



THE CITY OF NASHUA

Division of Public Works

Administration

"The Gate City"

Board of Public Works Meeting of June 30, 2020

Agenda

A meeting of the Board of Public Works is scheduled for Thursday, June 30, 2020 at 2:00 p.m. via WebEx Conference Call.

To listen to the meeting call - (978) 990-5298 Access Code: 273974, if you experience difficulty connecting to the meeting, please call (603) 821-2049.

I. Roll Call

II. Motion: To approve the agenda as presented.

III. Motion: To approve the minutes of the Board of Public Works Meeting of May 28, 2020.

IV. Motion: To approve the minutes of the Board of Public Works Special Meeting of June 3, 2020.

V. Motion: To approve the request from Nashua PAL to waive disposal fees at the Four Hills Landfill for the renovation of Nashua PAL's Youth Safe Haven facility as outlined in the letter dated June 22, 2020.

VI. Aldermanic Referrals

A. R-20-040 – AUTHORIZING THE MAYOR AND CITY TREASURER TO BORROW FROM THE NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES STATE REVOLVING LOAN FUND AN ADDITIONAL AMOUNT NOT TO EXCEED TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) FOR PUMP STATION UPGRADES

VII. Solid Waste

A. Motion: To approve the Cooperative Service Agreement between the City of Nashua and the USDA Wildlife Management Service not to exceed \$80,462.98 for FY21. Funding for this agreement is through Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 53 Professional & Technical Services.

B. Motion: To approve spending up to \$4,000 from the Public Works Asbestos Site Expendable Trust Fund to pay for health and safety related items and work site supplies for the asbestos disposal site team. Funding for this is through Department: 168 Solid Waste; Fund: Trust; Account Category: 61 Supplies & Materials.

C. Informational: Thank you letter

VIII. Engineering

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

B. Motion: To approve the hardship request from Liberty Utilities for excavation to repair two Grade 2 leaks located at 10 Manchester St and the Cote Ave/Chapman St intersection.

IX. Street Department

A. Motion: To approve the award of the FY20 Pavement Markings contract to Hi-Way Safety Systems, Inc. of Rockland, MA in the amount of \$248,570. Funding for this contract is through Department 161: Streets; Fund: General and Prior Year Escrow; Account Classification: 54 Other Services.

B. Motion: To approve the purchase of 2- CMS-T333 Electronic Message Boards from American Signal Company of Atlanta, GA for the total purchase price of \$33,602. Funding will be through Department: 161 Street; Fund: Grant; Activity: GOFERR Grant.

X. Wastewater

A. Motion: To approve the purchase of the chemical Sodium Hypochlorite in the amount of \$125,000 from Borden & Remington of Fall River, MA. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 61 Supplies & Materials.

B. Motion: To approve the purchase of the chemical Sodium Bisulfite in the amount of \$64,000 from JCI Jones Chemical of Sarasota, FL. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 61 Supplies & Materials.

XI. Administration

A. Motion: To approve the proposed changes to the Rules and Regulations for Outdoor Dining to allow the use of umbrellas with logos.

B. Informational:

i. **Budget Transfers – May 2020**

ii. **Director’s Report**

XII. Personnel

A. Non-Public Session

XIII. Commissioner’s Comments

Board of Public Works Meeting Meeting Minutes May 28, 2020

A meeting of the Board of Public Works was held on Thursday, May 28, 2020, at 5:30 p.m. via WebEx Conference Call.

Mayor Donchess stated as Chair of the Board of Public Works, due to the state of emergency declared by the Governor Sununu as a result of the COVID-19 pandemic and in accordance with Governor Sununu's emergency order #12, pursuant to executive order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting as authorized, pursuant to the Governor's emergency order. However, in accordance with the emergency order, I am confirming that we are providing public access to the meeting via telephone with additional access possibilities by video or other electronic means. We are utilizing WebEx through the city's IT Department for this electronic meeting. All members of the Board of Public Works have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen to this meeting by dialing the following number 978-990-5298 and using the access code 273974. The public may also view this meeting on Comcast channel 16. Secondly, providing public notice of the necessary information for accessing the meeting; we previously gave notice to the public for accessing the meeting for public posting. Instructions have also been provided on the City of Nashua's website at www.nashuanh.gov and has also been publicly noticed at City Hall. Thirdly, we have also provided a mechanism for the public body to alert us if there are problems with access. If anyone has a problem accessing the meeting via phone or channel or 16, please call 603-821-2049. In the event the public is unable to access the meeting via the phone number mentioned, the meeting will be adjourned and rescheduled. Please note that all votes taken shall be done by a roll call vote.

We will start the meeting by taking a roll call of attendance. When each member states their presence and why they are not physically present for the meeting, they will also state whether there is anyone in the room with them during this meeting. This information is required under the Right-to-Know law. The public can also submit comments by e-mail which will be accepted and placed on file within this meeting. Please e-mail your comments to bpwcommissioners@nashuanh.gov.

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

Members Present:

Mayor James Donchess, Chair

- I am attending remotely due to the emergency order and the social distancing and I am alone in my living room.

- Commissioner G. Frank Teas, Vice Chair

I am attending remotely due to the emergency order and the social distancing and I am alone in my office.

Commissioner Tracy Pappas

- I am attending remotely due to the emergency order and the social distancing and I am alone in my room at my house.

Commissioner Kevin S. Moriarty

- I am attending remotely due to the emergency order and the social distancing and I am alone in my office.

Commissioner Shannon Schoneman

- I am attending remotely due to the emergency order and the social distancing and I am alone in a room in my house.

Mayor Donchess

Commissioner Pappas was wondering whether the phone number was working. I think, Commissioner Pappas, you are talking about someone who wants to call and access the meeting contemporaneously, is that correct?

Commissioner Pappas

I don't know, I got a call from someone who said it wasn't posted on the website. I know I can only call in via a landline phone because my internet is not strong enough. I had texted the Director to get the call-in number and she was kind enough to also send the resident the number.

Mayor Donchess

Can someone check to see if it's on the city's website?

Director Fauteux

It's on the calendar on the website.

Also Present:

Ms. Lisa Fauteux, Director, Division of Public Works
Mr. Andrew Patrician, Assistant Director of Public Works
Mr. Dan Hudson, City Engineer
Mr. David Boucher, Superintendent of Wastewater
Alderman Michael B. O'Brien, Sr. – Aldermanic Liaison

Approval of Agenda

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

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

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

Nay: 0

MOTION CARRIED: Unanimously

Commissioner Pappas

I just got a text that the phone number is not on the calendar.

Commissioner Schoneman

I am looking at the website and the link for this meeting has the agenda but it does not have the call-in phone number and the meeting isn't on the calendar.

Director Fauteux

That's interesting because I am on the calendar right now and it's here and it includes the access code.

Commissioner Schoneman

Can you walk through from the home page to where you found the number?

Commissioner Pappas

I think they said it just got put up now, that's the information that I got but I don't know when it was put up. I apologize for interrupting.

Director Fauteux

I believe it was posted Friday, Diane, is that correct?

Ms. Thibodeau, Executive Assistant to the Director

It looks like it wasn't posted properly.

Director Fauteux

How is that? What do you mean by that?

Ms. Thibodeau

I made the changes but it doesn't seem to have taken.

Director Fauteux

Why am I looking at it, is this the wrong information that I am looking at, is that what you are saying?

Ms. Thibodeau

The information that is on there is correct right now.

Mayor Donchess

But you are saying it didn't go up until just recently, right?

Ms. Thibodeau

That's correct.

Mayor Donchess

I am going to take a brief break and talk to someone about this issue. I tried to call the City Attorney and I am unable to reach him at this moment. Our difficulty is that I don't know if this particular notice on the website is legally required or not, but I do know it has to be posted in a certain fashion. I don't know if this simply a non-required but additional notice we are trying to provide or if this website notice is required by the Governor's emergency order.

Director Fauteux

My understanding, Mayor, is that it needs to be posted in two places and they were. It was posted both at City Hall and DPW Administration & Engineering.

Mayor Donchess

The problem is that I have said it was posted on the website and that statement may have been in error.

Director Fauteux

Yes, that may have been.

Mayor Donchess

What does the Board want to do? Do you want to re-do the meeting and correct this deficiency on another day or do you want to proceed with at least something within the realm of possibility that we would have to do the meeting over again? Does anybody have any thoughts on this?

Commissioner Pappas

My reply is I just don't know.

Mayor Donchess

Does anybody else have any thoughts?

Commissioner Schoneman

Can we re-start the meeting?

Mayor Donchess

If there is a requirement...I mean I think we are okay but here's the issue, if this is a required posting then posting now doesn't correct the deficiency because it has to be posted a certain amount of time before the meeting. If this is a required posting and we've now discovered that even though we said it was there, it wasn't. A mistake was made and the question now is what do we do. My instinct is since we have already had to hold one meeting a second time I guess my inclination is if I can't reach the City Attorney that we reschedule the meeting. We determine if the posting is necessary or not and we make sure it's right the next time. Does anyone disagree with that?

Commissioner Pappas

I don't know and I apologize because I know that I was the one who brought it up. I know how tough things are and I hate to waste time, effort, and energy. I think the last time we got in a little bit of trouble because number one the number didn't work and number two was that we didn't post the stuff.

Mayor Donchess

Last time it was a different technical problem, but without legal advice, we don't know if this is a required posting. The trouble is, Commissioner Pappas is that you did raise it and when we investigated it we found out that you are right, it wasn't properly posted on the website.

Does Commissioner Teas or Commissioner Moriarty who have not spoken on this have any thoughts?

Commissioner Teas

I concur what with you said, Mayor. Given the uncertainty of and the value of everyone's time that we ought to repost and redo the meeting.

Commissioner Moriarty

I agree with you, Mayor.

Mayor Donchess

We are going to cancel the meeting and we are going to re-post it.

Director Fauteux

Mayor, I did get in touch with Attorney Celia Leonard and she is going to call me right back, should we wait for her call?

Mayor Donchess

Yes, and Attorney Bolton has also called me back.

Attorney Steve Bolton says it has to be posted in two places, was that done, Director Fauteux?

Director Fauteux

It was definitely posted at the Administration & Engineering building and Andy; can you also confirm that you posted it at City Hall?

Mr. Andrew Patrician, Assistant Director of Public Works

Yes, it was posted at City Hall in both places, both the back doors and the side door at City Hall.

Mayor Donchess

Attorney Bolton's view is that as long as it's posted in two places it satisfies the law but he says we did suggest that it was on the website so if you want to be extra cautious....would someone challenge it? Who knows, right. He says if you want to be extra cautious you should reschedule but in his view, two places are enough.

Does anyone have any thoughts given that opinion?

Commissioner Pappas

I am willing to roll the dice; I think he is a good legal counsel and he's been doing this for a lot of years.

Commissioner Moriarty

I would move to proceed with the meeting.

Mayor Donchess

Alright then let's proceed, we are probably fine.

Approval of Meeting Minutes

➤ April 29, 2020

MOTION: Commissioner Pappas made a motion to approve the meeting minutes from April 29, 2020, as presented.

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

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

Nay: 0

MOTION CARRIED: Unanimously

Engineering Department

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

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

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

Nay: 0

MOTION CARRIED: Unanimously

B. Presentation: Proposed changes to traffic control at the intersection of Pine Hill Road and Charron Avenue

Discussion:

Director Fauteux

This is actually not something that needs to be voted upon. This is something that was approved by the Board of Aldermen and we have made a few minor changes to it and we wanted to have a public forum...we were going to have a neighborhood meeting but that was difficult to do given the circumstances. We thought this would be more for the residents to be able to see the changes. Again, there are minor changes but it makes the intersection a little bit safer.

Commissioner Pappas

Is the meeting airing live?

Mayor Donchess

Yes, it is.

Mr. Dan Hudson, City Engineer

As indicated, we have looked at the intersection of Pine Hill Road and Charron Avenue to see what the existing conditions are and if there are improvements that can be made. That was the goal of the study. The study was completed in-house and reviewed the operations to see if what we can do to improve them.

This is an aerial view of the existing intersection; Pine Hill Road is going left to right on the screen and there are single lane approaches in each direction. There are not stop conditions and it's a free-flowing movement and they can proceed through at will. Charron Avenue is coming down from the top of the screen is a two-lane approach with a separate left and right turn lanes and that's under a stop control.

We did some traffic counts during the a.m. and p.m. peak hours. I will run a couple of simulations that Julie Chizmas in Community Development helped us with.

Commissioner Pappas

I assume simulations were done before we had people stay at home, right?

Mr. Hudson

Correct, these are based upon traffic conditions last year, I believe.

You can notice that traffic on Charron Avenue has to wait until this gap and row of traffic stream enter. This is the p.m. condition and you can that Pine Hill Road is free from (inaudible) because the left turn from Charron is waiting and waiting and additional people are showing up and they are waiting and they can't find a suitable gap in the traffic stream (inaudible) The queue there continues to build and people wait a long time and the concern is that they get impatient and it's a gap in the traffic stream that maybe shouldn't because it's too short and now that there is a gap you can see people can go...a few cars went and a few cars still got stuck. That represents the existing condition and as I said, it's a three-way intersection with a stop at Charron Avenue. (Inaudible) sight distance there and it's a little bit hard to see. The left turn is onto Charron and sometimes you can see on Pine Hill Road even the turns from Pine Hill, even though it's supposed to be a free movement they have to wait for traffic from the other direction so at times that's even a difficult move to make. As noted there are insufficient gaps for Pine Hill traffic to allow those on Charron Avenue to exit onto Pine Hill Road and left turns, in particular, are (inaudible) So whenever we look at the existing conditions which you just saw and we evaluated it at this location all-way stop. When we implement traffic rules we try to do that on a progressive basis...looking at what the next most logical thing would be and here it would be implementing an all-way stop. Here is a diagram of what that might look like. There are no changes on Charron Avenue, you still have the two lanes and you still have the stop. On Pinehill Road, we have added stop bars on each approach and as an all-way stop intersection works, there's alternating traffic, whoever arrives

first has the right-of-way. Here is a traffic simulation in the a.m. peak hour. It's the same traffic as we ran under the existing condition. You can see there are some queues on Pine Hill Road but they are rolling, they come up and stop and then they go. Charron Avenue traffic is much improved because they actually have an opportunity to enter onto Pine Hill Road.

The trade-off under this scenario is we are stopping people on Pine Hill Road and that allows Charron Avenue to exit but the people on Pine Hill Road in one sense will be delayed and in another sense, it's somewhat of a traffic movement thing. This is the p.m. peak (inaudible) you will see the same thing, there are arrivals constantly at the intersection and there is what I would call a "rolling queue" of traffic on Pine Hill Road. It's not like they get stopped there for a long period of time but they do have to stop and then go. On Charron Avenue, there is not that long queue that we were looking at before. So, although there are some delays added to Pine Hill Road they are much shorter than what was experienced on Charron Avenue and everybody keeps moving and it should provide a safer operation.

In summary, there is less potential for severe accidents in this scenario. The worst thing is when somebody pulls out in front of someone else going at a high speed and T-bones them which is a situation under the existing condition that's of concern. The sight distance constraints are mitigated by Pine Hill Road having a stop. This treatment was of a moderate cost to implement. It requires adding some signage and it would have advanced "Stop Ahead" warning signs and then "Stop" signs at the intersection. We will look at other things to kind of enhance that stop such as some blinking lights on the stop sign to draw attention to it. The advantages shorten the traffic queues on Charron Avenue significantly and we intend to implement it this summer. The legislation for the all-way stop has already been written. My recommendation would be to proceed with this treatment.

Commissioner Pappas

My comment is that I think this is definitely a problem area and I think that certainly, that seems like a very logical response. I think starting in the summer is good because you get people there who go there every day to get used to it. Depending on when or if we start the schools or when things start gradually getting back in, I don't know how many signs we have to announce when we are going to have lane closures and that kind of thing. We do have a couple of signs. Number one, I would imagine before we put the stop sign up this summer I think we should try to advertise it in advance as much as we can. But then, if and when things start gradually opening up more, as soon as you are expecting more traffic, that we might implement that temporary signage just as a reminder that it will be a four-way stop. I don't know if that might be helpful.

Mr. Hudson

Yes, that is our intention is definitely to advertise it ahead of time and draw attention to it by using message boards. Every time we introduce a new condition we definitely want to draw attention to it.

Commissioner Pappas

I think that makes a lot of sense because that's a problem intersection.

Mayor Donchess

Something that I wanted to mention at the beginning of the meeting is that across the country various Parks & Recreation Departments are talking about what to do with opening the city pools and camp. This is also being discussed in Manchester and around New Hampshire. There is a lot of thought being put into it but I know at least one or more Commissioners had asked about this so if you would like we could hold a special meeting where we could bring in Bobbi Bagley, Director of Public Health and any others who could offer relevant thoughts and update you on what their thinking is and what is being discussed and decided at least in other locations around the state and the nation.

Commissioner Pappas

I would certainly support that, Mr. Mayor. I had a conversation with the Director and we are kind of in a hand-wringing situation as to what we should do. I think Director Bagley certainly is a fact-oriented person and she carries a tremendous amount of respect and I would welcome a presentation; I think it's terrific.

Mayor Donchess

Okay, we will work on putting that together. I don't want to digress into this for too long but there are a lot of considerations. You have to be really careful because there is a risk of spread so you will hear all of it when we have that meeting.

C. MOTION: Commissioner Pappas to approve the award of the construction contract with for the 2020 Pavement Preservation Program (Crack Sealing) to Sealcoating, Inc. of Braintree, MA, in an amount of \$242,477. Funding through Department: 160 Admin/Engineering; Fund: Bond; Activity: Paving.

Discussion:

Mr. Hudson

This is something that we do every year. This is to preserve roads that are still in fairly good condition but have some cracking. This is the same company that won the ward previously and they won it again in this bid. Our intention is to crack seal about 34 miles of streets or about 175 streets to keep them in good condition.

Commissioner Pappas

I think Mr. Mayor when you put in your paving program and it included the crack sealing...I don't think that we used to do that and I think it's a good cost-saving measure so we don't have to totally repave or reclaim roads. I think that it's money well spent.

Mayor Donchess

It's very cost-effective. Last year it was the first year we did it in a big way but it is very cost-effective in the sense that we are doing 34 miles of streets for \$242,000 so it's about \$7,000

or \$8,000 per mile. Paving costs many times that so this preserves the street, not as long as paving but certainly this is definitely money well spent.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	5
Nay:	0

MOTION CARRIED: Unanimously

D. MOTION: Commissioner Pappas to approve the award of the construction contract for the 2020 Sidewalk Program to RWC Enterprises of NH, in an amount of \$171,759. Funding through Department: 161 Streets; Fund: Capital; Activities: Sidewalk Improvements and City Infrastructure Improvements.

Discussion:

Mr. Hudson

This is a program for the 2020 sidewalk improvements as noted, the plan is for on East Hollis Street. Those are the concrete sidewalks that are in poor condition and have deteriorated over the years and they really need to be fixed. This is a contract that we put out to bid and we received one quote from RWC and we are recommending the Board's approval.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	5
Nay:	0

MOTION CARRIED: Unanimously

E. MOTION: Commissioner Pappas to approve Change Order No. 1 to the 2020 Sewer Replacement Project with SUR Construction West, Inc. of Winchester, NH, for an amount not-to-exceed \$975,125. Funding will be through Department: 169 Wastewater; Fund: Bond; Activity: Sewer Repair.

Discussion:

Mr. Hudson

This is a change order to the contract that was bid out earlier this year and SUR Construction West. This is for additional sections of sewer mains that need to be replaced. We discovered this after the original bid so they were not part of the previous bid. There are three streets in

particular that need attention, Water Street, Amherst Street, and Main Street between Hollis Street and Mulberry Street. Some of these mains are (inaudible) the plate on the road at Main and West Hollis Streets. It has collapsed a couple of times and we really need to get in there and fix it. The pipes all date back prior to the 1900's so we have certainly got our use out of them. This change order proposes to expand SUR's project to include this work. We recommend that this change order be approved to SUR.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	5
Nay:	0

MOTION CARRIED: Unanimously

F. MOTION: Commissioner Pappas to approve Change Order No. 2 to the 2019 Paving Program contract with Brox Industries of Dracut, MA, in an amount not-to-exceed \$94,510 for the construction of ADA compliant sidewalks on South Main Street funded through the Southeast Quadrant Fund. Funding will be through Department: 160 Admin/Engineering; Fund: Trust; Account Category: 54 Property Services.

Discussion:

Mr. Hudson

This is a change order to the 2019 Paving Program which is actually for sidewalk work. Brox is completing some work from 2019 and one of the things they are doing is paving the roundabout near Rivier College. There is a sidewalk there but it is not ADA compliant in the sense that the ramps are not the proper grade and since the time it has been there it's been cracked and it is in disrepair. This change order would enable Brox to repair that under the budget funds before they do the final paving.

Commissioner Pappas

I would like someone to explain what the quadrant funds are and also, my understanding is that quadrant was paid by developers who want to develop areas...i.e. rather than just having two feet of sidewalk in one particular spot they would agree to put money into a fund. I would love to see legislation to in some ways make it a requirement for developers to put money into quadrant funds for sidewalks. I think having more sidewalks would make it a more liable city and that's a good thing. I think it's a respite from the taxpayer's if they get some outside funds to help out with the sidewalks.

Mayor Donchess

Yes, you are correct that when a project like a single-family development or something like that is done, sometimes the developer doesn't really believe it would be very necessary or even useful to put in a sidewalk, and instead the developer proposes that they contribute money to

build sidewalks elsewhere. The decision is up to the Planning Board, they can either say build the sidewalk as required or then can waive entirely or waive it and require a contribution into the quadrant fund. The city is divided into four quadrants and the money that is collected in each quadrant needs to be spent in that quadrant. The idea is that there needs to be some degree of proximity between (inaudible) and the public improvements. This is how the quadrant funds work and this would be money from the Southeast Quadrant Fund.

Commissioner Pappas

I was going to put a buzz in the ear of our liaison that I would love to see it not be an option. If someone were to put in some kind of a new development I think that we should require some type of a contribution to a sidewalk quadrant fund would be very helpful and it would take a load off of some of the taxpayers.

Alderman O'Brien

Thank you, Commissioner Pappas duly noted.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	5
Nay:	0

MOTION CARRIED: Unanimously

G. MOTION: Commissioner Pappas to approve the hardship request from Liberty Utilities for excavation to repair three Grade 2 leaks located at 135 East Hobart Street, 29 Dickens Street, and Canal Street at 1 Amory St.

Discussion:

Mr. Hudson

These are grade two leaks that were discovered under pavement which was done within the last five years. I had explained earlier that Liberty Utilities works with us and they go out and check before a paving project and they make repairs when found. Unfortunately, these were found after the fact.

This request is for the three streets as noted and I believe the Liberty Utilities representative is joining this meeting if anyone has any questions.

Mr. Jefferson Gile, Manager for Gas Operations

Also on the phone with me is my boss who is the Director of Operations. We are here to answer any questions you have.

Mayor Donchess

What is a grade two leak?

Mr. Gile

A grade two leak is a leak that we detect that doesn't have to be repaired immediately. We have grade one leaks that are up against the building or it's going to cause a hazard then we would have to call it an emergency and fix it that day. A grade two leak is anything 5% gas or larger in the street. Per the Public Utilities Commission, we have to fix that within six months and in between the repairs we have to monitor it every 30 days just to make sure it doesn't get any larger or get any closer to any buildings or cause a threat. We continuously monitor throughout the winter...you've probably seen our trucks driving around with the cones up. We continuously survey to make sure that we do not have to (inaudible) Our number goal is not to have any gas leaks or explosions. That grade two leak we will have to fix within six months.

Commissioner Moriarty

As a note of clarification, on the letter in our agenda, from Liberty Utilities, Brad Marks, states that grade two leaks have to be treated within one year and not six months. There is a difference of six months there.

Mr. Gile

From the day it is discovered, it has to be repaired within six months or within the calendar year. So say we get it in the beginning of December, it has to be done by the end of that calendar year.

Mayor Donchess

So you are saying within the calendar year but a maximum of six months?

Mr. Gile

Correct. Especially the streets...you guys have been great with the DPW getting us the streets that are on the paving list. We continuously survey those all winter and we find the leaks and we repair them. Unfortunately, with the New Hampshire weather...obviously, we don't want to dig into any street because it's a very expensive cost for us and that's the last thing we want to do. We really diligently go out and make sure...and you can ask Dan because he knows...we work with all of the paving crews and try to get those leaks fixed before they pave. Unfortunately, winter comes and pipes...just like anything if a sewer or water main breaks after it's been paved...we really spend the time so we don't have to go out and dig up a new street. That's the last thing we want to do.

Mayor Donchess

How deep are the pipes typically?

Mr. Gile

Typically they are three to four feet and sometimes they can be deeper and sometimes if you cut the road down they are only two feet but most are three feet deep. If the frost does go down it does affect our fittings in the pipe. We are replacing a lot of the older cast iron pipe. As you know, we have replaced some of the pipe in all of the sewer projects . Some of the pipe that we have that's old, the pipe is in great condition it's just some of the fittings that move around underground will start leaking if the frost moves. We definitely try to find them before they leak. We've repaired numerous amounts of leaks before you paved the street so the ones that come up as a hardship are ones that we didn't detect.

Commissioner Pappas

My only comment is that I am probably the biggest curmudgeon about cutting into roads and I really don't grant hardships unless it's gas just because we've seen some pretty disastrous outcomes. That's pretty much the only reason why I am willing to grant a hardship.

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

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

Nay: 0

MOTION CARRIED: Unanimously

H. MOTION: Commissioner Pappas to approve a Use and Occupancy agreement for placement of identification sign in the City right-of-way for 130 Spit Brook Road (Grace Lutheran Church).

Discussion:

Mayor Donchess

Mr. Hudson, do you have anything you would like to add?

Mr. Hudson

I would just point out that the right-of-way there is quite wide. They have a sign but it's a long way from the actual roadway due to the width of the right-of-way so this is a request to put it in the right-of-way. We have no objection.

Mayor Donchess

So it would simply say this is the Grace Lutheran Church, right? It's a sign that identifies their location.

Mr. Hudson

They did go to the ZBA to get the necessary variances. They requested a possible electronic sign and it wasn't approved. This will just be a sign that says Grace Lutheran Church.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	5
Nay:	0

MOTION CARRIED: Unanimously

- I. MOTION:** Commissioner Pappas to consider the hardship request from Liberty Utilities to excavate in a five-year moratorium street, Major Drive, for the installation of a gas main.

Discussion:

Mr. Hudson

As noted, this is to install a gas main in Major Drive. The portion that was paved and is the moratorium that we are talking about is an apron on the approach to Burke Street. As part of the Burke Street paving they carried the apron into the Major Drive and that's the area we are talking about. This work is being done to support the city's paving project on Major Drive by replacing the existing main with a 2" plastic main so for those reasons, we ask you to consider this hardship.

Mayor Donchess

So Major Drive wasn't paved except for the fact that there is a junction with Burke Street that was paved.

Mr. Hudson

Correct but, Major Drive is being paved this year and they have installed the main there. This will allow them to complete the work and carry it to Burke Street. I'm sure we will work with them. We will probably take contributions from them to have the city pave over this trench that they do as part of the Major Drive paving.

Commissioner Pappas

Wasn't Burke Street (inaudible)

Mayor Donchess

It was paved...

Commissioner Pappas

It was November of 2016.

Mayor Donchess

It was paved a few years back.

Commissioner Pappas

That was 2016.

Mayor Donchess

Mr. Hudson is saying that Burke Street is not being interrupted it's just...he's calling apron the connection of the paving that was extended by about 10 feet into Major Drive, is it that type of thing?

Mr. Hudson

That's correct.

Commissioner Pappas

But Burke Street was paved in 2016, is that right?

Mayor Donchess

That sounds right, yes.

Commissioner Pappas

Unless it's a leak I really don't like to approve these but if it was done in 2016...my recollection is that if we cut into a road then the major damage is done between one and three or four years. Since it's coming to the end of 2016 and you are saying you are doing it so they don't have to cut into Major Drive, is that correct?

Mr. Hudson

(Inaudible) completes that work. They were doing some work on Major Drive and this allows them to finish it basically into the apron which was paved within the last five years.

Commissioner Pappas

Okay, so we have no plans to pave Major Drive, or is that something I misunderstood?

Mr. Hudson

We do plan on paving Major Drive this year.

Commissioner Pappas

So they are doing it so they don't have to cut into Major Drive, is that it?

Mr. Hudson

No, they are doing Major Drive work because they know we are going to pave and they want to take care of the gas main ahead of that. This is just a 55-foot long section that was a paved apron that was done in 2016 on the Burke approach. This little segment is part of a larger project.

Mr. Gile

From what I understand is we are not going to get into Burke Street but just Major Drive, is that correct?

Mr. Hudson

Yes, that is my understanding looking at the figure that was provided. Basically it goes right up to the edge of Burke Street. It looks like Burke Street was not (inaudible) up there so it looks like it ties in actually on the other side of Burke Street.

Mr. Gile

I was talking to Tony Beland about it and yeah, that's...so, it will be taken care of through the Major Drive paving and just finish that apron and it will tie right in.

Mr. Hudson

Yes, that's my understanding.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	5
Nay:	0

MOTION CARRIED: Unanimously

Wastewater Department

A. MOTION: Commissioner Teas to approve the FY21 purchase of polymer from Polydyne of Riceboro, GA, in the amount of \$412,000. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 61 Supplies & Materials.

Discussion:

Mr. David Boucher, Superintendent of Wastewater

This is for the purchase of two different types of polymer for two different processes at the wastewater plant to aid in the removal of water from sludge. These are processes that run daily and this is for the estimated annual cost for the FY 2021 period.

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

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

Nay: 0

MOTION CARRIED: Unanimously

Administration

A. MOTION: Commissioner Pappas to accept the proposal that during the COVID-19 pandemic, public comments be sent via email to the address on the City of Nashua’s website: bpwcommissioners@nashuanh.gov. We will request that comments be no more than one page of standard 12 point font. Comments should be included in the agenda packet, to be read by the Board during the usual public comment period in the early part of each virtual meeting.

Discussion:

Mayor Donchess

After I have thought about this I think we should just handle...during the pandemic where we are in this remote universe that we should simply handle this the way other Boards do which is to accept these comments, put them on the agenda, and place them on file rather than read them. The Board of Aldermen is getting many and it could take hours to read it all and we could encounter the same thing.

I do have a question though, who would read this under the proposal?

Commissioner Pappas

I would think whoever reads the agenda is happy to read...I would be happy to read it. I don’t remember ever getting a deluge of public comment other than if we had a park issue or that sort of thing. I think it’s really important to engage the public. During the pandemic, they are unable to go to meetings and unable to comment. The City of Manchester actually allows...I think the people can go in and they have the microphone open at City Hall even though the meetings aren’t at City Hall. I think people are able to do so virtually. I’ve never minded the public comment portions of our meetings. That’s my view.

Mayor Donchess

The Aldermen opened this up...the procedure...at the last meeting and they got maybe 20 different communications that probably would have taken at least an hour to read them. Several were from individuals who would submit more than one. It would have taken forever. In any event, although I appreciate the thought and certainly agree with the sentiment that public opinion is important. I can't support this and while the pandemic is still going on, and while we are trying to do all of this remotely...if this fails we will suggest or offer the motion that we accept the communications, we put them on the agenda, attach them to the agenda so anyone who wishes can read them so they are publicly available but not read out loud during the meeting.

Commissioner Teas

I just want to ensure if we go that route that we are not...for instance, if one of those communications is critical then we are not precluded from bringing it up during Commissioners Comments or something like that.

Mayor Donchess

No, I don't think...the Commissioners can do whatever they want, right? I would ask you to limit this to some reasonable amount of time but yes, a Commissioner, I suppose on their own time could say anything including reading someone's comments. I don't think we should or can in any way prohibit a Commissioner from saying what they think is appropriate. Only...please, not for an hour.

Commissioner Schoneman

I agree with Commissioner Pappas on this. I think public comment is too important and I don't think we have any reason and I don't think we have any reason to shy away from it. We are not the Board of Aldermen and we don't have the level...the same issues. We don't generally have the same amount of public comment. If we ask the public comment to be kept short and concise with one submission per person per meeting and only one page I don't think that's an unreasonable request and I think that having their voice heard with their literal voice would be respectful.

Commissioner Moriarty

Actually, I am leaning towards following the lead of the Board of Aldermen on this. I think we are linked in many ways with the Board of Aldermen and I would follow their lead on this while we are dealing with the COVID-19 pandemic.

Commissioner Pappas

I fully agree with what Commission Schoneman had stated and it was in a very eloquent way, to literally give the voice to public comment. As I have said at least a couple of times, why are we here? I don't think that people who don't want to hear from the public should be running for office. I've never seen a deluge. Before you were on the Board, Mr. Mayor, we had a

couple of issues that we may have had a lot of public comment and we sat there and we listened and that's part of representing the public and I will be supporting this.

Commissioner Schoneman

I would also like to say that taking public comment in an e-mail form and filing it away or just attaching it to the agenda doesn't seem to me to be really having a public comment. It seems like hiding it away, that's all.

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

Yea: Commissioner Pappas, Commissioner Schoneman 2

Nay: Mayor Donchess, Commissioner Teas,
& Commissioner Moriarty, 3

MOTION FAILED: 2 – 3 – 0

MOTION: Mayor Donchess to accept public comment, however, during the COVID-19 pandemic that it be received in the form of an e-mail and be placed as an item on the agenda and also be attached to the agenda.

Discussion:

Commissioner Pappas

I appreciate that but sometimes there are deadlines and that sort of thing. Let's say that someone misses a deadline, i.e. they want to put in a comment for the month of July and they don't get it in on time, would they be able to have their comments be put into the packet for August?

Mayor Donchess

Yes.

Commissioner Pappas

I really think that public comment should be read under public comment but it's better than nothing. I just wanted to double-check that it wouldn't preclude a Commissioner from reading a comment during the Commissioner Comments section.

Mayor Donchess

No, it would not. Any Commissioner can say what they want. Again, I would ask that you exercise discretion in terms of the length of the reading but if you felt something should be read into the record it would not preclude you from doing so.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	5
Nay:	0

MOTION CARRIED: Unanimously

B. Informational: Director's Report

- We put up a banner for the class of 2020 on Main Street and we've had great feedback.
- We have installed barriers on Main Street and the business are very happy and it's working pretty well so far. We are maintaining ADA compliance and traffic seems to moving along just fine. We will be monitoring the situation very closely.
- This is a picture of a deteriorated sewer pipe on Vine Street that was replaced by SUR West.
- This is a picture of Brox (left) working on Lake Street and on Allds Street and on the right is some paving work by Sunshine Paving on Whitford Road.
- Over 20 members of the Nashua River Paddler's Group held their annual waterways cleanup on May 16th and they removed two truckloads of material from the waterways. We really thank them for their efforts.
- This is the Jeff Morin Playground at Roby Park. Our Street Department paved the playground pathways, the grass was loamed & seeded, and the parking lot fence was repaired.
- This is a picture of the shade sails being installed at Roby Park.
- This is a picture of work being done in the parking and boat ramp areas at Greeley Park and we expect completion in early July.
- We are doing spring clean-up and field treatments.
- We planted a Cherry Tree at each high school for Arbor Day in honor of the class of 2020. Dr. Mosley, the principals, and high school presidents were in attendance.
- Parks & Recreation have planted a lot of flowers throughout the city and things are looking great.

- From May 11th through May 19th we renovated six soccer fields at Mine Falls Park.
- This is a catch basin repair work on West Hollis Street and on the right is a manhole repair.
- This is milling on West Hollis Street and Skyline Drive. Our Street Department is doing this work. Every year we look at troubled areas that are not currently in the paving program and mill & fill it.
- Our mechanics have been busy with repairs. You can see here there is a motor swap, radiator change, and a bobcat attachment repair.
- This is a picture of drainage being installed at the bio-retention areas at the boat ramp.
- Progress continues on our pump station upgrade. This is the National Street Pump Station that is under construction. National Street is part of the phase I pump station upgrade. All thirteen pump stations are scheduled to be either modified or replaced in a two-phase approach over the next couple of years.
- Our Wet Weather Facility is having some upgrades. We have done some of the demolition and this upgrade will replace the screens at the beginning of the facility.
- The Energy Recovery Project is also approaching completion. The gas blending skid is pictured on left. This allows us to blend natural gas with the methane gas and burn the fuel at the highest efficiency level. On the right is some finished pipework and generator.
- There is also a lot going on at Wastewater. The primary tank upgrades I & II have been completed and we moved to another.
- The aeration basin cleaning. This is one of the four and each tank holds 990,000 gallons and is over 25 feet deep. We have to take them off-line individually to clean them.
- We replaced the drop-off shed for automotive batteries. We built the shed.
- We start taking calls for pick-up of oversized items on June 1st and start picking them up the following week.
- Permits can now be purchased by driving onto the scale and giving your registration to the scale operator and then pull off the scale. A permit will be generated and will be brought out to you.
- You can call in and provide a credit card for a toter and we can deliver it to you or you can pick it up at the Solid Waste Department. You can also drive up to the scale and pay the scale operator as well.

Personnel

Mayor Donchess

Director Fauteux and I were discussing this and we would like to take up all of the Personnel items in open session. We have two resignations and three hiring's but the information related to the hiring...there's no negative information in there about anybody. The process of trying to conduct a non-public session remotely while turning off the regular meeting and then somehow coming back to the regular meeting; we are not even sure that it is possible to execute that. We will continue with this practice during the pandemic unless we can come up with some technological fix for that particular problem.

- A. MOTION:** Commissioner Pappas to accept the retirement of William Morse, Operator III at the Wastewater Treatment Facility, effective May 19, 2020.

Discussion:

Commissioner Pappas

It looks like Mr. Morse has worked at the Wastewater Treatment Facility for 41 years. That's a very long time and it's not exactly the easiest job and a lot of people would think it's not a great environment to work in and that's a long and I appreciate his service.

Director Fauteux

He did. It's a loss and he certainly had a lot of institutional knowledge; he was a good employee. He was a very quiet man but always did a good job and he was always there to offer assistance to some of the younger operators without being asked. I think he would have stayed if it weren't for the pandemic.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	5
Nay:	0

MOTION CARRIED: Unanimously

- B. MOTION:** Commissioner Pappas to accept the resignation of Larry Fox, Equipment Operator, effective April 24, 2020.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	5
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Nay: 0

MOTION CARRIED: Unanimously

A. MOTION: Commissioner Moriarty to approve the selection, contingent upon the acceptable results of a pre-employment drug test, of Mr. Sean Traxel of Nashua, NH, to the position of Wastewater Assistant at the Wastewater Treatment Facility. Hourly rate for this position will be \$22.41. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

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

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

Nay: 0

MOTION CARRIED: Unanimously

B. MOTION: Commissioner Teas to approve the selection of Ms. Dianne Gay of Fremont, NH, to the position of Operator II, Second Shift at the Wastewater Treatment Facility. Hourly rate for this position will be \$26.86. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

Discussion:

Director Fauteux

Just to let the Mayor and Commissioner's know, Dianne originally was hired as an operator and she expressed a desire to work in the laborer so she has worked in the lab. She has decided she wants to go back to being an operator.

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

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

Nay: 0

MOTION CARRIED: Unanimously

C. MOTION: Commissioner Moriarty to approve the selection of Gregory Crane of Nashua, NH, to the position of Groundsman I at the Parks and Recreation Department. Starting salary for this position will be \$21.00 per hour. Funding is through Department: 177 Parks and Recreation; Fund: General; Account Classification; 51-Salary & Wages.

Discussion:

Director Fauteux

Greg has worked for the Parks & Recreation Department for two summers working as summer help. By all accounts, he is a great employee and takes a lot of pride in his work. I had the opportunity to meet with him. I am meeting people on the bandshell social distancing and it's worked pretty well. He's a very hard working guy and I think he will be a great asset to the department.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	5
Nay:	0

MOTION CARRIED: Unanimously

Commissioner's Comments

Commissioner Pappas

I think that what you have put on Main Street for the graduates is a very good thing. I think what the students gained was that they are not meeting together because it is going to hurt a good portion of society so they are missing their graduation because that might impact others. Whether it's someone with a pre-existing condition or someone over the age of 60 or someone in a nursing home. I think that is something they will be able to carry through their lives. One of the things that my kids have done really well is the social distancing because we are older parents and I have asthma. They wear a mask to protect others when they are out in public.

I got a couple of calls with concerns about people driving in our trucks were not wearing masks. I can appreciate working in the heat because that's difficult and I do know that we did pass an ordinance requiring masks be worn inside of business which I think is terrific. I appreciate all of those who wear masks to protect others but I am going to make a motion that we do require, as a Board, that our employees wear masks in trucks if there is more than one person in the truck. I recognize if we have two people hanging off the back of a soft yard waste truck that they do not have to wear the mask when they are driving on the back of a truck or picking up soft yard waste. I think it's really important for them to keep each other safe, to keep their family's safe, and a show of support that we don't want community spread. I would certainly like to do the stop/get measure to make a motion to require that and I think, especially after

our presentation with (inaudible) it would be incumbent upon us to come up with some sort of disciplinary issue if people are not wearing masks inside of trucks because I think we owe it to the citizens of Nashua.

MOTION: Commissioner Pappas that the Board of Public Works requires employees to wear masks inside of trucks when there is more than one employee in them which will mean no smoking until further notice.

Discussion:

Mayor Donchess

I think it's already in the Director's policy but I certainly support the Board reinforcing that with an official motion.

Director Fauteux

The only thing I would like to make sure is that everybody understands that they cannot wear masks when they are doing physical labor outside of the trucks. Commissioner Pappas, you only mean while inside the truck, right?

Commissioner Pappas

Yes, absolutely. I will also say that I got some masks that are much less hot and very breathable and I left one out for the Director. I know that we probably already have masks but these are very lightweight and you can rinse them out with just soap and they dry like a glove. If you have been doing soft yard waste all day then you are probably pretty hot so you don't wear a hot mask. I don't know if our trucks are air-conditioned or not. I think masks are only good if people will use them. I hope we can get the most comfortable mask we can for the folks who are working outside and I agree, if someone is working outside mowing a lawn by themselves or out planting flowers and not within 6 feet of someone, I certainly wouldn't do that to someone in the summer.

Commissioner Moriarty

Commissioner Pappas, I'm not opposed to this idea but it's not on the agenda and I am a stickler for parliamentary procedure as a point of order so I would rather have it on the agenda.

Commissioner Pappas

To wait another month over something like this...I was told by the City Attorney that we really aren't going by parliamentary order anymore and that we try to avoid that so we can get along as a group. If I didn't get a couple of calls from people saying "listen, they are not wearing masks in trucks" – I certainly wouldn't do it unless we had to.

Mayor Donchess

The Board, by majority, can waive parliamentary procedure. I've heard that by Attorney Bolton many times.

Director Fauteux, we want to hold a special meeting on the pools, can we have it next week?

Director Fauteux

I'll have to look at your schedule, Mayor. If everyone is available we can do it very quickly.

Commissioner Pappas

I made a motion and it's on the floor and people can vote how they would like.

Mayor Donchess

As a point of information, I was just asking when we can hold the special meeting and I think the answer is probably next week. I understand the parliamentary point but we are dealing with an issue of health and safety.

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

Yea: Mayor Donchess, Commissioner Teas, & Commissioner Pappas,	3
Nay: Commissioner Moriarty & Commission Schoneman	2

MOTION CARRIED: 3 – 2 – 0

Mayor Donchess

I think it should be recorded that Commissioner Moriarty was not against the safety but he was making the parliamentary point that we shouldn't vote on something that's not on the agenda.

Adjournment

Commissioner Pappas made a motion to adjourn.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	5
Nay:	0

MOTION CARRIED: Unanimously

Meeting adjourned at 7:22 p.m.

Pine Hill Road at the Intersection of Charron Avenue



Nashua Division
of Public Works

Existing Conditions and Alternatives Analysis
May 28, 2020
Engineering Department

Goals

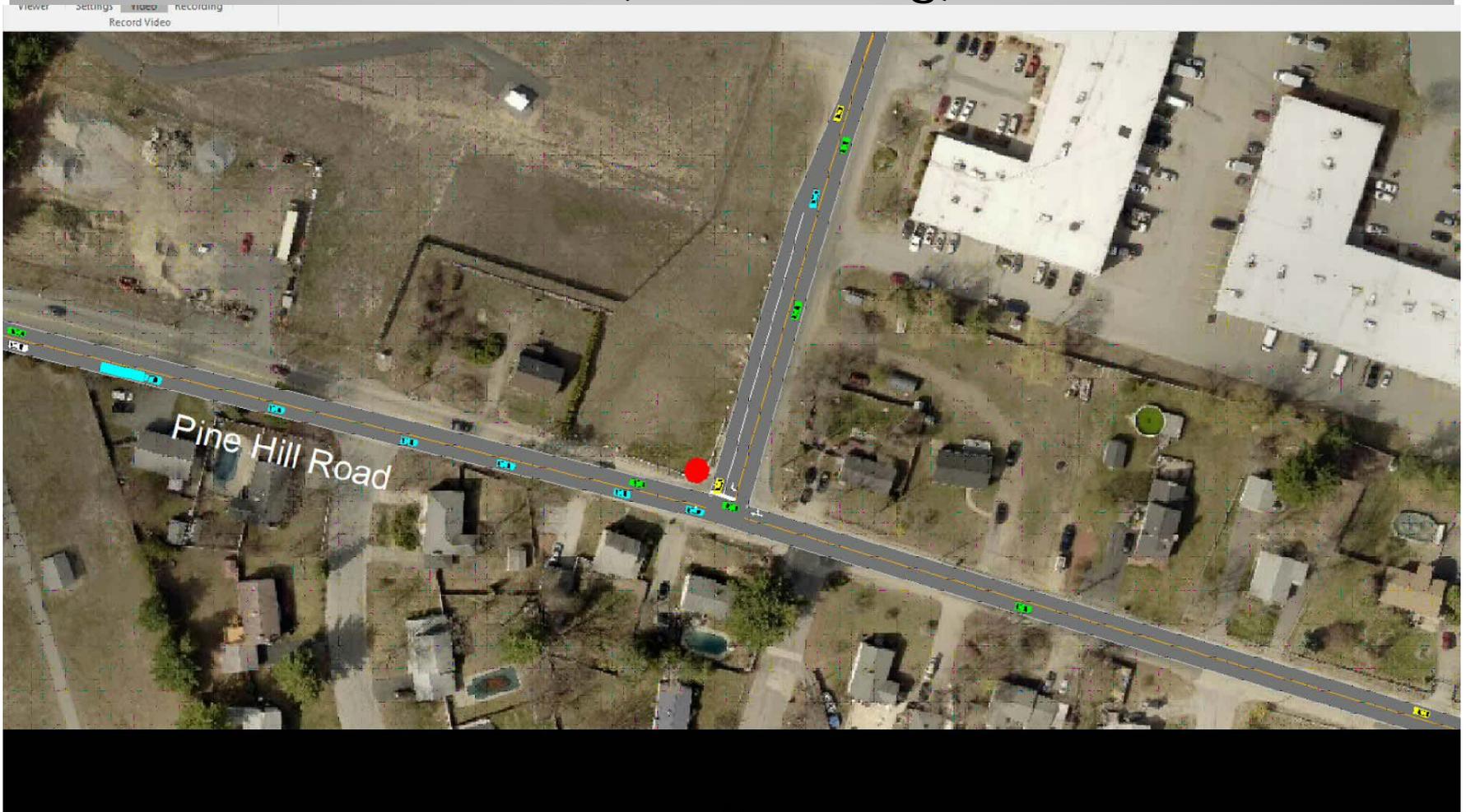
- Study existing operations at Pine Hill Rd/Charron Ave intersection.
- Identify and evaluate alternatives to improve operations.

Aerial View Existing Conditions



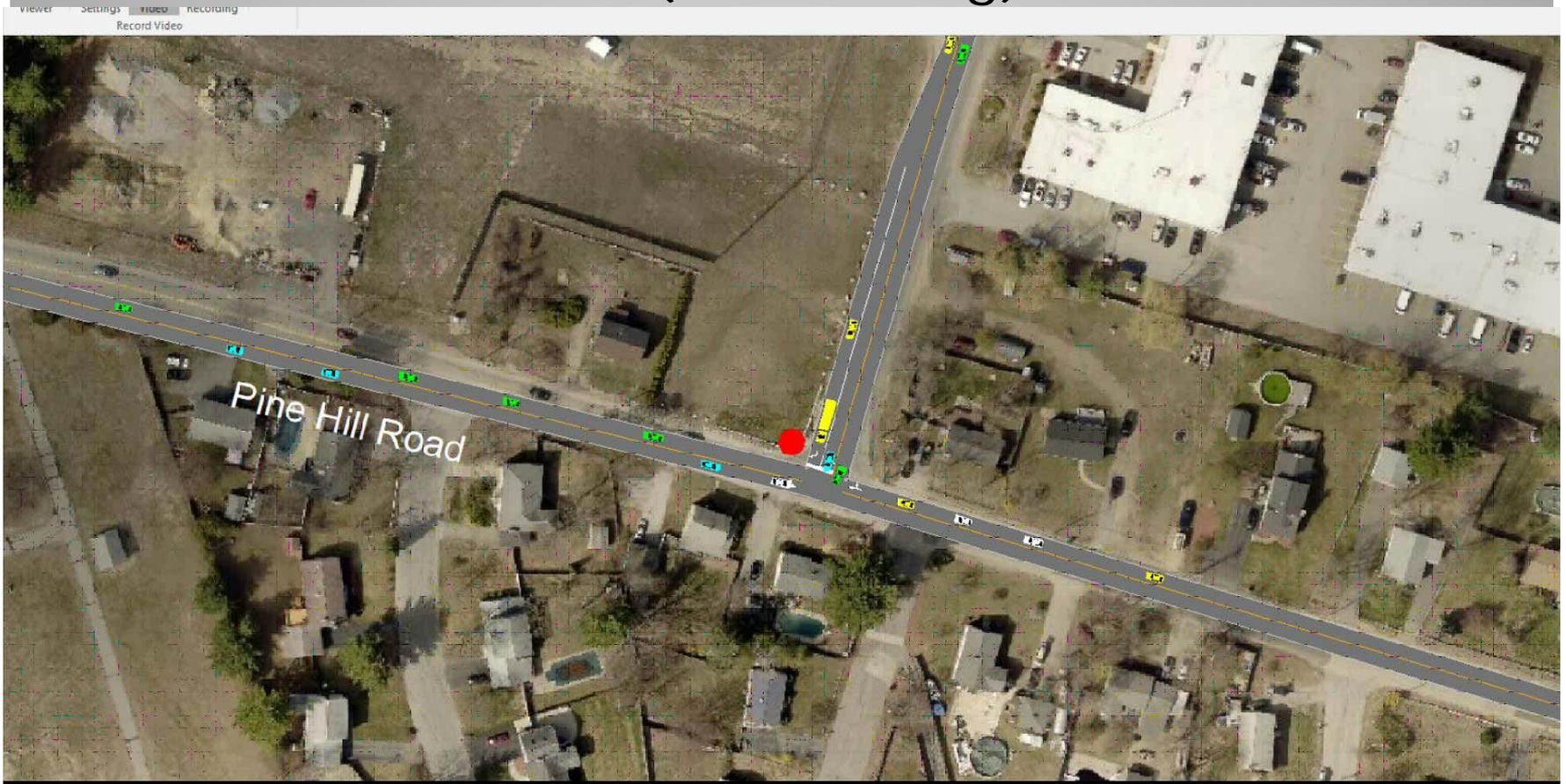
Existing Conditions

- Traffic Simulations (AM Existing)



Existing Conditions

- Traffic Simulations (PM Existing)



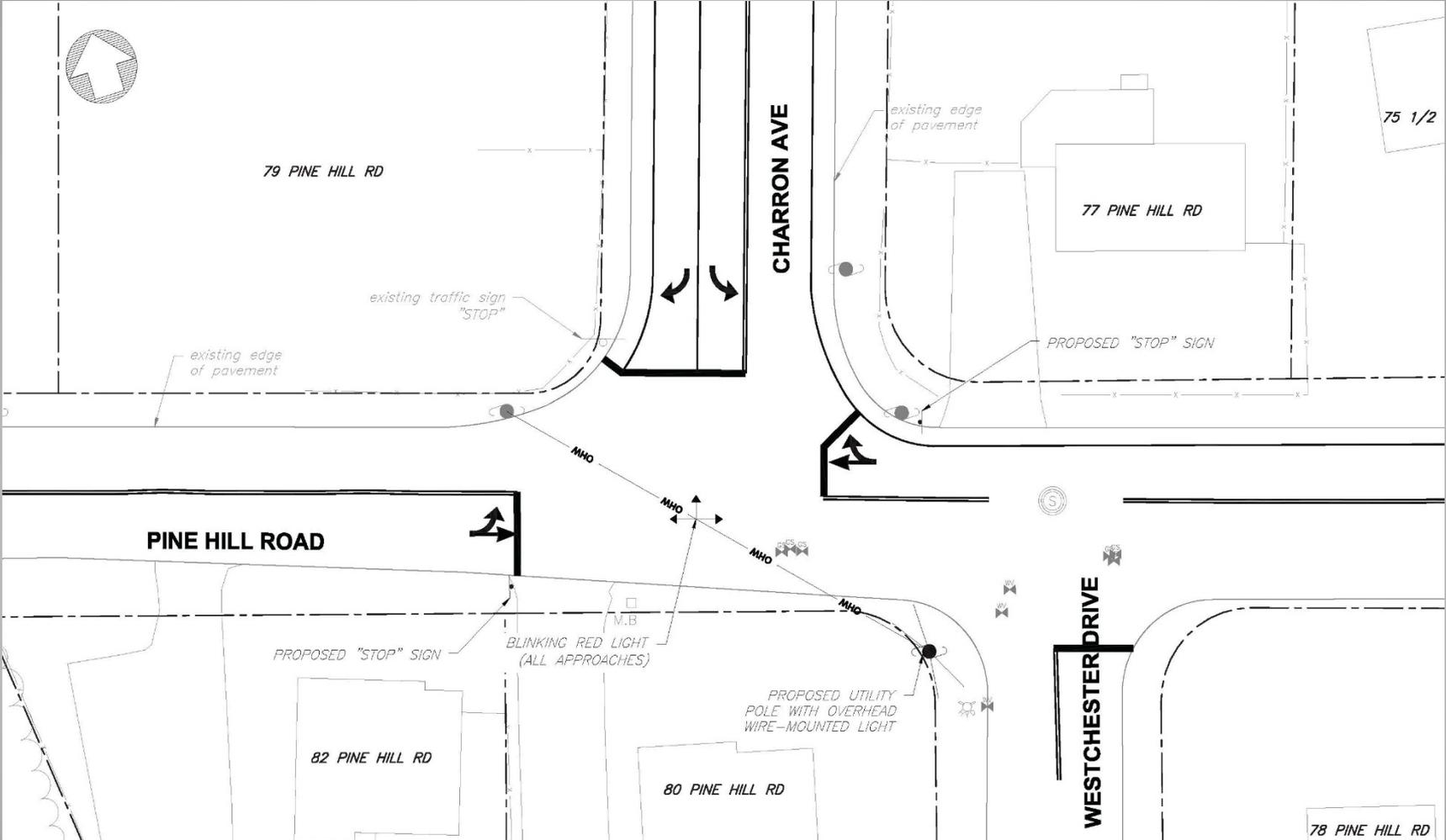
Existing Conditions

- Three-Way Intersection with Stop Control on Charron Ave approach.
- Limited Sight Distance Available for Charron Avenue motorists turning onto Pine Hill Road.
- Left-turns onto Charron Ave experience long queue lengths on Pine Hill Road's eastbound approach (at times).
- Insufficient gaps in the Pine Hill Road traffic stream to allow Charron Ave motorists to turn onto Pine Hill Road (In particular left turn movements toward Broad Street).

Alternatives Reviewed

- Do nothing (Existing Conditions).
- All Way Stop (one lane in each direction on Pine Hill Rd).

ALL WAY STOP



All Way Stop

- Traffic Simulations (AM Peak)



All Way Stop

- Traffic Simulations (PM Peak)



All Way Stop

- Less Potential for Severe Accidents.
- Mitigates Sight Distance Concern on Pine Hill Road's westbound approach.
- Low to moderate cost to Implement.
- Shortens Traffic Queues on Charron Ave.
- Implementation planned for Summer 2020.
- Legislation Approved.
- Recommended to improve operations.

Questions?

Special Board of Public Works Meeting Meeting Minutes June 3, 2020

A special meeting of the Board of Public Works was held on Wednesday, June 3, 2020, at 4:00 p.m. via WebEx Conference Call.

Mayor Donchess stated as Chair of the Board of Public Works, due to the state of emergency declared by Governor Sununu as a result of the COVID-19 pandemic and in accordance with Governor Sununu's emergency order #12, pursuant to executive order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting as authorized, pursuant to the Governor's emergency order. However, in accordance with the emergency order, I am confirming that we are providing public access to the meeting via telephone with additional access possibilities by video or other electronic means. We are utilizing WebEx through the city's IT Department for this electronic meeting. All members of the Board of Public Works have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen in to this meeting by dialing the following number 978-990-5298 and using the access code 273974. The public may also view this meeting on Comcast channel 16. Secondly, providing public notice of the necessary information for accessing the meeting; we previously gave notice to the public for accessing the meeting for public posting. Instructions have also been provided on the City of Nashua's website at www.nashuanh.gov and have also been publicly noticed at City Hall. Thirdly, we have also provided a mechanism for the public body to alert us if there are problems with access. If anyone has a problem accessing the meeting via phone or channel or 16, please call 603-821-2049. In the event the public is unable to access the meeting via the phone number mentioned, the meeting will be adjourned and rescheduled. Please note that all votes taken shall be done by a roll call vote.

We will start the meeting by taking a roll call for attendance. When each member states their presence and why they are not physically present for the meeting, they will also state whether there is anyone in the room with them during this meeting. This information is required under the Right-to-Know law.

Mayor Donchess, Chair, declared the meeting to order at 4:00 p.m. and called the roll.

Members Present:

Mayor James Donchess, Chair

- I am attending remotely due to the emergency order and the social distancing and I am in my living room.

Commissioner G. Frank Teas, Vice Chair

- I am attending remotely due to the emergency order and the social distancing and I am alone in my business office.

Commissioner Tracy Pappas

- I am attending remotely due to the emergency order and the social distancing and I am alone in my room at my house.

Commissioner Shannon Schoneman

- I am attending remotely due to the emergency order and the social distancing and I am alone in a room in my house.

Not Present:

Commissioner Kevin S. Moriarty

Also Present:

Ms. Lisa Fauteux, Director, Division of Public Works
Ms. Bobbi Bagley, Director of Public Health and Community Services
Mr. Justin Kates, Director of Emergency Management
Ms. Heidi Peak, Environmental Health Manager
Alderman-at-Large Michael B. O'Brien, Sr. – Aldermanic Liaison

Approval of Agenda

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

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, & Commissioner Schoneman	4
Nay:	0

MOTION CARRIED: Unanimously

Parks & Recreation Department

A. Discussion: Parks & Recreation Summer Programs

Director Fauteux

We called this meeting in order to give the Board of Public Works an update on some of the discussions we've had on programming. Director Kates, Heidi Peak, and I have had numerous conversations and we thought it would be helpful if Director Bagley could give us some information on where we started and where we are today which would also include some of the Governor's guidance which is driving many of the decisions that we are making.

Ms. Bobbi Bagley, Director of Public Health and Community Services

I am going to share a presentation that has been created by our epidemiologist, Ms. Angela Constantino, and myself that takes us through a timeline of the COVID pandemic event and the city's response. As Director Fauteux mentioned, it also includes what our plans are for moving ahead.

I am going to go through the timeline that shows how we are looking ahead at addressing what we have planned as our mitigation and response effort for COVID-19.

- On December 31, 2019, Wuhan, China actually reported the first cluster of cases of pneumonia that presented as a novel respiratory infection in that province.
- On January 13, 2020, there was the first recorded case of this respiratory infection outside of China.
- On January 9th, the World Health Organization named this disease as a novel coronavirus because it was new. It was the first time this virus jumped from the animal species to the human species and there was human-to-human spread.
- On January 14th, the World Health Organization identified the possibility of this spread based on the cases that were being presented.
- On January 20th, the first case was reported in the United States.
- On January 31st, the United States declared a public health emergency because of the number of cases that were accumulating in the United States.
- On February 1st we had our first reported case in New England.
- On February 6th we had our first reported death in the United States.
- By February 20th we were starting to see community-based transmission, prior to that most of the transmission identified had been basically through travel.
- On March 2nd we had our first case in New Hampshire in Dartmouth that was found in a clinician who had also attended a couple of events in the Dartmouth/Lebanon area and the second case was identified with some social activities that led to exposure.
- On March 10th Massachusetts declared a state of emergency.

- On March 11th the World Health Organization declared a state of pandemic because there were multiple cases around the globe, including in the United States and impacting a majority of the world. A pandemic is declared once you have multi countries involved in an outbreak event.
- On March 13th we had a state of emergency plan in New Hampshire and we had our first case here in Nashua. The case here in Nashua happened to be an individual who had traveled to South American and returned to the United States with signs and symptoms of COVID-19.
- On March 15th we opened up our virtual EOC and the school district closed down as well. The virus was spreading very quickly and was impacting population groups that were at high risk it was important to make sure that we could stop the spread of this infection by closing places where there were large numbers of people gathering together.
- On March 16th we had the closure of our bars, restaurants, and we started to limit public gatherings again because we realized how quickly this virus was spreading.
- By March 23rd we had our first COVID-19 related death in New Hampshire and this was an individual who was over the age of 60.
- On March 24th we began our work here of setting up alternate care sites to deal with the parasite because it was so novel that there were a lot of questions about the extent of the infection and how quickly it would spread. We wanted to make sure our hospitals would not be overwhelmed so we set up alternative care sites so that we could make sure we could help with that capacity.
- By March 26th the stay-at-home order was set up by the Governor of our state and for the first time, the United States numbers actually surpassed China with the highest number of cases in the world. You can see how quickly this virus was spreading and the impact it was having here in the United States.
- By April 15th we had Massachusetts surpassing 1,000 deaths and now Massachusetts has been identified as the third hardest hit state in the United States.
- By April 16th the phase III federal re-opening guidance was unveiled with a staged and very intentional metered out approach to getting to a point of moving things back to opening up across the country.
- By April 22nd, our Department of Public Health and Community Services was having our first testing clinic because we wanted to see what the

disease burden looked like in our area. We had some folks from Dartmouth and the State Health Department come down and do some training with us. We also had the multi-state support services (MRSS) come down and provide some support with us with hosting our first large-scale clinic.

- By May 1st our New Hampshire Stay-at-Home 2.0 guidance had come out and by May 11th we started to have businesses look at re-opening in New Hampshire.

All the while we were seeing a number of cases but we were also seeing the number of recoveries starting to take place as well. We also had other measures that we put in place to help us address what we were seeing with regards to the infection and disease burdening that was happening here in the State of New Hampshire.

- By May 18th our New Hampshire bars and restaurants were re-opened in accordance with stay-at-home guidance that had been put out.
- By May 27th we hit our 70th day of and other retail services were opened and according to the guidance that was pushed out by the Governor we have had a very slow approach to opening our businesses so we can jump-start our economy because of the impact of this viral infection in the State of New Hampshire as well as across the country, especially with the shut-down.

The CDC (Centers for Disease Control) put out a three-phased approach at the federal level which was adopted here statewide and across the country and we are using this three-phased approach also as we continue to conduct our business here in New Hampshire and locally. The three-phased approach looks at a regional gating criteria. The gating criteria allows to stage, based on satisfactorily being able to meet certain criteria before we open up things widely. It looks at symptoms, cases, and hospitals. The expectation is that we can see a downward trajectory of influenza-like illness or respiratory infection over a fourteen-day period. The expectation is that we can also see a downward trajectory of COVID-19 like symptoms as well over the fourteen-day period. Cases are also counted as a part of this criteria and it's looked at over the same fourteen-day period. The fourteen-day period is the quarantine period or the incubation period where we see from the point of contact with someone and the development of their disease. If we can see a decrease in the number of cases over that period, it allows us to see that we are moving nicely from going to one phase to another phase.

With regard to our hospitals, we wanted to see a decrease in the severity of the cases having to be hospitalized and allow for the hospitals to have the capacity to treat patients without crisis care meaning that we are seeing a decrease in need or use of ICU (Intensive Care Unit) beds as well as the use of ventilators. Also, the hospitals having the capacity to be able to do testing for their high-risk healthcare workers which included using antibody testing well. These are the three components of this approach for regional gating and being able to satisfy these three criteria before we move into one phase or another.

This chart reflects the number of tests versus the positive percentage. We want to see that number go down and on this slide you can actually see that over a period of time up until May 25th you can see that there has been a decrease. Right now for our state, we are looking at a percent positive rate of about 6.5% to 7.0%. In Nashua, this number is down to 5%.

Commissioner Pappas

Do you have any ballpark figure, for instance, you have “X” number of people tested, does it give you any sense of how many people are positive without being tested?

Director Bagley

No, there would be no way of gauging that without actually having a test done.

The other component of the gating criteria was looking at symptoms. We are hoping to see a decrease and as you can see from this slide with the peaks you can see that for the past three weeks we've had a downward trajectory of the number of cases. We still have cases that are being reported but the number is just not as high. You can see that based on the navy blue line which is the new cases per day for New Hampshire, the green line is the new cases per day for Nashua, and the orange line is the new cases per day for Hillsborough County. All of those are on a downward trajectory and Nashua has almost leveled out.

The approach that we took in trying to flatten the curve on this has been working. We want to have a reduction of at least 40% of cases per day in order for us to say that we have successfully met the gating criteria over a fourteen-day period. We can see that it is actually evident for Nashua. The gating criteria along with the hospitals again; we are looking at being able to treat patients without crisis care. The other components of that include the hospitals not having problems with their staffing or having any shortages of personal protective equipment available for them. We now meet three days per week but prior to that we were meeting daily with the hospitals and they were giving us updates on what their situation was so that we could actually provide our surveillance and observation of their capacity to serve individuals who were being admitted into the hospital. Early on we did have issues with PPE because it was not available. Once the PPE became available, both hospitals were successful in maintaining that as well as maintaining their staffing. During the course of the 70-day period, at no time did any of the hospitals run into a situation where they did not have enough staffing capacity to actually serve the individuals who were admitted into their hospitals. We did have one point where one of our hospitals got to a point of having all of their ICU beds full and very close status of their med-surge beds that lasted for a weekend and then they returned back to status quo. We never actually needed to use our alternative care site because our hospitals were able to very effectively manage the care for individuals in the hospital. Both of the hospitals have had the ability to test their healthcare workers. Both hospitals have had staff on isolation and quarantine and at no point in time did that number ever go above fifteen and staffing exposures were all community based except for last week, one hospital did report that they had one exposure that was hospital acquired.

I'm going to quickly go through these slides:

Phase I

- States being able to satisfy the gating criteria.
- Show a downward trajectory for at least fourteen days.
- Hospitals having the ability to have testing for healthcare workers.
- Not having a large number of individuals in ICU beds or on ventilators.

The expectation with phase I is that we still maintain our vigilance around vulnerable individuals. The stay-at-home order is still in effect as we try to open up our economy and make things available for businesses to start getting people back to work and making things accessible for folks. We still need our vulnerable individuals to continue to shelter in place which means not to get out into the public where they can be exposed to COVID-19. Vulnerable individuals include those over 60, those with underlining health conditions, such as high blood pressure, diabetes, chronic illnesses, obesity, asthma, COPD (Chronic Obstructive Pulmonary Disorder), and lupus. This virus enlists an immune response and if their immune response is weakened or depressed they have poorer outcomes when they are infected by this disease. It also includes individuals when in public making sure that they can maintain social distancing, not gathering in groups of more than ten people, and minimizing non-essential travel.

We have encouraged businesses to engage in telework from home and put in strategies where people could return to work in phases, making sure that common areas were closed, and making sure accommodations were made for those individuals who were part of the vulnerable population.

The next slide was a really important presentation for us while presenting to the city so we could see where we were regarding opening things up during phase I.

- Schools & daycares – Closed
- Visitors to hospitals – Prohibited
- Large venues – Shut Down
- Elective surgeries – Canceled
- Gyms – Closed
- Bars – Closed

Phase II

We talked about that incubation period and maintaining a decrease in the number of cases, and maintaining the hospital's capacity to be able to serve. This is where we are right now. We have had over 30 days, or close to it, where we have not had a bump up in our cases. We are moving along very nicely; we've gone through at least two incubation periods so far. Since we have satisfied that gating criteria, it allows us to be able to move into phase II.

We still want vulnerable individuals to continue to shelter in place, meaning reducing their exposure to large crowds or being out in the community where they could be exposed to

COVID-19. For all other individuals, if they are in public places they need to continue to maximize their social distancing. No gatherings of more 50 people and non-essential travel resuming but in a careful and measured way. As far as the workplace goes, encourage telework where possible and if people are doing their work from home as effectively and efficiently as they can, maintain that. Make sure that common areas are closed so we don't have people congregating and exposing one another to the virus. Finally, to make accommodations in the workplace for those individuals who are considered part of the vulnerable population.

Phase II as it relates to specific industries:

- Hospitals have begun doing elective surgeries with certain guidelines.
- Gyms – Can open as long as they can maintain physical distancing and sanitation protocols.
- Bars – Operating with diminished standing-room capacity where applicable and where appropriate.

Phase III

Phase III is where this impacts this particular Board is looking at what types of activities can re-open and how they would look. This is when we have satisfied the gating criteria for three phases and haven't had a bump up. We still want our vulnerable individuals to maintain as much social distancing as they can but they can start to engage in public interactions but to do it in a very careful way. Low-risk populations should consider minimizing their times spent in crowded environments. So yes, as things open up we are still under the stay-at-home order because of the idea of if we can have as few people gathered together at activities this will allow us to reduce the spread of infection. We are not quite there yet but we are moving towards this as we get past the next two weeks of maintaining that downward trajectory.

These are the guidelines that have come forth from the State of New Hampshire. The key thing in public health is to make sure that people really emphasize employees staying at home. We know we can gain a lot of roadway if people stay-at-home when they are sick, making sure employees are screened before they return to work or getting stations set up where that can be done. Making sure that we have workplace cleaning and disinfecting practices in place and making sure there is a plan for addressing COVID-19 cases in the event they happen in employee settings.

I will make sure, Lisa, that you have a copy of this presentation if you want to send it out to the members of the Board.

New Hampshire Re-Opening Guidance – Sector Specific Guidelines

May 1, 2020

- Campgrounds – Open with precautions
- Interior State Parks – Open with precautions
- Manufacturer's – Open with Precautions

- Hospitals – Open with Precautions

May 11, 2020

- Golf Courses – Open with restrictions and precautions
- Retail Establishments – Open with restrictions and precautions

May 18, 2020

- Attractions - Open with restrictions and precautions
- Childcare - Open with restrictions and precautions
- Restaurants - Open with restrictions and precautions

June 1, 2020

- Acupuncture – With fixed guidance to operate
- Beaches – With fixed guidance to operate
- Cosmetology – With fixed guidance to operate

We are slowly opening things up with as many safety measures in place as possible.

This slide shows the number of cases per day with the 20% to 50% re-opening here and you can see for us, which is the blue line, we are still staying steady. There is a prediction that we could see a spike if we don't maintain some of the measures that we need to. You can if there are minimal restrictions there is a spike that goes up.

This slide shows our new case comparisons. This information is from the Massachusetts General Hospital Institute for Technology.

I know that was fast but are there any questions on what I presented? Right now we are doing really well and we are at a place where we can start opening things up as long as it's measured and we are keeping certain guidelines and mitigative measures in place. We are in a good position to start opening up more activities in our state and in Nashua.

Commissioner Teas

Director Bagley, that was a fantastic presentation, thank you because I found it very informative. I have a question...when you were talking about pressures put on emergency rooms and ICUs, you said there was only one weekend...I recall the Governor had declared that Nashua High South would be an emergency hospital of some sort. Can you tell us what actually was put in play with respect to that, were there any patients seen there, and was there any stress or cost to the city as a result of that?

Director Bagley

That was the alternative care site. We had that set up very quickly at the end of March with the National Guard as well as our Community Emergency Response Team. It was set up to be able to take on a certain number of individuals who were diagnosed as COVID-19

positive if our hospitals did not have the capacity to maintain care for them. At the same time that we set up the alternative care site the hospitals developed their plans; both Southern and St. Joe's, and Dartmouth and our Community Health Center set up their plans to be able to maintain as much as a surge capacity as they could. We actually never really got to use our alternative care site which was a good thing for us here in Nashua. It showed we had the capacity to manage in the hospital setting. We are slated to dismantle that alternative care site on June 19th if we continue to see things go down.

Commissioner Pappas

My understanding is of right now that we haven't made a decision regarding opening the pools or have we decided not to?

Director Fauteux

We are going to get to that, Commissioner Pappas, but as far as pools go, we have hired all of the lifeguards for at least two pools but we have not made a decision about whether the pools can be opened. I've had numerous discussions with Heid Peak and Director Kates about that. I think everybody feels at this point that it would not be safe to open pools but we are sort of taking this month by month. We are leaving it open to re-evaluate whether it will be safe to open pools on July 1st.

Mr. Justin Kates, Director of Emergency Management

I think that's a pretty good overview. Currently, from our perspective, it will not be a safe situation to open the pools within the city. Many of our neighboring city's that are of our size and scale have also decided the same thing. I think it would be challenging.

Ms. Heidi Peak, Environmental Health Manager

We've been watching the numbers very carefully and have been weighing this out as best we can to try to figure out what the best course of action is. One of the things that gave me pause was this new multi-inflammatory syndrome within children. At the beginning of this pandemic, we were fairly confident that it didn't seem to affect children the same way that it did adults. As we started to see a couple of numbers in the Nashua area of children affected...we've been pretty lucky in our state so far but we also don't want to put our children in situations where they are congregating. How do you control what kids are doing within a free swim type of time? We talked about queuing them up and keeping them spaced out but we just came back that it is almost impossible to safely protect the kids who would use the pools at this time.

We have also made some other determinations about general gatherings throughout the city such as special events. We said we were not going to have any specific special events throughout the month of June. We are trying a very cautious, phased approach to try and make the best decisions for our citizens.

Director Bagley

Nashua actually had the first case of multi-system inflammatory syndrome on May 19th and the child was transferred to Mass General's Pediatric ICU. The child's treatment was going very well but it was scary the family. It is a very real syndrome that can impact our kids and I think we do want to take precautions with regard to safeguarding them as much as we can. Some of the measures we have put in place can help reduce their exposure.

Commissioner Schoneman

How many cases of the inflammatory syndrome have we seen locally and overall and how do we know that it's associated with COVID-19?

Director Bagley

There is a certain set of criteria that have been identified by the CDC that confirms a multi-system inflammatory syndrome associated with COVID-19. There are numerous lab tests that are done and one of them includes having COVID-19 testing done. Some of the kids might present as a negative with the rapid test but when the antibody test has been completed it does come back positive for some of these kids. They present with a rash disseminated on their trunk or hands or feet along with a high fever, inflammatory gastric disorder, and vomiting. The child had issues with her respiratory system, her cardiovascular system, and her renal system. I did the investigation and she was definitely a confirmed case of what we are calling MIS which is associated with COVID-19. There are very strict criteria for diagnosing those cases. We've only had one so far that met all of those criteria in New Hampshire. I have asked some parents to tell me how their kids are doing that have described some of those systems but unless they meet all of them and unless they are seen in a hospital to have a laboratory confirmation done for multi-organ involvement, they do not meet MIS criteria. I have had kids who have had a fever, rash, and abdominal pain but their doctors never had them come in and get tested for anything further. These kids probably recover who have a mild case of it but there was the one child who went downhill very quickly after being in our pediatric ICU at Southern.

Ms. Peak

New York City is starting to look at different age groups responding in different ways. They are most concerned with kids having kidney problems. This is an overabundance of caution but just putting the children into an area where they are going to be in close proximity with other children not of their household gives us pause. We also know that kids can take that home to family members. We've also had some discussions about what this means for summer camp and other events. The state has come out with some guidance for summer camps and it is very limiting and I don't know if it is feasible for us to pursue some of those limits, such as only ten children to be gathered at a time.

Mr. Kates

The ratio is typically 9:1.

Ms. Peak

That's a very different scenario with how we usually do things but the whole world is kind of off its axis. We are not going to know the deciding factors until we are midway or past this. I've been very pleased to see we haven't seen another spike after the outdoor dining started. We have a dire responsibility to be as measured and calculating as we can in trying to figure out how we present normal back to our citizens.

Commissioner Pappas

I have a few questions relating to public gatherings. I am an older parent and in a risk group with kids who like to get out.

I would like to ask the Director...my understanding is we are all aware of droplets if you sneeze and cough but what I found was when we talk or sing there are droplets exposed in the air that we may not see and they can last in the air for a few minutes. I am not an advocate of allowing employees to smoke in the trucks but they do. If we talk, if we sing there are droplets left in the air. Will smoking produce droplets in the air also?

Ms. Peak

When it comes to COVID-19 vaping is much more dangerous but certainly, when someone is exhaling from cigarette smoking then yes, that is a problem and it is a way to spread the droplets.

Commissioner Pappas

Okay, so in other words, if there are two or three people in a truck and someone is in a truck smoking...obviously you are not going to be wearing a mask when you smoke so it might be incumbent upon us to come up with rules regarding that.

Director Fauteux

Commissioner Pappas, they are not allowed to...they must have a mask on if there is more than one person in a vehicle. Just by virtue of that, they would not be able to smoke if there were more than one person in the vehicle because they must have a mask on.

Commissioner Pappas

I was actually hoping that Public Health would answer that. I may come up with some ideas about some additional rules that we can come up with during this because I do think that COVID-19 does affect the lungs and I think it's unfair for people to have to go into trucks that number one, smell like smoke, and number two, if one person is in a truck by themselves and they have two people hanging off the back of a trash truck and then they hop in the truck there are still some of the droplets in the air. Do droplets stay in the air for a few minutes?

Director Bagley

There are droplets in the air but they are not there for a long time because the idea is that the bigger the droplets are, they fall down. The idea that we have heard about and seen about the droplets in terms of proximity and time is that if an individual is around a person and they are unmasked, meaning that person is not preventing their droplets from being expelled in the air, they have to be around that person for about ten minutes. The air droplets don't hang out because they are heavy. They are not like an aerosol that is floating around unless we are using some type of procedure that aerosolizes the droplets. When we talk or even if we blow the idea is those droplets are going to fall down. So if a person is on the back of a truck and they come back in right away there is that possibility that they are exposed to those respiratory droplets that have just been released. I'm hoping that our mask ordinance is an effect and I am hearing Director Fauteux say that it is in effect when the employees are riding together in the trucks so that should reduce the concern for exposure at that particular time.

Director Fauteux

The other thing we do Commissioner Pappas is when we purchased all of our new trucks we initially thought of no smoking but what we soon found out is that we wouldn't have any employees left because most of the Public Works employees smoke. What we did is we separated them so we did not put smokers in with non-smokers. Again, when they are in the trucks and they are not alone they must wear a mask so they wouldn't be able to smoke.

Commissioner Pappas

At our next meeting, I would like to see the City Attorney, if that's possible because employers have every right...it is not their personal vehicle but vehicles that are purchased by the citizens of Nashua. I think employers can say there is no smoking in the trucks and if you don't like it...we have had restaurants and workplaces that don't allow smoking. Our trucks are our workplaces and I really think shame on us that we haven't done that for our trucks and as an employer Board I think we have the power to do that. There is nothing in the contract that allows people to smoke in trucks to my knowledge.

Director Fauteux

The other thing we have to consider is that they will be out of the trucks taking smoke breaks on a continuous basis and that's another concern that I've had with not allowing them to. It's pretty widespread in public works that folks smoke and to not allow them to smoke in vehicles would be a huge challenge. The other problem, which is probably the biggest reason we allow them to is that most of them smoke while they are plowing and if you are not going to allow them to smoke in trucks while they are plowing they will leave and go home.

Commissioner Pappas

I don't know, I think there is a lot of unemployment and I think as an employer Board I think we have the right to enforce that policy. I would have no problem coming up with that...if I

don't have the votes to back that up that's fine but I think with the unemployment rate we have...I think it's really unfair for people who don't smoke...The trucks stink forever, once that smell gets in there it's horrible and people have spent a lot of money on the new trucks.

Again, this is a question for public health. Given that we are probably going to have a planned peaceful protest this weekend. Is anyone aware of someone who may have masks available for folks who are attending that may not have a mask?

Mayor Donchess

Commissioner Pappas, it's my understanding that they are going to have masks available. I spoke with the organizers and they told me.

Commissioner Pappas

If you are outside and you think that you are going to be social distancing that's fine but if it becomes more crowded, will two masks work better than one to stop the spread?

Mayor Donchess

Yes, definitely.

Ms. Peak

Yes, because it's an extra layer.

Commissioner Pappas

My final comment to Director Bagley is as someone who has been at an increased risk for the flu or anything due to asthma, I thought it was great that one of your first years on the job you suggested for Valentine's Day that people get a flu shot even if they had never had one because that's the way you express your appreciation and love by not having others get sick. I was very impressed with that.

I have also been very impressed with your response to the Hepatitis B outbreak and how your department reached out to the homeless and I hope you keep up the good work.

Director Bagley

Thank you.

Parks and Recreation Department

A. Discussion: Parks and Recreation Summer Programs

Director Fauteux

The skate park opened yesterday and it went extremely well. We didn't have more than half a dozen at any one time. The kids are very appreciative to have it open.

We have opened the basketball courts but we are asking that no more than four people be on the courts at the same time.

The pickleball courts and tennis courts are open. Every other horseshoe pit is now open.

As far as SummerFun goes, we discussed possibly having concerts later on in the summer but no decisions have been made yet. We have canceled our major SummerFun events; opening day, and the Fairy Tale Festival.

We've already discussed the pools and the playgrounds on hold awaiting guidance from the Governor. We only have about 200 kids that have registered for camp and we normally have about 1,200. Mr. Caggiano is looking at which ones might be viable.

We have a meeting regarding the fireworks on the 4th of July and there are some real challenges with that. I did just hear that Manchester canceled theirs but no decision has been made yet.

Mr. Kates

We've had a couple of meetings regarding the fireworks with a couple of the key stakeholders; the Fire Marshall, the police department, and public health. Our primary piece of information that we were using to make decisions surrounding the 4th of July was what the other cities were doing. Our primary concern was if other cities canceled their event then Nashua would become a destination and it would be difficult to keep everyone at an appropriate distance.

We have discussed a date change but again it would become a destination because Nashua would be the only place having fireworks on that date. Mr. Caggiano has told us if we wanted to have a display in September we would really need to make a decision now.

The last piece of the decision-making surrounding the 4th of July has been if we were to a conduct fireworks display...obviously, we can't open up Holman Stadium but perhaps we could use the same location to set off fireworks. Some of the challenges to that would be that people would congregate in some of the problem areas that we see every year, the parking garages, and the neighboring streets around Holman Stadium so it would still require a massive planning effort.

We have one additional meeting coming up this week with all of the key stakeholders as well as the Mayor and we hope to propose a recommendation at that meeting. Manchester, Portsmouth, Lawrence, Lowell, and the City of Boston have all canceled their fireworks and Unfortunately, I don't really see a very good path forward for this event.

Commissioner's Comments

Commissioner Pappas

I apologize if I cut Commissioner Schoneman off during the public health discussion.

Commissioner Schoneman

When is the Board of Public Works going to meet again in person?

Mayor Donchess

That's not a local decision to start with, it's the Governor's decision that gatherings are not...

Mr. Kates, do you think that's a local option or do you think the Governor's order prohibits the in-person meeting?

Mr. Kates

Yes and no. The emergency order doesn't impact local or state government so we could open everything up tomorrow if we really wanted to but we know that's not a great decision. The problem is, and it's the same thing that faith-based organizations dealt with, is the restriction on gathering so you can't have something with more than ten people. If there is a public meeting there is the potential for more than ten people to be in the same room. We have offered all of our residents to engage in meetings remotely and so far that has been working well.

Commissioner Schoneman

Aren't we in phase II where we allowed to have 50 people?

Mr. Kates

We are not in that phase yet.

Commissioner Schoneman

The places of worship are open at 40% capacity and that could be more than 50 people in a lot of cases. Am I not understanding what phase we are in?

Mr. Kates

I think it's a good question. Unfortunately, in each state and even here in the State of New Hampshire the phased recommendations that have been provided by the CDC are not followed to the "T" so there have been liberties made for certain types of disciplines and sectors based on feedback from those groups that want to start resuming some activities. From my understanding, the faith-based institutions are actually opening up a little bit earlier than what the guidance is being provided from the CDC.

Mayor Donchess

I think part of the answer is that I think the religious services have been permitted earlier because I think they are factoring in the constitutional right to practice religion. They are

trying to pay that respect while at the same time trying to keep people as safe as possible. I think it involves interplay of the religious freedom with the desire to try to keep people as safe as possible.

Director Bagley

I've had the opportunity to meet with some of our faith-based leaders about their plans for opening up and some of them are really going to work within the parameters of maintaining as much social distancing as they can, they will continue to have some of their services via Zoom and allowing small numbers of congregants to come into their places of worship. They are also going to reduce or not allow singing where they know the spread of droplets can occur and be projected. Some have also mentioned purchasing the barriers/guards and putting them at their pulpits so when they are talking they won't spray droplets into the congregation. For those that are planning on having anyone sing it will be one person and not their choirs. They are being very intentional about their planning regarding the different activities they are going to have in their churches. They are practicing social distancing by only allowing families to sit together and everybody else has to be six feet apart. That's just from a few of the faith-based leaders who have connected with us directly. I was on a call with the Vermont and New Hampshire Baptist Congregation of congregational leaders a week and a half ago and that was a part of their plan and some of them were going to really restrict how many people they would allow into their houses of worship.

Commissioner Schoneman

I heard a rumor that the New Hampshire State Senate would be meeting in the House of Representatives, have you heard that?

Mr. Kates

That is correct and the House of Representatives are meeting UNH.

Commissioner Schoneman

Would it be out of limits for us to consider meeting in the Board of Aldermen room where we could space out? There is plenty of room for people to be six feet apart but that way we could resume in-person meetings. We are not a large Board.

Mr. Kates

I don't think the challenge is around the Board itself, I think it's the potential for an audience is the concern. I know that some of our public meetings don't have a substantial audience but I think if the potential is there that would be the concern that we have. I think another piece to consider is that I think we should look at all of the Boards and public-facing bodies starting at the same time rather than having individualized groups like the Board of Public Works start and then wait longer for something like the Board of Aldermen or the Board of Education. It would be a better strategy if all groups were able to meet publicly on a certain date.

Alderman-at-Large Michael B. O'Brien, Sr.

I am a State Representative and yes, we are meeting at the Whittemore Center, but as far as I know, the public is not invited and great pains are being made to keep within the social distancing. It is grievous that the public cannot join us but we have formats like WebEx and Channel 16 so the public can stay informed.

Commissioner Pappas

I may be sending a memo with my thoughts regarding employees smoking because it's something that has really been a head-scratcher for me. The restaurant industry has been able to adapt to the no smoking and I think as an employer we can say no smoking in the trucks. We allow plenty of breaks for employees and I really disagree with the smoking in the trucks and I think the COVID-19 makes it even worse. I think it might be worth an investment to try to get some employees to quit smoking but I don't think we should be encouraging smoking during our workdays. We have plenty of breaks for a person to indulge in a cigarette or vaping, whatever they wish.

Mayor Donchess

Are there any other Commissioner comments? There were none.

Adjournment

Commissioner Pappas made a motion to adjourn.

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

Yea: Mayor Donchess, Commissioner Teas, 4
Commissioner Pappas, & Commissioner Schoneman

Nay: 0

MOTION CARRIED: Unanimously

Meeting adjourned at 5:16 p.m.



NASHUA POLICE ATHLETIC LEAGUE

Non-Profit Serving Youth Since 1989

Nashua Public Works
9 Riverside St.
Nashua, NH 03062

June 22, 2020

Dear Nashua Board of Public Works,

Recently, Nashua PAL was honored to be chosen as the **2020 Building on Hope recipient**. This group chooses ONE nonprofit in the state, every other year, and they chose Nashua PAL. Building On Hope will completely renovate our aging building and provide PAL youth with updated safety/accessible, and new educational resource!

The Building on Hope renovation of Nashua PAL's Youth Safe Haven facility was planned to take place in May 2020, and like much else was paused due to COVID-19. This building is the home to PAL's afterschool program, and home to 100's of kids afterschool and during the vacation periods. Due to the pandemic, and in consideration of the hundreds of businesses and volunteers participating in this project, we made the difficult decision to forgo their usual 10-day "Extreme Makeover". Instead, the renovation will be completed in phases, with small groups of people, throughout the summer.

The magic of a Building on Hope renovation is that it is community-funded – **most of this \$1.2 million renovation is being accomplished by companies contributing resources at no charge**. All of the 300+ businesses contributing to this project are based in New Hampshire, and many from Greater Nashua. Nashua PAL is raising funds for items unable to be donated, but we are depending on the generosity of our community to make this renovation happen for PAL youth.

Nashua PAL has already secured approval from the Board of Alderman to waive all permit fees. We hope that you will agree, this is a worthy effort, and worth an exception that will help make a volunteer contractors commitment, that much more achievable. Today, **we are asking for a waiver of traditional fees for waste**. We expect to produce 10-12 containers in total. During demolition, 4-6, and another 5-7 during the course of the project. Container contents would be; C and D, trash, and some concrete/brick. The small amount of asbestos that is coming out will be handled by another company offering to take on that portion of the project.

Again, this is a 100% volunteer project with contractors, masons, electricians, and demo and waste companies alike donating their time and energy for this project. This concession from DPW would make a big difference in the project. For a major project like this, every little bit adds up to one amazing whole!

I invite each of you to the reveal, once this project is complete! **Please consider this request.**

Sincerely,

Shaun Nelson
Nashua PAL
Executive Director

BOARD MEMBERS

BOB CANAWAY

Black Duck Software

CHIEF MICHAEL CARIGNAN

Nashua Police Department

MICHELE CHAKAS

Southern NH Medical Center

JAY COHEN

Southern NH University

SIDI CUKO

Southern NH Medical Center

NICHOLAS DAHL

Department of Veterans Affairs

STEVE DICKSON

Red Hat, Inc.

MIKE HALL

EcoLab

E. GWEN KRAILO

Nashua Foundries, Inc.

DONALD R. MCCARTY

BAE Systems

CPT. E. Z. PAULSON

Nashua Police Department

STEPHEN SAXE

AlphaGraphics

SHAMERA SIMPSON

American Found. for Suicide Prevention

GERRELL SMITH

AFLAC

PATRICK WARD

Federal Bureau of Prisons

EXECUTIVE DIRECTOR

SHAUN NELSON

PAL OFFICER

OFFICER MICHAEL DEBISZ

ATHLETIC DIRECTOR

NICK DAHL

GYMNASIUM DIRECTOR

JOSEPH LAPLANTE

New Hampshire Nonprofit
Serving Youth since 1989

Federal Tax ID
02-0427526

Board of Aldermen

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



MEMORANDUM

TO: Board of Public Works
FROM: Donna Graham, Legislative Affairs Manager
DATE: May 27, 2020
SUBJ.: Referral from Board of Aldermen

Resolution R-20-040 – AUTHORIZING THE MAYOR AND CITY TREASURER TO BORROW FROM THE NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES STATE REVOLVING LOAN FUND AN ADDITIONAL AMOUNT NOT TO EXCEED TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) FOR PUMP STATION UPGRADES

Please be advised that the Board of Aldermen met on May 26, 2020 and referred the above-referenced resolution to the Budget Review Committee and the Board of Public Works for review and recommendation.

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

Attached – R-20-040



RESOLUTION

AUTHORIZING THE MAYOR AND CITY TREASURER TO BORROW FROM THE NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES STATE REVOLVING LOAN FUND AN ADDITIONAL AMOUNT NOT TO EXCEED TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) FOR PUMP STATION UPGRADES

CITY OF NASHUA

In the Year Two Thousand and Twenty

WHEREAS R-15-150 “Authorizing the Mayor and City Treasurer to borrow an amount not to exceed Eight Million Five Hundred Thousand Dollars (\$8,500,000) through the issuance of bonds and/or a loan through the New Hampshire Department of Environmental Services State Revolving Loan Fund for pump stations upgrades” was passed by the Board of Aldermen on July 14, 2015; and

WHEREAS the pump station upgrades project has been broken into two phases with Phase I having an estimated cost of \$4,885,000 and currently funded through a loan from the New Hampshire Department of Environmental Services State Revolving Loan Fund. Additional funding is needed to complete Phase II of the pump station upgrades, which has an estimated cost of \$6,115,000, requiring the city to borrow an additional amount up to \$2,500,000, increasing the total authorization for the Pump Stations Upgrade Project from \$8,500,000 to \$11,000,000.

NOW THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of Nashua that the Mayor of the City of Nashua and the City Treasurer of the City of Nashua are hereby authorized to borrow an additional amount up to Two Million Five Hundred Thousand Dollars (\$2,500,000), which increases the total project amount not to exceed Eleven Million Dollars (\$11,000,000), through the low interest loan program offered through the State of New Hampshire Department of Environmental Services, identified as the State Revolving Loan Fund. The proceeds of said loans shall be used to fund the Pump Stations Upgrade Project Phase I and II.

Mayor James Donchess is hereby authorized on behalf the City of Nashua to file an application for a loan to be made in accordance with New Hampshire Code of Administrative Rules Chapter Env-Wq 500. If such loan is made the City of Nashua agrees to repay the loan as stipulated in the loan agreement.

RESOLUTION

R-20-040

The Treasurer for the City of Nashua is hereby authorized to furnish such information and take such other action as may be necessary to enable the City of Nashua to qualify for the loan.

The Treasurer for the City of Nashua is hereby designated as authorized representative of the City of Nashua for the purpose of furnishing such information, data and documents pertaining to the City of Nashua for the loan as may be required, and otherwise to act as the authorized representative of the City of Nashua in connection with this application.

RESOLVED FURTHER that the Mayor is authorized to enter into the required contracts therefore as well as any amendments to be made thereto or any other documentation necessary for the receipt of said funds.

LEGISLATIVE YEAR 2020

RESOLUTION:

R-20-040

PURPOSE:

Authorizing the Mayor and City Treasurer to borrow from the New Hampshire Department of Environmental Services State Revolving Loan Fund an additional amount not to exceed two million five hundred thousand dollars (\$2,500,000) for pump station upgrades

ENDORSER(S):

Mayor Jim Donchess

**COMMITTEE
ASSIGNMENT:**

Budget Review Committee
Board of Public Works

FISCAL NOTE:

It is anticipated that the additional loan (\$2,500,000) will be approved in FY 21 for a term of twenty years. It is estimated that the interest rate will be approximately 2.0% and the total cost for the loan will be approximately \$3,025,000 including interest. The average annual payment will be approximately \$153,000 with the beginning years at a higher amount.

ANALYSIS

This resolution authorizes the Mayor and the City Treasurer of the City of Nashua to borrow up to \$2,500,000 in additional funds from the State of New Hampshire Revolving Loan Fund to be used for expenses related to completing the Pump Stations Upgrade Project.

Pursuant to Nashua City Charter §54-a, this Resolution requires a “duly advertised public hearing”. Also see NH RSA 33:9, which requires a 2/3 vote for passage of this Resolution.

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

**Approved as to account structure, Financial Services Division
numbers, and amount:**

By: _____ /s/ David Fredette

Approved as to form:

Office of Corporation Counsel

By: _____ /s/ Dorothy Clarke

Date: _____ May 20, 2020



THE CITY OF NASHUA

Division of Public Works

Solid Waste Department

"The Gate City"

Board of Public Works Meeting of June 30, 2020 Solid Waste Department

Agenda

- A. Motion:** To approve the Cooperative Service Agreement between the City of Nashua and the USDA Wildlife Management Service not to exceed \$80,462.98 for FY21. Funding for this agreement is through Department: 168 Solid Waste; Fund: Solid Waste; Account Classification 53 Professional & Technical Services.
- B. Motion:** To approve spending up to \$4,000 from the Public Works Asbestos Site Expendable Trust Fund to pay for health and safety related items and work site supplies for the asbestos disposal site team. Funding for this is through Department: 168 Solid Waste; Fund: Trust; Account Category: 61 Supplies & Materials.
- C. Informational:** Thank you letter

City of Nashua, Public Works Division

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

From: Jeff Lafleur, Superintendent
Solid Waste Department

Re: USDA Wildlife Management Service Agreement

A. Motion: To approve the Cooperative Service Agreement between the City of Nashua and the USDA Wildlife Management Service not to exceed \$80,462.98 for FY21. Funding for this agreement is through Department: 168 Solid Waste; Fund: Solid Waste; Account Classification 53 Professional & Technical Services.

Attachment: Cooperative Service Agreement between the City of Nashua, Four Hills Landfill and the United States Department of Agriculture, Animal and Plant Inspection Service (APHIS) Wildlife Services.

Discussion: The Cooperative Service Agreement (CSA) between the City of Nashua and the USDA Wildlife Service is a renewal of the ongoing integrated gull management project. The Solid Waste Department worked with Aphis to secure a one-year agreement. Aphis has worked with the City for many years now and has done a superior job with gull management and filing reports and permits with the State of NH. Its purpose is to reduce on and off-site conflicts associated with large concentrations of gulls and other birds at the Four Hills Landfill that could potentially affect the surrounding neighborhoods. The CSA covers Wildlife Service activities for the period of July 1, 2020 through June 30, 2021.

Through this agreement, trained personnel are assigned to the Four Hills Landfill Monday through Friday to control gull populations utilizing standardized harassment techniques. All necessary permitting and reporting is coordinated with the USDA.

Please see the attached copy of the Cooperative Service Agreement for further details.

This expense is a budgeted item and is subject to approval of the FY21 budget.

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

ARTICLE 1 – PURPOSE

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

ARTICLE 2 – AUTHORITY

APHIS-WS has statutory authority under the Acts of March 2, 1931, 46 Stat. 1468-69, 7 U.S.C. §§ 8351-8352, as amended, and December 22, 1987, Public Law No. 100-202, § 101(k), 101 Stat. 1329-331, 7 U.S.C. § 8353, to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions while conducting a program of wildlife services involving mammal and bird species that are reservoirs for zoonotic diseases, or animal species that are injurious and/or a nuisance to, among other things, agriculture, horticulture, forestry, animal husbandry, wildlife, and human health and safety.

ARTICLE 3 - MUTUAL RESPONSIBILITIES

The cooperating parties mutually understand and agree to/that:

1. APHIS-WS shall perform services set forth in the Work Plan, which is attached hereto and made a part hereof. The parties may mutually agree in writing, at any time during the term of this agreement, to amend, modify, add or delete services from the Work Plan.
2. The Cooperator certifies that APHIS-WS has advised the Cooperator there may be private sector service providers available to provide wildlife damage management (WDM) services that the Cooperator is seeking from APHIS-WS.
3. There will be no equipment with a procurement price of \$5,000 or more per unit purchased directly with funds from the Cooperator for use on this project. All other equipment purchased for the program is and will remain the property of APHIS-WS.
4. To meet as determined necessary by either party to discuss mutual program interests, accomplishments, needs, technology, and procedures to maintain or amend the Work Plan. Personnel authorized to attend meetings under this Agreement shall be the Cooperator Vice

President of Legal or his/her designee, the State Director or his/her designee, and/or those additional persons authorized and approved by the Cooperator and the State Director.

5. The cooperating parties agree to coordinate with each other before responding to media requests on work associated with this project.

ARTICLE 4 - COOPERATOR RESPONSIBILITIES

The Cooperator agrees:

1. To designate the following as the authorized representative who shall be responsible for collaboratively administering the activities conducted in this agreement;

Lisa Fauteux, Director
Division of Public Works
9 Riverside Street
Nashua, NH 03062
Phone: (603)589-3140
fauteuxl@nashuanh.gov

2. To authorize APHIS-WS to conduct direct control activities as defined in the Work Plan. APHIS-WS will be considered an invitee on the lands controlled by the Cooperator. The Cooperator will be required to exercise reasonable care to warn APHIS-WS as to dangerous conditions or activities in the project areas.
3. To reimburse APHIS-WS for costs, not to exceed the annually approved amount specified in the Financial Plan. If costs are projected to exceed the amount reflected in the Financial Plan, the agreement with amended Work Plan and Financial Plan shall be formally revised and signed by both parties before services resulting in additional costs are performed. The Cooperator agrees to pay all costs of services submitted via an invoice from APHIS-WS within 30 days of the date of the submitted invoice(s). Late payments are subject to interest, penalties, and administrative charges and costs as set forth under the Debt Collection Improvement Act of 1996.
4. To provide a Tax Identification Number or Social Security Number in compliance with the Debt Collection Improvement Act of 1996.
5. As a condition of this agreement, the Cooperator ensures and certifies that it is not currently debarred or suspended and is free of delinquent Federal debt.
6. To notify APHIS-WS verbally or in writing as far in advance as practical of the date and time of any proposed meeting related to the program.
7. The Cooperator acknowledges that APHIS-WS shall be responsible for administration of APHIS-WS activities and supervision of APHIS-WS personnel.
8. All equipment purchased for the program is and will remain the property of APHIS WS.

9. To obtain the appropriate permits for removal activities for herring, great black-backed, ring-billed gulls and turkey vultures and list USDA, APHIS, Wildlife Services as a sub-permittee.
10. To provide training to Landfill staff to conduct bird harassment activities on weekends and Federal Holidays to effectively keep birds from using the landfill when Wildlife Services personnel are not present at the landfill.
11. To provide storage space in a secure building for a locked gun cabinet supplied by WS for storage of firearms and pyrotechnics when these devices are not in active use. WS is required to store guns overnight in a locked gun safe (WS Directive 2.615).
12. To provide an indoor working space to complete necessary paperwork.

ARTICLE 5 – APHIS-WS RESPONSIBILITIES

APHIS-WS Agrees:

1. To designate the following as the APHIS-WS authorized representative who shall be responsible for collaboratively administering the activities conducted in this agreement.

David Allaben, State Director, NH/VT Wildlife Services
USDA, APHIS, WS
59 Chenell Drive Suite 7
Concord, NH 03301
Phone: (603)223-6832
David.j.allaben@usda.gov
2. To conduct activities at Four Hills Landfill and adjacent condominiums as described in the Work and Financial Plans. APHIS-WS will provide qualified personnel and other resources necessary to implement the approved WDM activities delineated in the Work Plan and Financial Plan of this agreement.
3. That the performance of wildlife damage management actions by APHIS-WS under this agreement is contingent upon a determination by APHIS-WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable federal statutes. APHIS-WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.
4. To invoice the Cooperator monthly for actual costs incurred by APHIS-WS during the performance of services agreed upon and specified in the Work Plan. Authorized auditing representatives of the Cooperator shall be accorded reasonable opportunity to inspect the accounts and records of APHIS-WS pertaining to such claims for reimbursement to the extent permitted by Federal law and regulations.
5. To coordinate with the Cooperator before responding to all media requests.

6. To provide qualified personnel to initiate and conduct the control and assessment activities as outlined in the Work and Financial Plans in this agreement.
7. To prepare a final report of activities conducted under this agreement.
8. To administer the field control program through Federal supervision.
9. To help secure all necessary wildlife permits for conducting the integrated program.
10. To wear appropriate safety equipment and follow safety guidelines to comply with APHIS WS and landfill procedures.
11. The Cooperator shall have the right to use or permit the use of all estimates, reports, records, data, charts, documents, models, designs, renderings, drawings, specifications, computations and other papers of any type whatever, whether in the form of writing, figures, or delineations, or any ideas or methods represented by them, which are prepared or compiled in connection with this agreement, for any purpose and at any time without other compensation than that specifically provided herein.

ARTICLE 6 – CONTINGENCY STATEMENT

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

ARTICLE 7 – NON-EXCLUSIVE SERVICE CLAUSE

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

ARTICLE 8 – CONGRESSIONAL RESTRICTIONS

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

ARTICLE 9 – LAWS AND REGULATIONS

This agreement is not a procurement contract (31 U.S.C. 6303), nor is it considered a grant (31 U.S.C. 6304). In this agreement, APHIS-WS provides goods or services on a cost recovery basis to nonfederal recipients, in accordance with all applicable laws, regulations and policies.

ARTICLE 10 – LIABILITY

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

ARTICLE 11 – NON-DISCRIMINATION CLAUSE

The United States Department of Agriculture prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. Not all prohibited bases apply to all programs.

ARTICLE 12 - DURATION, REVISIONS, EXTENSIONS, AND TERMINATIONS

This agreement shall become effective on July 1, 2020 and shall continue through June 31, 2021, not to exceed five years. This Cooperative Service Agreement may be amended by mutual agreement of the parties in writing. The Cooperator must submit a written request to extend the end date at least 10 days prior to expiration of the agreement. Also, this agreement may be terminated at any time by mutual agreement of the parties in writing, or by one party provided that party notifies the other in writing at least 30 days prior to effecting such action. Further, in the event the Cooperator does not provide necessary funds, APHIS-WS is relieved of the obligation to provide services under this agreement.

In accordance with the Debt Collection Improvement Act of 1996, the Department of Treasury requires a Taxpayer Identification Number for individuals or businesses conducting business with the agency.

City of Nashua Tax ID No.: 02-6000581
APHIS-WS's Tax ID: 41-0696271

City of Nashua, Four Hills Landfill:

_____ Lisa Fauteux, Director Division of Public Works City of Nashua, Four Hills Landfill	_____ Date
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**UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
WILDLIFE SERVICES**

_____ David Allaben, State Director USDA, APHIS, WS 59 Chenell Dr. Suite 7 Concord, NH 03301	_____ Date
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_____ Willie D. Harris Director, Eastern Region USDA, APHIS, WS 920 Main Campus Drive; Suite 200 Raleigh, NC 27606	_____ Date
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WORK PLAN

In accordance with the Cooperative Service Agreement between the Cooperator and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), this Work Plan sets forth the objectives, activities and budget of this project during the period of this agreement.

The APHIS WS program uses an Integrated Wildlife Damage Management (IWDM) approach (sometimes referred to as IPM or “Integrated Pest Management”) in which a series of methods may be used or recommended to reduce wildlife damage. These methods include the alteration of cultural practices as well as habitat and behavioral modification to prevent damage. However, controlling wildlife damage may require that the offending animal(s) are killed or that the populations of the offending species be reduced.

Description of Damage:

The Four Hills Landfill is located in the City of Nashua. Accumulation of food waste at the landfill is an attractant for gulls and turkey vultures. Birds attracted to the landfill have caused conflicts in neighborhoods adjacent to and nearby the landfill.

Program Objective

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

Plan of Action

1. Wildlife Services will staff the integrated bird damage management and monitoring program five working days (8-9 hours) from July 1, 2020 through June 30, 2021 except government holidays, mandatory scheduled training days and under extreme weather conditions.
2. Wildlife Services will provide bird harassment training as required of landfill personnel.
3. Wildlife Services will assist the City in obtaining a USFWS depredation permit for 2020-2021. Wildlife Services will assume responsibility for processing the USFWS permit application for the City’s signature.
4. Wildlife Services will continue monitoring efforts of wildlife activity and presence at the nearby Ledgewood Hills condominiums and other surrounding areas deemed to be of concern to the City and impacted by gulls, starlings or other birds associated with Four Hills Landfill activities to assess the effectiveness of the integrated gull harassment program. Wildlife Services will also conduct harassment activities at the Ledgewood Hills condominiums and other identified nearby properties as necessary and agreed upon, to reduce gull activity and associated damage to property.
5. Wildlife Services will conduct woodchuck control activities on landfill property to reduce burrowing activity and potential damage to landfill property as requested.
6. Wildlife Services will provide the City and other interested parties a summary report including recommendations of integrated harassment activities.

Effective Dates:

The cooperative agreement shall become effective on July 1, 2020, and shall expire on June 30, 2021.

**FINANCIAL PLAN
2021**

Cost Element		Full Cost
Personnel Compensation		\$57,823.60
Travel		
Vehicles		\$ 2,958.33
Other Services		N/A
Supplies and Materials		\$ 2,500.00
Equipment		N/A
Subtotal (Direct Charges)		\$63,281.93
Pooled Job Costs [for non-Over-the Counter projects]	11.00%	\$ 6,961.01
Indirect Costs	16.15%	\$10,222.03
Aviation Flat Rate Collection		N/A
Agreement Total		\$80,462.98
The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed: \$80,462.98		

Financial Point of Contact:

Jeff Lafleur, Superintendent
City of Nashua
Solid Waste Department
840W. Hollis St.
Nashua, NH 03062
Phone: (603)589-3410
Email: lafleur@nashuanh.gov

Lori Freeman
USDA, APHIS, WS
59 Chenell Drive, Suite 7
Concord, NH 03301
Phone: (603)223-6832
Lori.Freeman@usda.gov

City of Nashua, Public Works Division

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

From: Jeff Lafleur, Superintendent
Solid Waste Department

Re: Asbestos Disposal Site Team Health, Safety and Work Site Supplies

B. Motion: To approve spending up to \$4,000 from the Public Works Asbestos Site Expendable Trust Fund to pay for health and safety related items and work site supplies for the asbestos disposal site team. Funding for this is through Department: 168 Solid Waste; Fund: Trust; Account Category: 61 Supplies & Materials.

Attachment: List of items requested and their estimated costs.

Discussion: The Solid Waste Department is asking to have up \$4,000.00 made available from the Public Works Asbestos Site Expendable Trust Fund to pay for health, safety and work site equipment and supplies related to asbestos site cleanup and disposal.

Currently the department is running low on several asbestos related PPE items such as respirator masks, protective clothing and gloves as well as tools and site cleanup items including asbestos-rated bags. The money we are asking for will be to restock all of these supplies as well as pay for respirator fit testing and exams and the annual NHDES ADS Worker's License Fees that our employees must possess to do this work.



City of Nashua

Division of Public Works
9 Riverside Street
Nashua, NH 03062

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

MEMO

Date: June 15, 2020
To: Board of Public Works
From: Jeff Lafleur, Kerry Converse
Cc: Lisa Fauteux
Re: Asbestos Disposal Site Team Work Supplies

Listed below are health and safety related items and work site supplies that are needed by the Asbestos Disposal Site team. We request that the funds to purchase these items come from the expendable trust fund established for this purpose. A list of the supplies and equipment, and estimated costs are as follows.

- Annual NHDES ADS Contractor's License Fee \$250
- Annual NHDES ADS Worker's License Fee (6 Employees) \$300
- Duct Tape, 2", 1 case (24 rolls) \$80
- Leather Palm Gloves (6 dozen) \$200
- Nitrile Gloves, X-Large, 100 ct. (6 boxes) \$210
- Rubber/PVC Boots, Steel Toe, Size 12 (6 pair) \$90
- Respirator Fit Testing and Exams (6 employees) \$720
- Respirators, Half-face, Large (12 each) \$600
- Black 36" x 50" Asbestos Danger Printed Poly Bags, 75/roll (3 rolls) \$270
- 3-gallon Portable Sprayer (2 each) \$60
- Orange Traffic Cones, 12-pack (2 each) \$200
- Round Point Shovel (4 each) \$120
- Square Point Shovel (4 each) \$160
- Water tank Kit for Husquavarna Concrete Saw (1 each) \$120
- Blades for Husquavarna Concrete Saw (2 each) \$220
(Cougar Heavy Duty 14" Dry/Wet Concrete Diamond Blade)

Estimated Total: \$3,600.00(+ shipping)

Administration Business Office (603) 589-3140	Street Department (603) 589-4750	City Engineer (603) 589-312077	Parks-Recreation Department (603) 589-3370	Solid Waste Department (603) 589-3410	Wastewater Treatment Plant (603) 589-3560
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City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: June 30, 2020

From: Jeff Lafleur, Superintendent
Solid Waste Department

C. Informational: Thank you Letter

Attachment: Thank you Letter

Discussion:

May 26, 2020

John A Tusini
7 Rosedale Lane
Nashua, NH 03062

Mr. Jeffrey Lafleur
Superintendent of Solid Waste
Four Hills Landfill
840 West Hollis St
Nashua, NH 03062

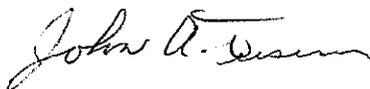
Dear Mr. Lafleur, I wanted to inform you that the gentleman, Mr John Naro, who is assigned to the Landfill Scale house is doing an exceptional job.

He is informative and treats all customers equally well. He knows his duties and has no problem getting his information out to all customers.

He has good knowledge of the rules, laws, and explains when necessary why it is important that all customers abide by them.

Also, it seems that the young lady with him is being trained in the same way in which he had been trained.

I just thought you should know when one of your employees is doing what appears to be an exceptional job.

A handwritten signature in cursive script that reads "John A. Tusini".

John A Tusini



THE CITY OF NASHUA

*Division of Public Works
Engineering Department*

"The Gate City"

Board of Public Works Meeting of June 30, 2020 Engineering Department

Agenda

- A. Motion:** To approve the Residential and Commercial Wastewater Service Permits and Fees as submitted.
- B. Motion:** To approve the hardship request from Liberty Utilities for excavation to repair two Grade 2 leaks located at 10 Manchester St and the Cote Ave/Chapman St intersection.

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: June 30, 2020

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

Re: Residential and Commercial Wastewater Service Permits

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

Discussion: Below is a list of Residential and Commercial Wastewater Service Permits issued for the period May 1 to May 31, 2020.

Date	Permit #	Location Address	Resident Name/ Company Name	Comments (Residential or Commercial)	Fees	Repair	Entrance	Connection	Betterment
5/16/2020	24020	10 Paxton Ter	Greater Nashua Habitat	Residential New Connection	\$590.00		X		
5/22/2020	24021	36 Tolles St	Teen Challenge New England, Inc	Commercial Increase Use	\$590.00		X		
TOTAL					\$1,180.00				

City of Nashua, Public Works Division

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

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

Re: Request to Excavate – Five-year Moratorium – 10 Manchester St. and the Cote Ave/Chapman St. intersection

B. Motion: To approve the hardship request from Liberty Utilities for excavation to repair two Grade 2 leaks located at 10 Manchester St. and the Cote Ave/Chapman St. intersection.

Attachments: Letters from Liberty Utilities dated May 22, 2020 and June 1, 2020 with maps of impacted areas

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

- 10 Manchester St (October 2015)
- Cote Ave/Chapman St intersection (July 2018)

The New Hampshire Public Utilities Commission requires that Grade 2 leaks be repaired within six months and the calendar year of their discovery. Liberty Utilities affirms that 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-feet beyond either end of the paved area.”

Should the Board choose to grant this waiver, Liberty understands that restoration of the moratorium paving area disturbed will need to be completed according to City of Nashua Ordinances.



May 22, 2020

Mr. Daniel Hudson
City of Nashua Division of Public Works Engineering Department
9 Riverside Street
Nashua, NH 03062

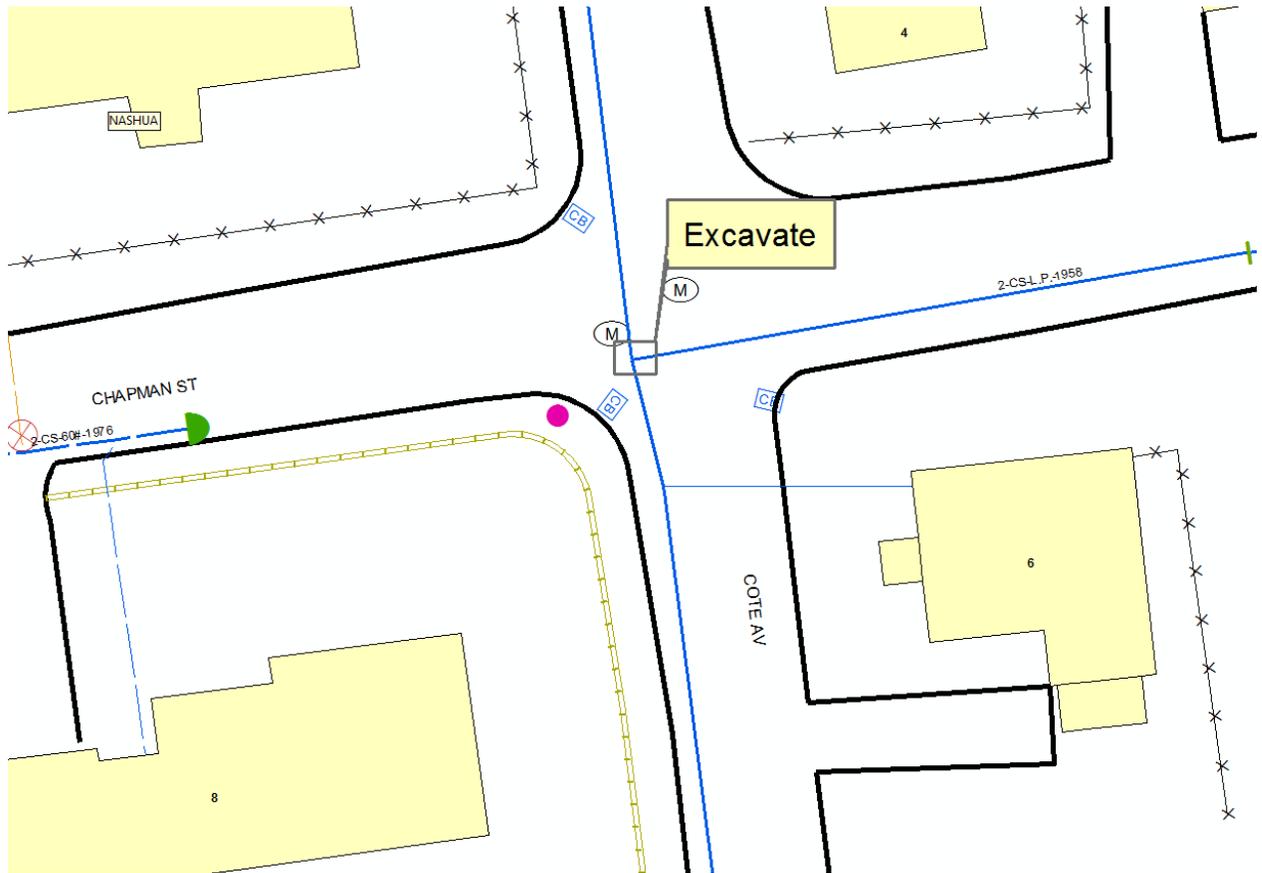
RE: Proposed Moratorium Excavation – Cote Ave at Chapman St

Attn. Mr. Hudson:

Liberty Utilities respectfully requests hardship to complete limited excavation in moratorium paving areas at the intersection on Cote Ave and Chapman St. The disturbance would entail of an excavation approximately 4' wide by 8' long at this location. 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 six months and the calendar year of their discovery. This intersection was leak surveyed prior to their most recent paving, and any leaks found at the time were repaired. Liberty understands that restoration of the moratorium paving areas 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,

Brad Marx
Liberty Utilities



Location of leak to be repaired at the intersection of Cote Ave and Chapman St



June 1, 2020

Mr. Daniel Hudson
City of Nashua Division of Public Works Engineering Department
9 Riverside Street
Nashua, NH 03062

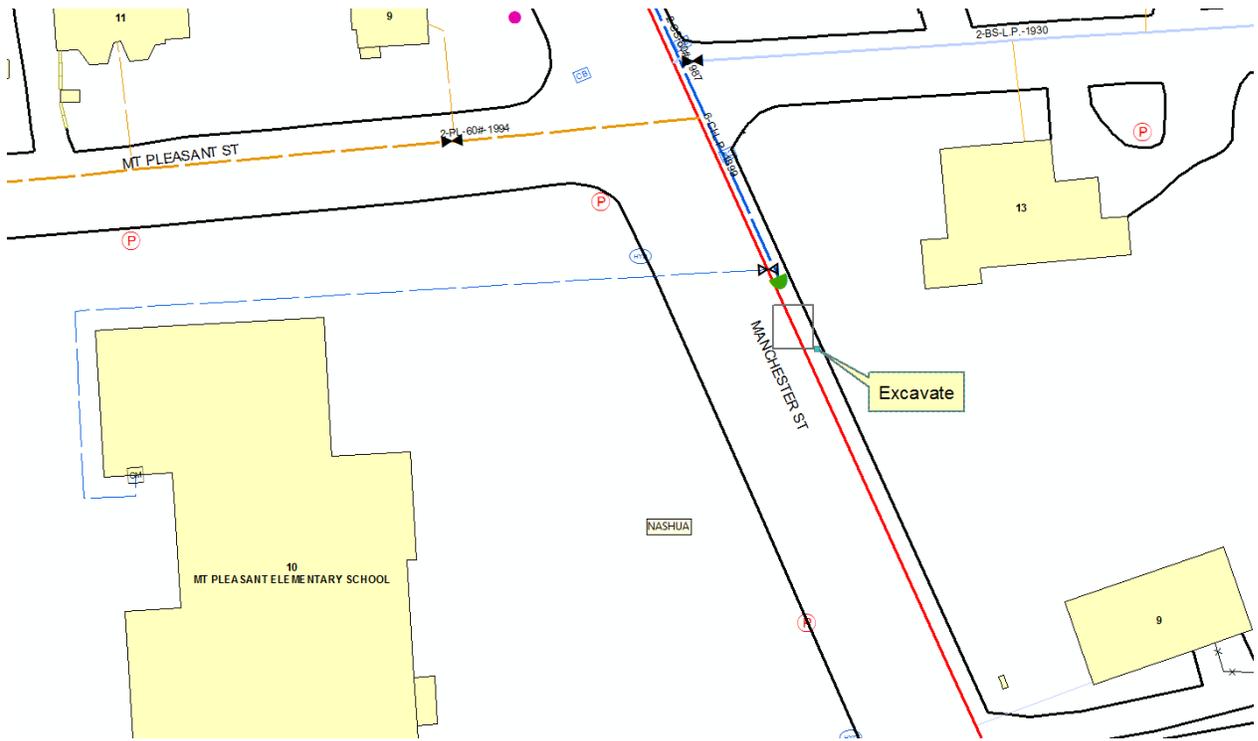
RE: Proposed Moratorium Excavation – 10 Manchester St

Attn. Mr. Hudson:

Liberty Utilities respectfully requests hardship to complete limited excavation in moratorium paving area at 10 Manchester St. The disturbance would entail of an excavation approximately 4' wide by 8' long at this location. 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 six months and the calendar year of their discovery. Manchester St was leak surveyed prior to their most recent paving, and any leaks found at the time were repaired. Liberty understands that restoration of the moratorium paving areas 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,

Brad Marx
Liberty Utilities



Location of leak to be repaired at 10 Manchester St



THE CITY OF NASHUA

Division of Public Works

Street Department

"The Gate City"

Board of Public Works Meeting of June 30, 2020 Street Department

Agenda

- A. Motion:** To approve the award of the FY20 Pavement Markings contract to Hi-Way Safety Systems, Inc. of Rockland, MA in the amount of \$248,570. Funding for this contract is through Department 161: Streets; Fund: General and Prior Year Escrow; Account Classification: 54 – Other Services.
- B. Motion:** To approve the purchase of 2- CMS-T333 Electronic Message Boards from American Signal Company of Atlanta, GA for the total purchase price of \$33,602. Funding will be through Department: 161 Street; Fund: Grant; Activity: GOFERR Grant.

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: June 30, 2020

From: Jon Ibarra, Superintendent
Street Department

RE: FY20 Pavement Markings Contract

A. Motion: To approve the award of the FY20 Pavement Markings contract to Hi-Way Safety Systems, Inc. of Rockland, MA in the amount of \$248,570. Funding for this contract is through Department 161: Streets; Fund: General and Prior Year Escrow; Account Classification: 54 – Other Services.

Discussion: The City of Nashua solicited bids for the pavement markings contract (IFB0662-060520). Hi-Way Safety Systems, Inc. was the only company to submit a bid proposal. Hi-Way Safety Systems has been awarded the Pavement Markings Contract for the past several years. During this period Hi-Way Safety provided reliable and responsive services. The contract award is for the City of Nashua annual pavement marking program per the schedule of prices received 6/05/2020.

City of Nashua, Public Works Division

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

From: Jonathan Ibarra, Superintendent
Street Department

Re: Purchase of 2-CMS-T333 Electronic Message Boards

B. Motion: To approve the purchase of 2- CMS-T333 Electronic Message Boards from American Signal Company of Atlanta, GA for the total purchase price of \$33,602. Funding will be through Department: 161 Street; Fund: Grant; Activity: GOFERR Grant.

Attachments: Quote

Discussion: American Signal Co. quoted these message boards through the HGAC which is the equivalent of the State Bid.

We currently have 4 message boards that are being used for COVID related messaging. These two new message boards will be funded through the GOFFER grant as part of the reconstitution process not the Street Department budget. The additional message boards will enable the City to set up messaging more broadly throughout the city.

The message boards will come equipped with cell modem with GPS for remote operation.

QUOTATION



AMERICAN SIGNAL COMPANY

American Signal
 2755 Bankers Industrial Dr
 Atlanta, GA 30360
 Tel: 770-448-6650 Fax:
 Email:
<http://amsig.com>

Date : 01 Jun 2020
 Our Reference : QU-0001809
 PO No. :
 Customer Code : NASH02

CUSTOMER
 CITY OF NASHUA, NH
 ACCOUNTS PAYABLE P.O. BOX 2019
 NASHUA, NH 03061-2019

DELIVER TO
 CITY OF NASHUA, NH
 ACCOUNTS PAYABLE P.O. BOX 2019
 NASHUA, NH 03061-2019

Contact: John Stewart Contact Phone: (603) 589-4714 Contact Email: StewartJ@NashuaNH.gov
 Sales Rep: SI001 Rep Phone: Payment Terms: 1 Month from end of month in which
 delivery was made
 Rep Email: Shipping Terms: Bill the Customer

Line #	Product	Description	Quantity	UOM	Price	Value
0	AMS3006527	CMS-T333 LITE PCMS, WEBBEXPRESS	2	Each	13750.00	27500.00
	1	- 4LED/Pixel, 5 x 7, 21 rows x 40 columns w/dynapoint lens, 18" Characters, (8) 6V Deep Cell Batteries, WebbExpress CPU System - HGAC Pricing Program				

If signed, can serve as PO: _____
 Ship Date Requested: _____
 Ship To: _____

 Shipping Contact: _____
 Phone: _____
 Email: _____
 Trailer Color: _____ Hitch Type: _____

Continued

QUOTATION



AMERICAN SIGNAL COMPANY

American Signal
 2755 Bankers Industrial Dr
 Atlanta, GA 30360
 Tel: 770-448-6650 Fax:
 Email:
<http://amsig.com>

Date	: 01 Jun 2020
Our Reference	: QU-0001809
PO No.	:
Customer Code	: NASH02

Line #	Product	Description	Quantity	UOM	Price	Value
		Warranty 1 year				0.00
0	OPT30125430	CELL, PHONE 4G LTE/WIFI/GPS PHO-295	2	Each	886.00	1772.00
0	OPT30065395	WIFI/WIRELESS BRIDGE COM, Y-X32-1 WX	2	Each	325.00	650.00
0	OPT30065510	AIMSTAR SOLAR SYS, 80W (2X)-1 EXT/333	2	Each	1090.00	2180.00
0	FREIGHT	FREIGHT OUT	1	Each	1500.00	1500.00

PRICING ABOVE INCLUDES ORANGE TRAILER PAINT, 2" BALL TOWING HITCH, AND 4-FLAT ELECTRICAL TOWING CONNECTOR AS STANDARD. NON-STANDARD SELECTIONS MAY RESULT IN ADDITIONAL COST.
 PAYMENT TERMS: 1) 3% COD, FREIGHT PPD/ADD; 2) NET 30 WITH APPROVED CREDIT, FREIGHT COLLECT; 3) THIRD PARTY FINANCING

Lead Time - 3 weeks after Recieipt of Order

Shipping Terms: FOB American Signal Company, Atlanta GA. Shipping to be paid upon delivery, unless prior arrangements have been made. Facility should have forklift or other means to unload units.

Buyer agrees to American Signal's terms and conditions. There are terms and conditions applicable to this transaction in addition to those specified above, which are available upon your request. Any special requirements need to be noted on purchase order

If signed, can serve as PO: _____

Ship Date Requested: _____

Ship To: _____

Shipping Contact: _____

Phone: _____

Email: _____

Trailer Color: _____ Hitch Type: _____

Value of Goods	\$ 33,602.00
Total Discount	\$ 0.00
Quotation Total	\$ 33,602.00



THE CITY OF NASHUA

Division of Public Works

Wastewater Department

"The Gate City"

Board of Public Works Meeting of June 30, 2020 Wastewater Department

Agenda

- A. Motion:** To approve the purchase of the chemical Sodium Hypochlorite in the amount of \$125,000 from Borden & Remington of Fall River, MA. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 61 Supplies & Materials.
- B. Motion:** To approve the purchase of the chemical Sodium Bisulfite in the amount of \$64,000 from JCI Jones Chemical of Sarasota, FL. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 61 Supplies & Materials.

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: June 30, 2020

From: David Boucher, Superintendent
Wastewater Department

Re: Sodium Hypochlorite

A. Motion: To approve the purchase of the chemical Sodium Hypochlorite in the amount of \$125,000 from Borden & Remington of Fall River, MA. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 61 Supplies & Materials.

Discussion: The Wastewater Department again participated in the Northeast/Merrimack Valley Chemical Consortium (NEMVCC) bid process. Sealed bids were due by May 21, 2020 electronically or on paper to the Groton Water Department.

Borden & Remington was the low bidder for Sodium Hypochlorite. Sodium Hypochlorite is used to disinfect the wastewater before it is discharged into the Merrimack River. It is also used in odor control for the air scrubber system. This chemical is used at the Wastewater Treatment Facility.

#104 – Sodium Hypochlorite 15%, Bulk, price/ wet lb.

Borden & Remington	Fall River, MA	\$0.0868
Univar U.S.A., Inc	Morrisville, PA	\$0.0963

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: June 30, 2020

From: David Boucher, Superintendent
Wastewater Department

Re: Sodium Bisulfite

B. Motion: To approve the purchase of the chemical Sodium Bisulfite in the amount of \$64,000 from JCI Jones Chemical of Sarasota, FL. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 61 Supplies & Materials.

Discussion: The Wastewater Department again participated in the Northeast/Merrimack Valley Chemical Consortium (NEMVCC) bid process. Sealed bids were due by May 21, 2020 electronically or on paper to the Groton Water Department.

JCI Jones Chemical was the low bidder for sodium bisulfite for the FY21 bid. Sodium bisulfite is used to remove residual chlorine in the wastewater before it is discharged. This chemical is used at the Wastewater Treatment Facility.

#79 – Sodium Bisulfite 38%, Bulk, price/ wet lb.

JCI Jones Chemical	Sarasota, FL	\$0.1179
PVS Chemical Solutions	Detroit, MI	\$0.1265
Univar U.S.A., Inc	Morrisville, PA	\$0.1790
Holland, Co	Adams, MA	\$0.1650



THE CITY OF NASHUA

Division of Public Works

Administration Department

"The Gate City"

Board of Public Works Meeting of June 30, 2020 Administration

Agenda

- A. Motion:** To approve the proposed changes to the Rules and Regulations for Outdoor Dining to allow the use of umbrellas with logos.
- B. Informational:**
 - i. **Budget Transfers – May 2020**
 - ii. **Director's Report**

City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: June 30, 2020

From: Lisa Fauteux, Director Public Works
Administration

Re: Outdoor Dining Rules & Regulations – Use of Umbrellas with Logos

A. Motion: To approve the proposed changes to the Rules and Regulations for Outdoor Dining to allow the use of umbrellas with logos.

Discussion:

Old Language:

Standard Conditions

14. Umbrellas without logos are permitted as long as they don't extend beyond the permitted area.

Proposed New Language:

Standard Conditions

14. Umbrellas with logos are permitted as long as they don't extend beyond the permitted area.

**CITY OF NASHUA
REPORT OF DEPARTMENTAL BUDGET TRANSFERS
FISCAL YEAR 2020**

<u>DATE</u>	<u>ACCT UNIT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
DEPARTMENT 168 - SOLID WASTE					
04 DEPARTMENTAL BUDGET TRANSFER					
TRANSFER # 260 6 TIRES SW ROCK TRUCK					
05/07/2020	68.6000.695	55699	OTHER CONTRACTED SERVICES	12,000.00	
05/07/2020	68.6000.692	61705	TIRES		12,000.00
				12,000.00	12,000.00
TOTAL FOR ADJUSTMENT CODE 04 - DEPARTMENTAL BUDGET TRANSFER				\$12,000.00	\$12,000.00

**CITY OF NASHUA
REPORT OF DEPARTMENTAL BUDGET TRANSFERS
FISCAL YEAR 2020**

<u>DATE</u>	<u>ACCT UNIT</u>	<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
DEPARTMENT 177 - PARKS & RECREATION					
04 DEPARTMENTAL BUDGET TRANSFER					
TRANSFER # 301 VEHICLE MAINTENANCE					
06/01/2020	77.1.650	54141	WATER	6,000.00	
06/01/2020	77.1.690	61799	VEHICLE PARTS & SUPPLIES		6,000.00
				6,000.00	6,000.00
TOTAL FOR ADJUSTMENT CODE 04 - DEPARTMENTAL BUDGET TRANSFER				\$6,000.00	\$6,000.00

Board of Public Works Meeting of June 30, 2020

Department Report

Engineering Department

- **2019 Pipeline Assessment Project.** The Ted Berry Company cleaning and video inspection work is almost complete, with only a few pipes left to inspect.
- **2020 Sewer Rehabilitation (Lining).** Kenyon Pipeline Inspection is continuing to clean, video inspect, and line aging sewer pipes throughout the City under a change order that extended their 2019 contract through 2020.
- **2020 Sewer Replacement.** In the past month, contractor SUR Construction West of Winchester, NH has been completing sewer main replacement in Water St, Main St and Amherst St.
- **Integrated Plan.** Flow meters gathering dry and wet weather information in the interceptor system are to be removed this month. The collected data will be used to update the InfoWorks hydraulic model. A meeting is being scheduled to rank the criterion for comparing alternative projects, which will be used to evaluate and properly balance the financial needs for wastewater and stormwater management.
- **CMOM Implementation.** Engineering consultant Hazen and Sawyer continues to assess the condition of the wastewater collection system using CCTV inspection and make recommendations for rehabilitation of sewers in need of repair. Inspection of stormwater treatment facilities including detention ponds has been completed.
- **MS4 Stormwater Permit.** A Stormwater Coalition meeting was held to discuss methodology for sampling and testing for pollutants of outfalls flowing in dry weather.
- **NHDES SRF and SAG Funding.** Preapplications for State Aid Grants (SAG) and State Revolving Funds (SRF) loan program were completed and submitted to NHDES in an effort to obtain available state funds for wastewater projects.
- **2019 Paving Program (Arterial/Major Roads).** Brox has completed paving of Spit Brook Rd, Main Dunstable Rd, Amherst St, West Hollis St, Canal St, Pine Hill Rd, East Hollis St, Ridge Rd, Lake St and Kinsley St. Brox has also finished striping all of the completed streets from last year. Sections of Allds St and the South Main St Roundabout have been reclaimed, and base paved. The gas work on Allds St has been completed and final paving work is scheduled for late June.
- **2019 Paving Program (Local/Residential Roads).** Sunshine Paving has completed the base contract with the exception of Lincoln Ave, which was delayed due to utility conflicts. They also finished paving all of the streets added by change order. Ridge Rd, Conant Rd and Skyline Dr are now complete and less than a mile remains on the carryover work. Punch list items are being addressed on completed streets.
- **2020 Asphalt Testing.** S.W. Cole is performing plant testing of asphalt mixes and laboratory testing of pavement cores for carryover work from 2019 as well as 2020 paving work. Their 2019 contract was extended through 2020 by change order.
- **2020 Paving Program (Contracts 1 & 2).** Sunshine Paving has opened 54 of the 102 streets on the 2020 paving schedule and has final paved 34 of them. It is anticipated that the remaining 20 streets will be paved by the end of June, pending favorable weather. Based on

length of roadway completed Contract 1 is approximately 38% complete and Contract 2 is approximately 36% complete.

- **2020 Pavement Preservation Program.** A contract has been awarded to Indus Inc. to perform approximately 34 miles of crack sealing this year. It is anticipated work will start in mid-July.
- **Federal Aid Paving Project.** All resurfacing work has been completed. A change order to construct ADA ramps at Exits 6 and 7 has been approved by the NHDOT. The work is anticipated to begin in late June.
- **Pavement Degradation Fees.** Engineering has reviewed the draft NRO prepared by Legal for the addition of degradation fees. A future presentation to the BPW is planned.
- **2020 Sidewalk Program.** A contract and Notice to Proceed were issued to RWC Enterprises. Scope of work includes concrete sidewalk replacement on the south side of East Hollis Street from CVS to Harbor Ave.
- **Charlotte Ave Elementary School SRTS.** NHDOT approval to solicit bids has been received, advertisement posted on June 19th, and bids due by July 15th. Scope of work includes the construction of traffic calming and pedestrian safety improvements, including vertical granite curb, concrete and bituminous sidewalks, closed drains, and signs.
- **Atherton Ave Park (Soccer Fields Project).** Engineering is providing survey, design, and layout for two 7v7 soccer fields to replace existing baseball and softball fields. The Parks and Recreation Department is managing the project and construction is anticipated to be performed by the Streets Department.
- **Rousell Gardner Park.** Engineering is providing survey and layout for ballfield surface leveling repairs by the Parks and Recreation Department.
- **Greeley Park Boat Ramp.** Engineering is providing survey, layout, stormwater management inspections, and construction administration support for this project. Parks & Rec is managing the project with construction support from the Streets Dept. The concrete boat ramp is complete, providing a new access to the Merrimack River. The access road is complete and construction continues on the parking area and stormwater management elements.
- **Canal Street Bridge Repairs.** Only a single bid for repairs to the substructure was received and exceeded the available budget. Based on a recommendation from the engineer, Fuss & O'Neill, the project will be readvertised late in the year for construction next year. River depth data will be gathered over the course of the summer to address concerns that contractors had about potential flow conditions during construction.
- **Utility Coordination.** Engineering continues to work on a daily basis with various utility companies, and formally meets on a bi-weekly basis, to coordinate the timing and location of water, gas, and electric utilities improvements throughout the City.
- **Private Development.** Plan reviews include resubmittal or newly submitted: Fairgrounds Middle School at 27 Cleveland St site access and parking modifications, 122 Manchester St four detached single family buildings, 6-8 High Pine Ave parking lot expansion, 4 Blackstone Drive/561 Amherst St lot line relocation plans, 275 Amherst St proposed Chase Bank at former Ruby Tuesday, 210 DW Highway at Adventure Way proposed BJ's gas station.
- **Construction Inspection.** Multiple smaller land development projects are in construction and being inspected. Sewer installation is being inspected for conformance to City specifications. Liberty Utilities in particular, has several crews working throughout the City

to repair leaking gas mains and to replace aging infrastructure in anticipation of future City roadway work.

- **Survey Work.** Recent survey work includes: 23-35 Factory where a previously unknown sewer existed in Washington St and was investigated due to a problem with a sewer lateral, Progress Ave for a drainage issue, Roussel Memorial Field to regrade the field for a new soccer field, Greeley Park for layout of the roadway to the newly constructed boat ramp, Birch Hill Dr sidewalks and ADA ramps, Harvard and Chase Sts as-built plans for constructed sewer mains.
- **Street Opening Permits.** Engineering issued 86 Street Opening Permits in the month of May 2020.
- **Encumbrance Permits.** Engineering issued eight Encumbrance Permits in the month of May 2020. Engineering has begun an effort to update the Encumbrance Permit to improve communications from permitted contractors in meeting required notification requirements for detours around work areas to Police, Fire, Solid Waste, School, Transit, Depts. This effort is focused on consolidating the notification process into an email distribution list that includes departments that prefer email vs phone call notification.
- **Sewer Permits.** Engineering issued two sewer permits in the month of May 2020. Collection of associated fees is being coordinated with the City Treasurer's office while Engineering is working remotely.

Parks & Recreation Department

- **Holman Stadium.** The stadium is ready for play. There have been no activities due the Covid 19 issue. The Silver Knights have delayed their season at this point. A meeting was held on June 17th to discuss guidelines.
- **Stellos Stadium.** The Stadium is ready for play. There have been no activities due the Covid 19 issue.
- **Summerfun.** The 2020 events have been cancelled through the end of July. We will continue to look at events in late summer and through the fall and will work together to make the best decisions possible.
- **Downtown.** The Main Street beds are receiving extra attention to try and help with the outdoor dining. We have modified our maintenance times so we can be finished before the lunch crowds come.
- **Playgrounds.** The playgrounds were opened on June 15th and signage was added to remind visitors about distancing. All of our parks, playgrounds and courts are now open.
- **Youth / Adult Sports.** On June 15th the department has started to issue permits for games. Permits include a sign off explaining the current rules and guidelines.
- **Field renovations.** While the sports seasons are not occurring there is one opportunity that we are taking advantage of. All of the fields at Mine Falls Park have been aerated, top-dressed rolled and seeded. They should be in very good shape for the hopeful fall season. We have also completed renovations for the fields at Main D Charlotte Ave and North Common. We are currently renovating the rectangular field at Haines Street.
- **Projects.** Work continues at the following locations;
 - ❖ Greeley Park Boat Ramp work continues on the parking area and launch approach. The new road has been roughed in and is currently is being brought up to grade.

- ❖ The Jeff Moring Playground is open and seeing good use. There are a few punch list items to complete.
- ❖ The Atherton Ave field development is moving forward the area has been surveyed and we are currently looking at grading plans.
- ❖ The Rotary Pool Filter replacement project is on schedule the filter is plumbed in and the electrical work is completed.
- ❖ The Salem Street playground installation has been completed. The remainder of the project is the construction of the public gardens across the street.
- ❖ We are working on a material list for the Lincoln Park improvements scheduled for later this year.
- **Summer Camps and Pools.** We have released our condensed summer camp offerings and are marketing them to residents. The splash pad, pools and wading pools will not be open this year.
- **Tree Work.** We are up to date with our tree work.
- **Greeley Park Garden Plots.** The plots are open for planting the water has been turned on. Social Distancing policy signs have been put up. The gardeners seem to be following the rules and enjoying being outside

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. Operations took down an Aeration basin and began cleaning, and scrubbing the diffusers. They performed a digester dump which removes settled inert material. The operators took flushed and cleaned out sludge pumps for mechanics to work on.
- **Maintenance.** Maintenance has continued preventative maintenance at the Treatment plant and the 13 outlying Pump stations. The mechanics overhauled the pistons on one of our TWAS and TPS pumps. The motor for Raw Sewage Pump #4 arrived and was installed; the electrician wired it up for operation. Failing hypochlorite lines were replaced in the pump building. The electrician began installing a new drive for TWAS pump #1.
- **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. Blockages were cleared at Jennifer, Fairhaven and other streets. We continued CCTV work on sewer and drain lines for various Wastewater and Engineering projects. The camera crew investigated a sink hole on Main St. Pump stations at Spaulding and National St. were sucked out with the Vactor and cleaned.
- **Laboratory:** The Laboratory continues daily analyses for permit compliance and process control. The monthly QC checks for May have been completed and results are acceptable. The SQC sample results from April 22, 2020 are within our limits and on file. Anthony Drouin from NHDES collected the annual SQC sample on June 15, 2020. The Process Chemist is currently performing our second round of proficiency testing from ERA, which is due on June 25, 2020. The laboratory performed its first Quarter Bioassay on June 16, 2020. The laboratory continues to monitor Sandy Ponds for E.coli levels and reports results to

NHDES and EPA. Supplemental testing for the 20 Year Facility Plan started on May 12, 2020 in the laboratory.

- **Energy Recovery Upgrades:** Methuen Construction has completed installation of the piping and has started work on the pipe insulation. Pipes have been pressure tested and no leaks observed. Project should be ready for startup testing by end of June to second week of July.
- **Water Booster Station Upgrades:** The new water booster station building is now complete, running and providing potable water to the plant. TBuck has some remaining punchlist items related to electrical work to complete before project close-out.
- **Primary Tank Upgrades:** Methuen Construction has completed all concrete demo work in tank 5. They have poured new concrete beam and working in forming concrete work to make 2 smaller sumps for improved sludge collection. They have completed installation most of the chain and flights in both channel of tank 5. They have also are continuing work with the installation of additional water booster pumps in the Pump Building.
- **Pump Station Upgrades:** DeFelice has completed the installation of the new pump stations at Newton, Gillis and Fulton. The wet wells have been installed at Watson and National. Gorman Rupp is finalizing the packaged pump stations for these pump stations before delivery to DeFelice. Work is underway at Trestle brook. Bypass sewage pumping is complete and the new packaged wet well is scheduled for delivery on 06/19. Awaiting response back from Eversource and Consolidated Communications on when to complete the field survey of where to install fiber optics on power poles. Fiber optics is to be used for communication and alarm monitoring at each pump station from SCADA control at the plant.
- **Wet Weather Screening Upgrades:** Waterline Industries has completed the demo of the east train rake arm, and are holding off demo of the west train till closer to the arrival date of the new screens and rakes. They are working on extending the overhead rails for the existing hoist and coating the inside channels to the screens.

Street Department

- **Street Department completed tasks**
 - 48 pothole repairs
 - 13 curb repairs
 - 10 mailbox repairs
 - 12 lawn repairs
- **Asphalt Repairs**
 - Street department crews continue to fill pot holes city wide as the weather permits.
- **Traffic**
 - 9 traffic signal problems were responded to and fixed.
 - Numerous electrical issues involving street lights have been addressed.
 - 12 street signs were replaced, repaired, investigated with no action required.
- **Fleet**
 - Preventative maintenance and repair of the fleet is ongoing daily.
 - Solid Waste equipment and vehicles are repaired daily.
 - Solid Waste truck #76 is having an engine swapped out.

- Streets construction equipment has been serviced and repaired.
 - Parks equipment has been repaired and serviced, blades sharpened.
 - Solid Waste compactor #52 is at Milton Cat for refurbishment ETA 7/1/20.
- **Weld shop**
 - Salt spreader support legs are being gone through and repaired as many are cracked.
 - Excavator #50's bucket hitch was modified from a swivel to a rigid hitch.

Solid Waste Department

- **Solid Waste Department:**
 - Bulky and scrap metal curbside collections resumed.

- **Recyclables Shipped in May 2020:**
 - 378 tons of single stream recycled materials.
 - 119 tons of scrap metal sold.
 - 18 tons of E-waste.
 - 8 tons textiles and books.
 - 700 gallons of used motor oil.
 - 150 gallons of used antifreeze.
 - 316 appliances evacuated of CFC's.
 - 2 boxes rechargeable batteries.
 - 13 tons of tires.
 - The charge for single stream recycling for May is \$76.65/ ton.

- **Recycling Bins & Carts:**
 - 22 Recycling carts were sold in May.
 - 12 Recycling bins were given out to 6 residents. 3 were new residents.
 - 23 Trash carts distributed.
 - 41 Trash carts repaired.

- **Permits Sold for 2020:**
 - 10,105 Residential Permits.
 - 690 Commercial Permits.

- **Curbside Collection:**
 - 2059 tons MSW.
 - 351 tons Recycling
 - 659 tons Soft Yard Waste