



# THE CITY OF NASHUA

*Division of Public Works*

*Administration*

*"The Gate City"*

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## Board of Public Works Meeting of September 24, 2020

### Agenda

A meeting of the Board of Public Works is scheduled for Thursday, September 24, 2020 at 5:30 p.m. via Zoom Video Conference Call.

To listen to the meeting call (929) 436-2866 - Meeting ID: 944 9962 1910, Password: 658319. 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 August 27, 2020.

#### IV. Public Comment

#### V. Street Department

A. **Motion:** To approve the sole source purchase of asphalt and aggregates from Brox Industries of Hudson, NH and Continental Paving of Londonderry, NH in the amount of \$144,500. Funding will be through Department: 161 Streets; Fund: General; Account Classification: 61 Supplies and Materials.

#### VI. Engineering Department

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

B. **Motion:** To approve a hardship request for 22 Hutchinson St for excavation to install a sanitary sewer connection.

C. **Motion:** To approve the purchase of an overhead 360-degree vehicle detection camera system from Electric Light Company for the West Hollis Street / Elm Street signalized intersection for an amount not to exceed \$23,000 funded partially through the West Hollis Street Traffic Mitigation fund. Funding through Departments 160 Admin/Engineering and 161 Streets; Fund: Trust (\$14,500) and General (\$8,500); Account Category 71: Equipment; Activity: Infrastructure Improvements.

D. **Informational:** Street Opening Permits issued for Streets in Moratorium

#### VII. Administration

##### A. Informational

i. Outdoor Dining

ii. DPW Facility Update

**iii. Director's Report**

**VIII. Commissioner's Comments**

**IX. Personnel**

**A. Motion:** To accept the resignation of Steven Waterstrat, Street Foreman, effective August 28, 2020.

**B. Non-Public Session**

**X. Possible Non-Public Session**

## **Board of Public Works Meeting Meeting Minutes August 27, 2020**

A meeting of the Board of Public Works was held on Thursday, August 27, 2020, at 5:30 p.m. via a Zoom 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 Zoom through the city's IT Department for this electronic meeting. To access Zoom, please refer to the agenda or the city's website or by phone by dialing 1-929-436-2866. The meeting ID number is 98802598004. The password is 968263. The public may also view this meeting on Comcast channel 16. All members of the Board of Public Works have the ability to communicate contemporaneously during the meeting. 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](http://www.nashuanh.gov) and have also been publicly noticed at City Hall and the Department of Public Works at 9 Riverside Street. 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](mailto: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 the 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 car. I may need to leave the meeting from time to time as I have a family emergency.

➤ 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

I need to leave a little bit before 7:00 p.m. and I didn't know about Commissioner Teas' situation and I was thinking he could take over as Vice Chair at that time.

Secondly, I think we need to add a little more structure to the meeting so we are going to conduct this like the Board of Aldermen which means you need to be recognized before you speak. Of course, I will recognize anyone who wants to speak. For those who are on Zoom, all you need to do is raise your hand and I can see you. For Commissioner Pappas who is on the phone, she can address me in some fashion, such as Mr. Chair or something like that and I will call people in order. I think when it gets to the motions we should just go through the Commissioners one by one, starting with Commissioner Pappas, then Commissioner Moriarty, Commissioner Teas, and Board Member Schoneman. If anybody doesn't want to make a particular motion then they can just pass and I'll go to the next person.

Also Present:

Ms. Lisa Fauteux, Director, Division of Public Works  
Mr. Andrew Patrician, Assistant Director, Division of Public Works  
Mr. Tim Cummings, Director of Economic Development  
Mr. Nicholas Caggiano, Superintendent of Parks & Recreation  
Mr. Jeffrey Lafleur, Superintendent of Solid Waste  
Mr. Jon Ibarra, Superintendent of Streets  
Mr. Dan Hudson, City Engineer  
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: 5 – 0 – 0**

## Approval of Meeting Minutes

### ➤ July 23, 2020

**MOTION:** Commissioner Pappas made a motion to approve the meeting minutes from July 23, 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: 5 – 0 – 0**

## Public Comment

### Mayor Donchess

Is there any member of the public that through Zoom or by telephone who wishes to address the Board?

### Ms. Laurie Ortolano, 41 Berkeley Street

I know tonight there is an update regarding the new facility and I appreciate that. I would like to express that I had started off writing a Right-to-Know request to the Director to try to get documents and public information on this project and I was very unsuccessful. One of the things I did was try to reach out to the Board appointed members that sit on the Committee to get help on which documents were in fact, public documents. It's very hard for a citizen to know what to call out for and I went through the minutes extensively but there is not a lot of documentation in the record about the reports that had been produced or what was available. I'm disappointed that it's such a struggle because when I write a Right-to-Know request to a

Director and it gets sent up to the Legal Department it becomes a total roadblock for me. One, it's written too generally, the Legal Department is backlogged and they have to sit on it for weeks, and I know when I wrote something generally there is a very high probability that the Legal Department is going to deny it based on unclear or unreasonably described which is very discouraging for me. I am not happy with the make-up of your Committee because some of the people that I reached out to help to find out just what I could request, I got no response from. I am a big fan of replacing those people who sit on the Committee with other people who are going to respond to the public.

Also, I really like the idea of taking as much of this information that is public and putting it on the website. When my response came back from the Legal Department that they were backlogged and it would take three weeks just to read it, I canceled it and I decided to take a second approach which was just to call the Director to find out what reports were available. I was shut down on that phone call and received a call from the office woman named Diane saying that the Director wouldn't take my call and the Legal Department would call me and I shut that down because I felt that would be a confrontation communication with me and they didn't say that they wanted to work with me to help me understand what documents I wanted. I felt it was going to be more punitive and more destructive and I didn't want to take a call from the Legal Department. It disappoints me a lot that I go through this. I would like to be able to pick up the phone and go to the closest level where the work is being done where somebody can help me to find out what's available. I would ask you to put stuff on the website and I am most interested in the finances. Given the COVID situation, I am actually wondering if we should even be building an office facility now. I am sure that the whole project is a much larger budget than I even recognize, I don't know what the total cost is but I know that buildings that were unhealthy or sick...I am not certain you are really getting at those right now and I don't know where this pandemic and the fallout from it; whether these projects are going to take form the way you had hoped they would. If that becomes an issue I hope you reconsider what you are going to do and what you are going to do with the possible shortfall on the \$10 million project with the sale of Burke Street and the bond that was approved possibly not being quite enough money.

Those are my concerns and that is my input.

Mayor Donchess

Is there anyone else from the public who would like to address the Board? There was none.

### **Update from Director Tim Cumming Regarding the Sale of the Burke Street Building**

Mr. Tim Cummings, Director of Economic Development

I have officially filed legislation with the Board of Aldermen to enter into a purchase & sale agreement on the Burke Street Building and through the leadership of Alderman O'Brien, it was passed favorably out of Committee and would make its way to the Board of Aldermen where it would hopefully be executed in short order. The terms haven't changed from what I had previously discussed with you and we are trying to have this transaction close before the start of the new year.

Does anyone have any questions for Mr. Cummings? There were none.

### **Presentation by HKT on the DPW Office Building**

#### **Director Fauteux**

I'd like to provide the Board with a brief overview of the history of the DPW facility. It's been a while and I think it will be a helpful reminder. The reason that we are building this DPW facility is to address unsafe and horrible working conditions that our staff currently endures. I know we have talked about this a lot so I won't get into great detail but we have inadequate bathrooms, breakrooms, locker rooms, mold, air quality issues, and rodents, just to name a few problems. I also want to remind everyone that the Burke Street property was originally purchased for the expansion of the Wastewater Treatment Facility. It turned into a possible site for public works. We have accomplished the expansion by sub-dividing 2 ½ acres from that property which secures the future of the plant. That's really important because we didn't have any room for expansion. I hear a lot that it was just bought to consolidate public works and that was not the original intent. It turned into that but was abandoned because of the cost.

A working group of key stakeholders was created to provide recommendations to the Board of Public Works. Commissioner's Ackerman and Teas served on the working group with Commissioner Ackerman being replaced by Commissioner Moriarty but still served on the working group and has been a significant contributor to this process.

On May 23, 2019, the Board of Public Works decided to hire a third party to review our buildings and provide a recommendation and to provide estimates for both rehabilitation in old buildings and new and provide a recommendation of which was the smartest way to go. On July 30, 2019, Harvey was chosen to do this work after reviewing three firms. The scope of the work included reviewing all properties and report back to the Committee, and the cost of rehabilitating our existing facilities versus building a new one. The Board of Public Works voted to approve the award of the Division of Public Works facilities construction manager to Harvey Construction for a pre-construction fee payment of \$25,000 to be deferred until the project is defined and approved by the Board of Public Works and a construction management fee of 2.9% of the cost of the work. On October 30, 2019, the working group met to review Harvey's findings. The rehabilitation was found to cost \$15.9 million and new construction would cost \$9.9 million. On November 7, 2019, Harvey presented their findings to the Board of Public Works and the Board voted to move jointly with the Board of Aldermen's Infrastructure Committee to pursue and build a new home for the Division of Public Works. On December 19, 2019, the Board gave a favorable recommendation on R19-187 which authorized the Treasurer to sell \$6 million in bonds for the new facility. At the same meeting, the Board approved the contract for HKT Architects for \$997,204.

On May 7, 2020, the working group met to discuss a preliminary design by HKT. There have not been any minutes recorded from the working group meetings. We did do a traffic study that was addressed at a meeting on November 7, 2019. We will also be creating a DPW facility folder within the next couple of weeks. It will be a couple of weeks because I am taking some vacation time. It will be on our website under DPW Administration and it will have the traffic study, the contracts, the presentations, and any other public documents that

we can find and they will be in one place. The public and the Commissioners can review that information and it will be continually updated as we move forward.

My other recommendation would be that we dissolve the working group that we had and that the Board meet jointly with the Committee on Infrastructure as those are the two Boards who have joint oversight over the project. I think that makes more sense and, of course, that will be done in public sessions.

Our Financial Manager has been dealing with a very sad loss in her family and she's been out for a while. I do have some information but it's not a lot. The total budget that we have is \$10 million. We have the approved \$6 million bond and the sale of Burke Street, and we also have a \$300,000 escrow to fund the project. We are also planning on doing some of the site work ourselves to try to save some money but that has yet to be determined what we can and cannot do. To date, we have spent approximately \$150,000, all payable to HKT which has come from the \$300,000 escrow provided by the Board of Aldermen. The Board of Aldermen typically approves escrows around September so it would have been September 2019, I believe, but I don't have the exact date or meeting that was approved. We have not sold any of the bonds or charged anything against the bond and we can't do that until we sell Burke Street. Honestly, we don't really have a project until Burke Street is sold and that is why we have moved fairly slowly. I'm certainly not suggesting that \$150,000 is not a lot of money because it certainly is but when you are looking at a \$1 million contract you can tell we haven't moved all that quickly because we are waiting for the sale of Burke Street. Hopefully, as Director Cummings mentioned, Burke Street will be sold and if it is we will certainly move forward quickly at that point.

Ms. Janet Slemenda, Principal, HKT is with us this evening to review the preliminary design for the DPW facility and I do want to emphasize the word "preliminary". Janet and Carl DuBois of Harvey Construction are both on this call and are working on the schematic design which is not finalized. They can talk more about it because I am certainly not an expert on schematic designs. That includes things like engineering and geotechnical that will tell us whether the preliminary design is within our budget. Carl is also here this evening to give us an update on the schedule. The schedule will assume that Burke Street is sold by the end of this year. If it is not then the schedule will need to be adjusted. I hope that was helpful.

#### Commissioner Pappas

There is one point I want to make. This is just for the office facility that's the Engineering Department and over at the Landfill. My recollection was in 2019, I think Harvey Construction said it would be another \$50 million to \$60 million to do the Street Department and Parks & Recreation, is that correct?

#### Mayor Donchess

Commissioner Pappas, you need to be asked to be recognized, which of course I would do, but please just follow that procedure.

Director Fauteux

Mayor, may I answer that?

Mayor Donchess

Yes.

Director Fauteux

Commissioner Pappas, this is for the office space for all departments with the exception of Wastewater. You are correct in that it doesn't include the garage but it does include office space for all of the departments with the exception of the Wastewater Department.

Ms. Slemenda

I am working on the DPW and just so everybody knows, I've been doing DPW's for many years. I have 20 of them that are either already constructed or in design. Of course, every DPW is different but I wanted to let you know that I am speaking from experience.

The space needs programming...we have been talking with the DPW throughout this process about what it is they need and then programming is not about people coming in and saying "I want this much square footage, make it work", it's really about people describing how they operate, how they meet, how they meet with their customers & the public, and what kind of spaces support their entire operations, everything from the toilet rooms to the meeting spaces. In this particular building, I have six general program spaces and they include the shared public spaces where the community will come in and be received and the meeting rooms they will have access to. We have operation spaces in the building that Lisa was just talking about for the foremen and cubicles for the staff. We have shared employee spaces that will support the DPW including locker rooms, shower rooms, PPE rooms, lunchrooms, meeting rooms, mailrooms, general storage space, and anything that supports the day-to-day operations. We have the administration offices including offices, conference rooms, and active & archived file storage. We have a similar kind of space for engineering, cubicles for staff, meeting library spaces, they also have printer plotter rooms and storage rooms. Then we have building support spaces for circulation, janitor's closets, and the space for mechanical, electrical, plumbing, and fire protection. Anything that supports the operations of the building. That's our target for this program based on the money available. It's a 25,000 square foot building that we are still on track for.

The next thing we looked at was what dwthe site options were and we were looking at the proposed building that we can build right now and anything that they do for long-term planning. We don't know whether this will happen five years, ten, or fifteen years out, but the biggest thing you don't want to do is make a mistake with your first building. You don't want to put it in the wrong location. So, working Hoyle Tanner, our Civil Engineers, we started looking at where we would put any future buildings.

We had two alternatives that seemed obvious to us and one was this building runs...you can see the north and the building is running north and south along the property lines and aligning

with the new entry roadway that will be brought in off the main road and any of the future structures would be to the south and east of it. We put all of the parking to the west of the property.

The second option we looked at was an alignment that was really more aligned with the existing buildings on the site and we really didn't take into account where people entered for the whole site. Parking was moved in every different location, west, north, and south of the building along the property line and parallel to the building so we looked at it a different way. After discussions with the people who actually use the space and will look at the space in the future, everybody thought that this was the best plan to use as a backdrop. The red dots represent anywhere that we could possibly put any building or any piece of a DPW in the future and the green areas are areas that are not going to really change. There is a (inaudible) right now and there is recycling. We wouldn't do anything there in those locations.

Then there is an area completely south of that in blue and that was what else might the site need. It could be stormwater management, additional parking, or other structures. Those were the major things that we looked at.

So we looked at the site and then we started looking at the future. The next we looked at was what happens when more money becomes available or you have to replace a building, how could the site be organized. We did three options and I'm not going to do these in detail but they were made up with the same pieces, maintenance, vehicle storage, wash bays, and shops. Then there were other things like the (inaudible) and material storage bin, and all of those things that support a DPW. Each of these concepts was put together with the thought that future buildings would be completed in stages. They did not have to be built all at once and they could be built in stages. (Ms. Slemenda pointed to a slide and showed the Board where the possible locations would be.)

The reason we do so many of them is to really explore the opportunities, options, and restrictions of it. You can see that this one is different than the other two because they actually put a vehicle storage building off of the main roadway. We wanted to think about what happens if we do something like that which is very different so we explored that. What that told us was the location of the office building be placed and all of the other pieces could be built in the future and the office building would not impact the locations of those buildings and everything could work in some orderly fashion. That's what this exercise proved. From there (inaudible) involved our landscape architects and our civil engineers and everyone said, "okay, what would we want this building to look like in the future and what do we need to do. The drawing on the far right is the civil engineering drawing where they were looking at entry points, parking, and utilities. The drawing in the center is the landscape architect saying "okay, this is a public building for the City of Nashua and what should that mean. It's also on a landfill, it's got to buffer a neighborhood so what can we do and keep the landscaping simple and appropriate but provide buffers to the landfill, add trees around the entries to improve the air quality. We are emphasizing the entry sequence as it was really important because the visitors to this building...we don't want to get them mixed up in whatever else is happening in the landfill. We want to keep them focused on getting them to and out of the building as simply as possible without them getting lost on the site. This was looking at the full build-out and in how many years.

From there we started to look at the actual building itself and what it would look like. We knew that the budget was limited and we were trying to keep to a very simplistic shape that would not impact the future buildings so we went with a rectangle as a starting point and we had that center entry. We thought of the organization of it being very important. We spent time talking to people about how they wanted to operate, how they wanted to bring the public, and how people would move through the building. We looked at how people entered and exited the building and how do you (inaudible) the building in the future...all those kinds of things. We did a lot of sketchy concepts called bubble diagrams; this person is next to this person so do we put this person on this floor or the other floor and this is the plan that most represented what people felt was the best operation (and it's still in design) but where you see the big red triangle that's where you enter the building and immediately there is a service point so there are people right there that can meet with you. There are nine administrative assistants with direct access to the service point so instead of going through a bunch of different buildings, there will be service to everyone in one location. They can respond or take them into a small meeting room or get things out of storage. There are also public toilets. There is vertical access, there are stairs and an elevator to take you to a different floor.

We phased in the fact that the things in blue are staff spaces such as locker rooms for the men and women who work for the department. That is not planned for everybody that will eventually come to this site, we would have to do an addition eventually but what we did put in right now is all of the plumbing fixtures because you don't want to have to keep adding all of that stuff on.

On the other side of the entry to the left is the multi-purpose room and that is planned to be sub-dividable and to be used as meeting space on a daily basis, lunchrooms, large meeting rooms, and public meetings. That has a separate entry and exit point and also access to the public toilets. What's in blue right there is more of an operational space. The foremen would all be working in one area and then there would be a kitchen in there as well as the lunchrooms and things like that. That's the first floor and most of all of the public access points and meeting spaces are on the first floor.

The second floor consists of some public spaces and administration and engineering. You would come up the stairs or the elevator and you are in the same kind of a space you are in on the first floor, you have direct access to service points where people can help you do whatever you need as it relates to either administration or engineering. They are enclosed in that space so they are not sort of wandering in the building. They get to one place and they have someone who can immediately help them. If they are coming into a meeting then obviously they get to the doors and there are toilet rooms available as well as small and big meeting spaces. This is the public area of the floor. On the right side is the administration area which has a lot more private offices because of the work they do; spaces for the superintendent's, directors, and assistant directors. Right now the large meeting room is used by the Board when they need it and there are things like active files, archived files, and storage rooms. On the other side is engineering where there are more open cubicles, workspace for the engineers, library, meeting spaces, printer plotter rooms, active & archived file storage, and some survey engineer lockdown rooms for more valuable equipment. There is also a small lunch space up here and a copy area.

Once we kind of got the plan settled (everything in red is the building space including stairs, elevators, toilet rooms, and mechanical spaces) are scattered throughout the building. Working with the engineers we talked about where they might be located to minimize their need but get them well located so we continue to work with them to make sure that we've got them in the right places. The toilet rooms, the stairs, elevators, and common meeting rooms (inaudible). Then we started looking at the massing for this building; what is this building going to look like, what are the materials, where are the window openings, how tall is it, and those kinds of things. We are still working on this portion of it but we know this is a big DPW and I know you need some pretty heavy-duty materials to maintain this building so you want the base to be solid. The middle to the top of the building could be masonry or metal. We know that years ago we saw a lot of metal stuff going up but the price of the metal is going up and the installation systems required for them are also going up. There's a thinking that the cost of an all masonry building and a metal building was coming in at almost the same cost point. We started to look at both of them and we will be working with Carl to see if there is a way of saving money by changing materials. We also look at openings, window openings, window groupings, entry points, canopies, and signage.

We did a lot of studies that I sketched personally but this is what it may look like in a three-dimensional view. These are really early sketches but we are looking at the window patterns and how you turn the corner where the signage was you can there is masonry on part of it and the grey on top is alternate material whether its metal or something else. This is another study we did with different kinds of windows, different proportions, it faces west so we looked at some shaded canopies and this one was done in all masonry. With that option number two is the one we have been developing more because the window pattern made more sense for the uses behind it. We are still looking at materials, however, and that is still up for discussion. That's the next thing we do. We are also looking at mechanical systems and we looked at more than two of them but we asked our engineers to describe a series of them because of the budget and looked at everything from the highest-end....we talked with Harvey about two that seemed realistic and likely to do so when Carl does do the estimate people will look at both systems and price them. You will have a base system that will be the packaged gas-fired rooftop units and the delta would be whether or not we went to a heat pump system. There is still a lot of room in this particular world to have discussions about systems but this is the one that affects the budget quite a bit. The electrical isn't going to change a lot, you will be seeing the same kind of lighting in every kind of building, and security but, mechanical systems do vary dramatically from a budget point of view.

Our next is to finalize the design, coordinate the work of the design team. I am the architect but we have civil engineers, landscape architects, structural engineers, MEPFP (Mechanical and Electrical Plumbing, Fire Protection), and a code consultant. Codes are very complicated these days and they are very good at helping us fine-tune issues relating to code so when we get to the process of working with the building departments it's a very easy process for us. We will work with Harvey to verify the cost of this project and make sure that we can stay within the budget and we will be scheduling upcoming meetings to present that final design with the Board.

### Mayor Donchess

Do any Commissioners have questions or comments? There were none.

## Parks & Recreation Department

- A. MOTION:** Commissioner Schoneman to approve the purchase and installation of video monitor camera systems from Johnson Control Security Solutions of Nashua, NH for the total purchase price of \$56,003. Funding will be through Department: 177 Parks and Recreation; Fund: Trust; Activity: David Deane Skateboard Park and Department: 161 Streets; Fund: Capital; Activity: Building Security.

### Discussion:

#### Mr. Nicholas Caggiano, Superintendent of Parks & Recreation

The skateboard park was supposed to have cameras originally but the funding wasn't sufficient so we allowed some time to pass and the trust to build up some funds and we are now prepared to put those cameras in which are very important. At the same time, we are going to look at upgrading some cameras at the Street Department and add a few more that are needed there. This is all being done through the IT Department and their systems. They have a general agreement with Johnson Control Security Solutions and it's been very valuable. We are going to get a little bonus out of it, we are going to be able to pick up the entrance to Mine Falls Park (inaudible). You never know when that may come in handy.

#### Mayor Donchess

Are there any Commissioners who wished to be recognized?

#### Commissioner Pappas

Will it be Parks & Recreation money that will be used for the skateboard park but we are going get some benefit at the Street Department?

#### Mr. Caggiano

We are just combining it because of the location. The EDR is going to be located in the Traffic Department but the work at the Street Department is paying independently out of the Street Department budget. The skate park is being paid for by the trust and the Street Department is being paid for out of the budget they have.

#### Commissioner Pappas

Have we had significant damage or security problems over at the park because \$56,000 does sound like an awful lot of money?

#### Mr. Caggiano

When the park first opened it was pretty well taking care of itself but as time has gone by there have been some issues and we've had to remove graffiti and there's been a few other issues where people have been asked to leave and there was one altercation amongst some

kids and the police department had to respond to it. The price is significant but we are getting nine cameras that are going to hold thirty days-worth of data and they are going to be viewed on time solution so if the Director or I would like to take a look at we can on our cell phone. That will be very helpful because if we get a call or a report that there is a problem there by the time we get there everybody's gone. This will help us backtrack to see if something is damaged or somebody did something we will be able to work with the police department.

Commissioner Pappas

In your professional opinion, which I certainly have a great deal of respect for, you think it's worth the dough.

Mr. Caggiano

Yes, absolutely. If you compare it to other cameras that we've put in and maintained it's right up there. Have the assistance throughout the city with IT is probably the smart way to go.

Commissioner Pappas

Is there decent clarity on the camera?

Mr. Caggiano

Yes and we can zoom in enough to get license plate numbers.

Mayor Donchess

Are there any other Commissioners who would like to speak? There were none.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

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

Nay: 0

**MOTION CARRIED: 4 – 0 – 0**

**B. MOTION:** Commissioner Pappas to approve the purchase and installation of a playground for Lincoln Park from Ultiplay Playgrounds, Inc. of Uxbridge, MA pursuant to the Massachusetts state contract #VC000510633FAC104 in the amount of \$97,421. Funding will be through Department: 177 Parks and Recreation; Fund: Capital; Activity: Lincoln Park Improvements.

**Discussion:**

**Mr. Caggiano**

We identified problems at Lincoln Park several years ago due to (inaudible) flow that is underneath the park adjusting over time and one of the things that happened was we had to remove the playground because the footings were coming out of the ground and I deemed it dangerous. I spoke with the Director and we decided to pull the playground out. We got capital money to improve the park and we are working on the upper level right now and next year at this time we will be working on the lower level. We are working with the Street Department. We are going to improve the playground area and make it so it's a little bit raised and we are going to play with some grades. We are not going to wood chips that you usually see but a cushioned safety surface similar to Legacy Park and it will take care of the water drainage issues that we had. It's well needed in that quadrant of the city. We have very few playgrounds there. We only have Navajo Park which only has a swing, Lincoln Park, and Thornton Road but that's a ways away and they would have to get over to Amherst Street. I think it's important for the neighborhood to put the playground back.

**Mayor Donchess**

Are there any Commissioners who would like to speak? There were none.

**Commissioner Pappas**

I didn't hear what you said you are using instead of wood chips.

**Mr. Caggiano**

It's going to be a cushioned surface. Poles will go in, we will work with the Street Department and we are going to pave the area, they reinstall the playground, and then an epoxy type material, much like a cushion that was put in at Legacy Playground was put in and it will shed the water in the proper direction and the chips won't float.

**Commissioner Pappas**

I think that you've done a great job of updating the playgrounds throughout the city and putting in equipment that includes all children.

I was happy but sad to hear that Mr. Caggiano will be retiring. It's sad for the city because he has been absolutely outstanding. In addition to being the Superintendent, he is my neighbor. Anytime you hear anyone speak of Nick Caggiano they either say "what a decent guy" or "what a nice guy, he cares so much", and someone else always says, "he's a nice guy but he knows his onions." I hope he knows I wish him the best.

**Mayor Donchess**

Nick has served the city very well for many years. Of course, he preceded me coming in as Mayor by many years. He has done a great job with the parks and a lot of improvements

have occurred under his watch. He has kept Holman Stadium in really nice shape but I see from his letter that he has clear reasons for his desire to retire and we will miss Nick but have greatly appreciated him and I have appreciated him personally. Thank you for all that you have done for the City of Nashua.

Mayor Donchess

Are there any other Board members who would like to speak? There were none.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

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

**MOTION CARRIED: 4 – 0 – 0**

**Solid Waste Department**

**A. MOTION:** Commissioner Moriarty to approve the purchase of (2) – 12' x 60' Silverline Office Trailers from Triumph Modular of Littleton, MA for the total purchase price of \$160,460. Funding will be through Department: 168 Solid Waste; Fund: Grant; Activity: GOFERR Grant.

**Discussion:**

Mr. Lafleur, Superintendent of Solid Waste

We are looking at purchasing these two trailers because of the times we are having right now with COVID and social distancing. Winter is fast approaching and we are going to need a place to assign our employees, especially at the Solid Waste and Parks & Recreation Departments. This is going through the GOFERR Grant. We are taking the opportunity to get two trailers like this so we will be able to social distance and keep everyone safe and warm while taking breaks.

Director Fauteux

Right now we have our breaks and do all of our assignments outside under a tent but once it gets cold we won't be able to do that anymore and that's another reason why it's important to have these trailers.

Mayor Donchess

Are there any Commissioners who would like to speak?

Commissioner Pappas

Do they have bathrooms in them?

Mr. Lafleur

No, there are no bathrooms in these trailers. We have restrooms at our facilities and that's where they would be set up.

Commissioner Pappas

So even though it's under Solid Waste, one will be at Solid Waste and one will be at Parks & Recreation?

Mr. Lafleur

Yes, I didn't want to confuse everyone by doing two separate motions for two different departments. Where it's going through the GOFERR Grant I just decided that I would speak to both.

Commissioner Pappas

Will we be able to keep those after?

Mr. Lafleur

Absolutely, we will own these pieces of equipment and we have already thought of different opportunities that we can them, for instance at Greeley Park, and convert one of them into a scale house at night if it worked out.

Commissioner Pappas

Did we ever consider what we might do for the Street Department for folks who are having problems with the mold or how they might social distance during the winter months?

Director Fauteux

Commissioner Pappas, we are working on removing some of the mold. We have a contractor coming in. Unfortunately, they are extremely busy so I don't think they are coming in until the end of September or early October. We are addressing that, although again, there's mold throughout that building so we do have some concerns for those people. As far as social distancing, there are only three people in the office portion of the building and they all have their separate spaces and they are wearing masks in common areas such as we are doing in all of our buildings. We have a very large garage so we are spreading people out in the garage and it is heated.

Mayor Donchess

Are there any other Commissioners who would like to speak?

Commissioner Schoneman

I'd like to say for the record that this seems like an awful lot of money for something that you deem to be a temporary problem. COVID will eventually not be an issue anymore. However, it is redeemed by the fact that they will clearly be useful for other things down the road. I think that you will probably utilize the space well so I am willing to support it. I don't know what the GOFERR Grant is, could someone please explain it?

Mayor Donchess

The GOFERR Grant is money allocated to the City of Nashua by the State of New Hampshire. The money originated from Congress through the CARES Act. A certain amount was allocated to New Hampshire and that was divided among all of the communities. We were allocated about \$2,100,000 to spend on COVID related expenses and this expenditure will be covered by that COVID Act reimbursement money. The term GOFERR is an acronym but I'm not sure what it stands for.

Director Fauteux

GOFERR stands for "Governor's Office for Emergency Relief & Recovery".

Commissioner Schoneman

I received an e-mail from a member of the public suggesting that the GOFERR Grant has already been used for other things and it was depleted. Can you speak to that?

Mayor Donchess

The GOFERR Grant had \$2.1 million and I would say there is still about half of that left. There are estimates for a number of other projects, all of which are COVID related. There is a large expenditure being made at City Hall to reconfigure some of the areas where there is the greatest public interaction; Motor Vehicle Department, City Clerk, and Assessing. They will be rebuilt for people to have individualized stations for people to sit at with plexiglass and the like. These plans were developed through a large committee effort led by Justin Kates, the Emergency Management Director, and Bobbi Bagley, the Director of Public Health. The thought is that it will assist us with being able to fully re-open to the public. It is also the third or fourth epidemic that has come along; H1N1, SARS, and COVID-19. This will help us anticipate what might occur in the future. It's possible that we would go over the total GOFERR amount, especially when the City Hall project is fully bid. It hasn't even gone out to bid yet but when it is, it is possible that we would go over but the remainder of the money would come from a trust fund for City Hall improvements that has money in it.

Commissioner Pappas

Do we have enough dough to pay for the...it sounds like the City Hall project isn't fully set up yet, but do we have enough dough in the account to pay for those trailers?

Mayor Donchess

Yes.

Are there any other comments? There were none.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

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

Nay: 0

**MOTION CARRIED: 4 – 0 – 0**

**Street Department**

**A. MOTION:** Commissioner Pappas to approve Change Order #2 to the contract with Stephens-Marquis Associates, Inc. of Merrimack, NH in the amount of \$22,299 for the painting of the two fuel storage tanks located at the Street Department. Funding will be through Department: 161 Street; Funds: General and Escrow; Activity: Fuel Depot Rehabilitation.

**Discussion:**

Mr. Ibarra, Superintendent of Streets

As you know the Board approved the rehabilitation and the design build of the fuel depot located at the Street Department on 9 Stadium Drive. Part of that was to develop the SPCC Plan, which is the Spill Prevention, Control, and Countermeasure Plan, and required the inspection of the two tanks that contain our diesel and unleaded fuel at the Street Department. It services both the ambulance, fire, police department, school department, and public works. Through the inspection process which was internal and external of the tanks and the piping, it was determined that there was enough scaling and pitting that the tanks needed to be ground down in areas, primed, and re-painted. Prior to our inspection with the Department of Environmental Services from the State of New Hampshire, we would like to have these taken care of so there are no issues and it will extend the life of the tanks. The tanks did pass the internal inspection.

Mayor Donchess

Are there any members of the Board who have questions or comments?

Commissioner Pappas

How is the project going?

Mr. Ibarra

It's going well, we are hoping to have our final inspection through the state next Wednesday if all goes well.

Commissioner Pappas

Is it right on schedule or a little ahead?

Mr. Ibarra

We had a little setback but we are doing pretty well.

Mayor Donchess

Are there any other Commissioners who have questions or comments? There were none.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

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

Nay: 0

**MOTION CARRIED: 4 – 0 – 0**

Engineering Department

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

Mayor Donchess

Are there any Commissioners who have questions or comments? There were none.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

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

Nay: 0

**MOTION CARRIED: 4 – 0 – 0**

**B. MOTION:** Commissioner Schoneman to approve the following Pole License Petitions: PSNH #21-1527, #21- 1531.

Mayor Donchess

Are there any Commissioners who have questions or comments? There were none.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

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

Nay: 0

**MOTION CARRIED: 4 – 0 – 0**

**C. MOTION:** Commissioner Pappas to consider the hardship request from Pennichuck Water Works for excavation to repair a hydrant gate valve in the vicinity of 22 Beauview Avenue.

Mayor Donchess

Are there any Commissioners who have questions or comments? There were none.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

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

Nay: 0

**MOTION CARRIED: 4 – 0 – 0**

**D. MOTION:** Commissioner Moriarty to consider the hardship request from Pennichuck Water Works for excavation to extend a water main in Chestnut Street.

Mayor Donchess

Are there any Commissioners who have questions or comments?

Commissioner Pappas

It looks like it's wanting to extend a water main in Chestnut Street. Is it adding a new service? Is there a reason that particular service had to be added?

Mr. Pete Cutter, Principal Engineer, Pennichuck Water Works

We are looking to extend...we ran a 12-inch water main a few years back down Chestnut Street and we are looking to extend that through an easement across Fields Grove Park to Lawndale Avenue. It will be a 16-inch high-density (inaudible) water main.

Commissioner Pappas

My question is since we are cutting into a road how is it a hardship? Is someone having trouble with their water service?

Mr. Cutter

No, it's part of our strategic plan to extend that main over to Lawndale Avenue so we have redundant connections that run parallel to Main Street. The water main in Main Street is a 1920's vintage cast iron pipe and although it's serving us very well, at some point it may have to be taken out of service to be maintained with a cleaning and lining program or shut down for repair in which case west of Main Street would have some difficulty getting flows through it where east of Main Street we have a large water main going up Fifield Street to the tank, behind Rivier College, and 16-inch mains extended beyond that down to Main Street. On the west side, we don't have that luxury just yet.

Commissioner Pappas

Right, but it doesn't sound like an emergency because the reason for the hardship is that we are cutting into a road that is still under the moratorium.

Mr. Dan Hudson, City Engineer

I wanted to point out that this is a section that is a dead-end street. It's at the very end of Chestnut Street and there's only a house or two there and it's a very low use roadway. Unfortunately, where the existing water main dead ends they need to get into the street. I just ask for your consideration of that when evaluating whether it's appropriate or not. It's not like some of our other streets where it's impacting a significant amount of traffic.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

Yea: Mayor Donchess & Commissioner Moriarty

2

**MOTION FAILED: 2 – 2 – 0**Mayor Donchess

I have to leave and Commissioner Teas is not with us due to a family matter and we wish him the best. The previous Vice Chair was Commissioner Moriarty so I am going to turn the meeting over to him to chair the remainder of the meeting.

- E. MOTION:** Commissioner Pappas to consider the hardship request from Pennichuck Water Works for excavation to repair the water service at 124 West Pearl Street.

Commissioner Moriarty

Are there comments from members of the Board? There were none.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

Yea: Commissioner Pappas, Commissioner Moriarty,  
& Commissioner Schoneman 3

Nay: 0

**MOTION CARRIED: 3 – 0 – 0**

- F. MOTION:** Commissioner Schoneman to approve the award of the construction contract for the Charlotte Avenue Safe Routes to School Project to Northeast Earth Mechanics of Pittsfield, NH in the amount of \$288,812.25. Funding will be through: Department: 160 Admin/Engineering; Fund: Grant; Activity: Safe Routes Charlotte Ave; Department: 169 - Wastewater; Fund: Wastewater; Activity Description: Stormwater Abatement; and Department: 160 - Admin/Engineering; Fund: Trust: Northeast Quadrant Sidewalk Fund.

**Discussion:**Mr. Hudson

This is a project that has been around for a while and we are excited that we are at the construction phase. The project involves pedestrian safety improvements at the Charlotte Avenue Elementary School, including adding a new sidewalk and a new crosswalk at the main school entrance and removing the other crosswalks and provided school zone flashing beacons with a radar speed feedback. This project is funded through a number of accounts. A little less than half of it is funded through a Safe Routes to School Grant from the Department

of Transportation and there are also wastewater funds and Northeast Quadrant Sidewalk Funds. It's a good project and has been through a number of public meetings and has been well considered. We are asking for your approval so we can move with the construction and get this built. If all things go well we should have it constructed by the end of October.

Commissioner Moriarty

Are there comments from members of the Board?

Commissioner Schoneman

Do you have numbers, Mr. Hudson, on which fund is paying how much?

Mr. Hudson

Safe Routes to School Fund (DOT) - \$107,035.53  
Capital (Previously assigned by the city) - \$75,000  
Wastewater/Stormwater Funds - \$58,083  
Northeast Quadrant Sidewalk Fund - \$48,693.72

Commissioner Schoneman

That seems like a lot of money under the Safe Routes to School and it seems like, if I remember, Charlotte Avenue was getting quite a bit out of that grant. How much of that grant is being used for the other walking only schools? I know Mt. Pleasant in our neighborhood is a walking only school, my neighbors all send their kids there. How is this going to be used besides the project at Charlotte Ave?

Mr. Hudson

I can't speak to those other projects; I know there's been a few different projects that have been completed. This funding I know is specific for this project. I believe this is the last Safe Routes to School project under this program.

Commissioner Schoneman

For Charlotte Avenue or for all of the schools?

Mr. Hudson

I believe for all of the schools but we could always reapply for future grant opportunities. I understand this to be the balance of our current awarded funding.

Director Fauteux

There have been several Safe Routes to School projects over the year, Commissioner Schoneman. There was a very large project that was done at Mt. Pleasant; I can't tell you exactly how much or the total extent of it. The School Department identified different projects

that they wanted. Charlotte Avenue was one of them. This was really pushed by the School Department and we helped them with it. This has been going on as long as I've been the Director, I think it's been eight to ten years that these people have been waiting for this. This money is slated specifically for Charlotte Avenue and can't be used for anything else. It was applied for Charlotte Avenue and designated for Charlotte Avenue.

Commissioner Pappas

I have some concerns that Dr. Crisp hasn't had a lot of help with...they are a walking school only as well as Pennichuck and I do have concerns using wastewater....I don't know if that means the area is flooded. I don't know, I don't think we have enough information.

**MOTION:** Commissioner Pappas made a motion to table the item pending further information to be provided at the next Board of Public Works meeting.

**Discussion:**

Director Fauteux

What additional information are you looking for, Commissioner Pappas?

Commissioner Pappas

How much of that money was given to Dr. Crisp and how much money has Charlotte Avenue already received because I know that we've really spent an awful lot of money from the Safe Routes to School grant which I think is fine but the issue is Charlotte Avenue is not one of the walking only schools and a lot of the kids who do walk to schools...a lot of times they will have folks escort them to school and also the fact that we didn't the specific breakdown in advance (the amount of money that's being spent from each bucket).

Director Fauteux

So if we don't accept this money for Charlotte Avenue then we are going to lose this money. This money will not be able to be reallocated to another school, just so everyone is clear. This is not Safe Routes to School money that we can just take and use wherever we think is needed, this is specifically designated for Charlotte Avenue. These people have waited a very long time and they have invested a lot into this project and there's been a lot of safety issues that have happened over the years at Charlotte Avenue and that's one of the reasons why the state saw this as a very valuable project and one that should be funded and moved forward. It's not that we can't look at other schools, we certainly should look at other schools if we have concerns about kids walking and safety as we should always be evaluating that. I just want to make it clear that Charlotte Avenue has not received any Safe Routes to School funds before this, it is the first time, but you have been hearing about it for a long time. The state would never allow us to get this off the ground and they have finally approved the money for us to be fund this project. I think we have a fairly tight timeframe, don't we, Engineer Hudson? If we don't take this money we run the risk of losing it.

Mr. Hudson

I would caution that if this gets delayed by another month and we lose this construction...we are already delayed due to COVID and DOT had some trouble in switching to remote work. There's been a number of factors which has resulted in this project being delayed until the very end of the construction season. We had hoped to get it done before school started this year but that didn't happen. I would caution that a delay might cause us to lose the \$100,000 plus funding we need to achieve.

Commissioner Pappas

Why is wastewater money being used for that?

Mr. Hudson

As I explained, it's a combined sewer system out there so some elements are eligible for putting in some drainage structure and curbing which helps capture and channel the stormwater. There are funding elements through wastewater and it qualifies for those things.

Director Fauteux

This helps us to potentially reduce some of our CSO's which we are trying really hard to do by reducing the amount of stormwater going into the system.

Commissioner Pappas

I would just say in the future that it's really important when we have this much money that we really break the bucket down in advance. I would find that really helpful if people would pay attention to detail and that, I would find that really helpful in the future.

Commissioner Moriarty

Director Fauteux, I would have to agree with Commissioner Pappas on that. It would have been helpful to have the breakdown on that. With that said, I'd like to go ahead and move the motion.

Commissioner Schoneman, do you have any additional comments?

Commissioner Schoneman

No, I don't.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

Yea: Commissioner Pappas, Commissioner Moriarty,

3

Nay:

0

**MOTION CARRIED: 3 – 0 – 0**

**G. MOTION:** Commissioner Pappas to approve a Drainlayer's License for JG Gagnon & Sons Excavation, Inc., of Epping, NH in accordance with Nashua City Code §255-19 Issuance of Drainlayer's License.

Commissioner Moriarty

Are there any members of the Board who have questions or comments? There were none.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

Yea: Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman 3

Nay: 0

**MOTION CARRIED: 3 – 0 – 0**

**H. Informational: Street Opening Permits Issued for Streets in Moratorium**

Mr. Hudson

Last month you approved grade II leaks which were reported after the fact. We have decided to also report on emergency work that occurs on moratorium streets. You have a list of work that occurred in July. In this case, there were two emergency water repairs and those occurred on moratorium streets. This is something we will continue to report monthly to the Board of Public Works. Of course, they will do the repairs as they are required.

Commissioner Moriarty

Are there any members of the Board who have questions or comments? There were none.

**Administration**

**A. Informational - Director's Report**

- The first slide is some granite curbing which was put in by Brox Industries sub-contractor, Tri-State Curbing on Allds Street as part of the paving program.

- This is a picture of Denver Drive which was cracked seal. We have crack sealed about 35 miles of roadway citywide. This was done on July 31<sup>st</sup>.
- These are pictures of our paving program; these are photos of Carol Street and Prescott Street which were paved by Sunshine Paving.
- Our 2020 Paving Program is roughly 70% complete.
- This is the South Main Street roundabout. You will see that we reconstructed some of the sidewalks around the roundabout to bring them up to ADA compliance.
- This is a sewer main installation on Summer Street which was done on July 23<sup>rd</sup> as part of our 2020 Sewer Reconstruction Project.
- This is paving work that was completed on Orange Street by Sunshine Paving on August 7<sup>th</sup>. We received a nice thank you note from a daily commuter. We have received a few thank you notes lately.

Commissioner Pappas

Is it me or are you finding that our paving is going quicker than it did last year?

Director Fauteux

I think it's a similar pace and we are certainly on target with our paving for this season.

- These are our 2020 Holman Stadium Hall of Fame Inductees. There was a ceremony held prior to the August 9<sup>th</sup> Silver Knights game.

The inductees this year are:

- Alan Savage
  - Maurice Sorel, Former Mayor
  - Reverend Robert Woodland
- This is Roussel Park – Both the Streets and Parks & Recreation Departments worked together on the regrading of the rectangular field at the park and it will be seeded in early September.
  - The department responded to over 20 requests for service over the course of Hurricane Isaias. On the left is a picture of the parking lot at our office and on the right is a tree that fell on Perham Street. A tree fell at the administration building and it took out our shed and a window in our van. Nobody was injured.

- We have subsequently taken down several trees that were in danger of coming down.
- This is a picture of a flower bed at French Park and is maintained by Clocktower resident Lorraine Provost, her husband Jeff, and Frank Barbara.
- Soccer started up on August 17<sup>th</sup> and we are out painting lines on our field. This is a field at Main Dunstable.

#### Commissioner Pappas

Are they just doing skills training with soccer or are they going to do actual games?

#### Mr. Caggiano

The NYSL and some World Cup teams are going to be playing this season but there are very strict guidelines from the state. The Recreation Manager, Kellie DeSimone is very adamant about making sure that they follow all of the rules.

- This is a sinkhole repair that we did on Stanley Lane and we found through excavation that there was a stump dump below the sidewalk. We removed the stumps and the repair was completed. Someone must have taken down a bunch of trees and buried them there.
- We did a berm installation on Yarmouth Street to resolve a water run-off issue.
- We have been very busy painting school zone crosswalks.
- This is our on-going mill & fill program. On the left we are milling on Sergeant's Avenue and on the right is West Hollis Street. We have also worked on Perimeter Road this season.

#### Commissioner Pappas

On Concord Street where Academy Drive is the residents there wanted the stop bar replaced painting wise so people don't block their street when they are trying to get in and out. It's right near where you take a left to go onto Henri Bourque.

#### Director Fauteux

Engineer Hudson, can you please explain your plan to Commissioner Pappas, please?

#### Mr. Hudson

I'm sorry, I don't have a plan in mind.

Mr. Andrew Patrician, Assistant Director

I did have our guys paint those stop bars on those streets.

Commissioner Pappas

Okay, I guess I was there the day before yesterday and I didn't see them. I'll double-check and I'll let someone know if the stop bar isn't there.

- Work has begun to repair the settling that has occurred at Lincoln Park. We are rehabilitating the upper field area and parking lot right now and you approved the new playground. This is a well-utilized area and I know that the residents in that will be very happy.
- This is a picture of a manhole repair cover on Front Street.
- The street crew finished screening loam and re-grading the Haines Field behind the Dr. Crisp Elementary School.
- The pump station upgrades continue to move forward. This is the new Watson Street pump station which is near completion.
- The next regional household hazardous waste collection will be held in Milford on Saturday, August 29<sup>th</sup> from 8:00 a.m. – 12:00 p.m.
- The Four Hills Landfill and the Nashua Recycling Center will be closed on Monday, September 7<sup>th</sup> in observance of Labor Day and all curbside collections will be delayed by one day that week.

**Commissioner's Comments**

Commission Schoneman

I was speaking to a gentleman who is 90-years old and he gardens at one of the community garden plots. He was told that they were to wear masks at all times while gardening and he was further telling me that every time that he goes to the garden and he goes every day there has never been anyone within 200 feet of him while he is gardening. I understand that there was an e-mail sent out saying that all users of the garden plot must wear their mask at all times or face the revocation of their garden privileges. There are a lot of ways to stay healthy. Social distancing and mask wearing are some of them but being outside and gardening are also healthy. I think this is really over the top to require people to wear masks while outside doing physical activity in places where there is not likely to be a crowd.

Mr. Caggiano

There is no such rule here at Greeley Park. There are other community gardens located at the rail trail, and behind Citizen's bank and I can't speak to them but our gardens here at Greeley

is very well signed. We ask people if they are adjacent to an active gardener to wear a mask. If they are at Greeley then they are not interpreting rules properly.

Director Fauteux

Was it definitely at Greeley or could it have been on the rail trail?

Commissioner Schoneman

It was at Greeley.

Director Fauteux

Perhaps it would make sense for us to reach out to that gentleman and explain it to him or maybe you can pass on that he doesn't have to wear a mask unless he is within six feet of another gardener, is that right Nick?

Mr. Caggiano

It's if you are adjacent. If you are gardening in your plot and the person next to you is gardening then we are asking them to wear a mask. It's not a Parks & Recreation rule, that rule came down from the state. (inaudible)

Commissioner Pappas

I wish Mr. Caggiano the best and I think that the city is going to miss him. I personally wish him the best.

Commissioner Moriarty

My comment would be the same thing. Nick, you have been great for the city and you are a good person. I wish you the best of luck in the future.

Director Fauteux

I am going to ask the Board to accept his retirement. I've worked with Nick since I started with the city going on twelve years now. To say that I am disappointed by his retirement is certainly an understatement. After some discussion, it became clear that it is in his best interest to retire at this time but it's not in the city's best interest. He has accomplished a lot during his tenure with the city including building recreation programs and upgrading fields and playgrounds. I could go on for an hour regarding the extent of his accomplishments here. He has a strong vision for the Parks & Recreation Department. There's nothing like having a job trying to make people happy and that was Nick's mission every day. He knows his budget and department like the back of his hand and has been an extremely strong mentor to all of his colleagues. He wanted the residents of Nashua to have fun and he was more than successful in doing that.

Nick, I want to thank you for the significant impact you have made on the city during your twenty years in Nashua and thank you from the entire senior staff for your friendship and

tireless effort making the Division of Public Works the best division in the city. You will be sorely missed. We will definitely have a celebration before Nick leaves and we will let you know.

Commissioner Pappas

There was one accomplishment that I forgot to mention. Nick helped come up with the Safe Routes to School. I think I started in November of 2007 and back then the Division barely plowed any sidewalks. It became a priority to go ahead and get kids to school safely and Nick was able to help plot out which sidewalks would be most used by kids walking to school. That was a really important project that he did a great job on.

Commissioner Schoneman

Obviously, I haven't worked with Mr. Caggiano as long as the other Commissioners but I knew him before I became a member of the Board and his reputation preceded him as a great Superintendent. The fact that Parks & Recreation has such an amazing reputation itself...there are so many good things to say and I think in no small part that's because of Nick himself. Of course, it's going to be rough but we wish you the best.

**MOTION:** Commissioner Pappas to accept the retirement of Superintendent Nicholas Caggiano effective September of 2020.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

Yea: Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman 3

Nay: 0

**MOTION CARRIED: 3 – 0 – 0**

Personnel

Director Fauteux

We will address the non-public portion of the meeting in public session.

Non-Public Session

**A. MOTION:** Commissioner Pappas to approve the selection of Dan Bello of Nashua, NH to the position of Wastewater Collection System Operator at the Wastewater Treatment Facility. Starting salary for this position will be \$24.49 per hour. Funding will be through: Department:

**Discussion:**

Director Fauteux

Dan Bello actually started at City Hall and came over to us as a Wastewater Assistant and he did exactly what we hoped these positions would do which is to work into other positions at the Wastewater Treatment Plant and he got his licenses and successfully completed testing and training. We are excited that he is able to be promoted to this position and he is a great guy.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

Yea: Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	3
Nay:	0

**MOTION CARRIED: 3 – 0 – 0**

**B. MOTION:** Commissioner Schoneman to approve the selection, contingent upon the acceptable results of criminal and driving records checks, of Adam Guy of Milford, NH to the position of Analytical Chemist at the Wastewater Treatment Facility. Starting salary for this position will be \$44,754. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

**Discussion:**

Director Fauteux

This is a new employee. I did interview Adam and if you look at his resume you can see that he has excellent qualifications and he was tested and is very well qualified. He has a very good personality and I think he is going to be a very good fit and he is very excited about the position. We are excited to have him.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

Yea: Commissioner Pappas, Commissioner Moriarty, & Commissioner Schoneman	3
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Nay:

0

**MOTION CARRIED: 3 – 0 – 0**

**C. MOTION:** Commissioner Pappas to approve the selection of Matthew P. Dube of Nashua, NH for the position of Equipment Operator, Street Repair, Street Department. Starting salary for this position will be \$24.49 per hour. Funding will be through: Department: 161 Street Department; Fund: General; Account Classification: 51 Salaries & Wages.

**Discussion:**

Director Fauteux

Matt Dube is currently a truck driver at the Street Department and has been for about two or three years. He's been a great employee. We tested him and he tested very well and Superintendent Ibarra has been very impressed with his abilities and we are happy to promote him to the position of Equipment Operator.

**Recorder's Note: Commissioner Teas was not participating on the call at the time of the vote.**

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

Yea: Commissioner Pappas, Commissioner Moriarty,  
& Commissioner Schoneman 3

Nay: 0

**MOTION CARRIED: 3 – 0 – 0**

**Adjournment**

Commissioner Pappas made a motion to adjourn.

Meeting adjourned at 7:43 p.m.



# THE CITY OF NASHUA

*Division of Public Works*

*Street Department*

*"The Gate City"*

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## **Board of Public Works Meeting of September 24, 2020 Street Department**

### **Agenda**

- A. Motion:** To approve the sole source purchase of asphalt and aggregates from Brox Industries of Hudson, NH and Continental Paving of Londonderry, NH in the amount of \$144,500. Funding will be through Department: 161 Streets; Fund: General; Account Classification: 61 Supplies and Materials.

## City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: September 24, 2020  
From: Jonathan Ibarra, Superintendent  
Street Department  
Re: Brox and Continental sole source

**A Motion:** To approve the sole source purchase of asphalt and aggregates from Brox Industries of Hudson, NH and Continental Paving of Londonderry, NH in the amount of \$144,500. Funding will be through Department: 161 Streets; Fund: General; Account Classification: 61 Supplies and Materials.

**Attachment:** Schedule of Prices

**Discussion:** Brox industries and Continental paving has been the City's supplier of asphalt and aggregate products for several years and continue to meet the City's needs. As local vendors the close proximity of their facilities has saved the City valuable time when completing daily projects. In the early spring and late fall the only plant open is often Brox in Dracut, MA. The asphalt we are seeking approval for is used for filling pot holes, our mill and fill program, fill around catch basins and for small paving projects done by the Street Department. This is not part of the paving program.

Under the guidance of the last two City Purchasing Managers, the Street Department has not brought asphalt for approval to the BPW or Finance Committee in at least the last 10 years. The new Purchasing Manager and our Legal Department have made a recent determination that the purchases need to be brought to both BPW and Finance for approval.

# Contractor's Price List

**Continental Paving – Londonderry - Quarry**

**&**

**Litchfield Sand & Gravel – Litchfield - Quarry**

Prices subject to change without notice

Prices Effective: April 1, 2020

<u>Product</u>	<u>Per Ton F.O.B.</u>
1½" Crushed Stone (washed septic stone)	\$10.40
¾" Crushed Stone	\$10.40
½" Crushed Stone	\$10.40
⅜" Crushed Stone	\$11.10
3" to 4" Erosion Stone	\$ 9.50
6" Erosion Stone	\$ 9.50
Rip-Rap Stone	\$ 9.00
¾" Crushed Gravel	\$ 7.50
1½" Crushed Gravel	\$ 7.90
2" Crushed Gravel (NH DOT 304.3)	\$ 7.90
2" Crushed Stone Base (NH DOT 304.4)	\$ 8.10
3" Crushed Stone Base	\$ 8.10
Bank Run Gravel (NH DOT 304.2) @ <b>LSG \$7.00 /ton</b> at the <b>West Rd. Pit \$7.50 /ton</b>	
CPI-Pac	\$ 7.50
Washed Stone Sand (Fine)	\$11.00
Washed Stone Sand (Coarse)	\$11.00
Bankrun Sand	\$10.00 @ <b>LSG only</b>
Screened Sand	\$11.00
Loam	\$10.85
2" RAP (reprocessed asphalt product)	\$ 6.50
¾" RAP	\$ 8.50

Asphalt Price - Call for pricing (changes based on current liquid asphalt cost)

Continental Drive, Londonderry Scale House # 603-437-1103

Litchfield Sand & Gravel Scale House # 603-424-6515

Truck Rental: **10 Wheeler** \$85.00/hr. **Tri-Axle** \$90.00 /hr. **Trailer** \$100.00 /hr.

**BROX INDUSTRIES 2019 PRICELIST****85 GREELEY STREET HUDSON NH 03051****603-889-6174**

PRODUCT NUMBER	PRODUCT NAME	PRICE PER TON
791	PERFROMANCE PATCH	\$109.00
006	EROSION STONE	\$14.50
009	SHOT ROCK	\$12.50
021DG	1 1/2 DENSE GRADE	\$10.50
001W	1 1/2 WASHED STONE	\$14.00
020SB	3/4 STONE BASE	\$10.50
002	3/4 WASHED STONE	\$14.00
003	1/2 WASHED STONE	\$13.00
004	3/8 WASHED STONE	\$14.00
027SF	CRUSHED STONE FINE GRADE	\$10.50
030R	CRUSHED RAP BASE	\$9.00
029	CRUSHED CONCRETE BASE	\$8.00
012SB	STONE DUST (BLUE)	\$20.00
016	MORTAR SAND	\$26.00
015	SCREENED SAND	\$19.50
013	WASHED SAND	\$18.50
017	SALTED SAND THROUGH 4/30/19	\$75.00
033	SILT	\$2.00
016C	HIGH G SAND	\$8.00
028	FILL	\$5.00
028S	SCREENED FILL	\$6.00
022PG	3" GRAVEL BASE	\$10.50
032S	SCREENED LOAM	\$16.00
036I	CONCRETE (INCOMING CLEAN)	\$19.00
036IS	CONCRETE (OVERSIZE AND STEEL)	\$25.00
094	STUMPS (20-39) TRAILER	\$400.00/LOAD
093	STUMPS (TRI-AXLE 10 WHEELER)	\$250.00/LOAD
082	EMULSION-PER PAIL	\$60.00



# THE CITY OF NASHUA

*Division of Public Works  
Engineering Department*

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*"The Gate City"*

## **Board of Public Works Meeting of September 24, 2020 Engineering Department**

### **Agenda**

- A. Motion:** To approve the Residential and Commercial Wastewater Service Permits and Fees as submitted.
- B. Motion:** To consider a hardship request for excavation to install water and sanitary sewer connections at 22 Hutchinson St.
- C. Motion:** To approve the purchase of an overhead 360-degree vehicle detection camera system from Electric Light Company for the West Hollis Street / Elm Street signalized intersection for an amount not to exceed \$23,000 funded partially through the West Hollis Street Traffic Mitigation fund. Funding through Departments 160 Admin/Engineering and 161 Streets; Fund: Trust (\$14,500) and General (\$8,500); Account Category 71: Equipment; Activity: Infrastructure Improvements.
- D. Informational:** Street Opening Permits issued for Streets in Moratorium

## City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: September 24, 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 August 1 to August 31, 2020.

Date	Permit #	Location Information	Resident Name/ Company Name	Comments (Residential or Commercial)	Fees	Repair	Entrance	Connection	Betterment
8/11/2020	24029	40 Pine St, 2 units Lot: 83-80 Acct: 31496	NWGM Title Holding Company	Residential New Connection	<b>\$590.00</b>		X		
8/3/2020	24030	31 Cider Ln Lot: F-615 Acct: 5782	Sonia & Wilson Powell	Residential Replacement	<b>\$600.00</b>	X			
8/4/2020	24031	57 Northeastern Blvd Lot: 140-68 Acct: 50417	1987 Tamposi Limited Partnership	Commercial Increase Use	<b>\$295.00</b>		X		
8/18/2020	24032	55-57 Newbury St Lot: 14-488 Acct: 30978	Anne M, Sirois	Residential Replacement	<b>\$600.00</b>	X			
8/19/2020	24033	27 Cleveland St Lot: 106-3 Acct: 39545	City of Nashua - Fairgrounds Middle School	Commercial Connection	<b>\$0.00</b>				
8/27/2020	24034	128 Pine St Lot: 96-120 Acct: 31560	Julie Dube	Residential Replacement	<b>\$600.00</b>	X			
<b>TOTAL</b>					<b>\$2,685.00</b>				

## City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: September 24, 2020

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

Re: Request to Excavate – Five-year Moratorium – 22 Hutchinson St

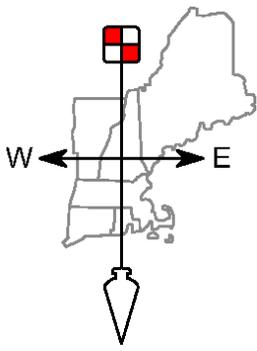
**B. Motion:** To consider a hardship request for excavation to install water and sanitary sewer connections at 22 Hutchinson St.

**Attachment:** Letter from Fieldstone Land Consultants dated September 3, 2020 with map of impacted area

**Discussion:** Fieldstone Land Consultants, agent for the owner of the undeveloped lot at 22 Hutchinson St is requesting in the attached letter that their client be allowed to excavate into a newly paved street to install water and sewer services in order to construct a single family home. This street was paved on August 14, 2017.

A waiver of the moratorium is being requested. Under 285-13 Section A of City Ordinances, such a waiver may be granted by the Board of Public Works. The ordinance further states in Section G 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, at the licensee’s expense, the street is reconstructed...for a minimum of 20 feet beyond either end of the disturbed area...”.

The road will be resurfaced 20 feet beyond either end of the excavated area, per City Ordinance.



# FIELDSTONE

## LAND CONSULTANTS, PLLC

Surveying ♦ Engineering  
Land Planning ♦ Septic Designs

206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456  
www.FieldstoneLandConsultants.com

September 3, 2020

Nashua Board of Public Works  
9 Riverside Street  
Nashua, NH 03062

RE: Residential Site Development - 22 Hutchinson Street  
Tax Map Parcel 127-30  
**(Request for Board of Public Works Approval)**

Dear Nashua Board of Public Works,

As agent for Milton Edwards Family, LLC (c/o Howard Chain), Fieldstone Land Consultants, PLLC hereby requests the following approval from the Board of Public Works according to the City of Nashua Land Use Code (NLUC) in order to construct utility services on a street with a 5 year moratorium.

Project Description: The property on 22 Hutchinson Street (Lot 127-30) is located in "B" Urban Residence District and contains 12,571± square feet and 160.50 feet of frontage per reference plan. The property is currently vacant but town sewer, water, and overhead electric utilities are available in Hutchinson Street.

The owner is proposing the construction of a single family residential dwelling on the parcel. Construction of the dwelling includes tying in to existing water and sewer utilities under Hutchinson Street which has been paved in the past 5 years.

The owner is seeking relief from the 5 year moratorium for street cutting base on the following ordinance:

NLUC Regulation: 285-13 (G)- Construction shall not be permitted on any street paved within the past five years, except for emergency or hardship purposes only, and only if, at the licensee's expense, the street is reconstructed by removing the existing asphalt, aggregate base, and subgrade material a minimum of three feet in each direction beyond the damaged area (or up to the edge of pavement if closer than three feet, and placing a minimum of 18 inches of aggregate base, and a minimum of three inches total asphalt concrete on residential streets, and five inches total asphalt concrete on all other streets. In addition, the licensee shall resurface the entire street from curb to curb, and for a minimum of 20 feet beyond either end of the disturbed area as measured along the center line of the roadway,

Site Development - 22 Hutchinson Street  
Tax Map Parcel 127-30  
(Request for Board of Public Works Approval)

Page 2

and a minimum asphalt concrete thickness of two inches. Full depth edge grinding shall be performed to maintain curb profile, and preclude feathering of pavement. This obligation shall apply to all excavations, including work under Articles V and VI of this chapter.

Hardship: We believe denying the relief would create an unnecessary hardship. Financially, the construction and sale of the proposed single family dwelling on an existing residential lot is contingent on the being able to provide the dwelling with utilities. Not allowing the proposed dwelling to access street utilities would stop any potential sale from happening in a reasonable time frame.

All construction shall comply with the requirements of section 285-13 (G) as stated above. In summary we believe that this request is reasonable, meets the spirit and intent of the code and would not create an unnecessary hardship for the applicant

Sincerely,

Fieldstone Land Consultants, PLLC



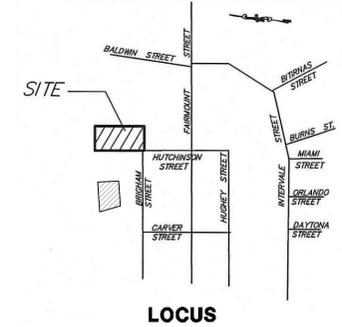
Chuck L. Ritchie,  
Project Engineer

**LEGEND:**  
EXISTING FEATURES

- STONE BOUND FOUND
- STONE BOUND TO BE SET
- IRON PIPE FOUND
- IRON PIPE TO BE SET
- MINIMUM BUILDING SETBACK
- EXISTING PAVEMENT
- EXISTING BUILDING

PROPOSED FEATURES

- EDGE OF PAVEMENT
- W — WATER SERVICE
- S — SEWER SERVICE
- SAWCUT LINE
- BUILDING

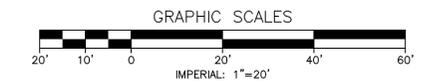


**NOTES:**

- OWNER OF RECORD FOR EXISTING TAX MAP 127-30 IS MILTON EDWARDS FAMILY, LLC, 131 DANIEL WEBSTER HIGHWAY, NASHUA, NH 03060. THE REFERENCE DEED IS BK.7970 PG.459 DATED MAY 23, 2019 IN THE CHESHIRE COUNTY REGISTRY OF DEEDS.
- THE TOTAL AREA OF TAX MAP LOT 127-30 IS 12,571± SQ.FT. WITH 106.50 FT. OF FRONTAGE ALONG HUTCHINSON STREET AS SHOWN ON THE REFERENCE PLAN CITED HEREON.
- THE PURPOSE OF THIS PLAN IS TO SHOW THE PROPOSED UTILITY CONNECTION FOR THE DEVELOPMENT OF TAX MAP LOT 127-30.
- CURRENT ZONING IS THE URBAN RESIDENCE DISTRICT.
- THE BOUNDARY INFORMATION AND EXISTING SURFACE FEATURES AND TOPOGRAPHY SHOWN FOR LOT 127-30 IS BASED ENTIRELY ON THE REFERENCE PLAN #1 CITED HEREON. NO BOUNDARY WORK HAS BEEN PERFORMED BY THIS OFFICE.
- THE HORIZONTAL ORIENTATION IS BASED ON THE REFERENCE PLAN #1.
- THE SITE IS CURRENTLY VACANT LAND AND IS NOT SERVICED BY ANY UTILITIES.

**REFERENCE PLAN:**

- "EXISTING CONDITIONS PLAN - LOTS 28, 30 & 31/SHEET 127 - HUTCHINSON STREET - NASHUA, NEW HAMPSHIRE", SCALE 1"=20', DATED JUNE 25, 2008 BY MAYNARD & PAQUETTE ENGINEERING ASSOCIATES, LLC.



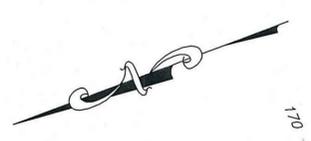
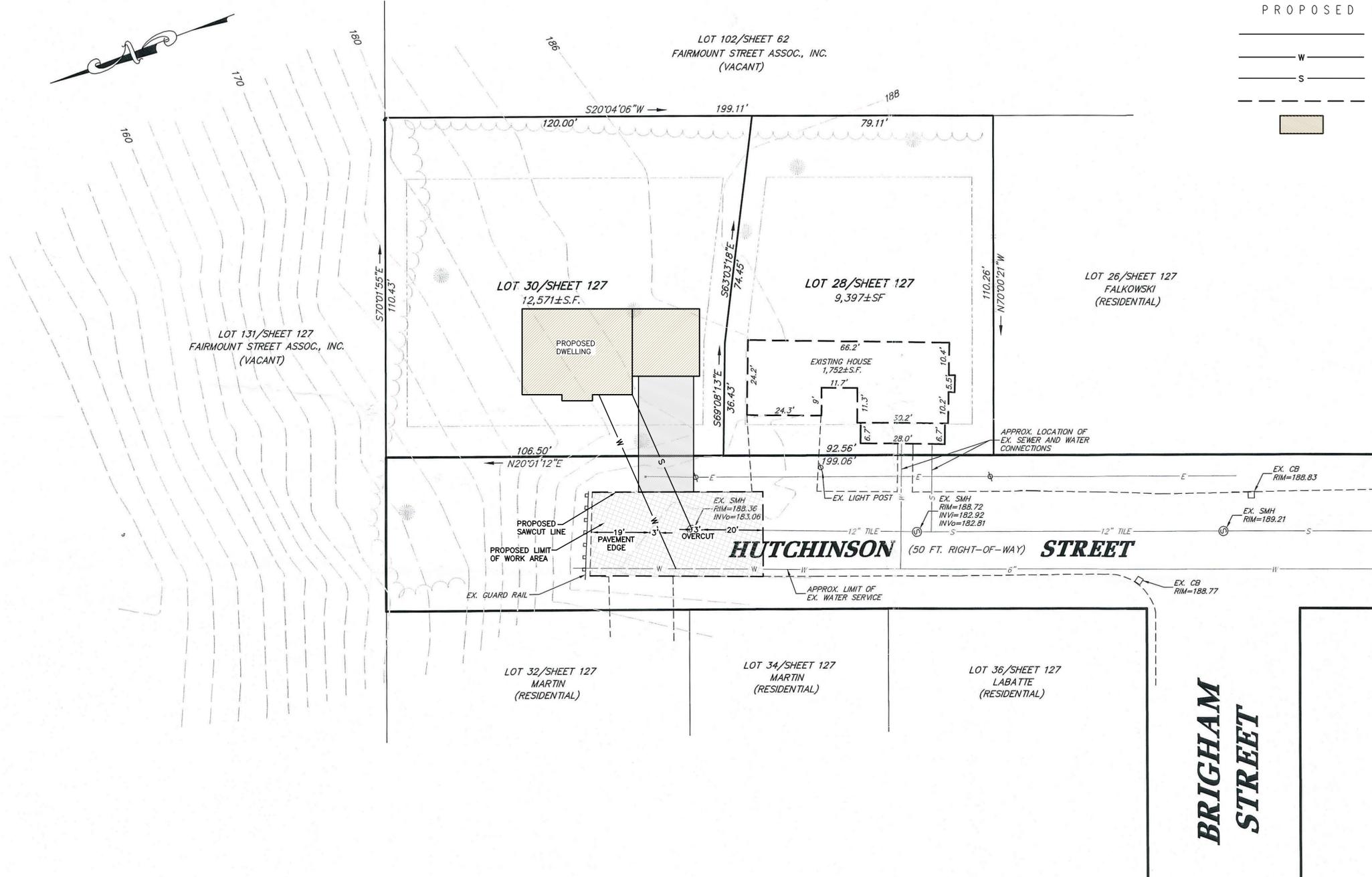
REV.	DATE	DESCRIPTION	C/O	DR	CK

**EXHIBIT PLAN**  
**TAX MAP 127 LOT 30**  
**(22 HUTCHINSON STREET)**  
**NASHUA, NEW HAMPSHIRE**

PREPARED FOR & LAND OF:  
**MILTON EDWARDS FAMILY, LLC**  
131 DANIEL WEBSTER HIGHWAY, NASHUA, NH 03060

SCALE: 1" = 20' SEPTEMBER 3, 2020

Surveying ♦ Engineering ♦ Land Planning ♦ Permitting ♦ Septic Designs



## City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: September 24, 2020  
From: Daniel Hudson, P.E., City Engineer  
Public Works Division  
Re: Purchase of an overhead 360-degree vehicle detection camera (West Hollis Street at Elm Street)

**C. Motion:** To approve the purchase of an overhead 360-degree vehicle detection camera system from Electric Light Company for the West Hollis Street / Elm Street signalized intersection for an amount not to exceed \$23,000 funded partially through the West Hollis Street Traffic Mitigation fund. Funding through Departments 160 Admin/Engineering and 161 Streets; Fund: Trust (\$14,500) and General (\$8,500); Account Category 71: Equipment; Activity: Infrastructure Improvements.

**Attachments:** Quote

**Discussion:** Utility work (gas, water, and sewer) on Elm Street recently impacted underground traffic detection loops at the signalized West Hollis Street / Elm Street intersection. Rather than replace the loops underground and have them potentially impacted again by a future paving or utility project, we are requesting purchase of an overhead 360-degree vehicle detection camera system.

The proposed camera system is a superior detection device (as compared to underground loops) and will allow us to assess system performance by gathering traffic counts in real time, enabling us to make adjustments to signal timings to maximize the efficiency of the system. In addition, it will enable us to remotely troubleshoot issues, and track and report on changes in traffic volumes and patterns over time.

This request is for the use of the West Hollis Street traffic corridor funds (\$15,000), and the paving programs roadway impact mitigation funds (\$8,000) which include contributions received from private utility companies toward the City's roadway restoration work.



1 Morgan Way  
Cape Neddick, ME 03902 US

# Estimate

**ADDRESS**

City of Nashua  
PO Box 2018 229 Main Street  
Nashua, NH 03061

**ESTIMATE #** 1218

**DATE** 09/09/2020

QTY	DESCRIPTION	RATE	AMOUNT
1	Supply and install a Gridsmart video detection system at W. Hollis / Elm. Nashua Includes:	18,980.00	18,980.00
1	Processor GS2	0.00	0.00
1	360 Degree Camera	0.00	0.00
1	Mounting Hardware	0.00	0.00
1	Data Module	0.00	0.00
1	Surge Protection	0.00	0.00
1	Cat5e Underground Shielded Wire	0.00	0.00
1	Data Module	3,200.00	3,200.00
	Natural Color Camera Police details ar not included.		

Nashua, Hollis / Spruce

TOTAL

**\$22,180.00**

Accepted By

Accepted Date

## City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: September 24, 2020

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

**D. Informational:** Street Opening Permits issued for Streets in Moratorium

**Discussion:** Below is a list of Street Opening Permits issued for streets in moratorium for the period of August 1 to August 31, 2020.

<b>Date Approved</b>	<b>Permit #</b>	<b>Excavation Location</b>	<b>Last Paved</b>	<b>Company Name</b>	<b>Type of Work</b>
8/12/2020	<b>20-278</b>	24 Kern Dr	2017	Liberty Utilities	Grade 2 Leak Repair
8/19/2020	<b>20-506</b>	Brook Village @ Spit Brook Rd	2019	Liberty Utilities	Grade 2 Leak Repair
8/20/2020	<b>20-515</b>	Gray Ave @ Bowers St	2020	Pennichuck Water Works	Emergency Water Main Repair



# THE CITY OF NASHUA

*Division of Public Works*

*Administration Department*

*"The Gate City"*

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## **Board of Public Works Meeting of September 24, 2020 Administration**

### **Agenda**

#### **A. Informational:**

- i.** Outdoor Dining
- ii.** DPW Facility Update
- iii.** Director's Report

# Board of Public Works Meeting of September 24, 2020

## Department Report

### Engineering Department

- **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. New maps have been generated as part of this change order outlining additional sewers and drains to be inspected.
- **2020 Sewer Replacement.** SUR Construction West is replacing the 120 year old concrete sewer main on Water St.
- **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. Written Standard Operating Procedures (SOPs) for the collection system infrastructure have been submitted for review as well as revised specifications for sewer construction.
- **Integrated Plan – Long Term Control Plan.** With input from DPW staff, Hazen developed a list of ranking criteria organized by environmental, social and economic categories. The DPW staff ranked each criterion against one and other in order to weigh each of the criterion. Planned capital projects will be scored and ranked to determine those projects that will be most cost effective and impactful in efforts to meet water quality goals.
- **MS4 Stormwater Permit.** Gathering of data to be included in the Annual Report due September 28th is underway. Some of the City departments submitting information include Parks and Recreation, Streets, Wastewater, Waterways, Planning and Environmental Health. A Stormwater Coalition meeting was held on September 10th.
- **2019 Paving Program (Local/Residential Roads).** Approximately one quarter mile of final paving is remaining to be completed in the contract. Sunshine Paving has been working on punch list items on all of the finished streets.
- **2019 Paving Program (Arterial/Major Roads).** East Hollis is anticipated to be final paved by the middle of October. Once East Hollis is completed all paving in the contract will be completed.
- **2020 Paving Program (Contracts 1 & 2).** Based on length of roadway completed Contract 1 is approximately 96% complete and Contract 2 is approximately 85% complete. Several roads had to be removed from the contract due to planned future development and infrastructure improvements. A no cost change order to pave additional roads has been issued to the contractor for both contracts.
- **2021 Paving Program.** Engineering has begun generating a preliminary street list and estimate for next year's program. The program's list will be vetted by sewer, gas and water utilities and screened for conflicts with upcoming projects and maintenance efforts in the coming weeks.
- **2020 Pavement Preservation Program.** The contract with Indus Inc. was completed on August 18th and they have completed 34 miles of crack sealing. The project is currently in the final payment and close-out period. A final invoice was received and approved by Engineering.

- **Federal Aid Paving Project.** A no cost change order to construct ADA ramps at Exits 6 and 7 has been approved by the NHDOT. The ramps have been completed. The contractor will be milling and paving the on and off ramps at each ADA ramp location. This is anticipated to be completed by the end of September.
- **2020 Asphalt Testing.** S.W. Cole continues to perform plant testing of asphalt mixes and laboratory testing of pavement cores to ensure compliance with paving program specifications.
- **2020 Sidewalk Program.** Sidewalk reconstruction by RWC is nearing completion of the original contract, with change order work pending. Sidewalk work will conclude after Eversource utility pole relocations have been completed in early October.
- **Factory St Sidewalk/ADA improvements.** Engineering is developing plans to address non-complaint ADA tip-downs and pedestrian crossings, insufficient curb reveal, and to potentially accommodate additional on-street parking. An existing conditions plan is being developed for the use in designing improvements in the areas above.
- **Chandler St at Canal St Turn Simulation.** An existing issue with City busses and large vehicles turning right from Canal St onto Chandler St is being addressed. Engineering evaluated existing turning maneuvers using CAD vehicle tracking software and determined that the stop bar on the southbound Chandler St approach should be set back 25-30 ft from its existing position to better accommodate and allow these larger vehicles to successfully make the turn. The revision will be implemented in the coming weeks.
- **Long Term Transportation Project Planning.** The Engineering Department works with Community Development to identify and plan future transportation projects. Engineering provides technical advice to help secure project funding through the Nashua Regional Planning Commission (NRPC) and NHDOT. The NRPC is currently soliciting new projects for inclusion in the FY 2023 to FY 2032 Ten Year Transportation Plan and the City will be advocating for the inclusion of the Bridge St/Canal St reconstruction project.
- **Charlotte Ave Elementary School SRTS.** Engineering has received approval from NHDOT to award the contract with additional Federal Funding to Northeast Earth Mechanics of Pembroke, New Hampshire. The project award includes base bid and additive alternates 1 and 2. The 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. A preconstruction meeting was held and work is anticipated to start soon. Construction is anticipated to be completed in early November.
- **Atherton Ave Park (Soccer Fields Project).** Engineering has completed an existing conditions survey, developed a preliminary design, and will be providing layout for the construction of two small soccer fields to replace existing baseball and softball fields. Parks & Rec is managing the project and construction is anticipated to be performed by the Streets Dept.
- **Lincoln Park (Maintenance Project).** Engineering is providing survey, design, and layout for maintenance to the upper parking lot, paths, fields, and playground to address settling that has occurred. Parks & Rec is managing the project, construction is being performed by the Streets Dept., and the Solid Waste Dept. is overseeing compliance with permitting for the closed landfill. Construction of the Greenlay Street access road and parking area has been completed to base pavement with curbing and sidewalk work to follow.

- **Canal Street Bridge Repairs.** River depth data continues to be gathered to address concerns that contractors had about potential flow conditions during construction. Substructure concrete repair project will be advertised late in the year for construction next year.
- **Private Development.** Reviews include newly submitted or resubmitted plans for: Fairgrounds Middle School at 27 Cleveland St site access and parking modifications, 41 Central St Bronstein Redevelopment, 4 Blackstone Dr gas station, 546 Amherst St retail units at existing SNHU, 190 Broad St Credit Union, 133 Amherst St residential development, 25 Ingalls St residential development, 438 Main Dunstable Rd subdivision, West Glenwood St Auto Body Shop, 32 Gorton Rd residential development, 4-6 Edgewood Ave lot line relocation, 1 Chestnut St parking lot modifications, and 38 Bridge St Liberty Utilities site modifications.
- **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. The Engineering Department also works with utility companies to calculate and collect funds for pavement restoration. In instances where utility work occurs on streets the City plans on paving, a monetary contribution in lieu of trench restoration by the utility company is accepted. These funds are kept in a separate account and used for street rehabilitation efforts.
- **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. Pennichuck Water Works has also ramped up construction work throughout the City.
- **Survey Work.** Recent survey work includes: As built of the Concord St drainage down to the Nashua River, existing sidewalk survey on Kinsley St from the Everett Turnpike to Main St, location of the gas well heads at the landfill, survey on East Dunstable Rd at Dane St for a large pine in the right of way causing a sight distance problem, survey at 3 Pell Ave. for a drainage problem, and assistance with the reconstruction of Lincoln Park.
- **Street Opening Permits.** Engineering issued 85 Street Opening Permits in the month of August 2020.
- **Encumbrance Permits.** Engineering issued ten Encumbrance Permits in the month of August 2020. A method to consolidate the notification process to City departments about detours around work areas is being developed.
- **Sewer Permits.** Engineering issued six sewer permits in the month of August 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 was prepared for the Futures League's Championship series between the Silver Knights and the Brave Hearts on July 20,21 and 22. The Silver Knights were crowned champions
- **Stellos Stadium.** Sports have started at the stadium under very carefully thought out safety protocols. These rules were put together between the Health Department and the School Department.

- **Halloween Activities.** While we won't be able to hold our traditional Fright Night event there will be some activities that families can participate with. We will be showing a movie at Greeley Park (The Addams Family) with reserved boxes painted on the lawn. We will also be holding a Halloween House Decorating Contest look for details on our web site and send in your pictures.
- **Downtown.** 500 mums were planted in the Main Street beds and planters.
- **Playgrounds.** The playgrounds are open and being heavily used. The sanitizer stations are being refilled every two weeks.
- **Youth / Adult Sports.** Fall soccer is being played and the things are going well. The fields are staying in good condition. The PAL and Elks youth football program cancelled their seasons this year due to Covid.
- **Field renovations.** The seeding that was done at Haines Street is starting to come in.
- **Projects.** Work continues at the following locations;
  - ❖ Greeley Park Boat Ramp work has been completed aside for a few punch list items it is open for use. A grand opening is being planned.
  - ❖ Flagpole replacement for RR Square is scheduled now that the flagpole is in
  - ❖ The Atherton Ave field development is moving forward. The area has been surveyed and we are currently looking at grading plans.
  - ❖ The renovation work at Lincoln Park has been started the goal is to complete the work on the upper park this year.
  - ❖ The Tolles Street Public Gardens project will begin construction this fall.
- **Summer Camps.** The camp season wrapped up on August 21<sup>st</sup>. overall the camps we did have were very successful. We were able to make about 50% of our normal profits which we are very happy about.

### 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. Operators with mechanics and assistants replaced over 3000 diffusers in Aeration basins 2 and 3. They rain 2 successful rain events this month
- **Maintenance:** Maintenance has continued preventative maintenance at the Treatment plant and the 13 outlying Pump stations. The Electricians installed reset buttons on all the new pump stations. Raw Wet weather pump was removed by the mechanics, the electricians disconnected the power, and it was sent out for service. The motor for Heating Cooling Pump #6 was replaced. The mechanics repaired leaks on the Wet Weather Hypochlorite pump.
- **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. CCTV inspections were done on Bulova, Broad and other streets. The Collection System Operators responded to various emergencies this past month ranging from backups, clogged catch basins, and missing or broken manhole covers
- **Laboratory:** The Laboratory continues daily analyses for permit compliance and process control. The monthly QC checks for August have been completed and results are acceptable. The SQC sampling was conducted on August 5, 2020 and results are acceptable and have

been placed on file. The Laboratory is waiting for results for the Quarter 3 Bioassay sampling conducted on August 25, 2020. The Laboratory received the renewal NELAP Accreditation on September 1, 2020. All laboratory SOP's and the QSM have gone through final revision as of August 21, 2020. The IDEXX system has been cleaned and maintained. The staff conducted semi-annual maintenance to all onsite auto samplers. Quarterly monitoring of microbiology room has been performed and conditions are acceptable.

- **Energy Recovery Upgrades:** The two new gas powered CAT generators were successfully tested at 100% using natural gas. Air emission testing was also completed and met the emission standards for natural gas. The generators will next be tested using digester gas and blended natural gas/digester gas. There still remains some change order work for Methuen to complete that we are negotiating with them on costs.
- **Water Booster Station Upgrades:** The new water booster station building is now complete, running and providing potable water to the plant. TBuck has completed the remaining punchlist items. The record plan set and O&M manual is being finalized.
- **Primary Tank Upgrades:** Methuen Construction has completed all the work in primary tank 5 and it is operating satisfactorily. Tank 4 is under construction. Sump pit fillets and a new concrete support beam have been concrete poured. Tank 2 should be complete by the end of September with tank 3 remaining to renovate.
- **Pump Station Upgrades:** DeFelice has completed the installation of the all the new pump stations. Remaining work includes pavement restoration, new fencing at 2 of the pump stations, electrical connection to new power pole at Gillis and other minor work. Recently received most of the field reports back from Eversource and Consolidated on how to connect new fiber to power poles. It will require wire relocation on some poles by Eversource, Consolidated and Comcast before City fiber can be installed. Working with these utilities to determine their costs for the relocation of the lines and the overall cost for fiber optics to provide communication from the pump stations back to the plant SCADA system.
- **Wet Weather Screening Upgrades:** Waterline Industries has installed a new steel beam to support the concrete floor where the new screens will be located. They have cut out larger openings in the floor for the new screens. Awaiting a date on when the new screens will arrive from Waterline.

## **Street Department**

- **Street Department completed tasks**
  - 3 catch basin repairs.
  - 23 pothole repairs
  - 1 sink hole
- **Asphalt Repairs**
  - Street department crews continue to fill pot holes city wide as the weather permits.
  - Mill and fill is ongoing, to date crews have worked on perimeter road, Sargent Ave and West Hollis street.
- **Traffic**
  - 19 traffic signal problems were responded to and fixed.
  - Numerous electrical issues involving street lights have been addressed.

- Crosswalk striping is ongoing citywide.
- **Fleet**
  - Preventative maintenance and repair of the fleet is ongoing daily.
  - Solid Waste equipment and vehicles are repaired daily.
  - New Hampshire state inspection has started for the year with a completion date of 9/30/2020.
  - State Inspections at 92% as of September 15<sup>th</sup>.
  - Streets winter equipment starting to get looked over in preparation.
- **Weld shop**
  - Dump bodies on the older trucks are having body rot repaired.
  - Chris repaired and fabricated the frame on a Parks trailer which is having the floor replaced.

### **Solid Waste Department**

The first Household Hazardous Waste collection of the year was held on Saturday August 1 in the Park and Ride lot at 25 Crown Street. More than 420 households participated of which 210 were from Nashua (49.6%).

#### **Recyclables Shipped in August 2020:**

- 361 tons of single stream recycled materials.
- 107 tons of scrap metal sold.
- 19 tons of E-waste.
- 6 tons textiles and books.
- 750 gallons of used motor oil.
- 321 appliances evacuated of CFC's.
- 4 boxes of rechargeable batteries shipped.
- The charge for single stream recycling for August is \$82.70/ton.

#### **Recycling Bins & Carts:**

- 80 Recycling carts were sold in August.
- 18 Recycling bins were given out to 14 residents. 4 were new residents.
- 22 Trash carts were replaced.
- 33 Trash carts repaired.

#### **Permits Sold for 2020:**

- 12,160 Residential Permits.
- 750 Commercial Permits.

#### **Curbside Collection:**

- 1901 tons MSW.
- 294 tons Recycling

- 323 tons Soft Yard Waste



# THE CITY OF NASHUA

*Division of Public Works*

*Administration Department*

*"The Gate City"*

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## **Board of Public Works Meeting of September 24, 2020 Personnel**

### **Agenda**

- A. Motion:** To accept the retirement of Steven Waterstrat, Street Foreman, effective August 28, 2020.
- B. Non-Public Session**

## City of Nashua, Public Works Division

To: Board of Public Works

Meeting Date: September 24, 2020

From: Jon Ibarra, Superintendent  
Street Department

Re: Retirement of Steven Waterstrat

**A. Motion:** To accept the resignation of Steven Waterstrat, Street Foreman, effective August 28, 2020.

**Attachments:** Resignation Letter & Acceptance Letter

**Discussion:** On August 23, 2020 Steven Waterstrat submitted his letter of intent to retire, effective August 28, 2020. Steve has been an asset to the City and we wish him the best of luck in his future endeavors.



# City of Nashua

Board of Public Works Retirement System  
229 Main Street  
Nashua, NH 03060

Treasurer's Office (603) 589-3194  
Human Resources (603) 589-3230  
Treasurer's Office Fax (603) 589-3228

**\*\*FOR SERVICE RETIREMENT OR RESIGNATION USE ONLY\*\***

Name: Steve Waterstrat

Address: \_\_\_\_\_

Date: 8/23/2020

**Note: To avoid delays in processing your request, your retirement date must be at least 45 calendar days from today's date.**

Please accept this letter as the formal notification of my retirement or resignation (Please circle one) from the City of Nashua. My last day of employment will be 8/28/2020  
(Date)

I understand I must submit this letter to the Department Superintendent and the Human Resources Department. Additionally, I understand I must contact the Pension Administration firm Hooker and Holcombe at 1 866-495-3548 to file for retirement benefits or I can begin the process through the portal found at [www.pensionedge.com](http://www.pensionedge.com). If I have any questions about this process, I may call the Office of Human Resources department or the Treasurer's Office at the phone numbers listed above. SW (Initial)

Sincerely,

Steve Waterstrat  
(Signature)

Accepted by:

[Signature]

Department Superintendent, Division of Public Works

Director of Human Resources, or designee



# THE CITY OF NASHUA

*Division of Public Works*

*Street Department*

*"The Gate City"*

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August 24, 2020

Mr. Steven Waterstrat  
Andover, NH

Dear Steve,

I would like to acknowledge the receipt of your resignation and desire to retire effective August 28, 2020. I would also like to personally congratulate you on your retirement from the City of Nashua, DPW and the thirty-six years of service you have provided. I enjoyed working with you during your time here, and I consider you not only a valuable asset to the City but an enjoyable presence in the office, as well.

While you will be missed by all of us at the Street Department, you certainly deserve your retirement. Your hard work and reliability have greatly benefited the City, and I hope that the remaining employees here will strive to follow your stellar example.

The contributions and guidance you provided to our overall daily operation at the Street Department will be sorely missed. It has always been my pleasure to work with you. So, while I am saddened to see you go, I am confident that you will find the same success and happiness in retirement that you experienced during your time here.

I wish you the best in your future endeavors. Retirement will surely offer you many new opportunities, which I know you will embrace wholeheartedly, just as you did at the City of Nashua.

Please keep in touch and visit often if you find that you have the time. I hope you have a fun and rewarding retirement.

Best Wishes

Jon Ibarra