Burke Street for some savings.

**Ms. Slemenda**

The plans for Burke Street were for a renovation of a building and an addition. The renovation portion was the administration piece so there is nothing salvageable except for the program. The program was very comprehensive, we had a very lengthy programming process where we interviewed, had questionnaires, toured and created a very comprehensive program of spaces that the city needs and it's projected out with the years so we anticipate growth or no

growth in each department. We will use that document, that does not have to be done, it will need to be reviewed as far as what we are going to put in this building. Burke Street had an existing building and then it had four or five additions that were done to that building over the years and we are using parts of it and tearing some pieces down that weren't worth saving. We will be using all of the program pieces and then we will be planning for this new building and then anything that happens in the future. We will do a pre-planning process and the Board will know exactly what can be done on this site in the future. There are a lot of elements to a Public Works facility and we will be considering all of those.

Commissioner Pappas

I thought there was going to be some savings using HKT.

Director Fauteux

There is, all of the programming has been done. Janet met with all of the individual departments to determine what the needs were so she has a list of every single employee and what their space needs are.

Commissioner Pappas

I don't believe we ever got that.

Director Fauteux

We may have gone over that a long, long time ago but it's been a long time.

Mayor Donchess

It was way back when the Burke Street...

Director Fauteux

When we were talking about Burke Street.

Commissioner Pappas

I looked through my notes and I looked through the stuff and I didn't see it. I did write down in my notes that my understanding was this didn't go out to bid and part of the reason why was because there were some savings.

Director Fauteux

That's correct because we have come so far with all of the programming and what our needs are.

Ms. Slemenda

When we do site programming we do what we call “site bling” in that we don’t look at a specific building and try to place a space inside the building. We look at it comprehensively so that in the case just as what has happened with Burke Street is all of that information is transferable to another site. That is a standard way an architect should approach programming and make it so that the user could use that document on any site they would choose. Often times when we do programming, a city is looking at multiple sites for a building to purchase. Not all of that information is already completed and there are no major changes to the way you structure the department. All of the information should be good, it’s a matter of just going through it.

Director Fauteux

There were a lot of interviews that were conducted with all levels of staff and there was a fair amount of work that went into all of that.

Commissioner Pappas

Do we have any of that information that could be shared with the Board?

Director Fauteux

Yes, absolutely.

Commissioner Ackerman

Janet, thanks for joining us tonight, it’s a very comprehensive quote. A question to the Chair and perhaps the Director, it’s a huge quote with several pages and a couple of things that jump off of the page to me would be on page two where it talks about...and these are probably very nominal costs, sprinkler flow testing are excluded and the fire protection hydraulic design with piping and head layout is excluded. Are we taking that into consideration as we look at the big picture that there may be some additional costs beyond this?

Ms. Slemenda

In New Hampshire, we have been told that is the typical way the sprinkler portion of the project is done. I have talked with my engineers about that. These are the same engineers who we used on Burke Street and they approached it the same way the last time and this is the standard process for them. They do all of the initial set-up, all of the criteria and as is often the case, when it gets past construction and into the (inaudible), which is when the people that are actually going to build or produce drawings that show exactly what is going to happen they oftentimes do all of that work based on the calculations in hand. It’s pretty standard fare.

Commissioner Ackerman

I’m just trying to make sure the city is well positioned to absorb those costs after we look at the bonding and things like that. Are we prepared for that?

Mayor Donchess

The estimate is for the entire project so that is included in the overall estimate, the estimate of \$9.9 million includes the items you just mentioned along with everything else.

Commissioner Ackerman

Okay, so it includes the times that are excluded in this...

Mayor Donchess

From the architectural contract, yes.

**MOTION:** Commissioner Teas made a motion to favorably recommend R-19-187 to the Board of Aldermen.

**Discussion:**

Commissioner Pappas

I will preface my comments by saying there is no disagreement that our facilities are in an absolute deplorable condition and it is unfortunate that we have done absolutely no maintenance and they ended up in that position. I just have a couple of clarifications; I don't disagree that absolutely something needs to be done. I guess my issue is with information or lack thereof or lack of what I see as a plan to actually fix the worst of our health and safety issues. It's actually \$10 million...I'm rounding numbers so that would be the money left over from Burke Street combined with the new \$6 million bonds. Plus, it's really closer to \$11 million once you add in the \$9,97,204 from the architects.

Mayor Donchess

Just to be clear, the \$9,97,204 is part of the construction cost so the \$9,900,000 includes the so-called soft costs which are architects.

Commissioner Pappas

Okay, thank you.

My concern is when we went through this process...I'm sure that Harvey Construction is a great institution and they did a really good job but we never actually broke down to see what the costs were to fix some of the health and safety issues, for example, we never got a quote for the...what it would cost to do the HVAC system at Riverside. My understanding is that the police department is going to go ahead and take over that facility so the city is probably going to have to pay to have that remedied. I understand that it is easier to manage a place if it's all in one area but here is what this \$10 million-plus plan does not do. It does absolutely nothing to address the health and safety issues that they rank and file AFSCME employees who work at the Street Department and Parks & Recreation...they are still going to have to deal with that every day. We never got the amount of money that was going to be required

for that, and this has nothing to do with the architecture firm. We had a verbal explanation of the traffic study, again the traffic study was just done and it was kind of a guesstimate to who is going in and out for the office facilities and again, my understanding is that they did that and mixed it with...and this is an assumption since we did not get a written plan from kind of old traffic data and I could be wrong but since I didn't get anything in writing, I am uncertain. It did not address, and again, it was extensive and they did hard work and I fully understand...we don't have a new traffic study with 2019 or even 2016 or 2018 figures. It does not explain how the impact that all of our traffic...with the additional traffic once...my understanding is the plan is to move Parks & Recreation and the Street Department to that facility. We didn't get the numbers on that. We didn't get the numbers on how much it would cost...we did get an off the cuff...the gentleman from Harvey who was terrific, great guy and I think that he was honest in his answers off the top of his head. I had written in my notes \$50 to \$60 million additionally for those two facilities. It seems as if that would kind of be important to include that before we go ahead and jump into this office facility. Again, a huge concern is that we are spending this \$10 million and it doesn't sound like we have facts and figures in place for the Street and Parks & Recreation Departments and the traffic study and quite honestly, I am a little bit concerned over the message that we are sending to our rank and file AFSCME employees from both Streets and Parks & Recreation in that these facilities are so unhealthy that we are going to move all of your support staff off-site but you are going to stay here and we don't have a plan in place for these folks to be moving nor do we have a any figures as to what it is going to cost even if we remedied some of the health and safety issues at those facilities. We just don't have those figures there and I do think that the lack of a plan is a problem regarding adding lots of trucks to an area that is already very congested and at this point, I really do think we need to do our homework and not leave AFSCME employees working in an unsafe environment and we need to come up with an honest price tag. I think I know with the...when we purchased Burke Street, it was a really difficult decision for me to make because again, we didn't have the traffic study and someone gave a top of your head figure of I think somewhere between \$10 - \$15 million for the whole shebang, everything together. I had actually been serving as a Commissioner long enough to say "you know what, if I don't see the facts and the figures then I can't support something because it's probably not going to be accurate." I think the \$57 million price tag on that facility...we really did not do our homework and I don't want us to continue to just go ahead and not do our homework and not come up with honest figures. We don't have a timeline in place. What if there is a new Board of Aldermen that come in and they say well we are really bonding a lot of money, what do we say to those folks over at the Street and the Parks & Recreation Departments. Honestly, to the neighbors of the landfill to say...not only the neighbors of the landfill but the folks who use that road every day...I just don't think we've done our homework and again, don't...it's not, this woman doesn't want...these health conditions to be addressed, that's not the case. I just don't think we've done our homework and that's why I am unable to support this but I certainly do support doing something because what we have is not acceptable to anyone and it's not working for anyone.

#### Mayor Donchess

Is there any other discussion?

**VOTE: 4 – 1 – 0 (Abstained – Pappas)**

**MOTION CARRIED**

## **[Agenda Taken out of Order]**

### **Administration**

- A. MOTION:** Commissioner Teas to approve the contract with HKT Architects for the design and construction oversight for the Division of Public Works facility in the amount not-to-exceed Nine Hundred Ninety Seven Thousand Two Hundred and Four Dollars (\$997,204). Funding will be through Department: 160 Admin/Engineering; Fund: Bond; Activity: DPW – Facility.

**VOTE: 4 – 1 – 0 (Abstained – Pappas)  
MOTION CARRIED**

## **[Agenda Returned to Original Order]**

### **AFSCME Grievance 19-20 – Step III**

#### Director Fauteux

The union contacted us and they have asked to postpone this grievance because they needed some additional time until January so we granted that.

#### Commissioner Pappas

I always find it really helpful when we have the written part of the contract if that kind of applies to that. What's interesting is to see how both sides respond to whatever written part it is because I want to be fair and I want to be objective. I find the more information...and then you can read the information and then you can ask whoever it is that is presenting, I find that really helpful.

#### Mayor Donchess

Are you talking about the contract itself or reports?

#### Commissioner Pappas

Whatever the issue at hand is because I have to tell you that this has always been very confusing to me and I do want to be fair. I take these very seriously and I don't want to favor one side or the other and I...whatever information, written or verbal or whatever, I find that really helpful.

#### Mayor Donchess

I am sure we can provide any written material that is prepared. Certainly, there is the contract and there might be a written grievance. There might be other writings which I am sure we can provide.

Commissioner Pappas

But the particular section highlighted in then to see how the different parties view it would be really helpful for me.

Mayor Donchess

That's fine.

Commissioner Pappas

Awesome, thank you.

Director Fauteux

I have to be honest, there's not really any clear language in the contract.

Mayor Donchess

Is it more of a past practice thing?

Director Fauteux

Yes, there's nothing in the contract that I could necessarily point to.

Mayor Donchess

If the Union cites a provision of the contract then that, of course, becomes relevant but this past practice idea...

Commissioner Pappas

I didn't think we did that.

Director Fauteux

But, I certainly will highlight anything that they have pointed to.

Commissioner Pappas

I think having stuff like that we normally would deal with and outlined when possible in negotiations would be really helpful.

Mayor Donchess

We will hear that in January.

## **Parks & Recreation Department**

- A. MOTION:** Commissioner Teas to approve the purchase of a 2020 John Deere 5090M Utility Tractor with attachments off the Sourcwell Ag contract #021815-DAC from Padula Brothers Inc. of Lancaster, MA, for the price of \$121,984.58. Funding will be through Department: 177 Parks & Recreation; Fund: Trust; Activity: CERF.

### **Discussion:**

#### **Commissioner Pappas**

Can you explain the item for the public?

#### **Mr. Nick Caggiano, Superintendent of Parks & Recreation**

This is part of our CERF Replacement Fund. The tractor is coming with some attachments that we are very excited about. One is an over-the-guardrail mower. We are still going to use our sub-contractor but the over-the-guardrail mower will allow us to do a more timely...especially when we have wet seasons where we have intersection problems. The other thing we are going to do is that we are ordering a stump grinder. We have always contracted out stump grinding and we think we can be a little more responsive. This is a mid-size one that will take care of the majority of our work but occasionally we will need to have someone come in for the big ones. We are excited. It will be a well-used unit and we will use it for all kinds of applications. It's truly needed.

#### **Commissioner Pappas**

Will you be able to interchange some of those new attachments with others of the same vehicle?

#### **Mr. Caggiano**

Yes.

**MOTION CARRIED: Unanimously**

## **Engineering Department**

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

**MOTION CARRIED: Unanimously**

- B. MOTION:** Commissioner Ackerman to approve the following Pole License Petition: PSNH # 21-1444.

**MOTION CARRIED: Unanimously**

## Wastewater Department

**A. MOTION:** Commissioner Ackerman to approve the User Warrants as presented.

**MOTION CARRIED: Unanimously**

**B. MOTION:** Commissioner Teas to approve the contract to Wright Pierce to develop and prepare a 20-year Facility Planning Study for the Wastewater Treatment Facility in an amount not-to-exceed \$300,000. Funding for this contract will be through Department: 169 Wastewater; Fund: Wastewater; Activity: Facility Planning Study.

### Discussion:

#### Mr. Dave Boucher, Superintendent of Wastewater

This is for Wright Pierce to develop the 20-year Wastewater Facility Plan. This study is for the course of 20 years and is to include some items...they will do a comprehensive review of current projects along with projected future flows and loads. They will assess the plant hydraulics and treatment capacity. They will also do an assessment on process & ancillary equipment and identify potential discharge issues, future capital improvement projects. We will also be meeting with state and federal regulators to go over potential future regulations as far as what can be discharged to the river so we can kind of stay ahead of the curb in building new parts of the treatment facility. It will also help us better understand our financial needs over the next 20 years. It is much needed.

#### Commissioner Ackerman

I was curious to learn how long ago we have done a similar study for the Wastewater Treatment Facility or have we ever done something similar?

#### Mr. Boucher

I can't answer that. I've never seen one so it's probably the first long-term study. I'm sure there were short studies done but it is typical to have a long-term study done.

#### Director Fauteux

That's correct, I am not aware of one either.

#### Commissioner Pappas

I think it's very much needed and very well done, thank you.

**MOTION CARRIED: Unanimously**

## Solid Waste Department

- A. MOTION:** Commissioner Pappas to approve Change Order #2 to the contract with Charter Contracting Company, LLC of Boston, MA, in an amount not-to-exceed \$191,271.44 for the construction of the Phase III Landfill. Funding will be through Department: 168 Solid Waste; Fund: Solid Waste; Activity: Phase III Landfill.

### Discussion:

#### Mr. Lafleur

The bulk of this change order is the change in design and amounts of soils that had to come in for the groundwater separation that we had to meet for the landfill separation for the liners. It also includes some of the extra liner that was needed once those elevations were changed. Once the elevations were changed some of the liners had to be increased to cover the area.

#### Commissioner Teas

I don't recall the overall project cost for Phase III but obviously, there was a buffer in there for change orders. I am wondering how we stand with respect to that buffer and how far along we are in this particular project.

#### Mr. Lafleur

We over-expended the amount of the bond that we did for the project by about \$191,000 which is this change order but everything was used up until then. When the bidding went out we assumed that we would meet the regulations for the groundwater separation and we didn't and that's why we needed the extra soils and then the added liner came in. I had other monies that we appropriated towards this and that's why there is no additional bonding that had to be done.

To answer your second question, the construction company actually pulled out today and 95% of the project is completed. We are waiting for some pumps that were back ordered for our leachate system and should be in by early January. I'll be requesting an NOI ASAP and we will hopefully be placing trash in there by January. I'll put some pressure on DES to get the approvals as fast as possible.

### **MOTION CARRIED: Unanimously**

- B. MOTION:** Commissioner Pappas to approve Change Order #1 with Sanborn, Head & Associates, Inc. of Concord, NH, for \$89,700 to provide the Solid Waste Department with Construction Quality Assurance (CQA) services for the Phase III Landfill construction. Funding will be through Department: 168 Solid Waste; Fund: Solid Waste; Activity: Phase III Landfill.

## **Discussion:**

Mr. Lafleur

This change order is basically the same reasoning that there was a delay in with DES approving some of the project and it pushed us back over a month and that's most of where the CQA came from. We had to had to have the construction company there and the engineers to make sure everything was being done properly. That should also cover us for the rest of the project.

**MOTION CARRIED: Unanimously**

## **Administration (Continued)**

### **A. Informational**

- I. The next Board of Public Works meeting is scheduled for January 30, 2019, at 5:30 p.m. in the City Hall Auditorium.

Director Fauteux

Please let me know if January 30<sup>th</sup> does not work for any Board members as the original date was January 23<sup>rd</sup>. We will then go back to holding meetings on the fourth Thursday of every month.

- II. Budget Transfers

Director Fauteux

There is just one budget transfer that has to do with a new postage meter and how things are being expended.

### III. Director's Report

- Artificial Turf at Roby Park
- Eaton Street Bridge is closed due to rotting decking and is going to be repaired.
- Shade sail poles at the Jeff Morin Field at Roby Park that has been installed.
- Downtown Stroll was a huge success.
- Santa in the Park was also very successful this year with about 300 children in attendance.
- The Turkey Bowl was held on November 27<sup>th</sup> and South was the winner.
- New York City Holiday bus trip occurred and about 60 residents attended.
- On December 10<sup>th</sup> we logged a new road for the Greeley Park Boat Ramp and it should be completed by December 21<sup>st</sup>.

- Snow clean-up from our first snowstorm of the year (a 3-day storm)
- This is our first year of full brine operation and have noticed a huge difference so far. We applied about 8,000 gallons during our first storm.

Mayor Donchess

How many miles of streets do you think we brine prior to a storm?

Mr. Jon Ibarra, Superintendent of Streets

Approximately 23 miles. I'll bring a more accurate number at the next Board meeting.

Commissioner Pappas

But that's just on main roads, right?

Director Fauteux

Yes.

Commissioner Pappas

I've seen a huge difference.

Director Fauteux

We also do the hills and the timberline areas.

- We also had to do our first snow removal downtown.
- This is the water booster station at the treatment plant. We are nearing completion on this. This is essentially the treatment of water that is reused in the plant.
- The primary clarifier construction is nearing completion including chains, etc. We are also redoing the sludge collection mechanisms inside the tanks to reduce the amount of water that would eventually get into the digester.
- The Energy Recovery Project is almost complete and hope it will be completed in March which will produce our own power for the plant.
- These are some of our mechanics and an electrician doing odor control repairs.
- The Solid Waste Department would like to remind all residents to please dig out carts and do not leave them buried in the snow. We can't pick them up if they are buried.

## Commissioner Pappas

Residents should not leave the trash carts out the night before a snowstorm.

## Director Fauteux

That's correct.

- Our excess holiday trash pick-up will be the week after Christmas from Thursday, December 26<sup>th</sup> through Thursday, January 2<sup>nd</sup>. You may place extra bags of trash at the curb and we will pick them up but try to keep them within 3 feet of the cart.
- Holiday Tree Collection: We will be picking up Christmas trees curbside on Monday, January 6<sup>th</sup> through Friday, January 17<sup>th</sup> and should be placed at the curb and not buried in the snow. All tinsel and ornaments should be removed.
- The Public Works Division will be closed on Wednesday, December 25<sup>th</sup> in observance of Christmas and curbside pick-up will be delayed by one day. Public Works will also be closed on Wednesday, January 1<sup>st</sup> in observance of New Year's Day and pick-up will again be delayed by one day.

## Commissioner's Comments

### Commissioner Teas

I would like to recognize my colleague, Joel Ackerman, whose last meeting is tonight after serving his term. I have enjoyed working with him. He has certainly made decisions with the city's best interest and pocketbook at heart and I thank him and he will be missed.

### Mayor Donchess

We have a plaque for retiring Commissioner Ackerman which reads as follows:

*With our greatest appreciation, we hereby present Commissioner Joel Ackerman, Vice Chair of the Board of Public Works, 2016 – 2019 for your unwavering support and guidance in helping the Division of Public Works build and maintain Nashua's infrastructure.*

### Commissioner Teas

I wonder if it might make sense for us as a group to consider a Strategic Planning session where we could learn about the Director's vision and her Superintendent's and then as a group we can put forward what goals we want to have in place. I would find great value in learning what lies ahead over the next year or two given the pending construction of the building, etc. We can address some of the things that Commissioner Pappas mentioned because I think she's straight on in that we need to have the second and third steps in place.

Mayor Donchess

I think we can do that.

Director Fauteux

Sure.

Mayor Donchess

It would probably be a special Board of Public Works meeting.

Director Fauteux

I would also like to schedule a meeting to discuss Union negotiations and the status of that.

Mayor Donchess

That might be a non-public.

Commissioner Pappas

Maybe we should do a workshop meeting or do it after a meeting that has a very short agenda.

Mayor Donchess

Again, it would be a non-public session.

Commissioner Ackerman

One of the things I didn't notice in tonight's agenda was a motion that one of my esteemed colleagues put on or tabled it from last month's meeting and that was a contract associated with the...I believe it was for Parks & Recreation, where the owners of a building on Arterially Lane and on November 8<sup>th</sup> you were going to reach out to Director Cummings about that activity. I didn't see that on tonight's agenda and I didn't know if we should bring that up.

Director Fauteux

Sure, we discussed that and I did get a letter from their Attorney saying that they were going to just use the one space and take down the parking signs. Because it was so late we decided not to have it on this agenda but it will probably be on the January agenda. We wanted to wait until that actually happened before we asked the Board for approval.

Commissioner Pappas

Has it been done?

Director Fauteux

I haven't checked on it as I just received the letter but I will.

Commissioner Ackerman

I would like to thank you, Director Fauteux, the Superintendents, and the Mayor. My tenure on the Board of Public Works has been very enjoyable. It's not goodbye, I will see you again hopefully in a couple of years and I look forward to supporting and representing the residents in Nashua.

Personnel

**A. MOTION:** Commissioner Teas to approve and unseal the nonpublic minutes for Personnel from the Board of Public Works Meeting of November 7, 2019.

**MOTION CARRIED: Unanimously**

**B. MOTION:** Commissioner Teas to approve and unseal the nonpublic minutes for Personnel from the Board of Public Works Meeting of November 21, 2019.

**MOTION CARRIED: Unanimously**

**C. Non-Public Session**

**MOTION:** Commissioner Ackerman moved by roll call that the Board go into a non-public session pursuant to RSA:91-A3 §2(b) the hiring of any person as a public employee.

*A Viva Voce Roll Call was taken, which resulted as follows:*

Yea: Mayor Donchess, Commissioner Ackerman, 5  
Commissioner Pappas, Commissioner Moriarty  
& Commissioner Teas

Nay: 0

**MOTION CARRIED: 5 – 0**

**MOTION:** Commissioner Ackerman to seal the minutes of the Board of Public Works non-public session of December 19, 2019, until such time as the majority of the Board votes that the purpose of the confidentiality would no longer be served.

*A Viva Voce Roll Call was taken, which resulted as follows:*

Yea: Mayor Donchess, Commissioner Ackerman, 5  
Commissioner Pappas, Commissioner Moriarty  
& Commissioner Teas

Nay: 0

**MOTION CARRIED: 5 – 0**

**MOTION:** Commissioner Ackerman to come out of non-public session.

*A Viva Voce Roll Call was taken, which resulted as follows:*

Yea: Mayor Donchess, Commissioner Ackerman, 5  
Commissioner Pappas, Commissioner Moriarty  
& Commissioner Teas

Nay: 0

**MOTION CARRIED: 5 – 0**

**Adjournment**

Commissioner Ackerman made a motion to adjourn.

**MOTION CARRIED: Unanimously**

Meeting adjourned at 6:43 p.m.

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## Board of Aldermen

City of Nashua  
229 Main Street  
Nashua, NH 03061-2019  
(603) 589-3030



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## MEMORANDUM

TO: Board of Public Works

FROM: Donna Graham, Legislative Affairs Manager *Donna*

DATE: January 15, 2020

SUBJ.: Referral from Board of Aldermen – Resolution R-20-007  
Changing the Purpose of Funds for a Parks & Recreation Capital Improvement Project  
from "Crown Hill Pool Repairs" to "Rotary Pool Filter Replacement"

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Please be advised that the Board of Aldermen met on January 14, 2020 and referred the above-referenced resolution to the Budget Review Committee and the Board of Public Works for review and recommendation.

The Board looks forward to receiving your recommendation with respect to the proposed legislation. Please forward it to my attention at your earliest convenience. Thank you in advance.

*Enclosure*



## RESOLUTION

CHANGING THE PURPOSE OF FUNDS FOR A PARKS & RECREATION CAPITAL IMPROVEMENT PROJECT FROM “CROWN HILL POOL REPAIRS” TO “ROTARY POOL FILTER REPLACEMENT”

### *CITY OF NASHUA*

*In the Year Two Thousand and Twenty*

**WHEREAS**, the City of Nashua’s FY 2018 budget included a Parks & Recreation capital improvement project entitled “Crown Hill Pool Repairs” in the amount of \$203,000; and

**WHEREAS**, the Crown Hill Pool Repairs project has excess funds, and the Division of Public Works has an immediate need to begin work on replacing the filter at the Rotary Pool.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Aldermen of the City of Nashua that \$65,000 of the amount previously approved for Parks & Recreation capital improvement project “Crown Hill Pool Repairs” is instead approved to be used for the “Rotary Pool Filter Replacement” project.

**LEGISLATIVE YEAR 2020**

**RESOLUTION:**

R-20-007

**PURPOSE:**

Changing the purpose of funds for a Parks & Recreation capital improvement project previously from "Crown Hill Pool Repairs" to "Rotary Pool Filter Replacement"

**ENDORSERS:**

Mayor Jim Donchess  
Alderman June M. Caron

**COMMITTEE  
ASSIGNMENT:**

**FISCAL NOTE:**

None.

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**ANALYSIS**

This resolution changes the purpose of some FY2018 Parks and Recreation capital improvement project funds previously approved for Crown Hill Pool Repairs to Rotary Pool Filter Replacement. The filter at the Rotary Pool has failed and needs to be replaced now so it will be functional in time for the upcoming summer season.

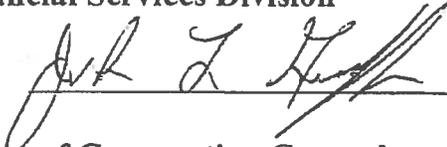
The "Rotary Pool Filter Replacement" project was presented to the FY2021 Capital Improvement Committee (CIC) on January 6, 2020.

This legislation should be referred to the Board of Public Works for review and approval.

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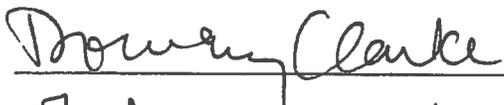
**Approved as to account  
structure, numbers,  
and amount:**

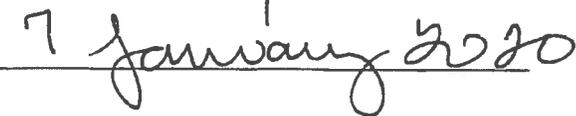
**Financial Services Division**

By: 

**Approved as to form:**

**Office of Corporation Counsel**

By: 

Date: 



**Board of Public Works Meeting of January 30, 2020  
Engineering Department**

**Agenda**

- A. Motion:** To approve the Residential and Commercial Wastewater Service Permits and Fees as submitted.
- B. Motion:** To approve the following Pole License Petitions: PSNH # 21-1445, 21-1447 and 21-1448.
- C. Informational:** Sewer Main Repair on Barker Avenue at the intersection of Burke Street

## City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: January 30, 2020

From: Daniel Hudson, 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 December 1 to December 31, 2019.

Date	Permit #	Location Address	Resident Name/ Company Name	Comments (Residential or Commercial)	Fees	Repair	Entrance	Connection	Betterment
12/10/2019	23997	142 1/2 Ash St	Patricia Newman	Residential Replacement	\$600.00	X			
12/12/2019	23998	257 Daniel Webster Hwy	Joseph Castellucci	Commercial Use (No Increase)	\$0.00 (1)				
12/19/2019	23999	112 East Hobart St	Gefen, Alan & Carol	Residential Replacement	\$600.00	X			
12/30/2019	24000	166 Daniel Webster Hwy	Diana Bonenfant (Home Owner)	Commercial Use (No Increase)	\$0.00 (1)				
<b>TOTAL</b>					<b>\$1,200.00</b>				

(1) Changes to plumbing fixtures did not exceed existing fee bracket, therefore, no fee charged.

## City of Nashua, Public Works Division

To: Board of Public Works Meeting

Date: January 30, 2020

From: Dan Hudson, P.E., City Engineer  
Engineering Department

Re: Pole License Petitions

**B. Motion:** To approve the following Pole License Petitions: PSNH # 21-1445, 21-1447 and 21-1448.

**Discussion:** The Engineering Department received the following pole license petitions:

- PSNH # 21-1445: 183/49, 183/63 for two pole installations on Burke Street.
- PSNH # 21-1447: 183/69 for one pole installation on Burke Street.
- PSNH # 21-1448: 1516/3 for one pole installation on Governors Lane.

The City Surveyor has reviewed the plans and field installations and recommends the approval of these pole license petitions.

## City of Nashua, Public Works Division

To: Board of Public Works Meeting

Date: January 30, 2019

From: Daniel Hudson, P.E., City Engineer  
Engineering Department

Re: Sewer Main Repair – Barker Avenue at Burke Street

**C. Informational:** Sewer Main Repair on Barker Avenue at the intersection of Burke Street.

**Discussion:** A portion of sewer pipe was replaced on Barker Ave at the intersection of Burke Street. This portion of Burke Street was paved in November 2016 and is under the 5 year moratorium. Excavation in Burke Street was necessary due to the location of the sewer main collapse.

The repair was an emergency and necessary to address sewer back up into upstream manholes and catch basins. A temporary pavement patch was installed and will be permanently repaired in the spring.



# THE CITY OF NASHUA

*Division of Public Works*

*Parks & Recreation Department*

*"The Gate City"*

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## **Board of Public Works Meeting of January 30, 2020 Parks & Recreation Department**

### **Agenda**

- A. Motion:** To approve a contract with Forcier Contracting & Building Services Inc. of Nashua, NH for the building repairs at the Crown Hill Pool bathhouse in the amount of \$34,200. Funding will be through Department: 177 Parks and Recreation; Fund: Capital; Activity: Crown Hill Pool Building
- B. Motion:** To approve the contract for portable toilet rentals with United Site Services of Haverhill, MA for a two year term with an annual cost of \$32,140. Funding for the contract will be through Department: 177 Park & Recreation; Fund: General and Trusts; Account Classification: 54 Property Services.

# City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: January 30, 2020  
From: Nicholas Caggiano, Superintendent  
Parks and Recreation Department  
Re: Crown Hill Pool House

**A. Motion:** To approve a contract with Forcier Contracting & Building Services Inc. of Nashua, NH for the building repairs at the Crown Hill Pool bathhouse in the amount of \$34,200. Funding will be through Department: Department 177 Parks and Recreation; Fund: Capital; Activity: Crown Hill Pool Building Repairs.

**Discussion:** This project will replace the roof, 4 exterior metal doors with frames, the exterior siding new counters and sinks. There is a one year warranty on workmanship and manufacturer's warranty on each item. This work is to be completed by May of 2020.

The project was advertised on August 22, 2019. A pre-bid meeting was held on September 3, 2019. Three contractors submitted qualified bids on October 18, 2019. The bids are as follows:

<b>Firm</b>	<b>Bid</b>
Fourcier Contracting & Building Services	\$34,200
Solid Roots Construction	\$34,825
Mark Carrier Construction, Inc	\$69,433

The bids were reviewed and Forcier Contracting and Building Services is the recommended qualified, low bidder. This motion was tabled at the November BPW meeting until such time that the contractor and the city resolved the parking issue at Artillery Lane. The issue has been resolved.

## City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: January 30, 2020

From: Nicholas Caggiano - Superintendent  
Parks and Recreation Department

Re: Contract for Portable Restroom Rental and Service.

**B. Motion:** To approve the contract for portable toilet rentals with United Site Services of Haverhill, MA for a two year term with an annual cost of \$32,140. Funding for the contract will be through Department: 177 Park & Recreation; Fund: General and Trusts; Account Classification: 54 Property Services.

**Attachments:** Quote from United Site Services.

**Discussion:** This purchase will continue to provide portable restroom services at a rate of \$119 per month and ADA units at \$169 per month. The contract was advertised through the Purchasing Department. The bid was sent to 7 vendors and was advertised through the Bid Express System. One bid was received. The bid came in much higher than anticipated. We met with the vendor and negotiated the rate down and they have agreed to hold these rates through 2022. This rate is lower than the current NH state Bid.

Currently we seasonally provide 32 units at various parks and playgrounds through out the city. The units are serviced 2 times per week. The majority of the units are in place from mid-April through early November. The Superintendent and Purchasing Manager recommend awarding the purchase to United Site Services.

**United Site Services Northeast, Inc.**

1069 S Mammoth Rd  
MANCHESTER, NH 03109



**Salesperson Contact**

Brett Berberian  
Mobile: 508-594-2629  
Office:  
Fax:  
Brett.Berberian@unitedsiteservices.com

# Site Service Quotation

Quote No.: 414-1816645

Quote Date: 11/20/19

Quote Expires: 12/20/19

Sell To: CITY OF NASHUA PURCHASING DEPT  
SUE BIELAWSKI  
229 MAIN ST  
NASHUA, NH 03060-2938

Ship To: IFB0945-112519  
VARIOUS  
NASHUA, NH 03060

Cust. #: HHI-32192  
Phone: 603-589-3367

Terms: Due Upon Receipt

**Comments & Special Instructions**

\*\*MISCELLANOUS EXTRA SERVICES AVAILABLE AT RATE OF \$20.00 PER TOILET PER SERVICE.

Item	Unit	Quantity	From	Thru	Unit Price	Total Price
<b>Deluxe Restroom</b>	<b>EA</b>	<b>29</b>	<b>01/01/20</b>	<b>Indef</b>	<b>119.00</b>	<b>3,451.00</b> per billing cycle
Additional Weekly Service - 2X	EA	29	01/01/20	Indef	0.00	0.00 per billing cycle
<b>Per Billing Cycle Subtotal</b> . . . . .						<b>3,451.00</b>
Delivery, Setup, Removal	EA	1	01/01/20	01/01/20	0.00	0.00 one time
<b>Deluxe Restroom Subtotal:</b> . . . . .						<b>3,451.00</b>
<b>Wheelchair Accessible</b>	<b>EA</b>	<b>3</b>	<b>01/01/20</b>	<b>Indef</b>	<b>169.00</b>	<b>507.00</b> per billing cycle
Additional Weekly Service - 2X	EA	3	01/01/20	Indef	0.00	0.00 per billing cycle
<b>Per Billing Cycle Subtotal</b> . . . . .						<b>507.00</b>
Delivery, Setup, Removal	EA	1	01/01/20	01/01/20	0.00	0.00 one time
<b>Wheelchair Accessible Subtotal:</b> . . . . .						<b>507.00</b>

**Total: 3,958.00**

Accepted: \_\_\_\_\_ Date: \_\_\_\_\_

Remit To: United Site Services, PO Box 5502, Binghamton, NY 13902-5502

NOTE: Total prices have been calculated for 1 billing period only. Damage Waiver is optional. Please read the terms and conditions on the last page of this document for more information.



# THE CITY OF NASHUA

*Division of Public Works*

*Wastewater Department*

*"The Gate City"*

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## Board of Public Works Meeting of January 30, 2020 Wastewater Department

### Agenda

- A. Motion:** To approve the User Warrants as presented.
- B. Motion:** To approve Change Order #4 to the Energy Recovery Upgrade contract with Methuen Construction Company of Plaistow, NH in an amount not to exceed \$49,167.26 for structural and electrical modifications to the energy recover room. Funding will be through: Department: 169- Wastewater; Fund: Wastewater; Activity: Energy Recovery Upgrade Project.

## City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: January 30, 2020  
From: David L. Boucher, Superintendent  
Wastewater Department  
Re: Energy Recovery Upgrade – Methuen Construction Change Order #4

**B. Motion:** To approve Change Order #4 to the Energy Recovery Upgrade contract with Methuen Construction Company of Plaistow, NH in an amount not to exceed \$49,167.26 for structural and electrical modifications to the energy recover room. Funding will be through: Department: 169- Wastewater; Fund: Wastewater; Activity: Energy Recovery Upgrade Project.

**Discussion:** The energy recovery upgrade project involves upgrading all the major components in the energy recovery room with new generators, piping, heat exchangers, pumps, controls and associated electrical components. The contract with Methuen Construction was originally in the amount of \$1,787,378. Change order 1 was for relocating a water expansion tank and installing pump disconnect switches in the amount of \$16,742.40. Change order 2 was for new LED lights and painting the room in the amount of \$21,181.16. Change order 3 was to relocate conduit in the floor slab in the amount of \$10,710. The total contract amount following CO's 1, 2 and 3 comes to \$1,836,011.56.

Change order 4 consists of 3 items. The first item (PCO003) is for new pipe supports into the existing concrete ceiling in the amount of \$19,000.87. The second item (PCO008) is for modification to the existing floor to support one of the 2 new generators in the amount of \$9,416.00. The third item (PCO009) is for electrical modifications to the MCC, starters and other electrical components in the amount of \$20,750.39. The total of these items comes to \$49,167.26 bringing the new contract value to \$1,885,178.82.

**CHANGE ORDER**

No. 004

PROJECT: Energy Recovery Upgrade DATE OF ISSUANCE: 1/17/19  
 OWNER: City of Nashua, NH  
229 Main St, Nashua, NH  
 (Address)  
 CONTRACTOR: Methuen Construction Co., Inc OWNER's Project No. IFB0501-091618  
 CONTRACT FOR: Energy Recovery Upgrade ENGINEER Waldron Engineering & Construction, Inc.  
 at Nashua NH Wastewater Treatment ENGINEER's Project No. 359.01

You are directed to make the following changes in the Contract Documents.  
 Description:  
 Purpose of Change Order:  
 Justification: Refer to attached PCO reviews for project PCOs 003,008,009  
 Attachments: (List documents supporting change)

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price \$ <u>1,787,378.00</u>	Original Contract Time <u>280 (final completion)</u> (days or date)
Previous Change Orders \$ <u>48,633.56</u>	Net change from previous Change Orders <u>10</u> (days)
Contract Price prior to this Change Order \$ <u>1,836,011.56</u>	Contract Time prior to this Change Order <u>290 (final completion)</u> (days or date)
Net Increase (Decrease) of this Change Order \$ <u>49,167.26</u>	Net Increase (decrease) this Change Order <u>0</u> (days)
Contract Price with all approved Change Orders \$ <u>1,885,178.82</u>	Contract Time with all Change Orders <u>290 (final completion)</u> (days or date)

This document will become a supplement to the CONTRACT and all provisions will apply hereto. The attached Contractor's Revised Project Schedule reflects increases or decreases in Contract Time as authorized by this Change Order.  
 Stipulated price and time adjustment includes all costs and time associated with the above described change. Contractor waives all rights for additional time extension for said change. Contractor and Owner agree that the price(s) and time adjustment(s) stated above are equitable and acceptable to both parties.

RECOMMENDED: APPROVED: APPROVED: APPROVED:  
 By: [Signature] By: \_\_\_\_\_ By: \_\_\_\_\_ By: \_\_\_\_\_  
 Engineer Owner Contractor NHDES  
1/17/20 \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_  
 Date Date Date Date



# THE CITY OF NASHUA

*Division of Public Works*

*Administration Department*

*"The Gate City"*

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## **Board of Public Works Meeting of January 30, 2020 Administration**

### **Agenda**

- A. Motion:** To approve the proposed 2020 regular meeting dates for the Board of Public Works.
- B. Motion:** Vote for Vice-Chair to the Board
- C. Motion:** Chair's appointment to the BPW Pension Board
- D. Motion:** Chair's appointment to the Strategic Planning Committee
- E. Informational**
  - i. Directors Report

## City of Nashua, Public Works Division

**To:** Board of Public Works Meeting Date: January 30, 2020

**From:** Lisa Fauteux, Director Public Works  
Administration

**Re:** 2020 BPW Regular Meeting Schedule

**A. Motion:** To approve the proposed 2020 regular meeting dates for the Board of Public Works.

**Discussion:**

Proposed 2020 meeting dates are as follows:

All are the 4<sup>th</sup> Thursday of the month except where noted.

February 27, 2020

March 26, 2020

April 23, 2020

May 28, 2020

June 25, 2020

July 23, 2020

August 27, 2020

September 24, 2020

October 22, 2020

November 19, 2020 (3<sup>rd</sup> Thursday of the month)

December 17, 2020 (3<sup>rd</sup> Thursday of the month)

# Board of Public Works Meeting of January 30, 2020

## Department Report

### Engineering Department

- **2019 Sewer Rehabilitation – Lining.** Kenyon Pipeline Inspection is continuing installation of polyethylene liners for aging sewer pipes throughout the City. A change order for additional sewer pipe video has been awarded to this contractor and that extra work is on-going. The video will enable the City to identify which pipes are failing and in need of repair.
- **2019 Pipeline Assessment Project.** The Ted Berry Company has been awarded a contract which consists of 60,000 feet of sewer line video. The video will help to determine which pipes are in immediate need of rehabilitation or replacement. Work is on-going.
- **Sewer Video Review.** Engineering is continuing to select streets for sewer pipe inspection as well as reviewing and assessing CCTV footage as they are completed by Kenyon, Ted Berry, National Water Main and City Waste Water crews. The video will help us select sewers to be rehabilitated in 2020.
- **2020 Sewer Reconstruction Project.** The Engineering Department has been working to assemble a bid package of plans and specifications of sewer pipes and structures to be replaced in 2020. Using video obtained through the Assessment Project, sewer infrastructure is identified for repair or replacement in the most cost-effective way possible. Coordination with the paving program and utility companies is necessary to ensure work is done in the proper sequence with the least disruption possible.
- **Long Term Control Plan – Update.** Documents are being transferred to Hazen for review. Review of the sewer network included in the InforWorks Hydraulic Model is ongoing.
- **CMOM project.** Engineering consultant Hazen and Sawyer continues to assess the condition of the wastewater collection system using CCTV inspection and is making recommendations for rehabilitation for sewers in need of repair.
- **Monica Drive Drainage Improvements.** RWC completed sewer repair work on Commercial Street associated with Change Order No.2 of this contract. Remaining work to be completed spring 2020 includes wearing course paving and re-seeding landscape areas.
- **Small Site Drainage Improvement Projects.** Design of resolutions at the identified locations is ongoing with construction to begin summer 2020 pending available funding.
- **2018 Paving Program.** The carry-over streets from 2018 that could not be paved due to weather conditions, utility conflicts and new site development conflicts have been paved in the 2019 Paving Program. Staff continues to oversee the completion of punch list items. We are working towards closing the project out.
- **2019 Paving Program (Arterial/Major Roads).** Brox has completed paving of Spit Brook Road, Main Dunstable Road, Amherst Street, West Hollis Street, Canal Street, Pine Hill Rd, East Hollis Street and Kinsley Street. Paving will resume in the spring on Lake Street, Allds Street, East Hollis Street, West Hollis Street, and Progress Avenue.
- **2019 Asphalt Testing.** S.W. Cole performed the plant testing of the asphalt mix and laboratory testing of the cores for both the Local and Arterial Roadway contracts. Engineering plans on drafting a change order to extend S.W Cole's quality assurance contract for the 2020 contracts.

- **2019 Paving Program (Local/Residential Roads).** Sunshine Paving has completed their base contract with the exception of Lincoln Avenue due to which was delayed due to utility conflicts. They also finished paving all of the streets in the change order. Paving will resume in the spring.
- **2020 Paving Program – Contract 1.** The first of two contracts was advertised the second week in January. Contract 1 focuses on roadways west of the highway. The contract has around 11.5 miles of roadway comprised of 52 streets. Bids are due on January 30, 2020.
- **2020 Paving Program – Contract 2.** The second of two contracts will be advertised in late January. Contract 2 focuses on roadways east of the highway. The contract has around 10.5 miles of roadway comprised of 46 streets. Bids will be due on February 13, 2020.
- **Federal Aid Paving Project.** All work on the contract base has been completed. The final walk through was completed and a punch list is being generated. A change order for additional work is being negotiated.
- **Pavement Degradation Fees.** Engineering is reviewing the draft NRO prepared by Legal for the addition of degradation fees.
- **Sidewalk Program FY2020.** Engineering has developed a construction cost analysis for repair of damaged sidewalks and identified specific locations on Allds Street, East Hollis Street, Northeastern Boulevard, and Harris Road to be included in a sidewalk replacement contract for construction this spring.
- **Charlotte Ave Elementary School SRTS.** Engineering presented an overview of the project at the January Charlotte Ave Elementary PTO meeting for the members and concerned abutters. Final Design is in progress with construction expected to start June 2020, after the school year has been completed.
- **FHWA – Every Day Counts Grant.** Engineering is working with Community Development and the NHDOT to apply for a Federal Highway grant to implement safer pedestrian travel counter measures. The project will focus on safety and connectivity in the greater downtown area. The narrative has been drafted and sent to DOT for submittal.
- **Greeley Park Boat Ramp.** The first phase of construction, tree removal, has been completed. Work by both DPW Streets Department and Northeast Earth Mechanics with oversight by Engineering and Parks & Rec will continue through July this year. The EPA accepted Engineering’s Notice of Intent filing, a requirement for compliance with the NPDES general permit for discharges from construction activities.
- **Canal Street Bridge–Weep Holes.** Weep hole installation work has been completed. Engineering is now working with Fuss & O’Neill on plans, specifications and estimate for repair on the east abutment and piers.
- **Utility Coordination.** The Engineering Department works on a daily basis with various utility companies to coordinate the timing and location of their work throughout the City. Coordination of work for 2020 has begun in earnest with water, gas and electric utility companies. The restoration of roads and sidewalks is also monitored to ensure conformance to City standards.
- **Private Development Review.** Plan reviews include resubmittal or newly submitted: 303 Main St (existing Poor Pierre’s, proposed Pizza Hut pre-order only location), 69 Kessler Farm Pennichuck Water Tank, 28 Concord St building connector and site modifications, 46 Amherst St for 2 new buildings for 8 retail units at the existing SNH University, 26 and 32 Groton St lot line relocation, Groton Estates (67 Groton Rd) for 4 detached single family homes, Renaissance Phase 2 preliminary plan on Sanders St.

- **Transit Center Retrofit Project.** Engineering provided comments on the initial design plan provided by consultant Greenman Peterson Inc. (GPI) and provided GPI with updated sewer and drain information. Engineering has received and is reviewing GPI's revised plan submission.
- **Construction Inspection.** Multiple smaller land development projects are in construction and being inspected. Sewer and gas main installation has been halted for the winter however individual services are still being installed to residences and being inspected by City staff. Some minor road construction left over from 2019 is being conducted.
- **Survey Work.** Survey work of Whitney Street, Chestnut Street, Vine Street, Hobbs Ave., Factory Street, Crescent Street, Barker Street and Fifield Street for new sewer designs. Survey of the Four Hills Landfill for the proposed new DPW building addressing architect's request.
- **Eaton Street Bridge Repairs.** Engineering's consultant Hoyle Tanner & Associates (HTA) has completed inspection and analysis of the bridge and provided recommendations to be incorporated into a repair plan. Repair work is planned to be completed by DPW staff.
- **Pedestrian Bridge Inspections.** Engineering completed field inspection of the 17 pedestrian bridges located in Mines Falls Park and throughout the City with no major deficiencies identified on par with the Eaton Street Bridge. Maintenance issues found will be summarized and provided to the Parks Department for repair this spring.
- **Nashua Levee.** A Request for Proposals to repair the slide gate on the North Merrimack Interceptor where the pipe penetrates the earthen levee is being drafted. The US Army Corps of Engineers requires that the slide gate be operational.
- **Street Opening Permits.** Engineering issued four Street Opening Permits in December, 2019.
- **Encumbrance Permits.** Engineering issued six in the month of December 2019.
- **Sewer Permits.** Four sewer permits were issued and \$1,200.00 was collected from December 1 through December 31, 2019.
- **Sewer Services and Mains Issues.** Engineering responded to private sewer service issues at 142 Ash St., 112 E. Hobart St., 11-13 Harvard St., Allds St., 11 Van Buren, 11 Lemon St., 25 Alice Dr., Barker St., 2-6 Reed Court, 15 Faxon St., 5 Wellman Ave and on Wagon Trail.

### **Parks & Recreation Department**

- **Holman Stadium.** The stadium is receiving interior work and repairs for the winter.
- **Stellos Stadium.** The stadium is receiving interior maintenance work. We have not had to plow off the field yet this year.
- **Summerfun.** The 2020 fund raising campaign has begun. We have a goal of raising \$20,000 in sponsorships. There has been \$3,700 raised to date.
- **Downtown.** The Main Street decorations and banners were removed and stored away for the season.
- **Eaton Street Bridge.** The bridge was inspected earlier this month and plans are being put together to replace the decking. We are hoping to complete this project before spring.
- **Projects.** We are looking to start work at the following locations;
  - ❖ Greeley Park Boat Ramp the tree cutting for the new road is completed. The next step is the removal of stumps then road construction will begin.

- ❖ The poles for the shade sails at the Jeff Moring Playground at Roby Park have been installed and the new surface is 90 % completed.
  - ❖ The Atherton Ave field development is moving forward. The area has been surveyed and we are currently looking at grading plans.
  - ❖ The Rotary Pool Filter replacement project is underway. The filter is ordered and is due to arrive in mid-March. We will be removing the old filter and setting up the filter room so it is ready for the installation.
  - ❖ We are planning on removing the Salem Street Tot Lot over the next month preparing the area for the new playground. The playground has arrived and is being stored until the installation can be scheduled.
  - ❖ We are working on a material list for the Lincoln Park improvements scheduled for this spring.
- **Winter Skating.** We were able have ice for a short period until the January thaw came. With colder temperatures now in place we will continue to flood the rinks.
  - **Winter League Meetings.** We have started meeting with the different sports groups looking at calendars and issuing permits.
  - **Winter Work.** We have been working on winter tasks between the snow storm, building sheds and tables, doing interior maintenance on our buildings and cutting brush in problem areas.
  - **Winter Orders.** We are putting together are winter order list for fertilizer, seed, clay, mulch, flowers, and playground cushion.
  - **Winter Tree Work.** We have put a good dent into our winter tree work. We are hoping to complete our list soon and start to do some proactive trimming.
  - **Biddy Basketball.** The 2019 / 2020 season is over 70 percent completed the season is going well. We will be heading into playoffs soon.
  - **Water Treatments.** Plans are being made to treat the Mine Falls Park Mill Pond and Canal as well as Sandy Pond for invasive aquatic weeds. These treatments will occur in the late June / July time period.

### Wastewater Department

- **Operations:** The Operations department continues daily operations of the facility as well as monthly inspections and checks maintaining proper operation of the facility. They finished cleaning a secondary clarifier and put it back into service. We replaced and calibrated the pH and ORP probes on one of our scrubber towers. Operations also flushed out a chemical delivery system and tested for leaks.
- **Maintenance:** Maintenance has continued preventative maintenance at the Treatment plant and the 13 outlying Pump stations. The mechanics rebuilt two sludge feed pumps for the presses and two of our piston pumps. Chemical piping and valves were replaced by the mechanics in the pump building. We also replaced a failed equipment hatch in the main building. The electrician troubleshoot the VFD for the TWAS pump. The power was restored to the chemical pumps in the main building and a motor was replaced in the Press room.
- **Collections:** The collection crews have completed all monthly checks of our CSO's and siphon stations, as well as assisting Maintenance in pump station inspections. We performed

scheduled and emergency CCTV work on Wagon trail, Syracuse, Barker, Locust and other streets. The collection system operators assisted the Street department with their dig on Barker Street. Manhole covers were replaced and silenced on multiple streets

- **Laboratory:** The Laboratory continues daily analyses for permit compliance and process control. The monthly QC checks for November are acceptable. SQC sampling was conducted November 19, 2019 and the report has been received and entered into Hach Wims and placed on file. The semiannual ERA proficiency testing analysis for 2019 is complete and data has been reported. The Analytical Chemist passed all PT's. The laboratory had QUALCAL calibrate laboratory equipment and instruments on December 12, 2019. Health and Safety Unlimited conducted an annual fume hood inspection on December 10, 2019. The lab finished updating logbooks and bench sheets for the upcoming 2020 year. The 2020 QC logbook is in the process of being updated. The new Control Limits are being generated for 2020. The Annual Septage Report has been completed and submitted to NHDES. The Annual CSO Report has been finished and submitted. The Lab is currently preparing and generating data for the renewal of the MA AOS.
- **Energy Recovery Upgrades:** Methuen Construction continued with installation of piping and equipment for this project. Several heat exchangers were installed with associated piping, and wiring/conduit run from the breakers to controls and new generators. The gas blending skid has been installed but not connected yet. The work is estimated to completed and ready for startup by the end of March.
- **SCADA:** Contractor EII was substantially complete with the project on 04/15/19. NHDES has provided comments on the O&M manual and these are being addressed. Continuing to work with IT to have them setup a redundant server which has been delayed due to software issues with VMware that in not completely downloading on the server.
- **HVAC Upgrades:** We are working with another HVAC company to address the issue of reorienting one of the air supply fans for the lab. Once corrected the system will be rebalanced.
- **Water Booster Station Upgrades:** The new water booster station building was installed complete with internal pipe, valves and pumps. TBuck's electrical contractor has installed wiring and conduit to the new building and it should be powered soon. New water meter is inside building but not yet installed. The project is scheduled for substantial completion on February 28<sup>th</sup>.
- **Primary Tank Upgrades:** Methuen construction has received the new chains and rakes from vendor Brentwood. They have completed demo work in tanks 1 and 2. After inspecting a clean tank with no equipment we decided the existing tank walls warrant a cementitious coating which is in the bid. The inlet channel, which has been emptied in front of tanks 1 and 2, was found to have an existing coating that is worn away. We are looking into getting costs to coat the inlet channel while it is empty. The new electric building has been delivered and is in place. The electrical subcontractor is working on installing new conduit and wiring from the pipe gallery to the new building.
- **Pump Station Upgrades:** Contractor DeFelice cited additional delays on the package pump station delivery and has stated delivery is set for February 2020. City is working on addressing design issues on the fiber optic installation brought up by the fiber installation subcontractor.

- **Wet Weather Screening Upgrades:** The project went out to bid and Waterline Industries was the low bidder with a bid of \$1,237,677. Upgrades will include complete new screens and rake mechanisms. Final contract approvals are being obtained.
- **Gas Tank Coating:** JB Safety had completed the majority of the work both inside and outside the tank. They have minor touchup work to do after the diaphragm have been installed.
- **Gas Tank Diaphragm Replacement:** Methuen construction had received the new diaphragm, cables for counter weights and other components as part of tank upgrades. They are currently working on installing the new diaphragm. Work should be completed in the next few weeks after which the tank will be tested to make sure there are no leaks.

### Street Department

- **Street Department completed tasks**
  - 5 catch basins were repaired
  - 2 manhole repairs
  - 1 sinkholes
  - 89 pothole repairs
  - 45 mailbox repairs
- **Asphalt Repairs**
  - Street department crews continue to fill pot holes city wide as the weather permits.
- **Traffic**
  - 16 traffic signal problems were responded to and fixed.
  - Numerous electrical issues involving street lights have been addressed.
  - 4 street signs were replaced or repaired
- **Fleet**
  - Preventative maintenance and repair of the fleet is ongoing daily.
  - Solid Waste equipment and vehicles are repaired daily.
  - Spreaders are being repaired and drag chains adjusted.
  - Brine applicators are being fine-tuned for simpler operation.
  - Sidewalk tractors are being checked over and repairs done.
- **Weld shop**
  - Snow plows are having repairs made to the trip edges and push frames.
  - Plow hitches are being repaired.

### Solid Waste Department

- **Solid Waste Department:**
  - Phase III expansion major construction has ended with only some electrical work on the new pump house to be completed.

- The Solid Waste Department collected extra trash and Christmas trees citywide following the holidays.
  
- **Recyclables Shipped in December 2019:**
  - 434 tons of single stream recycled materials.
  - 14 tons of scrap metal sold.
  - 9 tons of E-waste.
  - 4 tons textiles and books.
  - 18 tons of tires recycled.
  - 97 appliances evacuated of CFC's.
  - 2 boxes rechargeable batteries.
  - The charge for single stream recycling for December is \$95.97/ ton, which cost ~ \$36,649.67 including the shipping cost for 30 loads of recyclables in the month.
  
- **Recycling Bins & Carts:**
  - 53 Recycling carts were sold in December.
  - 14 Recycling bins were given to 7 residents.
  - 18 Trash carts distributed.
  - 35 Trash carts repaired.
  
- **Permits Sold for 2020:**
  - 2718 Residential Permits.
  - 235 Commercial Permits.
  
- **Curbside Collection:**
  - 1760 tons MSW.
  - 300 tons Recycling