Board of Public Works Meeting of April 25, 2019

Agenda

A meeting of the Board of Public Works is scheduled for Thursday, April 25, 2019 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 Special Board of Public Works Meeting of March 8, 2019.

IV. Motion: To approve the minutes of the Board of Public Works Meeting of March 28, 2019.

V. Public Comment

VI. Parks & Recreation
   A. Informational: To accept and place on file the 2018 Emerald Ash Borer information from the NH Division of Forest and Lands.

VII. Engineering
   A. Motion: To approve the Residential and Commercial Wastewater Service Permits and Fees as submitted.
   B. Motion: To approve the purchase of manhole and catch basin castings from Concord Winwater Works Co. of Concord, NH in the amount of $194,866.40. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Activity: Sewer Structures.
   C. Motion: To award the construction contract for the 2019 Pavement Preservation Program (Crack Sealing) to Sealcoating, Inc. of Braintree, MA in an amount of $143,865. Department: 160 Admin/Engineering; Fund: Bond; Activity: Paving.
   D. Motion: To consider the hardship request from Michelle Rodriguez to excavate for installation of sewer, water and gas services for a proposed four lot subdivision at 711 West Hollis Street approved by the Planning Board March 21, 2019.
   E. Motion: To consider the hardship request from Liberty Utilities to excavate for installation of replacement gas lines on Burke Street which has a 5-year moratorium.
   F. Motion: To consider the after-the-fact hardship request from Liberty Utilities for excavation to repair a Grade 1 leak in Shasta Court which has a 5-year moratorium.
G. **Motion:** To consider the hardship request from Liberty Utilities for excavation to repair four Grade 2 leaks located at 16 Shelly Dr, 23 White Plains Dr, 60 Cox St, 8 Chapman, and Shakespeare Rd at 122 Lille St.

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

IX. **Administration**
   A. **Informational:** March 2019 Budget Transfers
   B. **Motion:** To approve the Fence and Wall Permit Application as presented.
   C. **Director’s Report**

X. **Commissioner’s Comments**

XI. **Personnel**
   A. **Motion:** To accept the resignation of Andrew Carlino effective April 14, 2019.
   B. **Motion:** To unseal the nonpublic minutes for Personnel from the Board of Public Works Meeting of March 28, 2019.
   C. **Non-Public Session**

XII. **Possible Non-Public Session**
A meeting of the Board of Public Works was held on Thursday, March 8, 2019, at 1:00 p.m. at 9 Riverside Street, Nashua, NH 03062.

Mayor Donchess, Chair, declared the meeting to order at 1:16 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 Teas

Also Present:

Ms. Lisa Fauteux, Director, Division of Public Works
Mr. Andrew Patrician, Assistant Director, Division of Public Works
Mr. Stephen Dookran, City Engineer
Ms. Amy Gill, Senior Staff Engineer
Ms. Celina Leonard, Assistant Corporation Counsel
Alderman Ernest Jette, Aldermanic Liaison

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

MOTION CARRIED: Unanimously

Public Comment

There was none.

Aldermanic Referrals

A. R-19-114: MOTION: COMMISSIONER PAPPAS MADE A MOTION TO FAVORABLY RECOMMEND AUTHORIZING THE MAYOR AND CITY TREASURER TO ISSUE BONDS NOT-TO-EXCEED THE AMOUNT OF SIX MILLION DOLLARS ($6,000,000) FOR THE PHASE III LINED LANDFILL EXPANSION OF THE NASHUA FOUR HILLS LANDFILL, TO INCLUDE ENGINEERING SERVICES

Discussion:

Director Fauteux

This is for the Phase III expansion. We are very quickly running out of room in Phase II. We put the construction out to bid and it has already been permitted, we received conditional
approval from the Department of Environmental Services (DES). We received one bid back and fortunately, it was within the engineer’s estimate. The name of the company is Charter and they have experience doing this sort of thing. They have built other landfills for other communities. We are happy with their bid and we hope if it is all approved, that we can get started this spring because we are getting dangerously close to running out of landfill space. This includes the engineering services for Sanborn Head to oversee the project.

Commissioner Pappas

Are we getting a timeline as to when we will get the approval from DES?

Director Fauteux

As things go, there are some hoops that we have to jump through and one of them is that we have to test the groundwater because that will determine how high we need to build up the landfill. It’s more like we will be working with them along the way. We already have the approval to get started but it took us about one year to get it. This will give us approximately ten years of additional life at the landfill.

We are also in the process of permitting Phase IV and in total it should give us another 50 years. (Phase III and Phase IV combined)

Alderman Jette

How close are we to running out of space currently?

Director Fauteux

Right now we have about another year’s worth of space left. There is additional room in Phase II but the problem is we can’t get to it until we build Phase III because the two will be joined together.

MOTION CARRIED: Unanimously

B. R-19-115: COMMISSIONER TEAS MADE A MOTION TO FAVORABLY RECOMMEND RELATIVE TO THE SUPPLEMENTAL APPROPRIATION OF $120,000 OF UNANTICIPATED REVENUE FROM FUND 6000 “SOLID WASTE FUND”, ACCOUNT 44286 “COVER MATERIAL REVENUE” INTO FUND 6000 “SOLID WASTE FUND,” ACCOUNT 55699 “OTHER CONTRACTED SERVICES”

Discussion:

Director Fauteux

This is something that the Board of Public Works recommended. We appropriated $400,000 to pay for our single-stream recycling. We anticipate that as of the end of March we will have depleted that $400,000 and we discussed alternatives as to how we should proceed and the
Board of Public Works voted to request a supplemental appropriation from the Board of Aldermen to get us through the rest of this year until July 1st.

Mayor Donchess

This will be introduced to the Board of Aldermen on Tuesday.

Director Fauteux

There will be a brief presentation regarding the matter prior to the Board of Aldermen meeting starting at 6:30 p.m.

Commissioner Pappas

I really struggle with this. I struggle because if I were to spend my own tax dollars, I would spend it on something like this and I know many people who feel this should be supported. We did not include any extra money for recycling in the budget for next year and I feel as if I really want an accurate number for what we are spending. Can you please remind us of what the difference in cost is to put something in the landfill and then have it recycled?

Director Fauteux

We charge about $80.00 per ton for recycling and the value of our air space is probably more like $65.00 per ton.

Commissioner Pappas

Is the $120,000 for three months?

Director Fauteux

That is correct.

Commissioner Pappas

I am really struggling with that.

Director Fauteux

To Commissioner Pappas’ point, we had discussed a couple of options. We talked about taking the recycling and landfilling it for the last three months or we could ask the Board of Aldermen for a supplemental appropriation. We also talked about the difficulty of notifying all of the residents that we would be doing that and we would have to continue picking up the recycling as we currently are. There are residents who work really hard recycling and clean out their mayonnaise jars and they may feel deceived if we landfilled it and they didn’t know. It’s a tough decision. I know the vote to do this wasn’t unanimous but the majority of the Board decided it would be best to ask for the supplemental appropriation.
Commissioner Ackerman

We had a great conversation at the sub-committee meeting and I think it is important to note that the month to month expense for recycling changes monthly from Casella. The projection 1 ½ years ago was $400,000 for this current fiscal year and we are going to be $120,000 short because of the increases and as we look into the next fiscal budget, the proposed amount is to allocate another $400,000 for the line item, knowing that it changes month to month and we might have to come back and revisit it twelve months from now. I support this because I think changing behaviors is not the right thing to do and keeping the life expectancy of the landfill open is the right thing to do.

Alderman Jette

The appropriation of the $120,000 is unanticipated revenue from the Solid Waste Department so we are really not looking for new money but transferring it from one account to the other.

Mayor Donchess

The money is coming out of the general fund contingency.

Director Fauteux

I think it is actually coming from the cover material revenue which is much higher than we anticipated.

Commissioner Pappas

So we won’t be dipping into the general fund.

Mayor Donchess

It’s kind of six of one, half dozen of the other. The bottom line is the same.

Director Fauteux

This is not a true enterprise fund like wastewater is. Whatever is leftover in the fund doesn’t stay in the fund like in wastewater, it goes back to the general fund.

Mayor Donchess

The city, through taxes, is supporting the landfill enterprise fund. If money is spent out of that to do something like this that means the tax transfer into the fund is just that much greater. I don’t love it because we don’t know for sure what is happening with this stuff. We don’t know that it’s not being recycled but we don’t know that it is either. It goes to Casella and they put it on a barge and who knows where it is going. When we started this program a long time ago, and I was in office then, the paper was going to a mill in Maine and it was made into pulp. If that were the case here it would make things clearer and I would have a little bit less reservation. It is supposedly going to Southeast Asia. There may be a temptation to take the
money and get out to where no one is around and then just dump it. No one is auditing it. Casella is a reputable company but they are dealing with someone else. Casella is landfilling the glass but the not the rest of it.

**Commissioner Pappas**

We have been meeting with the Recycling Committee and one of the things that about changing behaviors is changing what we purchase and not using plastic.

**Mayor Donchess**

If the recycling was going somewhere bad then we are paying to create harm.

**Alderman Jette**

I would respectfully caution you from making statements like that. When you precede it with “I don’t know,” then you ought to stop talking.

**Mayor Donchess**

Okay, then I’ll put the question to you. Where do you think it’s going and show me the evidence?

**Alderman Jette**

Well, I don’t know.

**Mayor Donchess**

Exactly, you just made the same statement that I did. I think we have to be straight with people. We don’t know where any of this is going.

**Alderman Jette**

We discussed this at the Recycling Sub-Committee. You talked about the glass and as it turns out we are told that the glass is being crushed by Casella and they are selling it back to us and we are using it in part of the fill for the landfill.

**Director Fauteux**

Some of it but not all and it’s not necessarily all of our glass.

**Alderman Jette**

The whole recycling thing is in a state of flux and the questions you raised are very valid questions but until we find out, I don’t think we ought to abandon the Recycling Program. This is something that has come up and we ran out of money and it’s a short-term solution to a problem. Until we figure out exactly what the long-term solution is going to be…these markets
are changing constantly. Since China has shut the door there are companies that want the recycling products and especially, the plastics. In a few years that could end up being a very valuable commodity. They are coming up with more and more ways of reusing it. Hopefully, the company’s will be creative and get into business and we will have a better feeling about where this stuff is going and how it is being used. Ideally, it would be great if we could teach our citizens not to acquire this stuff to begin with so they then don’t have to throw it away and we don’t have to deal with it.

Mayor Donchess

I wasn’t totally clear. I am a sponsor of this, I am not saying we shouldn’t do it, I am just saying that I proceed with reservations and the person who has helped educate me about what could be happening here is Alderman Jette because you have shown me films of the ocean and what it looks like. It’s horrible. I think we should spend the money but spend it with our eyes open.

Alderman Jette

I think your point is well taken but we ought to find out.

Mayor Donchess

Is there any way to find out? Is it possible to talk to Casella?

Director Fauteux

It is exactly what Alderman Jette said, it’s in a state of flux. It’s going to Vietnam, Thailand and a number of other countries who are going to jump into the market and try to fill the void that China left when they stopped taking recyclables. I have some concerns about that. Do we have the competence that those countries will be handling recycling properly or are we going to find out that a lot of it has gone into the ocean? There are interesting articles that point out this is sort of an unregulated industry. Nobody is keeping tabs on what is actually being done with it or where it is going. I think more of that needs to take place and there needs to be more accountability for it.

Mayor Donchess

The glass thing is great, at least we are getting a little bit of money.

Alderman Jette

I was at the State House on Wednesday testifying in favor of a House Bill which will enable cities and towns to regulate single-use plastics. It doesn't mean we would do anything but it would enable us to investigate and decide whether we would want to do something in that regard. Included in the testimony was the statement “that the plastic bags you get at the supermarket can be recycled and can be used for playground equipment and lawn furniture.” The person was speaking in opposition stating that he felt there was no need to regulate plastic bags because there was a process in place for recycling them and he said the name of
the company was Trex and they can't get enough of the recycled bags and they wished they had more. That makes me hopeful that there are companies who are finding ways to recycle plastics. I think we should find out what Casella is doing with it. I point that out to illustrate that it's not as dire as we might think because eventually, we are going to find more and more markets, even in the United States that will find a use for the recyclables. Plastic comes from petroleum so the more we can recycle it the less petroleum we have to use to make it in the first place.

**Director Fauteux**

I will be very honest with you, I don’t think we would find anyone to take our recyclables and the only reason Casella continues to serve us is because we have a contract with them. If we put it out to bid right now, I don’t think you would see anyone take it because recycling is a very big problem right now.

**Alderman Jette**

When does the contract end?

**Director Fauteux**

I think we have a couple of more years. I know Casella has dropped a number of communities as has Waste Management and others.

**Mayor Donchess**

If it were separated at the source...at the beginning we separated it at the curbside which is much more expensive and involved, but if it were separated would there be a known buyer for some of the commodities like the aluminum?

**Director Fauteux**

If you separated paper and aluminum there would be a market for those. It would not really be lucrative for the city.

**Commissioner Moriarty**

From a cost aspect, it costs us the most money to get rid of the glass.

**Director Fauteux**

That is correct.

**Commissioner Moriarty**

So if we eliminated the glass from a cost factor, we wouldn’t need to tell anyone to separate. We mentioned that at the recycling meeting.
Mayor Donchess

It would be very involved, you would have to have a separate truck with different sections and the employee would have to pick up the basket and separate it at the curbside. It would be difficult to go back to that.

Director Fauteux

We could just eliminate glass, that is a possibility.

Commissioner Pappas

It is very hard to change people’s behavior.

Director Fauteux

The Mayor mentioned this and I think it’s a good idea; if the recycling markets continue to be horrible then maybe next January, we could hold some kind of public forum and ask residents what they think we should do. I think it would be important to get feedback from the residents. Hopefully, things will turn around.

Commissioner Moriarty

Recycling is in flux but we also just invested in a cover at solid waste so the recyclables won’t get wet and that might change the cost factor. We are also talking about increasing the fees for C&D. We have a lot of moving parts and we don’t have the data to analyze anything yet.

Commissioner Teas

I think we need to focus on the short-term solution and then have a strategy for the long-term solution.

Commissioner Ackerman

I heard the whole discussion regarding the legislation Alderman Jette is referring to at the state level. Boston recently eliminated plastic bags out of all grocery stores and provided them with one-year to process that. Are plastic bags currently an issue at the landfill?

Director Fauteux

Not really. It does become problematic at the materials forwarding facilities like Casella’s because they get wrapped up in the belts.

Commissioner Ackerman

So it’s not a huge cost factor or problem for the City of Nashua?
Director Fauteux

No.

Commissioner Ackerman

What about Styrofoam cups?

Director Fauteux

A lot of places have done away with Styrofoam cups and even Dunkin Donuts is now using the biodegradable cups.

Commissioner Ackerman

Only their small cups. The medium and large cups are still Styrofoam.

Commissioner Pappas

Do the schools still use them?

Director Fauteux

I don’t know but that’s a good question.

MOTION CARRIED: 4-1-0 (Nay – Pappas)

C. R-19-117: COMMISSIONER PAPPAS MADE A MOTION TO FAVORABLY RECOMMEND CHANGING THE USE OF FUNDS FOR A WASTEWATER FUND CAPITAL IMPROVEMENTS PROJECT FROM BRIDGE STREET OVERFLOW DETENTION BASIN IMPROVEMENTS TO WET WEATHER FACILITY SCREEN AND RAKE UPGRADES

Discussion:

Director Fauteux

This is actually cash that we have in the Wastewater Fund that was designated for the detention basin and we do not need it for the detention basin at this time but we do need to make improvements to the Wet Weather Facility with new screens and rakes. It requires Board of Aldermen approval.

MOTION CARRIED: Unanimously

Solid Waste Department

A. MOTION: Commissioner Teas to approve Change Order #1 to the contract with Casella Recycling LLC of Charlestown, MA in the amount of $120,000 contingent upon approval of
supplemental appropriation. Funding will be through Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 55 Other Contracted Services.

**MOTION CARRIED: 4-1-0 (Nay – Pappas)**

**Discussion: Wastewater Fees**

**Mr. Stephen Dookran, City Engineer**

We have been talking about the sewer connection fees for the last couple of years and the fact that they are way too low. The last increase was done a couple of decades ago. We also want to look at the ordinance that governs how we charge these fees.

**Ms. Amy Gill, Senior Staff Engineer**

We put a presentation together just to show you where we are with regard to changes in sewer connection fees.

The Sewer Disposal Ordinance, chapter 255 places the burden of ownership of the sewer connection fees on the property owner, from where the sewer leaves the building to the public main, typically located in the street. That portion of the pipe, the whole connection, is the responsibility of the property owner. They are responsible for the cost of installation of pipe and connecting it to the public sewer as well as any expenses related to its operation, repair or maintenance and reconstruction.

**Mr. Dookran**

It is important to understand that because a lot of people think once the sewer leaves their houses it's not theirs anymore. We end up having a lot of problems because people don't understand that and end up not maintaining it.

**Ms. Gill**

Referring to the slide, Ms. Gill stated that the yellow portion of the pipe was in the right-of-way section of the roadway, however, the property owner owns the entire pipe from the building to the sewer.

Based on the ordinance we currently have connection fees that are charged when someone new wants to join the sewer collection system. We have an entrance charge and it varies from a residential versus a commercial property, a betterment charge and a connection fee. These fees were put in place in approximately 1970 for the purposes of which was to help pay for the expanding of the wastewater collection system that the city was constructing. At that time, the new Wastewater Treatment Plant was being contrasted, we were introducing new interceptors in order to collect the flow and stop the wastewater flow from discharging into the rivers and this is how we recouped some of those costs. Typically, it was two-thirds of the cost of a sewer going into a residential neighborhood. The city paid the remaining third.
Commissioner Ackerman

If we were improving the sewer in the main body of a street, would every homeowner on that street have to have a betterment charge to reconnect their line to the new sewer?

Ms. Gill

No, this goes back to the late 1960’s when the city had a very small treatment plant and the majority of our wastewater was still being discharged directly to the rivers. Based on the Clean Water Act, the EPA required that we stop discharging to the rivers, we collect and we treat our own wastewater prior to discharging it to the rivers. We had to put sewers into the residential neighborhoods that already existed and the fee helped pay for the initial installation of the collection system.

Commissioner Ackerman

Are we currently doing any betterment charges in the city?

Ms. Gill

Yes, that charge is in place.

Mr. Dookran

A betterment charge is a one-time charge when you first connect to the sewer. Existing people would not be charged.

Ms. Gill

The entrance fee is a flat fee for anyone to join which are now residential dwellings. The betterment fee was based on the frontage a property had. If you were in a residential neighborhood and you had 200 feet of frontage then you were charged based on your linear foot a certain amount to pay for that portion of the sewer that was installed in front of the property. It was bettering the house because now there was a municipal service rather than a septic system. Then there was an additional connection fee and that was to pay for a certain portion of the pipe getting connected to the public main. At that time, the city was greatly expanding the sewer with the process taking thirty years.

Prior to 1969, the only charge for anyone to connect to a municipal system was $2.00 and then the three additional charges were instituted. In 1969 the entrance fee was $230; the betterment charge was $5.50 per linear foot and the connection fee was $200. In 1972, the fees were increased based on the costs at that time and it wasn’t increased again until 1982. In 1982, the entrance fee remained at $295, the betterment charge increased to $8.10 per linear foot and the connection fee was increased to $600. In 1982, the city was still paying to do the work in the street for that portion of the connection. If the city built the public sewer main in the street, they would run the connection out to the property line for a fee of $600. While the fee had not changed, in 1995, the ordinance changed to where we took all
properties that were three units and above and any commercial property out of the equation and we would only offer the $600 connection to one and two-unit dwellings.

Commissioner Teas

I think it would be helpful to understand what we are proposing to charge versus what other towns and cities are charging.

Mr. Dookran

That information is in the presentation.

Alderman Jette

When there is a new subdivision, does the city pay to put in the main sewer line?

Ms. Gill

Not anymore. Since the 2000’s, the city no longer does anyone’s sewer extensions because we are so built out. If someone wants to build a subdivision they put in the sewers and storm drains.

Mr. Dookran

The Board of Public Works made that decision because the cost of extending sewers was prohibited and we put a hold on extensions.

Alderman Jette

So right now, with new subdivisions, the developer puts in the sewer?

Ms. Gill

The developer puts in everything.

Alderman Jette

So where it indicates an unused sewer connection placed by the city for future use, are there others out there?

Ms. Gill

There are a few but very few are remaining.

Alderman Jette

If someone built a house on what is now an empty lot, and the connection is sitting there, they have to line themselves up to join the connection at that point.
Ms. Gill

That's correct.

Alderman Jette

Would they reimburse us for the pipe that goes to the sewer?

Ms. Gill

They would today but there are very few of those remaining.

Mr. Dookran

There also could be complications because you may have the connection all the way to the property line or you may just have a Y to connect to. In that case, the fee for reimbursement may have to be evaluated.

Alderman Jette

What is the difference between an unused sewer connection and a Y, what's a Y?

Ms. Gill

A Y is when it doesn’t come all the way to the property line, it stays closer to the sewer main.

Certain fees are obsolete today because the expansion of the system is done by the developers. They put in the pipe and we observe it and we inspect it. When we accept the street, we accept the sewers and the storm drains. The city is no longer paying for new sewer extensions.

New sewer users are buying into an established system and, therefore, betterment and connection fees are no longer needed.

We are proposing to perhaps remove those three fees and have one fee called an entrance fee. This number would allow someone to join into the established system. We would not evaluate it on linear feet for betterment or a connection charge, it would just be an entrance fee. Right now we don’t do those connections for most people, commercial users all have to make their own connections in subdivisions. Anyone who is building a new house would also be responsible for their own connections.

Commissioner Pappas

Do we inspect those?

Ms. Gill
Yes, we do.

In order to update the entrance fee, we were trying to think of what would be fair.

ENR is the Engineering News Record magazine published weekly and reflects a cost index which is based on a construction index for twenty large cities which are evaluated annually by the magazine. It basically allows you to take any number at any time and bring it up to present day cost.

The formula for this is as follows:

$$\text{New Charge} = \text{Old Charge} \times \frac{\text{New ENR cost index}}{\text{Old ENR cost index}}$$

If we were to bring the entrance fee to its present value, it would be rounded to about $1,450.

$$\text{New Charge} = 295.00 \times \frac{10737}{2212} = 1431.92 \sim 1450.00$$

Alderman Jette

Why are you dividing the new ENR cost by the old ENR cost?

Mr. Dookran

In 1975, the ENR index was 2,212, which represented what construction value was then and in 2018, that index is 10,737.

Ms. Gill

It’s just a way to equate dollars at a certain time period for construction costs.

Mr. Dookran

ENR publishes the construction index for this kind of street/sewer work and they also publish a building index and those indices represent inflation from year to year. There might be a year or two where the index goes down. It’s a pretty fair way to do it.

Commissioner Ackerman

If we get rid of the betterment charge, if we line the sewers, we don’t charge the residents by the linear feet of frontage. Is that by ordinance? We are improving the sewer instead of replacing it which saves the city a lot of money. Wouldn’t we want to have that betterment charge?

Mayor Donchess

That would be very expensive for the homeowner.
Commissioner Ackerman

I'm not saying to charge them for everything, I’m just saying, technically, aren't we bettering the system?

Mayor Donchess

We are but, in those days, we were building the system and now we are just fixing it so they are not getting anything new.

Commissioner Pappas

We are not lining the sewers for people’s houses, we are lining the sewer main.

Ms. Gill

We looked at many communities to see what they were doing and one of the things we found out was that nobody uses an easy standard on how to generate sewer fees. We took some typical ones as summarized below:

<table>
<thead>
<tr>
<th>Town/City</th>
<th>Single-Family House</th>
<th>Three-Family House</th>
<th>Apartment Building</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nashua (Existing)</td>
<td>$295</td>
<td>$885</td>
<td>$29,500</td>
</tr>
<tr>
<td>Nashua (Proposed)</td>
<td>$1,450</td>
<td>$4,350</td>
<td>$145,000</td>
</tr>
<tr>
<td>Hudson</td>
<td>$2,325</td>
<td>$4,650 ($1550 per unit)</td>
<td>$116,000 ($1,160 per Unit)</td>
</tr>
<tr>
<td>Salem</td>
<td>$7,500 Lump Sum</td>
<td>$13,000 Lump Sum</td>
<td>$550,000</td>
</tr>
</tbody>
</table>

Commissioner Teas

What does Manchester look like?

Ms. Gill

You would think we would be most comparable to Manchester but they have many different charges. They charge an inspection fee, a degradation fee for making the connection to the sewer. There are approximately six different charges and it depends on what you are doing in the street.
Commissioner Teas

By increasing these fees are we putting an unfair burden on the population and would it discourage any future development within the city on the already limited resources that we have.

Ms. Gill

We are trying to bring up the current cost to make it more realistic. When you look at the comps you can see that we really are very low.

Alderman Jette

I don’t know how comparable Hudson and Salem are. Do we have information on Concord, Dover, Keene, Rochester or Portsmouth?

Ms. Gill

We do have a large list but each one has different fee structures. None of them do it the same way, they put place a certain amount of importance on different things.

Director Fauteux

What does Concord charge? Hudson is pretty relevant because their flow comes here.

Ms. Gill

Durham, NH does it based on the number of bedrooms, some towns do it by flow rates, some by square footage and type of use. Manchester charges for a new connection fee, a degradation fee for the pavement that is disturbed and they also have an inspection fee.

Alderman Jette

What does Manchester add up to?

Ms. Gill

I don’t have it, it’s not calculated based on square footage but I can get it for you.

Manchester is $1,000 for a single-dwelling plus the pavement effect, Tyngsboro is a lump sum of $7,500 and Durham is $1,200.

Ms. Celia Leonard, Assistant Corporation Counsel

Were there any city’s or town’s who had lower fees?

Ms. Gill
Lowell is $200 for connecting and then .1 cent per square foot of disturbed.

**Attorney Leonard**

We still have the pavement fee too, is that correct?

**Ms. Gill**

We have no pavement fee. There is currently no street altering fee and no fee for disturbance.

**Commissioner Ackerman**

It would be nice to know when Hudson last reviewed their prices.

**Ms. Gill**

The city uses a commercial sliding scale fee based on gallons per minute and fixture units. Every fixture has a certain weight with certain gallons per minute so you count the fixtures and total the ounce per minute and then we charge it.

<table>
<thead>
<tr>
<th>Fixture Units</th>
<th>Peak Flow (gpm)</th>
<th>Existing Fee</th>
<th>Proposed Fee</th>
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For example, a laundromat uses a lot of flow and would have a bigger entrance fee where an office building would have less. There are also some commercial property changes, the entrance fee is credited based on what was applied previously and is updated as such.

Alderman Jette

When a building is built, how do we know what the flow is going to be?

Ms. Gill

For example, if you take the building that was an old warehouse building, they provided us and the Building Department with what they were proposing and we count, we actually (inaudible) based on dwelling units so it would be the flat $295 per foot for a residential user. If they had 200 units it would be 200 x $295. However, if that building had become a large dental office, we would count the number of sinks and toilets they were using and total the fixture units and each unit is given a certain amount of points. If they have washing machines then a fixture unit could be as much as 60 fixture units and based on the total number of fixture units, they get a certain rate of flow (gallons per minute) and then we charge for every increment of gallons per minute flow which is currently $295 and it goes up. Those that are using a lot of water and therefore, generating a lot of wastewater, would get charged a higher entrance fee than someone who was not using a lot of water.

Alderman Jette

If the use of the building changed from a warehouse to a laundry mat, would they have to come back?

Mr. Dookran

Yes. They would receive a credit for what is existing and then they would have to pay the difference because they are increasing the volume of flow entering the system.

Ms. Gill

We are looking at increasing both residential dwelling units and commercial fees.

Commissioner Ackerman

Assuming the Board of Public Works takes action on this, what would be the recommendation of the Engineering Department to relook at this much sooner than the last period of time, would it be every eight years or ten to twelve.

Ms. Gill

It would be based on the change in the cost index.
Mayor Donchess

You could say that it should come up every year based on the cost index.

Ms. Gill

For this portion, we are recommending that the fee structure be changed entirely to have an entrance fee only because we are at a point where we don’t need the betterment and connection fees as we did when we were first developing the system in the late 1960’s. We would also recommend that you increase the fees to reflect the current value to join an established sewer collection and wastewater treatment system. We would also suggest that you do it for the commercial entrance fees as well, and again, to adjust the fee annually according to the cost index.

Commissioner Teas was excused from the meeting at approximately 2:20 p.m.

Mr. Dookran

One quick thing about the cost index is that it is used more universal than just what we are doing here, the city’s Financial Department uses the construction index when they do some of their reporting.

Ms. Gill

We have another fee which is included in the ordinance which is separate than the initial connection and entrance into the collection system. The ordinance allows for the repair of sewer connections in the right-of-way for one and two-unit dwellings at a cost to the resident of $600.

Mayor Donchess

How long has that $600 fee been in place?

Ms. Gill

That’s been in place since 1982 and at that time the fee was $200 and then it increased to $600. In 1972, City Engineer Hogan said the cost was supposed to be equal to the cost of DPW to perform the work, to do the construction of the pipe and excavating in the roadway to make the connection. Today, DPW estimates, and it’s on an average because the depth of sewers varies, that it costs about $3,500 for work that is 8 feet in depth or less. Sometimes a contractor has to be hired because our crews can’t do the work if it’s a deeper sewer so it can be as much as $10,000 to $25,000 for one and two-unit dwellings.

The problem with DPW repairing the sewer connections that belong to one and two-unit dwellings is that they have no control over what is discharged into those pipes. The property owners can put anything into the service connection; some people use it as a trash can and put things in a toilet that should not be put in. There are kitchen materials like grease from cooking and coffee grounds that can cause clogs. The flushable wipes and the roots from
trees are a real problem. People have vegetation over their sewer connection and it causes blockages.

Often times property owner does not understand that they own the service connection and there can be a lack of maintenance. It’s in the ground so they don’t think about it and don’t maintain it. Property owners only react when they have a sewer back-up and most property owners are unaware that it is their responsibility.

The other problem we have is with the one or two-unit dwelling properties that are not owner-occupied and are being used as rental units. There is even less control over what tenants are putting into the pipe when the owner isn’t there. Sewer back-ups end up occurring and the portion of the pipe that is under the right-of-way becomes the burden of DPW to address.

Commissioner Pappas

Can stuff from the main sewer pipe end up back in people’s connections? Let’s say your neighbor is not careful.

Ms. Gill

Sometimes there can be blockages in the public sewer main and sometimes water can back up into the houses. Whenever there is a sewer backed up, we do react first by checking the public main.

Commissioner Pappas

What are people supposed to do for maintenance, just the backflow valve?

Mr. Dookran

Use drain cleaners.

Commissioner Pappas

I thought drain cleaners were bad for your pipes.

Mr. Dookran

Not that I know of.

Mr. Andrew Patrician, Assistant Director, Division of Public Works

There are a lot of tools you can use other than chemicals. There are high-pressure air hoses that you can connect to your faucet to increase the water pressure and flush out the system. Most plumbing is made out of PVC and chemicals don’t harm that.
Mr. Dookran

Chemicals are not good for septic systems.

Ms. Gill

There are some big box stores that sell products like salt to address roots and things like that.

Alderman Jette

What should homeowners be doing on a regular basis to maintain their system?

Ms. Gill

Prevention is the best thing. People need to recognize what they put down there may not make it to the public sewer main. It’s education more than anything. If you are cooking ground beef or bacon, put the excess fat in a jar and throw it away versus throwing it down the drain because that will harden and it accumulates over time causing clogs.

Commissioner Pappas

Even if you have a garbage disposal, you still shouldn’t be putting fat and coffee grounds down the drain.

Ms. Gill

We did some research to find out who else besides the City of Nashua was making repairs in the right-of-way and who was responsible for the repair. We found that the homeowner is responsible for the repairs in Salem, NH; Durham, NH; Manchester, NH; Concord, NH; Worcester, MA and Lowell, MA.

In order to address this ordinance, for DPW to make the repair for the one and two-unit dwellings, is a subjective process that goes through here. An owner will come in and says he has a sewer back-up and then the owner requests, based on the ordinance, that DPW do the work to repair or replace the connection in the right-of-way. We don’t just go out and do it, DPW requires proof that they have had the sewer cleaned and found an object. The cost of a plumber to clean it can be $300 to $500 or more depending on what needs to be done to unclog the back-up. We also ask that the property owner provide a video, which again is another cost they have to incur because we have to examine the pipe. Again, we are interested in the connection from the property line to the sewer main. The problem could certainly be from the building to the property line. There could be a tree that has roots in it or he could have put all kinds of materials in there that is causing the clog and it may in that portion of the pipe and not in the right-of-way. We need evidence before we go out and dig up the street. We have conversations with the property owner and the review is made by DPW and are subjective because sometimes the video is not good and the picture isn’t good. Sometimes a plumber might make an assumption while he is cleaning that is not correct like he felt something hard but can’t identify what it is. It might be that a joint is offset but that
doesn’t mean the pipe is in failure. Sometimes, based on the back and forth conversations, we have dug places where it was not necessary.

We are recommending that the DPW’s responsibility of making repairs to one and two-unit dwellings be removed and the owner takes full responsibility of maintaining and replacing sewer connection from the building to the public sewer main.

Option two would be that the work continues to be performed by DPW if the depth of the sewer 8 feet or less and in-house forces do the work. The fee would be adjusted from $600 to an average cost of $3,500 because that is the cost to perform the work based on the estimates from the Superintendent of Streets.

For those digs that are deeper than 8 feet or for a situation where we have to hire a contractor, the cost would vary and we would like to charge the one or two-unit dwelling 50% of the total cost but not less than $3,500. We would also require if the DPW made the repair or replacement the property must be owner-occupied. If it were a commercial property they would not qualify and in addition, the fee would be adjusted annually.

The payment options would be as follows:

- Payment in full
- Ordinance 255-58 provides for 5 annual installments to repay charges
- Include in homeowner insurance plans
- Potential city grants for low-income situations

Commissioner Ackerman

How many instances per year do we go out to a residence to do this sort of thing?

Mr. Dookran

Approximately fifteen.

Mayor Donchess

How long does the average job take?

Mr. Andrew Patrician, Assistant Director, Division of Public Works

It takes approximately one day for anything under 8 feet unless there is a duct bank there or a major water line.

Director Fauteux

One thing that I do want to make sure is clear is that with regard to option two, the Street Department is not able to do a lot of this work because we are so busy doing other things. Much of the work is being sub-contracted out and I didn’t want to give the impression that the Street Department was doing most of it. If we are doing the work then the taxpayers, through
both tax dollars and through the payment of wastewater fees, are funding the repair of these individual connections. The burden should really be on the homeowner to make the repair.

Mayor Donchess

What things would you otherwise be doing if you did not have to do one of these connections?

Mr. Patrician

All of the other things that we do on a daily basis, perhaps a major sidewalk project or restoring a road. Our crews are spread very thin.

Director Fauteux

The other thing that concerns me about option two and charging 50% of the cost is that it’s going to be a battle with the homeowner every time regarding what the cost should be and what the cost actually is. It will be a nightmare trying to come up with a cost that everyone feels is equitable.

Alderman Jette

My first impression is that option one is the logical choice. My only concern is that most of these situations will occur in the older neighborhoods and I think the older neighborhoods are populated by older people with less income. I think we ought to think about some way to help those people. If they own their home, they can probably get a home equity loan to pay for it. Perhaps we could have a hardship clause. It makes sense for the homeowner to be responsible for hiring their own contractor and negotiate their own price and they pay the contractor.

Director Fauteux

We had talked to the Treasurer about perhaps offering some type of a payment plan. If you are a homeowner you have to plan for some of these things.

Commissioner Pappas

I like option two but I wouldn’t mind putting this vote off until the next meeting.

Commissioner Ackerman

I have no problem with that. I am concerned as to whether or not we have faith in third-party organizations tying into a sewer line that was built in 1895.
Mr. Dookran

We do it all of the time. The contractors are all approved by us and they all have a drainlayers license.

Mayor Donchess excused himself from the meeting at approximately 2:36 p.m.

Mr. Dookran

Part of this was to simplify the process. We would also like to remove the matter of it being subjective.

I think when we hire contractor’s we always pay more than when a private individual hires the same contractor. That’s my personal opinion.

Commissioner Ackerman

Does the city recommend service providers to do this type of work for residents?

Mr. Dookran

We can’t do that by law but we can provide them with a list for work being done in the right-of-way. Work on the private side is typically done by a plumber and we don’t control that, it’s done through the Building Department.

Director Fauteux

To Commissioner Pappas’ point, if we did go with option one then we should come up with some sort of mechanism for a payment plan, even it was part of their sewer bills.

Alderman Jette

The problem with option two is its currently at least $3,500 and up to 50% of the total cost, but it’s going to go up year over year. If we just let the homeowner do it then whatever the cost is, they are in charge of negotiating the best deal they can find.

Commissioner Pappas

I feel a little bit better that a lot of people seem to be doing that work anyway. That was one of my concerns.

Ms. Gill

The fee is meant to cover what it costs the city to do the work. It just hasn’t been updated.
Commissioner Moriarty

I am in favor of everything we talked about except for the issue of how people would pay for it because it is a big bill.

Commissioner Pappas

I would like to have a special meeting to discuss the Pavement Degradation Fees. I feel like our regular meetings are already two hours long and it should be discussed in a separate meeting.

Director Fauteux

I will try to find another time to hold a special meeting to discuss pavement degradation.

Adjournment

Commissioner Pappas made a motion to adjourn.

MOTION CARRIED: Unanimously

Meeting adjourned at 3:00 p.m.
A meeting of the Board of Public Works was held on Thursday, March 28, 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 Teas

Also Present:

Ms. Lisa Fauteux, Director, Division of Public Works
Mr. Dave Boucher, Superintendent of Wastewater
Ms. Amy Gill, Senior Staff Engineer
Mr. Andrew Patrician, Assistant Director, Division of Public Works
Attorney Steven A. Bolton, Corporation Counsel
Alderman Ernest Jette, Aldermanic Liaison

Mayor Donchess

Before we approve the agenda, we have a group of people here from the Sculpture Symposium who are going to present us with proposed locations for this years’ sculptures. As they are at the end of the agenda, I would suggest that we move them up to directly after public comments.

MOTION: Commissioner Ackerman made a motion to approve the agenda as amended.
MOTION CARRIED: Unanimously

Approval of Meeting Minutes – February 28, 2019

MOTION: Commissioner Pappas to approve the minutes from the Board of Public Works Meeting of February 28, 2019.
MOTION CARRIED: Unanimously

Public Comment

There was none.

Administration

D. MOTION: Commissioner Teas to approve the proposed sculpture locations for the 2019 Sculpture Symposium.
Discussion:

Director Fauteux

Kathy sent a letter which showed all of the sites that have already been approved as well as the new sites.

Ms. Gail Moriarty

For those of you who don’t know me, I am Gail Moriarty and I am a commissioned jeweler and own the Picker Artist at 3 Pine Street and I am also the president of our newly formed 501(c)(3) Sculpture Symposium. On February 8th I received my 501(c)(3) status from the IRS. It allows us to get more grant opportunities as we are kind of stand-alone now.

The three sites that we are talking about for this year are:

1. The Nashua River Rail Trail at the southwest quadrant.

The Nashua River Rail Trail is part of the extensive trail system through the southwest quadrant of Nashua over by Hollis. The rail trail itself extends 11.5 miles to the Ayer, MA area. The start of the Nashua River Rail Trail offers a number of sites around a pond adjacent to the parking lot and along the beginning of the highly used paved trail. We thought it would be a great location to have a sculpture because it is on the Nashua River Rail Trail and is accessible by foot from Dutton Lane, which is Depot Road. It is public space and the City of Nashua's Parks & Rec Department maintains it. The size of the sculpture would be a larger linear site with a paved path so we could put a nice sized sculpture there. It's not a toxic area and is not within the wetlands. It is in a rural neighborhood and does not visually distract from anything. Pedestrians can walk up and cyclists and bikers can walk up around the sculpture. It is not visible to cars but that’s okay. It is handicapped accessible which is very nice. People can touch the sculptures, it’s easy to move around the sculptures and the installation would be easy from where the location is.

We need the approval from the Board of Public Works Board to put the sculpture there. Any size, material and range would be okay there and I guess any bases would work there as well. It is supported by Nick Caggiano, Superintendent of Parks & Recreation. The Nashua River Rail Trail is a beautifully paved trail through the wooded area along the Nashua River. The site requested is near an entrance but not so far away that it would impact walkers and bikers. There is also a view of the Nashua River from the site but it’s not near any of the buffer areas.

2. Constitution Plaza

Constitution Plaza is a small city park in downtown Nashua that contains a stone monument of the United States Constitution on the corner. On the back by the stone are some trees and further east is an open, grassy area which would be suitable for a sculpture. It’s on the corner of Main Street and Medical Center Drive and is across the street from the Southern New Hampshire Medical Center. It is public space and is a .1-mile distance from City Hall. The sculpture would be a smaller one placed there. It’s not toxic and there are no wetlands. It does not have visible distractions and it is visible to pedestrians and cars. It is also handicapped accessible. You can touch the sculptures and transport to the site is easy. Installation would be easy.

3. The Broad Street Parkway
The Broad Street Parkway is 1.8 miles, two-lane road from Broad Street to the Nashua Millyard. It offers several locations for enhancements with sculptures as a welcoming to our downtown. We were hoping to have three locations that we had identified earlier, all of them on the west side because that is the side that people can walk on the sidewalk and go up to the sculptures and touch them. It is a public space and we could put large sculptures there. It's not toxic and there are no wetlands and it is on the roadway. It does not have visible distractions and is visible to pedestrians and cars. It is handicapped accessible and it's easy to touch the sculptures and easy to have transportation to the site. We need the Board of Public Works approval for the third site as well.

Commissioner Moriarty

I see that Mr. Caggiano approved the Nashua River Rail Trail but he did not comment on the other two locations, is there a reason why?

Director Fauteux

Public Works is all set with all of the proposed locations.

**MOTION CARRIED: Unanimously**

**Wastewater Department**

**A. MOTION:** Commissioner Pappas to approve the User Warrants as presented.  
**MOTION CARRIED: Unanimously**

**B. MOTION:** Commissioner Teas to approve the purchase of a Fairbanks brand vertical solids handling from Hayes Pump, Inc., of Concord, MA, for the amount of $29,511. Funding will be through Department 169 Wastewater.; Fund: Wastewater; Account Category: 71 Equipment.

**Discussion:**

Mr. Dave Boucher, Superintendent of Wastewater

This is one of our thirteen pump stations. We have two pumps within this pump station. One is a back-up and currently, we had one go down and we had it sent out for service and found out that it is beyond rebuilding. This is a purchase to replace the back-up one. Currently, we are running on one pump in this pump station. It’s crucial that we have a back-up. I know we are having our pump stations updated in two phases. This pump station is part of the second phase of upgrades and this pump is consistent with the pump that is going to be used in the upgrades. When the upgrade takes place, we will still be able to use this pump. It was the pump that was specked out to be part of the upgrade.

**MOTION CARRIED: Unanimously**

**C. MOTION:** Commissioner Pappas to approve the award of a three-year contract for the long-term management of wastewater biosolids to Resource Management, Inc. of Holderness, NH, in an amount not-to-exceed $1,527,050. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 54 Property Services.

**Discussion:**
Mr. Boucher

This is a three-year contract. When we remove solids from wastewater, we process it and currently we have a contract with a company who takes it out for beneficial reuse and it gets applied to farms throughout New Hampshire and some places in Massachusetts. This is to continue that service because we are at the end of the original three-year contract. This would be another three-year contract. We opened it up to other company’s but the company we are seeking approval for is unfortunately, the only company that bid this time around. The company we are using now submitted a non-bid because they felt moving forward, they did not have enough land to actually disburse our solids. There are not a lot of company’s that do this service.

Commissioner Ackerman

When does the current contract expire?

Mr. Boucher

I believe it is July 30th.

Commissioner Ackerman

Does Casella have the ability to finish up their contract with us?

Mr. Boucher

Yes.

Commissioner Ackerman

Was the original contract approximately the same cost?

Mr. Boucher

Yes, it’s about the same. The original contract was $1.2 but we had to increase it by $260,000 so it’s about the same.

**MOTION CARRIED: Unanimously**

D. **MOTION:** Commissioner Pappas to approve the contract with Wright Pierce of Thompson, ME, in an amount not-to-exceed $409,900 for construction administration services for the Pump Station Upgrades Phase I Project. Funding will be through: Department: 169 Wastewater; Fund: SRF Loan; Activity: Pump Station Upgrades Phase I.

**Discussion:**

Mr. Boucher

We have thirteen sewer pump stations that pump liquid from different areas in the city to the wastewater plant from a lower elevation to the gravity sewer. The first phase of the upgrades that went out covered six pump stations. This is for the engineering services to oversee the first phase of the project, the six pump stations. We picked the six most critical ones in need of upgrades for the first phase. The pump stations will be 20’ deep and are in need of upgrades and bringing things above ground level so some will
have buildings on top. Two of the existing buildings will be rehabbed along with the generators that are there.

**MOTION CARRIED: Unanimously**

**E. MOTION:** Commissioner Pappas to approve the contract with DeFelice Corporation of Dracut, MA, in an amount not-to-exceed $3,469,550 for construction of the Pump Station Upgrades Phase I Project. Funding will be through: Department: 169 Wastewater; Fund: SRF Loan; Activity: Pump Station Upgrades Phase I.

**Discussion:**

Mr. Boucher

This is the project itself, the six pump stations that are being upgraded. This is the construction phase. Three bids came in and DeFelice was the low bid and it was in line with the engineer’s estimate which was $3.5 to $3.8 million.

Commissioner Teas

Is the DeFelice Corporation related to Newport Construction?

Mr. Boucher

I am not sure.

Director Fauteux

I think the owners are cousins but the companies are not related.

**MOTION CARRIED: Unanimously**

**Engineering Department**

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

**MOTION CARRIED: Unanimously**

**B. MOTION:** Commissioner Pappas to approve Drainlayer’s License for N.Granese & Sons, Inc., 59 Jefferson Avenue, Salem, MA, in accordance with Nashua City Code §255-19 Issuance of Drainlayer’s License.

**MOTION CARRIED: Unanimously**

**C. MOTION:** Commissioner Pappas to approve the following Pole License Petitions: PSNH #12-1343, PSNH #12-1338, PSNH #12-1339, PSNH #12-1332, PSNH #12-1328, PSNH #12-1329, PSNH #12-1330, PSNH #12-1333, PSNH #12-1335, PSNH #12-1315, PSNH #12-1310, PSNH #12-1284, PSNH #12-1287, PSNH #12-1304, PSNH #12-1298 and PSNH #12-1274.

**MOTION CARRIED: Unanimously**

Commissioner Pappas
I received a concern regarding a pole that is too close to the street on Manchester Street near White Oak. I noticed two of them.

Director Fauteux

We can make a request to have them moved.

**D. MOTION:** Commissioner Teas to approve the engineering contract with Stantec Consulting Services, Inc. of Burlington, MA, in an amount of $28,900. Department: 160 Admin/Engineering; Fund: Bond; Activity: Paving.

**Discussion:**

Ms. Amy Gill, Senior Staff Engineer

Stantec Consulting Services has been the engineer on board and has helped us through the recent evaluation of all of the pavement for our large paving program. They look at the pavement and give it a score called a PCI (Pavement Condition Index) number which helps us rate the sewers as to which ones are the priority to be paved for the given year and then look at the future as well.

The purpose of Stantec now is that we have the information from previous years and it is necessary to base the roads practically every three years because sometimes the deterioration of a road isn’t linear. It depends on the type of winter and this year there was a lot of moisture, freeze and thaw. The potholes have increased substantially on certain roads. The purpose of hiring Stantec is to do that annual evaluation. They will look at one-third of the city each year in order to update the PCI’s for any given road. This will be the first year of contract so they can look at one-third of the roads for $28,900.

Commissioner Pappas

I was very impressed with these folks; I think they did a great job evaluating our roads and I think it’s a very good investment.

Commissioner Ackerman

I happened to be asked about our paving schedule so I went to our website and noticed there was still a paving schedule for 2018 and the 2019 schedule was about to be posted in the near future. Does this service need to happen prior to the 2019 schedule is posted?

Director Fauteux

The 2019 schedule is posted and the leftover from 2018 is posted as well.

Commissioner Ackerman

As of yesterday, it says 2018.

Director Fauteux

I’ll look into that.
Commissioner Ackerman

Does this need to be done prior to the work scheduled for 2019?

Ms. Gill

No.

Alderman Jette

If people think their road has deteriorated to the extent that they need work, can they request that their road be looked at?

Ms. Gill

Yes, you can call the office.

Director Fauteux

We do get a lot of questions about “why are you doing this road instead of that road.” Unfortunately, we still have a number of streets in Nashua that need to be paved. We try to follow the plan that Stantec provides us. It may appear in some cases that we are paving a street that may be better than another and that may be true because we are trying to save it from getting to full depth reclamtion. It’s less expensive to keep it from getting to that point. Sometimes we will see streets really deteriorate over the winter, Ridge Road is one of them so we will try to do something in those cases. We certainly will listen if residents have concerns but we do try to stick to the schedule. We are making a lot of progress.

Ms. Gill

The evaluation is based on traffic and volume.

Director Fauteux

There also might be utility work that can’t be completed on a particular street so we would put the paving off for that reason.

Commissioner Pappas

Reclamation when the road is so far gone that we have to strip down. I did get a question on one road that definitely needs to be reclaimed. If you have a road that needs to be reclaimed, if it’s not that busy of a road will it be at the bottom of the list?

Director Fauteux

Not necessarily but we do try to focus on those streets that have not gotten to that point because that treatment is far more expensive than getting to a street before it gets to that point. Stantec gives us a list and then we determine whether we can work with the utilities to see what they can get done and then we choose from there.

Commissioner Pappas

Even if a street is listed for reclamation it doesn’t mean you will be up higher on the list.
Director Fauteux

That’s correct but that’s not to say all of the streets that need to be reclaimed on are the bottom. What street are you referring to, Commissioner Pappas?

Commissioner Pappas

Barley Street. Do we have extra hard copies of Stantec’s presentation with regard to how they come up with the index for the roads?

Director Fauteux

Sure.

Commissioner Pappas

I think that was money well spent.

Director Fauteux

Agreed.

**MOTION CARRIED: Unanimously**

**E. MOTION:** Commissioner Pappas to approve the following changes to Sewer Connection Fees:

1. Eliminate the Betterment Fee and Connection Fee
2. Increase the Entrance Fee to $1,450 per single-family residential unit and for each 20 gpm increment in commercial peak flow.
3. Adjust the Entrance Fee annually using the 20-City Construction Cost Index.
4. Eliminate the requirement for the City to repair or replace sewer connections for 1 and 2 family homes.

**Discussion:**

Commissioner Pappas

Was that recorded at the last meeting?

Director Fauteux

Yes.

Commissioner Moriarty

I am in favor of the first three but I don’t think we, as a Board, made a decision on #4. There were two options on the table and I don’t think we actually made a decision on that. It looks like the Division of Public Works wants to get out of the repair work completely?

Director Fauteux
That was what the City Engineer wanted. Unfortunately, he is at a funeral this evening and can’t speak to it.

**Commissioner Moriarty**

That would also mean there would need to be a change in the ordinance.

**Director Fauteux**

Yes, that’s correct.

**Ms. Gill**

All four would require a change to the ordinance. Up to 1995, the city did all the repairs for all properties in the roadway and they deemed that too expensive. In 1995, they put in the ordinance that only one and two-family dwelling units would have the opportunity for the city to do the work for a cost of $600. The purpose of the money was to pay the Street Department to perform that work. It was supposed to equal the city’s cost incurred during construction. However, that fee has not been increased at all and it is estimated that the Street Department, on a dig that is about 8 feet deep, costs the department approximately $3,500. By ordinance, the property owners own the pipe from the building to the sewer main and we feel, as a division, that we have no control over what goes into that sewer. We talked about items that may block a sewer like fat, grease, tree roots, etc. Right now we are looking to change the ordinance to make the property owners responsible for the pipe from the building to the sewer main.

**Commissioner Pappas**

They are responsible for that now anyway, correct?

**Ms. Gill**

Yes, but the exception is one and two-family unit properties. They can pay a fee and have the Division of Public Works do it. The fee is currently $600 and it is estimated in-house that it costs $3,500 and for those urbanized, older portions of the city where the sewer is deeper than 8 feet, the city has to contract out so it could cost the city up to $25,000 to do a dig sometimes – to replace that portion of a pipe in the right-of-way.

**Commissioner Pappas**

When was the last time the fees were changed?

**Ms. Gill**

The entrance fee was in 1972 and the $600 was imposed in 1982.

**Commissioner Pappas**

Are there qualified people who can do the work without damaging the city sewers?
Ms. Gill

Yes, by ordinance, anyone working in a roadway laying a pipe is required to have a drainlayer’s license. They have to go through the Board of Public Works to obtain their drainlayer’s license.

Commissioner Moriarty

When the Street Department does a repair, who goes out and gives the final inspection?

Ms. Gill

Let me take a step back. If a single-family property or a two-family unit property would like this work done by the Division of Public Works, there is a whole approval process that has to go on. They have to provide us with proof that there was a problem with that pipe in the right-of-way. That usually requires video inspection, we review the tape and sometimes the opinion can be subjective. The property owners hear some statements that the contractor they should hire to inspect their pipe that sometimes may be misleading. Sometimes we review them and feel that the pipe is not in need of a replacement or a repair. Sometimes the contractor will try to clear the line and they push the problem somewhere else in the pipe that is in the right-of-way. There are a lot of issues because it’s so subjective as to whether or not the pipe needs to be replaced.

Commissioner Moriarty

Who does the final inspection of that connection?

Ms. Gill

The city’s Engineering Department has sewer inspectors that do it.

Commissioner Moriarty

When it’s done privately does the city have an inspector who will approve it?

Ms. Gill

That’s correct.

Commissioner Teas

With respect to the elimination of the requirement of the city repairing or replacing sewer connections for one and two-family homes, is that consistent with other towns and cities?

Ms. Gill

Yes, during this process we reviewed communities of similar size.

Commissioner Ackerman

If this moves forward the way it is being presented, who would have the responsibility of looking at the video evidence.
Ms. Gill

It would be the homeowner’s responsibility and whatever contractor they hired. The wouldn’t have to take the step of getting a video, it would be up to them to decide.

Commissioner Ackerman

One of my concerns is that I think the expertise is there on the city side, regardless of where the pipe is exactly located it is all part of the city’s infrastructure. I believe Mr. Dookran said there were only about fifteen instances in the past 12 months that the city had to something like this. Is that accurate?

Ms. Gill

Yes, it's approximately fifteen.

Commissioner Ackerman

I am concerned about relying on third-party organizations to be responsible. Aren't we exposing the residents of Nashua to be exposed to unscrupulous business dealings where it would cost them more money?

Ms. Gill

It would be up to them to find a qualified contractor to do the work and again, it would have to be someone with a drainlayer's license. They would be able to pick a contractor off a list which would be provided by the city.

Commissioner Ackerman

Would it be possible for the city to still be responsible but to increase the dollar amount to an average cost that you have seen over the last fifteen instances as opposed to what we are being presented with tonight?

Ms. Gill

I think the hardest part is that it is subjective because the way it is worded in the ordinance, people come to us and feel that they are entitled to get their pipe replaced. It does frequently become a difference of opinion as to what the problem is with that portion of the pipe. For instance, some people may feel tree roots are blocking the pipe and that is a good reason to remove that section of the pipe but that is, in fact, an operator maintenance issue. Sewer connections are underground and people don’t think about it or maintain and over the years, things can progress.

Mayor Donchess

In the tree root case, you can auger them out.

Commissioner Ackerman

In my experience, that is only a temporary fix.
Mayor Donchess

It takes about five years to grow back.

Commissioner Ackerman

I have been involved with a resident who is having a bad experience. They have gone out at least six times to clean out their tree roots and they are still having a problem. That situation is now moving forward with the city taking responsibility. As a resident, I would be a little concerned about this because it is very subjective. I would have a lot of anxiety if I had to do this all on my own without having an entity of the City of Nashua involved in the process. I don’t particularly care for #4.

Commissioner Pappas

I really appreciate the questions asked by Commissioner Moriarty and the Vice Chair. I had concerns about this but then felt at ease when I found out that the drainlayer's were vetted by the city. However, now I am not comfortable with moving forward with #4.

Commissioner Ackerman

My recollection is similar to Commissioner Moriarty in that they were going to go back and have internal dialogue and make a suggestion to us.

Commissioner Pappas

I can’t support #4 because it is very subjective. If we charge what it costs, so be it. We give out a lot of drainlayer’s licenses.

Commissioner Ackerman

Most likely, outside of the one and two-family residential.

Director Fauteux

I want to be clear on one thing. The discussion almost sounds like the Street Department is doing all of these repairs and they are not. The Street Department actually does very few because they really don’t have the time and many of them are too deep for us to handle. A lot of them are being done by contractors. It is a significant cost to the city and the wastewater fund.

Commissioner Pappas

I really feel uncomfortable with #4 now. There might be fifteen per year and I think there are people, through the wastewater fund, help subsidize others that have been in the same situation.

I am very hesitant with #4. I thought we had a great meeting and we had enough members to vote on the whole thing right then and there but I feel very differently about #4 today.

Director Fauteux

I would like to table this motion until Engineer Dookran comes back. He feels very strongly about this.
MOTION: Commissioner Teas made a motion to table.
MOTION CARRIED: Unanimously

Administration

A. MOTION: Commissioner Pappas to approve the agreement with Louis Fish and Allison Hurd of 1 Hutchinson Street regarding the moving of their fence.

Discussion:

Commissioner Pappas

I really appreciate all the work staff has done to get this agreement through. I am glad we were able to come to an amicable solution.

Commissioner Moriarty

There were two letters sent to the Board members from neighbors who opposed what we are about to do. I wish we had those ahead of time.

Director Fauteux

Andy, I think both of the folks that you spoke with are in favor of the 3’, is that correct?

Mr. Andrew Patrician, Assistant Director, Division of Public Works

We personally met with those residents to talk about their concerns and they were very open about their concerns and that is why the letters were written.

Director Fauteux

But they were both okay with moving the fence by 3’.

Mr. Patrician

Yes, they were fine with the 3’ option. They didn’t feel just cutting off the corner was going to be the way to go because it still would have been too close to the road. It will give you another 9’ off the road which will be fine.

Director Fauteux

We gave Mr. Fish and Ms. Hurd two options; one was the corner and one was moving the fence back by 3’. Once we received the feedback from the neighbors, we took the other option off the table and the only option would be to either move it back 3’ or the 8’ out of the city’s right-of-way. That is how we came up with this agreement and those residents were okay with that.

Commissioner Moriarty

Just to be clear, one of the neighbor’s wrote that he was looking for 6’.
Mr. Patrician

They were both fine with the entire fence being moved by 3’. The reason that had all come about was because they had watched the public meeting when they were told there were two options and at that point, they felt they needed to come forward because they had a problem with just cutting the corner.

Director Fauteux

I would like to see it moved back the entire 8’ and so would Engineer Dookran but we are trying to compromise with the residents and come up with a solution that wouldn’t be as big of a hardship.

Commissioner Pappas

I asked the Director of Public Works what the setback was and she said it’s different in different parts of the city. I would hope that we could tell people where to find that information.

Director Fauteux

It can be 8’ and it can be different in other places. The city right-of-way is different.

Commissioner Pappas

Where can people find that information?

Director Fauteux

They can certainly call us. A lot of that information is available on the GIS on the city’s website.

Attorney Steven A. Bolton, Corporation Counsel

If you are going to put up a fence which abuts the city’s right-of-way, the current ordinance requires that you seek approval from the City Engineer and he will tell you exactly where it has to go. It’s the law and the City Engineer has to provide that information.

Commissioner Pappas

Is it posted in a good spot on the city’s website?

Director Fauteux

We just approved the fence permit so we will have that information and hopefully, that will offer some additional assistance to residents in the future.

Attorney Bolton

The entire code of ordinances is searchable by keyword and it’s on the website. If you go to the ordinances and you type in the word fence, this comes up.

Mayor Donchess

The fence company should also tell people.
Commissioner Ackerman

The application that we approved about a month ago, is that now implemented in terms of the ordinance.

Director Fauteux

Right now they are working on incorporating that into the current ordinance.

Commissioner Ackerman

With regard to the letters mentioned earlier, did the City of Nashua respond in writing or was it simply a verbal conversation?

Mr. Patrician

It was just a verbal conversation. Lauren Byers and I met with residents to discuss the issue. The residents told Lauren and me that they were happy with the resolution.

Director Fauteux

I think both residents would prefer to have it pushed back by 8’ but they were both amicable with 3’ as a compromise.

**MOTION CARRIED: 4-1-0 (NAY – Moriarty)**

B. **MOTION:** Commissioner Teas to approve EPA’s consent for property access for Hughey Street in lieu of an encumbrance.

**MOTION CARRIED: Unanimously**

C. **MOTION:** Commissioner Teas to approve the revisions to NRO Chapter 45 Article IV – Board of Public Works Retirement System.

**Discussion:**

Commissioner Ackerman

Can we have some commentary regarding this?

Commissioner Teas

At a high level, there are some administrative changes. We are increasing the number of trustees to have representation from AFSCME, UAW and one from Merit.

Director Fauteux

Prior to that, there were only two representatives which tended to not always be fair because the Street Department is the largest department so it would always be two people from the Street Department. I think this way there will be better representation amongst all of the groups within the division.

Also, prior to this, the language used to be that the Board of Public Works was supposed to appoint two people and I guess that just never happened for whatever reason and the two people were always elected by the employees of the division.
Commissioner Teas

There is a page at the end that summarizes it. Some of the changes include that retirees were receiving checks weekly by mail and now it will be paid in advance and it is largely electronic. There is a firm, Hooker & Holcombe that does a lot of the math and actuaries. There is now a portal where employees can go on and see what their estimated pensions will be. I will commend Derek Danielson in Treasurer Fredette’s office who worked very hard on putting this together.

Commissioner Ackerman

So the five trustees that are on the NRO Board presently are all in support of this, is that correct?

Commissioner Teas

There are four voting members and it passed unanimously.

Alderman Jette

When I became an Alderman, one of my assignments was to be the aldermanic liaison to the Board of Trustees. Alderman O’Brien is a regular member appointed by the Board and could not attend a lot of the meetings because he serves as a State Legislator. A question about a quorum came up and I looked up the law and the ordinance states that “the trustee representing the Board of Aldermen shall be nominated by the President of the Board.” There is no provision for a liaison in the ordinance and at the time I talked to Attorney Bolton about that and he said the purpose of the position of the liaison was informational only. Should the ordinance have some sort of provision in there that the alternate is able to vote and make up a quorum if the regular member can’t be there?

Commissioner Moriarty

I think that’s a great suggestion.

Mayor Donchess

That could certainly be included.

Commissioner Teas

The only danger with that is if they voted differently. In my mind, an alternate is someone who gathers information and goes back and reports it as opposed to a substitute voting member. I happen to agree with what Alderman Jette is saying.

Director Fauteux

Also, if the appointed Alderman goes to all of the meetings and then misses one then would the liaison be up to speed and have enough information to be able to vote.

Commissioner Moriarty

It would be important if you needed to have a quorum.
Commissioner Teas

The Treasurer, up until this potentially passing, was never a voting member and now the Treasurer is at almost every meeting so we resolved that. It’s nice that Alderman Jette attends the meetings but the question is should we make his vote count.

Alderman Jette

Now you are going to have seven and before it was five. With seven you would need four to have a quorum. I am not really looking for the extra work. Once I found out I was not essential I was comfortable if I had to miss a meeting.

Mayor Donchess

This still has to be acted on by the Board of Aldermen. This is only a recommendation to the Board of Aldermen as to what changes should be made.

MOTION CARRIED: Unanimously

(Recorder's Note: Item D was discussed at the beginning of the meeting.)

E. Informational: February Budget Transfers

F. Director's Report

- The first slide is a sewer replacement at 101 Walnut Street
- The sewer repair and lining continues to be done on Kinsley Street. We just found out that more utility work needs to be done. We were hoping to pave it in early spring.
- Brush cutting along the fence at Lincoln Park.
- Pruning trees at Greeley Park.
- Winter equipment maintenance.
- Biddy Basketball has come to an end. For the girls, the Spurs were the champions and for the boys, the Satellites and for the Juniors, the boys, the Sonics and the girls, the Lakers.
- We had our Celtics trip on February 28th and 60 people attended and everyone had a great time.
- Verizon Wireless has asked to extend the light stanchion in the center field at Holman Stadium by 30’ to improve cellular reception and Bill Mansfield from the police department is handling it. There will be a meeting on April 18th at 7:00 p.m. at the Amherst Street Elementary School for residents to come and provide input.
- An emergency sewer repair on C Street.
- Potholes and sinkholes are abundant right now. We’ve had three to four crews out every day. We fixed a sinkhole at the intersection of Main and Allds Street. There was a connection that failed to one of the pipes and we repaired it.
- Snow removal at the Arlington Street Community Center and the High Street Municipal lot.
- The Boy Scouts toured the Wastewater Treatment Facility on February 27th.
- We have been working on the gas expansion tank. The gas needed to be removed so the tank could be entered and inspected.
- Staff have been doing valve replacements at the facility. These are our wastewater mechanics, Doug and Greg.
- We received our new vacuum truck and we are very excited.
- Our SCADA replacement project is almost done.
- Preventative maintenance at the primary clarifiers to make chain adjustments.
We had a certification class. Hazen and Sawyer were training our collection crews, engineers and foremen on how to coat underground infrastructure in manholes as they take video for our CMOM Program.

Soft yard waste collection begins the week of April 15th as well as oversized items and metal collection. Residents can call the week of April 15th to schedule a pick-up for the following week for oversized items and metal. Residents are allowed five items for pick-up per year.

Commissioner Pappas

Just to clarify, we don’t pick up sticks or T.V.’s, computers or electronics.

Director Fauteux

If you have sticks and you bundle them, we will pick them up as part of an oversized item.

Mayor Donchess

Are there any questions or comments?

Director Fauteux

The Board has an invitation to Arbor Day. This year we are going to the Broad Street Elementary School on Friday, April 19th at 9:30 a.m. so if you can make it that would be great.

Commissioner’s Comments

Commissioner Teas

If Lauren Byers were here, I would tell her publicly that I think she does an excellent job with social media. Every time I open up Facebook there is a clear, concise communication that is really relevant and I wanted the record to reflect that.

Alderman Jette

I am sorry that Superintendent Lafleur isn’t here. We just passed a bond issue of $6 million to build Phase III of the landfill and I received some calls expressing dismay over the amount of money. I asked the Director some questions and Superintendent Lafleur provided some valuable information. I asked what would happen if we didn’t do Phase III and we asked someone else to haul the trash away, what it would cost. He said Manchester shipped out their stuff and they paid $68 per ton plus the equivalent of what works out to be $10 more per ton for the trucking. Last year we put 77,000 tons of trash into our landfill.

Director Fauteux

That would be both trash and C&D.

Alderman Jette

At today’s current rate, that 77,000 tons would cost us $6,006,000 per year. We are spending $6 million for Phase III which is going to extend the landfill for another 10 years or more. I think its good information to provide people when they ask about Phase III.

(Recorder's Note: Commissioner Teas and Alderman Jette were excused from the meeting at
6:48 p.m.)

Personnel

A. **MOTION**: Commissioner Ackerman to unseal the non-public minutes for Personnel from the Board of Public Works Meeting of February 28, 2019.
   **MOTION CARRIED**: Unanimously

B. **Non-Public Session**
   **MOTION**: Commissioner Ackerman moved by roll call that the Board of Public Works go into non-public session pursuant to RSA:91-A (3) §11B, 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, Commissioner Pappas | 4 |
| & Commissioner Moriarty | |

| Nay: | 0 |

**MOTION CARRIED**: Unanimously

**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, Commissioner Pappas | 4 |
| & Commissioner Moriarty | |

| Nay: | 0 |

**MOTION CARRIED**: Unanimously

**MOTION**: Commissioner Ackerman moved by roll call to seal the minutes of the Board of Public Works non-public session of March 28, 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, Commissioner Pappas | 4 |
| & Commissioner Moriarty | |

| Nay: | 0 |

**MOTION CARRIED**: Unanimously

Adjournment

Commissioner Ackerman made a motion to adjourn.

**MOTION CARRIED**: Unanimously

Meeting adjourned at 6:57 p.m.
Board of Public Works Meeting of April 25, 2019
Parks & Recreation Department

Agenda

A. Informational: To accept and place on file the 2018 Emerald Ash Borer information from the NH Division of Forest and Lands.
City of Nashua, Public Works Division

To: Board of Public Works  
From: Nicholas Caggiano - Superintendent  
       Parks and Recreation Department  
Re: Emerald Ash Borer Update.

A. Informational: To accept and place on file the 2018 Emerald Ash Borer information from the NH Division of Forest and Lands.

Attachments: Update and Map.

Discussion: We have been tracking the Ash Borer’s movement throughout New England and NH for many years now. This invasive pest has now been located in the NW corner of Nashua. We will continue to monitor information from the state regarding potential methods of control.
Board of Public Works Meeting of April 25, 2019
Engineering Department

Agenda

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

B. **Motion:** To approve the purchase of manhole and catch basin castings from Concord Winwater Works Co. of Concord, NH in the amount of $194,866.40. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Activity: Sewer Structures.

C. **Motion:** To award the construction contract for the 2019 Pavement Preservation Program (Crack Sealing) to Sealcoating, Inc. of Braintree, MA in an amount of $143,865. Department: 160 Admin/Engineering; Fund: Bond; Activity: Paving.

D. **Motion:** To consider the hardship request from Michelle Rodriguez to excavate for installation of sewer, water and gas services for a proposed four lot subdivision at 711 West Hollis Street approved by the Planning Board March 21, 2019.

E. **Motion:** To consider the hardship request from Liberty Utilities to excavate for installation of replacement gas lines on Burke Street which has a 5-year moratorium.

F. **Motion:** To consider the after-the-fact hardship request from Liberty Utilities for excavation to repair a Grade 1 leak in Shasta Court which has a 5-year moratorium.

G. **Motion:** To consider the hardship request from Liberty Utilities for excavation to repair four Grade 2 leaks located at 16 Shelly Dr, 23 White Plains Dr, 60 Cox St, 8 Chapman, and Shakespeare Rd at 122 Lille St.
City of Nashua, Public Works Division

To: Board of Public Works
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 March 1 to March 31.

<table>
<thead>
<tr>
<th>Date</th>
<th>Permit #</th>
<th>Location Address</th>
<th>Owner Name/ Company Name</th>
<th>Comments (Residential or Commercial)</th>
<th>Fees</th>
<th>Repair</th>
<th>Entrance</th>
<th>Connection</th>
<th>Betterment</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/27/2019</td>
<td>23950</td>
<td>101-103 Walnut St</td>
<td>Ken Cantara</td>
<td>Residential Replacement</td>
<td>$600.00</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>03/18/2019</td>
<td>23940</td>
<td>8 C St</td>
<td>Ilia Vinogradov</td>
<td>Residential Replacement</td>
<td>$600.00</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>03/29/2019</td>
<td>23941</td>
<td>48 Scenic Dr</td>
<td>Randy Turmel</td>
<td>Commercial New Connection</td>
<td>$590.00</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL** $1,790.00
To: Board of Public Works  
Meeting Date: April 25, 2019

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

Re: 2019 Paving Program - Castings

B. Motion: To approve the purchase of manhole and catch basin castings from Concord Winwater Works Co. of Concord, NH in the amount of $194,866.40. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Activity: Sewer Structures.

Discussion: The 2019 Paving Program includes the work of replacing all broken and obsolete manhole and catch basin castings. In order to keep costs low, the paving contract specifies that the castings will be supplied by the City. This approval is for the purchase of 460 catch basin frames, 400 catch basin grates, 460 manhole frames, 390 sewer manhole covers, and 70 drain manhole covers, meeting DPW specifications to be installed under the 2019 Paving Program.

Request for quotes were emailed to Concord Winwater Works, EJ Prescott, Ferguson Water Works, EJ Company, Blair Supply USA, and Neenah Foundary. The quotes were received from the following three vendors:

Concord Winwater works, Concord, NH $194,866.40  
EJ Prescott, Inc. of Concord, NH $201,873.10  
Ferguson Water works of Raymond, NH $229,110.60

Concord Winwater Works Co. is the qualified, low bidder for this purchase. They have supplied castings on NHDOT projects and several construction projects in State of New Hampshire.
City of Nashua, Public Works Division

To: Board of Public Works  
Meeting Date: April 25, 2019

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

Re: 2019 Pavement Preservation Program - Crack Sealing

C. Motion: To award the construction contract for the 2019 Pavement Preservation Program (Crack Sealing) to Sealcoating, Inc. of Braintree, MA in an amount of $143,865. Department: 160 Admin/Engineering; Fund: Bond; Activity: Paving.

Discussion: The 2019 Pavement Crack Sealing Program is expected to crack seal approximately 31 miles of streets. This will include cleaning and sealing of construction and random cracks in the street. Once the cracks are free from debris, dirt, or vegetation, crack sealant will be applied through a high pressure hose line and applicator shoe.

Formation of cracks in the roads is inevitable and will develop as the asphalt pavement undergoes oxidation and deterioration. Once the cracks are sealed with an approved sealant, it slows the rate of their formation in pavements over time and decreases the amount of moisture penetrating the asphalt layers.

The streets selected in this program are in reasonably good condition (Pavement Condition Index [PCI] in the range of 60 to 99). This type of treatment is more of a routine maintenance with the goal of extending the pavement life and delaying the need for more extensive treatments. Majority of the streets that are selected in this program are residential streets and few are arterial/major roads.

The contract was advertised on March 28, 2019 and non-mandatory pre-bid meeting was held on April 10, 2019. However, no contractor attended. Given below is the list of the bids:

Sealcoating, Inc. of Braintree, MA $143,865
Superior Sealcoat, Inc., Wilmington, MA $211,683

Sealcoating, Inc. of Braintree, MA is the qualified low bidder. References have been checked and were found to be acceptable.
City of Nashua, Public Works Division

To: Board of Public Works  
Meeting Date: April 25, 2019

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

Re: Request to Excavate on a Five-year Moratorium – 711 West Hollis Street

D. Motion: To consider the hardship request from Michelle Rodriguez to excavate for installation of sewer, water and gas services for a proposed four lot subdivision at 711 West Hollis Street approved by the Planning Board March 21, 2019.

Attachments:  
a) Letter of Consideration from developer’s engineer  
b) locus map  
c) plan of subdivision  
d) portion of plan of proposed subdivision with utility extensions

Discussion: The property owner has recently decided to develop land at 711 West Hollis St. to facilitate the addition of four new homes on the lot served by a common driveway. Sewer, water and gas services on West Hollis St. will need to be extended out onto the property. Connections to the mains would need to be made in the street.

West Hollis St from Wellesley Rd to Mandinbarb Cir was milled and paved (2.5” thickness) on September 21, 2016 therefore, this area is 2.5 years into the 5 year moratorium period. All abutters were informed and encouraged to make any connections prior to the paving being done.

A hardship waiver is being requested. Under 285-13, Section A of City Ordinances such a waiver may be granted by the Board of Public Works. The ordinance states that “construction shall not be permitted on any street paved within the past 5 years except for emergency or hardship purposes only, and only if the conditions that follow are met, which conditions include the resurfacing for 20’ beyond either end of the paved area.”

Should the Board choose to allow this exception to occur, the developer would be required to resurface the road 20’ beyond either end of the excavated area, per City Ordinance.
Lisa Fauteux, Director  
Board of Public Works  
City Hall  
229 Main Street  
Nashua, NH 03060

Site Plan – 711 West Hollis Street  
Map Sheet F – lot 54

Dear Director Fauteux:

Our client, 711 West Hollis Street Realty Trust, LLC – Michelle D. Rodriguez manager, own property at 711 West Hollis Street that was approved on 3/21/19 by the Nashua Planning Board for the construction of 4 new homes on a private common driveway to be named Theresa Way. The Trust intends to sell the development to a developer/home builder.

The approved site plan calls for an 8" sanitary sewer connection to the existing 12" ACP sewer along the centerline of West Hollis Street. The plan also calls for utility connections (gas, water) to existing utility lines running in the gutter along the northerly curb line of West Hollis Street. An appropriate driveway connection along with curbing adjustments, into West Hollis Street will also be made.

We have been informed at the Planning Board meeting (stipulation 16 of the approval) that West Hollis Street is still under a pavement moratorium.

On behalf of our client, we hereby request permission and approval of the Board of Public Works to make these sewer and utility improvements and extensions as indicated on the approved plans. Our client is aware that the disturbed pavement, for roughly 40 feet in width, will have to be milled and repaved.

The Board’s favorable consideration of this request would be greatly appreciated.

Very Truly Yours,

Maynard & Paquette  
Engineering Associates, LLC

Richard A. Maynard, PE

Cc: Peter Kohalme – City Engr. Office  
    Michelle Rodriguez  
    Gil Dubray
711 West Hollis Street
Area of impact to pavement in moratorium
City of Nashua, Public Works Division

To: Board of Public Works  
Meeting Date: April 25, 2019

From: Stephen Dookran, City Engineer  
Engineering Department

Re: Request to Excavate – Five-year Moratorium – Burke Street

E. Motion: To consider the hardship request from Liberty Utilities to excavate for installation of replacement gas lines on Burke Street which has a 5-year moratorium.

Attachments: Letter from Liberty Utilities and map of impacted area

Discussion: Liberty Utilities is requesting after-the-fact that they be granted a Street Opening Permit to install replacement gas mains and services in Burke Street at its intersection with Allds Street. Burke Street was paved in November of 2016 as part of a sewer rehabilitation project and is 2.5 years into the 5-year moratorium period. A hardship waiver on the five-year moratorium on disturbing a City street after paving has been requested. Under 285-13 Section A of City Ordinances, such a waiver may be granted by the Board of Public Works. The ordinance states that “construction shall not be permitted on any street paved within the past five years except for emergency or hardship purposes only, and only if the conditions that follow are met, which conditions include the resurfacing for 20’ beyond either end of the paved area.”

Engineering staff coordinates with all utilities on an ongoing basis to accomplish replacement of aging infrastructure ahead of planned construction work by the City. The work being undertaken by Liberty along Allds St supports the City’s current project to repave Allds Street. As part of the gas main replacement being currently completed in Allds Street, Liberty needs to access existing gas mains at the intersection of recently paved Burke Street to complete all tie ins of the new gas mains being installed. The disturbance entails approximately 25 linear feet of trenching into the recently paved apron of Burke St. This work is necessary to fully complete Liberty’s larger project along Allds St.

Should the Board choose to allow this exception to occur, the roadway will be resurfaced 20 feet beyond either end of the excavated area, per City Ordinance.
April 15, 2019

Mr. Stephen Dookran, PE
City of Nashua Division of Public Works Engineering Department
9 Riverside Street
Nashua, NH 03062

RE: Proposed Moratorium Excavation at Burke St and Allds St

Attn Mr. Dookran:

Liberty Utilities respectfully requests hardship for limited excavation in a moratorium paving area at the intersection of Burke St and Allds St. The disturbance entailed approximately 40 linear feet of trenching into the recently paved apron of Burke St. This work, which has already been completed, was necessary to finish Liberty’s larger project along Allds St.

As you know, Liberty Utilities coordinates with your staff on an ongoing basis to accomplish the replacement of aging gas mains ahead of planned construction work by the City of Nashua. The work being undertaken by Liberty along Allds St supports the city’s current project to repave Allds St. As part of the pipe replacement being currently completed, Liberty needed to access existing gas mains at the intersection of recently paved cross streets to complete all tie ins of the new gas mains being installed. Liberty understands that restoration of the moratorium paving area disturbed will need to be completed according to City of Nashua ordinances which include both paving cutbacks as well as grind and inlay restoration.

Best Regards,

Tony Beland
Liberty Utilities

See extent of work limits identified below...
Location of main extension and connection on Burke St at Allds St
To: Board of Public Works

Meeting Date: April 25, 2019

From: Stephen Dookran, City Engineer
Engineering Department

Re: Request to Excavate – Five-year Moratorium – 6 Shasta Ct

F. Motion: To consider the after-the-fact hardship request from Liberty Utilities for excavation to repair a Grade 1 leak in Shasta Court which has a 5-year moratorium.

Attachments: Letter from Liberty Utilities and map of impacted area

Discussion: Liberty Utilities is requesting after-the-fact that they be granted a Street Opening Permit for work that was performed in response to a Grade 1 leak discovered this previous winter. The New Hampshire Public Utilities Commission requires that Grade 1 leaks are repaired within 24 hours of their discovery. Shasta Ct was leak surveyed prior to its most recent paving, and any leaks found at the time were repaired. Shasta Street was paved in September 2018 and is less than one year into the 5-year moratorium period. A hardship waiver on the five-year moratorium on disturbing a City street after paving has been requested. Under 285-13 Section A of City Ordinances, such a waiver may be granted by the Board of Public Works. The ordinance states that “construction shall not be permitted on any street paved within the past five years except for emergency or hardship purposes only, and only if the conditions that follow are met, which conditions include the resurfacing for 20’ beyond either end of the paved area.”

Should the Board choose to allow this exception to occur, Liberty understands that restoration of the moratorium paving area disturbed will need to be completed according to City of Nashua ordinances.
April 17, 2019

Mr. Stephen Dookran, PE
City of Nashua Division of Public Works Engineering Department
9 Riverside Street
Nashua, NH 03062

RE: Proposed Moratorium Excavation at 6 Shasta Ct

Attn Mr. Dookran:

Liberty Utilities respectfully and retroactively requests hardship to complete limited excavation in a moratorium paving area at 6 Shasta Ct. The disturbance entailed an excavation approximately 4' wide by 8' long within the recently paved section of Shasta Ct at House #6. The work was performed in response to a Grade 1 leak discovered this previous winter. The New Hampshire Public Utilities Commission requires that Grade 1 leaks are repaired within 24 hours of their discovery. Shasta Ct was leak surveyed prior to its most recent paving, and any leaks found at the time were repaired. Liberty understands that restoration of the moratorium paving area disturbed will need to be completed according to City of Nashua ordinances which include both paving cutbacks as well as grind and inlay restoration.

Best Regards,

Jeff Guild
Liberty Utilities

See extent of work limits identified below...
City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: April 25, 2019

From: Stephen Dookran, City Engineer
Engineering Department

Re: Request to Excavate – Five-year Moratorium - 16 Shelly Dr, 23 White Plains Dr, 60 Cox St, Shakespeare Rd at 122 Lille St

G. Motion: To consider the hardship request from Liberty Utilities for excavation to repair four Grade 2 leaks located at 16 Shelly Dr, 23 White Plains Dr, 60 Cox St, 8 Chapman, and Shakespeare Rd at 122 Lille St.

Attachments: Five letters from Liberty Utilities and maps of impacted areas - 16 Shelly Dr, 23 White Plains Dr, 60 Cox St, 8 Chapman St and Shakespeare Rd at 122 Lille St

Discussion: Liberty Utilities is requesting that they be granted Street Opening Permits to repair Grade 2 leaks discovered during this previous winter. All streets were paved during 2018 and are in the 5-year moratorium period. The locations and month paved are listed below:

- 16 Shelly Dr was paved October 2018
- 23 White Plains Dr was paved July 2018
- 60 Cox St was paved August 2018
- 8 Chapman St was paved July 2018, and
- Shakespeare Rd was paved July 2018

The New Hampshire Public Utilities Commission requires that Grade 2 leaks are repaired within one calendar year of their discovery. According to Liberty Utilities, all areas were surveyed for leaks prior to paving, and any leaks found at the time were repaired.

A hardship waiver on the five-year moratorium on disturbing a City street after paving has been requested. Under 285-13 Section A of City Ordinances, such a waiver may be granted by the Board of Public Works. The ordinance states that “construction shall not be permitted on any street paved within the past five years except for emergency or hardship purposes only, and only if the conditions that follow are met, which conditions include the resurfacing for 20’ beyond either end of the paved area.”

Should the Board choose to allow this exception to occur, Liberty understands that restoration of the moratorium paving area disturbed will need to be completed according to City of Nashua ordinances.
April 17, 2019

Mr. Stephen Dookran, PE  
City of Nashua Division of Public Works Engineering Department  
9 Riverside Street  
Nashua, NH 03062

RE: Proposed Moratorium Excavation at 16 Shelley Dr

Attn Mr. Dookran:

Liberty Utilities respectfully requests hardship to complete limited excavation in a moratorium paving area at 16 Shelley Dr. The disturbance entails an excavation approximately 4' wide by 8' long within the recently paved section of Shelley Dr at House #16. The work to be performed is in response to a Grade 2 leak discovered since this previous winter. The New Hampshire Public Utilities Commission requires that Grade 2 leaks are repaired within one calendar year of their discovery. Shelley Dr was leak surveyed prior to its most recent paving, and any leaks found at the time were repaired. Liberty understands that restoration of the moratorium paving area disturbed will need to be completed according to City of Nashua ordinances which include both paving cutbacks as well as grind and inlay restoration.

Best Regards,

Jeff Guild  
Liberty Utilities

See extent of work limits identified below...
Location of leak to be repaired at 16 Shelley Dr
Mr. Stephen Dookran, PE  
City of Nashua Division of Public Works Engineering Department  
9 Riverside Street  
Nashua, NH 03062

RE: Proposed Moratorium Excavation at 23 Whiteplains Dr

Attn Mr. Dookran:

Liberty Utilities respectfully requests hardship to complete limited excavation in a moratorium paving area at 23 Whiteplains Dr. The disturbance entails an excavation approximately 4' wide by 8' long within the recently paved section of Whiteplains Dr at House #23. The work to be performed is in response to a Grade 2 leak discovered since this previous winter. The New Hampshire Public Utilities Commission requires that Grade 2 leaks are repaired within one calendar year of their discovery. Whiteplains Dr was leak surveyed prior to its most recent paving, and any leaks found at the time were repaired. Liberty understands that restoration of the moratorium paving area disturbed will need to be completed according to City of Nashua ordinances which include both paving cutbacks as well as grind and inlay restoration.

Best Regards,

Jeff Guild  
Liberty Utilities

See extent of work limits identified below...
Mr. Stephen Dookran, PE  
City of Nashua Division of Public Works Engineering Department  
9 Riverside Street  
Nashua, NH 03062

RE: Proposed Moratorium Excavation at 60 Cox St

Attn Mr. Dookran:

Liberty Utilities respectfully requests hardship to complete limited excavation in a moratorium paving area at 60 Cox St. The disturbance entails an excavation approximately 4' wide by 8' long within the recently paved section of Cox St at House #60. The work to be performed is in response to a Grade 2 leak discovered since this previous winter. The New Hampshire Public Utilities Commission requires that Grade 2 leaks are repaired within one calendar year of their discovery. Cox St was leak surveyed prior to its most recent paving, and any leaks found at the time were repaired. Liberty understands that restoration of the moratorium paving area disturbed will need to be completed according to City of Nashua ordinances which include both paving cutbacks as well as grind and inlay restoration.

Best Regards,

Jeff Guild  
Liberty Utilities

See extent of work limits identified below...
Location of leak to be repaired at 60 Cox St
Mr. Stephen Dookran, PE  
City of Nashua Division of Public Works Engineering Department  
9 Riverside Street  
Nashua, NH 03062

RE: Proposed Moratorium Excavation at 8 Chapman St

Attn Mr. Dookran:

Liberty Utilities respectfully requests hardship to complete limited excavation in a moratorium paving area at 8 Chapman St. The disturbance entails an excavation approximately 4' wide by 8' long within the recently paved section of Chapman St at House #8. The work to be performed is in response to a Grade 2 leak discovered since this previous winter. The New Hampshire Public Utilities Commission requires that Grade 2 leaks are repaired within one calendar year of their discovery. Chapman St was leak surveyed prior to its most recent paving, and any leaks found at the time were repaired. Liberty understands that restoration of the moratorium paving area disturbed will need to be completed according to City of Nashua ordinances which include both paving cutbacks as well as grind and inlay restoration.

Best Regards,

Jeff Guild  
Liberty Utilities

See extent of work limits identified below...
Location of leak to be repaired at 8 Chapman St
Mr. Stephen Dookran, PE  
City of Nashua Division of Public Works Engineering Department 
9 Riverside Street 
Nashua, NH 03062 

RE: Proposed Moratorium Excavation on Shakespeare Rd at 122 Lille Rd 

Attn Mr. Dookran:

Liberty Utilities respectfully requests hardship to complete limited excavation in a moratorium paving area on Shakespeare Rd. The disturbance entails an excavation approximately 4’ wide by 8’ long within the recently paved section of Shakespeare Rd. The work to be performed is in response to a Grade 2 leak discovered since this previous winter. The New Hampshire Public Utilities Commission requires that Grade 2 leaks are repaired within one calendar year of their discovery. Shakespeare Rd was leak surveyed prior to its most recent paving, and any leaks found at the time were repaired. Liberty understands that restoration of the moratorium paving area disturbed will need to be completed according to City of Nashua ordinances which include both paving cutbacks as well as grind and inlay restoration.

Best Regards, 

Jeff Guild  
Liberty Utilities

See extent of work limits identified below...
Location of leak repaired on Shakespeare Rd at 122 Lille Rd
Board of Public Works Meeting of April 25, 2019
Wastewater Department

Agenda

A. Motion: To approve the User Warrants as presented
Board of Public Works Meeting of April 25, 2019
Administration

Agenda

A. **Informational:** March Budget Transfers
B. **Motion:** To approve the Fence and Wall Permit Application as presented.
C. **Director’s Report**
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TOTAL FOR DEPARTMENT 169 - WASTEWATER $296,511.00 $296,511.00
### REPORT OF DEPARTMENTAL BUDGET TRANSFERS

**FISCAL YEAR 2019**

**DATE**

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City of Nashua, Public Works Division

To: Board of Public Works

From: Lisa Fauteux, Director Public Works Administration

Re: Division of Public Works Fence and Wall Permit Application.

B. Motion: To approve the Fence and Wall Permit Application as presented.

Attachment: Fence and Wall Permit Application (changes highlighted)

Discussion:

Additional language has been added at the recommendation of the City legal department.
City of Nashua
Division of Public Works
Engineering Department
9 Riverside Street • Nashua, NH 03062
Tel: (603) 589-3120 • Fax: (603) 589-3169
DPWpermits@nashuanh.gov

Fence and Wall Permit Application
(3) days required for approval upon receipt of complete application
(for internal use only)

| Date: __________________________ |
| Application #: __________________ |

☐ RESIDENTIAL ☐ COMMERCIAL

| NAME OF APPLICANT: | COMPANY: |
| ADDRESS: | CITY: |
| STATE: | ZIP CODE: |
| PHONE NUMBER: | EMAIL: |

| WORK TO BE COMPLETED BY: | ☐ OWNER | ☐ CONTRACTOR |
| COMPANY NAME: | CONTACT NAME: |
| PHONE NUMBER: | EMAIL: |

| ADDRESS OF FENCE/WALL: | |

| PROPOSED WORK: | ☐ NEW FENCE | ☐ NEW WALL | ☐ ALTERATION TO EXISTING FENCE | ☐ ALTERATION TO EXISTING WALL |
| PROPOSED FENCE LOCATION: | ☐ WITHIN 20 FEET OF ROAD EDGE | ☐ BACK/SIDE OF PROPERTY |
| FENCE/WALL PROPERTIES: | MATERIAL: | HEIGHT: | LENGTH: |
| START DATE: | END DATE: |

BRIEF DESCRIPTION OF WORK:

YES  NO  N/A
☐ ☐ ☐ IS THE PROPOSED FENCE HEIGHT OVER 6 FEET?
☐ ☐ ☐ IS THE PROPOSED WALL HEIGHT OVER 4 FEET?

If the answer is yes to either of these questions, a fence and/or wall permit must be obtained from the Building Department. 603-589-3080.
A SKETCH OR PLAN MUST BE SUBMITTED WITH YOUR APPLICATION

The plan must include the following:
1. Fence/Wall height and dimensions in all locations
2. Labelled distances from edge of street to fence
3. All property lines
4. All streets (labelled) and sidewalks adjacent to property
5. Outline of all buildings and driveways on property
6. Easements

By signing this application, the applicant certifies that the information provided herein is accurate. The applicant further certifies that he/she is authorized to apply for the permit and that there are no covenants, conditions or restrictions that may limit or prohibit the proposed fence or wall. The applicant bears responsibility for identifying property lines. The applicant further certifies that the fence or wall will conform to the Standards of Nashua City Ordinances 190-44 Fences and 285-7 Grade of fences, walls, lawns and buildings and the Division of Public Works Fence and Wall Permit Rules and Regulations. Non-compliance with these regulations may require the removal of the fence, wall, structure, etc. The applicant assumes the risk of damage to its property placed in the right of way and hereby releases, discharges, and absolves the City of Nashua, its agents, contractors, and employees from any claim arising from any such damage regardless of cause.

Applicant’s Signature: __________________________ Date: _______________________

DIVISION OF PUBLIC WORKS FENCE AND WALL PERMIT RULES AND REGULATIONS

1. All applicants must furnish evidence of general liability insurance in the amount of $1,000,000/$2,000,000 aggregate. The City of Nashua will be the certificate holder and named as additional insured.
2. The permit holder must have a valid DIG SAFE prior to excavation.
3. The Division of Public Works may include additional requirements or revoke this permit at any time.
4. Fences and walls are not allowed in the City Right of Way or City Easements.
5. Fences/walls may not create site distance issues.
6. The applicant assumes the risk of damage to its property placed in the right of way and hereby releases, discharges, and absolves the City of Nashua, its agents, contractors, and employees from any claim arising from any such damage regardless of cause.
Engineering Department

- **2017 Sewer Rehabilitation – Various Streets.** DeFelice Corp continues to install sewer main on Elm St behind City Hall and on Monroe St between Lake St and Blaine St. Several more streets are due to have sewer installed under this contract including sections of Main St. Several other streets will have their sewer mains lined under this contract.

- **2018 Sewer Rehabilitation – Kinsley St.** Newport Construction is wrapping up their work on Kinsley St between Walnut St and Elm St. Some minor work remains to close out the contract this spring.

- **2018 Sewer Rehabilitation – Chase St.** Northeast Earth Mechanics has returned to finish installing sewer and water pipe on Chase St. Pipe work is nearly complete. Road reconstruction will also be necessary on this very narrow street because it has been heavily impacted by this pipe work.

- **2018 Sewer Rehabilitation – Harvard St.** Northeast Earth Mechanics is installing the new Pennichuck water line work and then the sewer replacement can begin.

- **2019 Sewer Rehabilitation – Lining.** The contract is being signed and a preconstruction meeting is planned. Hayner/Swanson has been hired by the City to assist with inspection and contract administration. Work is expected to commence in late April or early May.

- **2019 Sewer Rehabilitation.** Work has begun on Charles St and C St. Coordination is ongoing with Pennichuck and Liberty Utilities.

- **MS4 Stormwater Permit.** A NH Statewide Stormwater Coalition meeting was held on March 27 in Manchester with the EPA, NHDES and over 18 cities and towns to discuss conditions of the permit and activities that can be completed to meet the permitting requirements due as part of the first annual report. The City is required to have an Illicit Discharge Detection and Elimination manual and a Stormwater Management Plan prepared by July 1.

- **Monica Drive Drainage Improvement.** Engineering has completed the design to install new underdrain pipe along a section of the street where poor drainage has deteriorated the pavement extensively. The construction is expected to be completed this summer.

- **2019 Paving Program (Local/Residential Roads).** Engineering held a pre-construction meeting with Sunshine to discuss the paving schedule. Work is expected to start in late April.

- **2019 Asphalt Testing.** The 2019 Paving Program involves asphalt testing to ensure compliance with contract specifications for compaction, liquid asphalt content, pavement thickness, and aggregate gradation. This testing is also necessary so that the testing of the hot mix can be done at the plant in accordance with NHDOT sampling and testing specifications. The asphalt testing contract has been awarded to S.W.Cole at $48,600.

- **2019 Sewer Rehabilitation – Sewer Video Review.** Engineering is continuing to review and assess the condition of aging, sewers all across the city for the purpose of scheduling future repairs or other means of rehab. During the week of March 18, five members of the Engineering Dept. attended a Pipeline Assessment and Certification Program. This training
instructed staff on how to identify and assess pipeline defects so standardization and consistency is used to evaluate, prioritize and manage rehabilitation of the sewers.

- **2018 Paving Program (Carry-over Streets).** This year carry-over streets from 2018 that could not be paved due to unforeseen weather conditions; utility conflicts and new site development conflicts will be paved. A change order will be needed to complete the 2018 carry over streets. Staff continues to oversee punch list items and address phone calls/emails from residences and businesses. Engineering is meeting with Newport to discuss the paving schedule for carry-over streets.

- **2019 Paving Program (Arterial/Major Roads).** The contract for $6,853,472.96 has been awarded to Brox Industries. The City has requested Liberty Utilities and Pennichuck to expedite capital projects so that the streets can be paved in a timely manner. Engineering is currently revising project plans and continuing to develop striping plans with new bicycle elements. Construction is set to begin in the coming weeks.

- **Federal Aid Paving Project.** In Spring/Summer 2019, Newport plans on raising/adjusting structures and putting the top course on Amherst Street and Somerset parkway. In addition, Newport will start paving operations on Broad Street and Kinsley Street. Engineering is currently scheduling a meeting with Newport to discuss the paving schedule. Construction is expected to begin in the coming weeks.

- **2019 Castings (Paving Program).** The 2019 Paving includes the work of replacing all broken and obsolete manhole (sewer and drain) and catch basin castings. Three bids were received and the lowest quote was from Concord Winwater Works at $194,866.40.

- **2019 Preservation Program.** The 2019 Preservation Program includes a contract to crack seal 31 miles of streets. The project has been advertised, with bids due on April 18.

- **Pavement Degradation Fees.** The Engineering Department developed a degradation proposal and methodology presentation that was presented to the Board on April 5. The next step is to amend the related sections of the City Ordinances.

- **2019 Sidewalk Build/Repair Program.** Engineering advertised the Broad Street Sidewalk Extension contract in late March. The contract includes the construction of 1600 linear feet of sidewalk on Broad Street (Beaver to Lutheran) and around 250 linear feet of curb installation on East Dunstable. Bids are due on April 18.

- **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. A cost estimate and concepts are being developed, and we are in the process of gathering statistical data and information to write the grant.

- **Greeley Park Boat Ramp.** Engineering is part of the project team being led by Community Development with Stantec Inc. performing the design of the boat ramp and parking area. Engineering has completed the design of the access road to the boat ramp. The City has recently submitted the substantial Alteration of Terrain Permit with the NH Department of Environmental Services and are waiting on review and approval by NHDES. Construction is to begin in late 2019.

- **Mine Falls DES Wetland Permit.** Engineering is working with the Parks Department to obtain a DES Wetland Permit for the installation of a seasonal dock in Mine Falls Park adjacent to the existing boat ramp. The permit has been submitted to NHDES. The project was presented to the Conservation Commission and received favorable support.
• **Private Development Review.** Engineering has reviewed the following Site Development and Subdivision plans: 42 Lovell Street (Existing 3 lots with 2 residential units turning into 1 lot and 7 residential units), 7 Gaffney St (existing 1 lot/1 house to subdivide into 2 lots with a house in each lot), 267 Main St (empty lot/former gas station for a proposed Dunkin Donuts), 476 Amherst St (existing Fab-Braze building to remain and proposed new building both for new U-Haul location). Multiple larger projects around the City are being explored by developers with input from Planning and Engineering.

• **Construction Inspection.** Coordinate construction issues at Riverfront Landing. Multiple smaller projects are in construction and being inspected. Sewer and gas main installation is being monitored by City inspectors.

• **Community Development Projects Assistance.** In addition to the Greeley Park Boat Ramp, Engineering is assisting Community Development projects with advice and review for a number of projects including the Riverfront Lighting Plan, the Cotton Bridge Pedestrian Handicapped Ramp and the Heritage Rail Trail East. Engineering also works with Community Development to advance City projects through the Nashua Regional Planning Commission.

• **Survey Work.** Survey of Broad Street for building a new sidewalk from Beaver Street to Lutheran Drive, survey of 141-143 Burke Street for the subdivision, Conant Road in the area of Harris Road for paving, continued work on the survey of the Levee for update to the Army Corps of Engineers.

• **101A (Amherst Street Widening).** The City’s Legal Department has reviewed (with input from Engineering) a project agreement for the NHDOT to proceed with the development of this widening of Amherst Street from Somerset Parkway to the Merrimack Line. The City is waiting on NHDOT’s response to our comments on the agreement. The agreement will allow NHDOT to take control of management of the project.

• **Federally Funded Transportation Grant Applications.** The Engineering Department continues to work with NRPC staff to secure funding for several Nashua transportation projects including the rehabilitation of the Taylor Falls and Veterans bridges, the realignment of the Everett Turnpike Exit 5 Southbound-to-Eastbound Off Ramp and Kinsley St sidewalks.

• **Permit Software.** Meetings continue with the IT department, software developer, Engineering, and DPW Director to go over proposed permit form, application, routing and training. Administration is taking the lead revising the permit forms that will match the format of the software and create routing groups for internal and external permits.

• **Street Opening Permits.** Engineering issued 22 Street Opening Permits and 16 Permits to Encumber in the month of March 2019.

• **Sewer Permits.** Three sewer permits were issued and $1,790.00 was collected from March 1 through March 31, 2019.

• **Arlington St Community Center (ASCC) Basketball Court.** Engineering is assisting ASCC in the design and permitting of a basketball court.

**Parks & Recreation Department**

• **Holman Stadium.** The 2019 season has officially started. Games were played starting April 10th. We continue to work with the new ownership group. Look for an expansion of field netting down the first and third base lines as the season progresses.
• **Stellos Stadium.** Spring sports started on March 18th. Protective netting was installed over each scoreboard.

• **Summerfun.** The 2019 fundraising campaign has been very good we have currently secured $22,500 in commitments. We had a goal of raising $20,000. Opening Day / Public Works Day is scheduled for June 1st.

• **Spring Field Work.** Fields were released the weekend of April 13th The early spring allowed us to be ahead of schedule.

• **Downtown.** A city wide clean up day was held at various parks and public spaces on April 13th. Thank you to the over 150 volunteers that helped clean up. The crews have been cleaning the beds in anticipation of our mid-May flower delivery.

• **Spring Projects.** We are looking to start work in the spring at the following locations;
  - Thornton Road playground
  - Replacing the Factory and Pearl Street Planters
  - Jewel Lane field development
  - The Mine Falls Park boat dock

• **Crown Hill Pool.** The work has begun on the resurfacing and retiling of the pool we are hoping to have this project completed by the end of May.

• **Mine Falls Park.** The April trail day was attended by 20 volunteers and work was done cleaning and picking up litter in the park.

• **Spring Programs.** Information regarding summer camps, aquatics program, and Summerfun programs for 2019 are posted on line.

• **Summer Help.** The ads are posted for Summer Laborers and Pool Positions. We have a need for Lifeguards and Swim Instructors.

**Solid Waste Department**

• The next section of the setback wall was completed.

• **Recyclables Shipped in March 2019:**
  321 tons of single stream recycled materials.
  - 17 tons of scrap metal sold.
  - 7 tons textiles, propane tanks and books.
  - 550 gallons of waste oil.
  - 112 appliances evacuated of CFC's.
  - 2 boxes rechargeable batteries.
  - The charge for single stream recycling for March is $71.91 / ton, which cost ~ $27,363.65 including the shipping cost for 23 loads of recyclables in the month.

• **Recycling Bins & Carts:**
  - 69 recycling carts were sold in March.
  - 28 recycling bins were given to 12 existing residents and 3 new homes.
  - 14 Trash carts distributed.
  - 25 Trash carts repaired.
• **Permits Sold for 2019:**
  - 10065 Residential Permits.
  - 530 Commercial Permits.

• **Curbside Collection:**
  - 1810 tons MSW.
  - 314 tons Recycling

**Street Department**

• **Street Department completed tasks.**
  - 2 berm repairs
  - 2 catch basins was repaired
  - 10 Manholes repaired
  - 7 mailboxes repaired
  - 23 Lawn repairs
  - 219 Pothole tickets in Cartograph that were repaired
  - 41 Spring Clean Up
  - 3 Street Sweeping Activities
  - 17 New Equipment Installation

• **Asphalt Repairs**
  - Street department crews continue to fill pot holes city wide as the weather permits.

• **Traffic**
  - 27 traffic signal problems were responded to and fixed.
  - Numerous electrical issues involving street lights have been addressed.
  - 13 street signs were replaced or repaired.
  - Crews are working to make permanent repairs to mailboxes damaged during snow operations.

• **Fleet**
  - Preventative maintenance and repair of the fleet is ongoing daily.
  - Solid Waste equipment and vehicles are repaired daily.
  - 2 of the anti-ice control systems are fully operational and 2 more need to have the control system de-bugged.
  - Spring equipment is being gone through and made ready for the season.
  - 100% of the vehicle GPS units are installed, with equipment starting to install.
  - Small construction equipment is getting checked over for the upcoming road repairs.

• **Weld shop**
  - Plows and plow frames are still being repaired from winter events, many are damaged.
  - Repaired goal post at Fairgrounds school
  - Retro fitted propane tank mounting on a hot-box.
- Repaired loading ramps on a street department trailer.

**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. The operators cleaned and inspected the 5 primary tanks this month, and also cleaned and inspected one of our secondary clarifiers.

- **Maintenance.** Maintenance has continued preventative maintenance at the Treatment plant and the 13 outlying Pump stations. The mechanics repaired a part of the force main inside the Watson street pump station. They also replaced five valves in two different parts of the facility. Mechanics also installed new draft tubes in our offline secondary clarifier. The electricians rewired an audible overfill alarm for our polymer tanks. Old obsolete lighting was upgraded by the electricians in the press room. The electricians continue to work closely with the SCADA contractor to ensure a smooth transition to the new SCADA instrumentation.

- **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. The collection system crews performed extensive sewer line cleaning and CCTV inspections on Auburn and Dickerman St. Sinkholes at Allids and Mains St. as well as one on Manchester St. were inspected by the collection system technicians. We continue to work with Engineering on various sewer inspections.

- **Laboratory:** The Laboratory continues daily analyses for permit compliance and process control. The monthly QC for March is complete and results are acceptable. The SQC sample results collected in February are below permit limits. They have been entered and are on file. The quarterly MDL test for TRC was completed as required by EPA. The Process Chemist has completed the Annual Internal Audit and a report of all findings can be found on file. A Corrective Action response to those finds and was addressed and is complete. The Laboratory Staff has conducted routine maintenance and cleaning of the IDEXX Sealer. QC testing on a new batch of Colilert, Quanti-tray and E.coli cups has been perform and results are acceptable. The online SDS is being updated and new SDS manuals are being created for Operation and any area that houses chemicals. All expired chemicals in the lab are either being Recertified or placed in disposal area.

- **Energy Recovery Upgrades:** Contract has been on site investigating how to demo the gas and water systems in the building. The contractor determined a lack of gas line valves and asked the consultant Waldron Engineering to investigate the issue. Contractor awaiting direction before continuing with demo work.

- **SCADA** Contractor EII was substantial complete with the project on 04/05/19. The wastewater plant continues to monitor the new SCADA system for changes needed.

- **HVAC Upgrades:** The City is still waiting for the contractor to perform an air flow balance, verify that 2 heating loops are working properly, and provide O&M manuals, training, and record drawings. Coordinating with Legal Department on how to move forward.

- **Water Booster Station Upgrades:** A preconstruction meeting was held on January 24th. The contractor, TBuck, is preparing shop drawings for review by consultant Woodard and Curran.
• **Primary Tank Upgrades:** A preconstruction meeting was held on March 26th. The contractor is Methuen Industrial Services and substantial completion is targeted for June 18, 2020. The project includes substantial improvements to the primary clarifiers including a complete overhaul of the rake and chain collection mechanism in a 5 tanks.

• **Pump Station Upgrades:** The bid opening for the pump station upgrades phase 1 was held on March 22. DeFelice was the low bidder. Board approvals for construction were obtained and the construction contract is being finalized.

• **Wet Weather Gate Repairs:** NH Hydraulics is in ordering a cylinder for the main gate to the main gate to the Wet Weather Facility. The cylinder is scheduled to arrive soon and we are working with TBuck on the removal of the old piston and installation of the new one.

• **Gas Tank Evaluation:** The gas tank has been isolated and made safe for entry. NEESCO entered the tank and determined there was a split at a seam of the synthetic diaphragm. NEESCO has been consulting with HEI on a repair solution. HEI is a service firm that specializes in digester gas tank repairs. No other firms were found for this type of work. They are being scheduled to come to wastewater plant, evaluate the inside of the gas tank, and come up recommendations to either repair or replace the diaphragm and piston. These repairs or replacements need to be completed prior the completion of the Energy Recovery Upgrade as to not hold up that project.
Board of Public Works Meeting of April 25, 2019
Personnel

Agenda

A. Motion: To accept the resignation of Andrew Carlino effective April 14, 2019.
B. Motion: To unseal the nonpublic minutes for Personnel from the Board of Public Works Meeting of March 28, 2019.
C. Non-Public Session
To: Board of Public Works  
From: Dave Boucher, Superintendent  
Wastewater Department  
Re: Resignation of Andrew Carlino  

A. Motion: To accept the resignation of Andrew Carlino effective April 14, 2019.

Attachments: Resignation Letter & Acceptance Letter

Discussion:
Andrew Carlino

Dear Noelle Osborne,

I am writing this letter to inform you of my resignation from the City of Nashua. This serves as my two weeks notice, and my last day will be April 14th 2019.

The time I have spent in the service of the wastewater treatment facility has not only improved me as an operator, but the city has given me the opportunity to advance in this field. I thank you and your staff for all of the leadership and direction that I have experienced throughout the years employed with the city.

Please let me know if there is anything needed to make this a smooth transaction during the rest of my time.

Sincere regards,

Andrew Carlino

Operator II
April 4, 2019

Andrew Carlino

Dear Andrew,

I have received and accept your resignation letter effective April 14, 2019. We thank you for your three years of service to the City and best wishes on your future endeavors.

Sincerely,

David L. Boucher
Wastewater Superintendent