

**Board of Public Works Meeting  
Meeting Minutes  
February 25, 2021**

A meeting of the Board of Public Works was held on Thursday, February 25<sup>th</sup>, 2021 at 5:30 p.m. via a Zoom Conference Call.

Mayor Donchess

As Chair of the Board of Public Works, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor'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, which was 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 by 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 for the meeting link. To join by phone dial: 1-929-436-2866. The Meeting ID is: 982 5789 7234 and the password is: 337208. The public may also view this meeting on Comcast, Channel 16.

Second, providing public notice of the necessary information for accessing the meeting: We previously gave notice to the public of the necessary information for accessing the meeting, through public postings. Instructions have also been provided on the City of Nashua's website at [www.nashuanh.gov](http://www.nashuanh.gov) and publicly noticed at City Hall and at the Department of Public Works Administration Building at 9 Riverside Drive.

Third, by providing a mechanism for the public to alert the public body during the meeting if there are problems with access: If anybody has a problem accessing the meeting via the phone or by Channel 16, please call 603-821-2049 and they will help you connect. In the event the public is unable to access the meeting via the phone number mentioned above, the meeting will be adjourned and rescheduled. Please note that all votes that are taken during this meeting shall be done by roll call.

Let's start the meeting by taking a roll call attendance. When each member states their presence, also please state why you are physically not present for the meeting and also state whether there is anyone in the room with you during this meeting, which is required under the Right-To-Know Law.

Diane would you please the roll?

**I. Roll Call:**

Mayor Jim Donchess

I am here and I am not present because of the pandemic and I am alone in the room.

Commissioner Frank Teas

Present, I am meeting off site due to social distancing and the pandemic. I am in my home and I am alone.

Commissioner Tracy Pappas

I am here, I am social distancing due to the pandemic and I am in a room in my home by myself.

Commissioner Kevin S. Moriarty

Yes, I am present, here in my office by myself attending remotely due to the Coronavirus pandemic.

Commissioner Shannon Schoneman

I am here and I am attending remotely due to the Governor’s Emergency Order. I am alone in this room in my house.

Mayor Donchess

Alright, so all members are present. The first item is the approval of the Agenda.

Also Present:

- Ms. Lisa Fauteux, Director, Division of Public Works
- Julie Chizmas, Transportation & Long Range Planner - Community Development
- Jeff LaFleur, Superintendent of Solid Waste
- Mr. Dan Hudson, City Engineer

**II Motion:** Commissioner Moriarty made a motion to approve the agenda as amended:

Discussion

Mayor Donchess

Now I think Director Fauteux, though, had a couple of deletions that she wanted to make?

Lisa Fauteux, Director, Division of Public Works

Yes, thank you Mayor. We’d like to pull a couple of the motions under Engineering; Motion B because the Director of Community Development is on vacation and Motion C as Liberty Utilities could not attend this evening. So if we could pull both of those motions and we will put them back on the Agenda in March.

Mayor Donchess

So Commissioner Moriarty is your motion amended to exclude Items B and C under Engineering?

Commissioner Moriarty

That is correct Mayor, my motion.

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas, Commissioner Moriarty & Commissioner Schoneman	5
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Nay:	0
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**MOTION CARRIED 4 – 0 – 0**

Approval of Meeting Minutes

**January 28, 2021**

**III. Motion:** Commissioner Teas made a motion to approve the minutes of the Board of Public Works Meeting of January 28, 2021

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

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

Nay: 0

**MOTION CARRIED 5 – 0 – 0**

**IV. Public Comment** – None

**V. Presentation: Bike-Ped Study**

Discussion

Mayor Donchess

Alright we have a presentation regarding the Bike-Ped Study from Julie Chizmas. I see Ms. Chizmas here on the meeting. So Julie, could you please go ahead.

Julie Chizmas, Transportation & Long Range Planner - Community Development

Sure thank you very much. Would it be OK if I shared my screen at this time?

Mayor Donchess

Yes, of course.

Ms. Chizmas

Alright. And I'm hopeful that you are seeing the presentation and I can see it. Alright thank you. Thank you so much for having me on your Agenda this evening. I very much appreciate your time; so I will be quick with it. In August 2019 the Board of Public Works unanimously approved the use of sidewalk quadrant funds for NRPC, the Nashua Regional Planning Commission to complete a pedestrian and bicycle transportation study for the total sum of \$14,500.00. So I am just here this evening to give a brief presentation on the findings of that study.

So through this study, the NRPC examined the City's strengths, weaknesses, opportunities and threats related to its bicycle and pedestrian amenities. So it did a basic spot analysis. You know for strengths, we do have an extensive sidewalk network and some really nice walkable and bike-able areas. We also have City leadership that has consistently supported bicycle and pedestrian projects that allowed us to enter into grants with matching funds that the City has been provided. But unfortunately while we do have a great extensive network in great areas, we do have a lack of connectivity between some of our Bike-Ped friendly destinations. We also have a lot of sidewalks that are aging and no longer meet ADA Standards. They were built fine may years ago but the rules have changes; now we need more width and less barriers, less pitch.

NRPC also identified not having a City-wide Bike-Ped Master Plan as a weakness as we don't really have a good guidance document to really help us implement these changes in an effective and efficient way. They also identified several opportunities one of which is the Imagine Nashua Master Plan Update. In the last Master Plan which adopted in 2000, encouraging and promoting sidewalks, trails, and bike lanes was a high priority and mobility and access continue to be high priorities in the Imagine Nashua Plan. This really helped when applying

for grants as we can pull pages from these plans and show that the City has support for Bike-Ped projects. There's also opportunities in the form of new development, we get sidewalk contributions that can help us expand the system and we have paving projects that provide opportunities to restripe lanes so that we have narrower travel lanes and wider more usable shoulders for bicyclists and pedestrians.

We also have some threats including increasing vehicular traffic while the volumes did drop due to the COVID pandemic. We typically do see slow increases in vehicle traffic over time and that has happened over the last 20 years. Accommodating that, increasing vehicular traffic with our limited right-of-way can sometimes be a challenge. We need capacity for our motorized vehicles and that kind of limits what we can do for the non-motorized travelers in an unlimited right-of-way. As we are all aware as I look out my window and still see snow, New England weather can be pretty brutal on infrastructure. It wears faster, we don't get the life out of our pavements like other climates do and we have requirements to plow the sidewalks and that can really be a challenge as you are all well aware.

And finally COVID-19 was identified as a threat. It has been really financially tough on communities and funds for projects including Bike-Ped Projects is very limited; there is a lot of competition for very limited funds. Another component to this study was GIS inventory and hot spot mapping and what NRPC did is use their GIS, their Geographic Information System and technology to identify locations where there's high demand and a need for improvement. Some of the things went into this hot spot analysis, they call it a cooccurrence analysis, so they looked at where there's bike lanes or no bike lanes, where there is high vehicle traffic, whether there are sidewalks or not, neighborhoods with a high percentage of households without access to a vehicle, where there are a lot kids, where we have high transit rates, ridership at stops. They put all of this together and can come up with kind of a hot spot map showing where we really could get a lot of bang for our buck when improving our Bike and Ped infrastructure.

They also conducted a pilot study and collected data on about 17 linear miles of sidewalks, curb ramps, ped signals, and crosswalks. They used, again, GIS Technology, mobile technology to go out in the field and collect data on all of our sidewalks, like I said, sidewalks, crosswalks, curb ramps and pedestrian signals. I think on sidewalks they looked at 15 different elements, whether there were barriers, what the slope was, what the width was, whether they were in poor condition. I think they are up to 20 different elements that they collected data on for the ped signals, so they really did a really intensive look at our Bike-Ped, our pedestrian infrastructure in the areas shown on the map and then kind of came up with a relative good, fair, poor assessment at those sidewalks.

This pilot study will really help us estimate the level of effort it is going to take and the time it will take to do a City-wide, sidewalk inventory that we would need to do this for an ADA transition plan. Part of the analysis that goes into once they collect all this data, it goes into a spread sheet that can help us prioritize where we have the worst conditions combined with the highest need. So that will really be a useful tool. They also collected quite a bit of public input. They released a survey on-line and we had 300 respondents complete it between March and June 2020. Again this was during the pandemic so our traditional ways of going out and getting public information or public input rather, had to be modified to work in COVID times. But we were able to get, like I said, over 300 different people responding to this survey which included a map element where people could drop a pin and say something, either is something good or is something poor like biking downtown is difficult or highlighting the fact that the Heritage Rail Trail is just a great resource.

We also held a public outreach webinar in September of 2020 after the bulk of the analysis had been done to share some of the results with about 30 participants. This was interactive and we had polls and allowed hand raising and questions and really had a good turnout. Some key takeaways from the public input efforts overall we got kind of a below average biking and walking score for the accommodations that we have. And, again, this was kind of a slider that people could say how good they thought our accommodations were, identified specific areas of concerns including the Main Street Downtown area. While it's great for pedestrians it can be challenging for bicycles. Amherst Street can be challenging for bicycles and pedestrians both as can DPW Highway South and the north end also identified as particularly problematic. And, again, these are areas like in the north end where we have some really prime area for walking and biking but it can be difficult to get there if

you don't drive there to begin with.

General deterrents to biking were just the simple lack of bike lanes, we are adding them but there are still a lot of areas that we could use them in. Traffic stress which is the speed of vehicles and the traffic volume can cause stress for bicyclists and then also we have several difficult intersections to cross, especially when you are on a bike. Similar to biking with walking we had a lack of sidewalks, in this case being a deterrent to walking, again the traffic stress meaning that there's just a lot of vehicles and they are moving fast. And then the time and distance that it takes to walk.

And finally a near unanimous agreement that connectivity between our trails should really be a top City focus. I am looking at our Bike-Ped improvements. We had a lot of calls to connect Mine Falls with the Nashua River Rail Trail down West Hollis Street. Projects like that could really make a pretty impressive connected network. The study included a list of recommendations and kind of looking at strategies and different reasons for them and the complexity. Things that are high complexity like constructing major Bike-Ped infrastructure, constructing that and connecting multi-use path between Mine Falls and the Nashua River Rail Trail will be a pretty major investment, but it would really connect the system and give us just mile from (inaudible) almost to the Merrimack River. Through the Heritage Rail Trail we could really make a pretty impressive connection.

Additionally we could do some neighborhood level planning and help create a sense of place and also let drivers know that they are entering an area where there are a lot of non-motorized (audio cuts out) slow streets or something that really came to light and a lot of visibility during COVID as a lot of our communities were trying to make more recreational space for people to get out and enjoy since they couldn't eat inside. Addressing our intersections safety concerns, to do some creative crosswalks in certain areas where it is allowed, improving our pedestrian signalization just making more higher visibility crosswalks. We've done some of that on Main Street and it's been great but I think there are some areas that we could still do some improvements.

Closing the critical gaps between significant connections along sidewalks, we have some places where we have sidewalks built or bike lanes also but they don't necessarily connect to anything. So it's great to have that section but making them connected and closing these critical gaps would really extend the area that people could walk or bike comfortably. And then finally just improving the road sign information resources. One thing that we heard a lot of in the public input section was better wayfinding having signage along say in Mine Falls that says, go this way to, you know, so many miles to the library. Or just having better signage to alert pedestrians and bicyclists to the different connections that are available and providing some creative paint or just some ways again to kind of help navigate to nearby destinations.

So I just kind of want to wrap by thanking the Steering Committee that helped guide this study which included members from Public Works, Community Development, Assessing, Pam in GIS helped us with getting some of the data to NRPC. And then also our NDS Staff helped us get out the message and get better input and also the Nashua Regional Planning Commission was just great at pulling together this study during COVID and getting out and getting all the inventory done during very difficult times. They were trying to collect sidewalk inventories on really hot (audio cuts out) ... their iPads that they were collecting the data on. So I really appreciate all of the efforts that they put into this. I do want to give you some contact information; I am Julie Chizmas, I am the Transportation & Long Range Planner in Community Development, and then Ryan Friedman who did a lot of the analysis and the GIS work on this from NRPC.

We do have a project web site and you can find the full study and also a pretty nice poster that NRPC put together showing some of the results of the public input and areas where we can make some of these improvements. And so with that, again, I don't want to take too much of your time. I would welcome any questions anyone has.

Commissioner Pappas

Mr. Mayor?

Mayor Donchess

Yes, Commissioner Pappas?

Commissioner Pappas

If nobody else has ... I just have a couple of questions. First I don't recall when you started this study, but do you have a sense, I know that we last year and I know this year that we are going to put some Jersey Barriers up downtown. Would that suspend the bike lanes, it just would seem to me that that would make that a little bit less safe?

Ms. Chizmas

I would have to defer to Engineering on this. I know that we did hear from public that it was particularly difficult to get down Main Street on bikes with the barriers. Unfortunately, historically pre-COVID I did see a fair number of bicycles using our sidewalks on Main Street which is not allowed. So to the extent that we can make accommodations for bikes that would be great, but I would definitely have to defer to Engineering on that to determine whether or not there is sufficient width to provide safe accommodations for the bicyclists and also provide the needed capacity for the vehicles.

Commissioner Pappas

Ok. And if I may, Mr. Mayor?

Mayor Donchess

Yeah please go ahead.

Commissioner Pappas

Ok, I have a few questions. So are there, kind of pun intended, rules to the road as to when you have a bike trailer on, this is well pre-COVID and I remember someone was going up Main Street with a bike trailer on with a child in back and I remember people complaining and it really caused some sort of an issue. When we have regular bike lanes, is there going to be room for someone to bring like a child trailer on the back of that bike or not?

Ms. Chizmas

Typically bike lanes are maybe a minimum of 4 feet and they can go up to, if it is a multiple use it can be 10 feet but we often see 5 feet and that typically is wide enough for the – they are like carts that you can attach and there's a certain word and it escapes me now but you can actually attach like a wagon to the back of your bike. I've seen folks do it; actually James Veyo who used to work for the City was a big fan of those and would do his grocery shopping on bike and put his groceries in the cart that was attached to his bike. But that's a great question and I think that obviously the trailers can come in different widths. I'd like to think that manufacturers try to construct them so that they work within standard bike lane widths. I can't guarantee that but that's what I ...

Commissioner Pappas

So trucking up Main Street, if you are trucking up Main Street and there are cars parked on the side.

Ms. Chizmas

Yes.

Commissioner Pappas

Would that seem like that would be a good place to have a bike trailer like a pretty wide one that can hold a couple of kids?

Ms. Chizmas

I would have to look at what the lane is. I mean right now, bicyclists are allowed to take a lane, they are allowed to share the travel lane so in that case, I'm not sure what the widths are of our lanes on Main Street, but current travel lanes certainly provide ample space for them. If there were a 5 foot bike lane or a 4 foot bike lane on Main Street, you'd still have to be careful if it is along parking to prevent dooring. Dooring is a problem for bicyclists when people open their car door and a bicyclist is in a lane adjacent. So you often will have a slight buffer. So it is all in in how it is designed and, again, I hate to keep saying I defer to the Engineer, but I am not an Engineer and they know a lot more about what is feasible with lane widths. But having 10 or 10 ½ foot lane widths with bike lanes is not uncommon in downtown areas.

Commissioner Pappas

But I think in our downtown, my recollection is that we have parking and then if we have a bike lane painted, it is not that wide of one as I recall.

Ms. Chizmas

Well the lanes beside the parking now on Main Street are not bike lanes; those are to prevent dooring. That is not a bike lane. That's just to prevent car doors from getting clipped from cars going by, moving cars. So that is narrow, that is not a standard bike lane.

Commissioner Pappas

OK and then my last question, I noticed with the transit which I thought was great that we have buses that do City routes for folks. And they do have bike racks.

Ms. Chizmas

Yes.

Commissioner Pappas

So when you reached out, when you guys reached out for the study, did you try to reach out to maybe more impoverished areas that they may only have access to public transit. Did you reach out through public transit at all when you did this?

Ms. Chizmas

Yes. Public Transit actually helped us promote the surveys and the meetings. They were really important and reaching their ridership is really important for us. So that was a group that we really want to get the input on because a lot of them don't have vehicles and do rely on non-motorized methods of transportation. So yes, the Transit System did help us publicize. Again if this weren't during COVID, we'd have gone to the neighborhoods and done a lot more in person and it just wasn't an option.

Commissioner Pappas

Alright thank you.

Ms. Chizmas

You're welcome. Thank you.

Mayor Donchess

Anyone else have questions or comments? (There were none.). Alright, well thank you Julie for coming in.

Ms. Chizmas

Thank you very much for your time and attention this evening.

Mayor Donchess

OK. The next item on the Agenda is Park Rec. We have an informational item regarding Stellos. Is Mr. Puopolo going to address that?

Director Fauteux

Actually Mayor this concession agreement was put out to bid prior to Superintendent Puopolo joining us so I will speak to that this evening.

**VI. Parks & Recreation Department**  
**A. Informational: Stellos Concession Agreement**

Discussion:

Director Fauteux

So we put out the Concession at Stellos out to bid and we did not receive any bids unfortunately. We reached out to the bidders who had attended the pre-bid meeting and many of them said that either the project wasn't big enough for them or for COVID reasons they didn't bid. Dudley's Concessions been our vendor for a number of years now, I think probably 6 or 10. It was a 3-year agreement that we had asked for. They said they would be interested in a 2-year agreement so we decided to ask them for a bid for 2-year agreement; they submitted it. This is not a large enough amount to go to the Board but it will be a multi-year contract so it will be doing to the Board of Aldermen. Dudley's has done a great job; we are happy to have them for a couple of more years at Stellos and I just wanted to inform the Board of that. And then, of course, in two years we will put it back to bid once COVID is behind us and hopefully we will get some additional bids.

Mayor Donchess

Anyone wish to question or respond in any way? (There were none.). Alright we will go onto Item 7, Solid Waste Department.

**VII. Solid Waste Department**  
**A. Motion by Commissioner Schoneman:** To approve Change Order #1 to the engineering services contract for the City of Nashua's active and closed landfills with Sanborn Head and Associates of Concord, NH in the amount of \$31,000. Funding will be through: Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 53 Professional and Technical Services.

Discussion:

Mayor Donchess

Mr. Lafleur?

Jeff LaFleur, Superintendent of Solid Waste

Yes Jeff LaFleur, Superintendent, Solid Waste. This is a change order to our General Engineering Services that I request every year with the Board. This year DES did a lot of changes to our permits and a lot of our reports had to be updated so this is the result in having Sanborn Head work on all of this. I think there were 7 or 8 scope items that they had to work on. Again, this is just a General Engineering change order.

Mayor Donchess

Anyone, any Commissioner? (There were none.). Could you please call the roll?

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

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

Nay: 0

**MOTION CARRIED 5 – 0 – 0**

**B. Motion by Commissioner Moriarty:** To approve a contract with SCS Field Services of Reston, VA to construct an expansion of the landfill gas collection system in the amount of \$407,860. Funding will be through Department 168 Solid Waste; Fund: Bond; Activity: Landfill Gas Expansion.

Discussion:

Mayor Donchess

Mr. LaFleur?

Mr. LaFleur

Yes, Jeff LaFleur, Superintendent of Solid Waste. This is our gas expansion that we do pretty much yearly. We try to do some kind of gas expansion. This one is specifically going to be along the concrete block wall. There’s actually two walls in the landfill that are set back. We have been having some issues with emissions through there; we have been doing a lot of testing and we get a lot of hits along the wall. This is going to try to alleviate all of these emission problems that we have and when we report to the State they make us do some kind of repairs. We are doing one great big repair and hopefully we can resolve all of our gas emissions along the wall.

Mayor Donchess

Commissioners?

Commissioner Teas

Mr. Mayor?

Mayor Donchess

Yes. Commissioner Teas.

Commissioner Teas

Thank you. Superintendent LaFleur, can you expand and tell us a little bit more about which wall system this is. Is this the most recent phase, the wall that was constructed, was it an existing wall?

Mr. LaFleur

Yes sir. Jeff LaFleur, Superintendent of Solid Waste. This is the wall, the 500 foot setback, it is about 1,000 feet long within the Phase I, II and III Landfill. And as we have to do emission scans yearly on the landfills, this is a big area that we are getting hits a lot. It seems like gases are hitting our wall that was designed and just flowing right up along the wall and coming out into the atmosphere. So yes, this is a 1,000 foot on one side, I think it's 1,300 total linear feet so it is 1,000 feet on one side and 300 feet on the (inaudible), there's a small wall there so there's about 300 feet of wall there.

Commissioner Teas

If I may, Mr. Mayor. So in other words, I am wondering if any of the current construction to the current phase is causing a disruption, potentially causing this problem or is it just kind of a fluke thing?

Mr. LaFleur

No sir. Actually the new Phase III Landfill has no wall in it, we designed it so it wouldn't have to have any issues along the wall. This isn't just a fluke, it's been happening yearly, I mean right along where the wall is. It is just the nature of the beast; it is giving an outlet for the gas to follow. And, of course, gas will follow and hit the least resistance and that's where it has been going. We have been trying to do repairs, we've been putting cover along it trying to alleviate this problem and it is just not working. So as one big project of gas expansion we decided to try this with our engineer support to do it.

Commissioner Teas

Thank you very much.

Mr. LaFleur

Yes, sir.

Mayor Donchess

Anyone else? (There were none.). Alright, could you please call the roll?

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

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

Nay: 0

**MOTION CARRIED 5 – 0 – 0**

**C. Motion by Commissioner Teas:** To approve a contract with Sanborn Head & Associates, Inc. (SHA) CQA and engineering support services in the amount of \$27,800. Funding will be through Department 168 Solid Waste; Fund: Bond; Landfill Gas Expansion.

Discussion:

Mayor Donchess

Mr. LaFleur.

Mr. LaFleur

Yes, Jeff LaFleur Superintendent of Solid Waste. This is a motion to do just what it says, CQA Engineering Support for this gas expansion that we do. It is such a big expansion that it is going to take about 5 weeks' worth of work to do and Sanborn Head will be on site. They take care of all of our meetings with DES. They do all of our plans, they make sure that everything is done correctly by the contractor. They are there to observe everything and put their stamps on it. They take photographs, they will approve everything for this project.

Mayor Donchess

Alright. Commissioners? (There were none.). Could you please call the roll?

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

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

**MOTION CARRIED 5 – 0 – 0**

**VIII. Engineering Department**

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

Discussion:

Mayor Donchess

Mr. Hudson is here I believe.

Dan Hudson, City Engineer

Yes I am, Mr. Mayor, thank you. Dan Hudson, City Engineer. The list is provided, if there's any questions I'll try to answer them but otherwise I think it's self-explanatory.

Mayor Donchess

OK. Commissioners? (There were none.)

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

Yea: Mayor Donchess, Commissioner Teas, Commissioner Pappas,

Commissioner Moriarty & Commissioner Schoneman 5

Nay: 0

**MOTION CARRIED 5 – 0 – 0**

**B. Motion: (tabled until the March 25<sup>th</sup> Meeting)** To consider the hardship request from the Nashua Transit System to excavate in Elm Street to facilitate the Transit Center Retrofit Project.

**C. Motion (tabled until the March 25<sup>th</sup> Meeting) (Tabled from January 28, 2021 Meeting):** To consider the hardship waiver request from Liberty Utilities to excavate in moratorium streets for Grade 2 leak repairs through Calendar Year 2021.

**D. Motion by Commissioner Teas:** To approve the award of the construction contract for the 2021 CIPP Lining Program to Green Mountain Pipeline Services, LLC of Bethel, VT in the amount of \$1,990,745.39 pending bond approval. Funding will be through: Department: 169 Wastewater; Fund: Bond; Activity: Sewer Rehab.

Discussion:

Mayor Donchess

Mr. Hudson?

Mr. Hudson

Thank you, Mr. Mayor. Dan Hudson, City Engineer. This is the CIPP Lining Program that we've talked about many times. But this is the program whereby we both look in the pipes, the sewer pipes, and then line the ones that need lining hopefully prior to anything or major issues. So this is for the 2021 program. We put this out to bid, received 5 bids and Green Mountain Pipeline Services was the lower bidder. Under this project we anticipate doing about 80,000 feet of sewer pipe, that (inaudible) that much. And then lining probably about 32,000 feet of pipe. So a good program to address these pipes under.

Mayor Donchess

Commissioners?

Commissioner Pappas

Mr. Mayor if I may.

Mayor Donchess

Commissioner Pappas.

Commission Pappas

If we can just remind folks who may not be familiar with this project how much money it saves to go ahead and line the pipes as opposed to either having something fail or else having to dig up and replace it. Probably compare the savings we get on pipe replacement rather.

Mr. Hudson

Yes, that's correct. So to replace a pipe is about 20 times more expensive than lining, not to mention the fact that if you have to dig a 20 foot deep hole in the middle of the street, that's very disruptive. So this lining

program, catching the pipes before they deteriorate and need that level of improvement is very good value for the City and it is something that we think we should continue with.

Commissioner Pappas

Thank you.

Mayor Donchess

Anyone else? (There were none.). Could you please call the roll?

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

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

Nay: 0

**MOTION CARRIED 5 – 0 – 0**

**E. Motion by Commissioner Schoneman:** To approve the engineering services contract for assistance with the sewer rehabilitation program with Hayner Swanson, Inc. of Nashua, NH in an amount not to exceed \$249,494 pending bond approval. Funding will be through Department 169 Wastewater; Fund: Bond; Activity: Sewer Infrastructure Improvements.

Discussion:

Mayor Donchess

Mr. Hudson?

Mr. Hudson

Thank you Mr. Mayor. This is a contract with Hayner Swanson, a local company, they have served us well doing this work in the past. This is for the stuff that we do have to dig up and replace. Hayner Swanson is instrumental in helping us with that. They do the designs and then all the way through watching it through construction for us. So this is an important piece of the sewer program and we would like to continue with them. There's a lot of coordination that needs to happen, day to day in the field and coordinating with our staff, coordinating with the paving program. Hayner Swanson has been excellent in that regard and that is why we are seeking to extend the contract this year, as in previous years.

Mayor Donchess

Commissioners? (There were none). Could you please call the roll?

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

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

Nay: 0

**MOTION CARRIED 5 – 0 – 0**

**F. Motion by Commissioner Moriarty:** To approve the engineering services contract for design of sewer siphons rehabilitation with Hazen and Sawyer, PC of Manchester, MA in an amount of \$194,533. Funding will be through Department: 169 Wastewater; Fund: Bond; Activity: Sewer Infrastructure Improvements.

Discussion:

Mayor Donchess

Mr. Hudson?

Mr. Hudson

Thank you Mr. Mayor. So this work on our sewer syphons was identified as part of our Capacity & Management Operation Maintenance Program. This is a contract with Hazen who helped us with our program. They have identified a number of problems with the sewer syphons that we have. Sewer syphons are pipes that sweep down and under our rivers. We have 8 locations where we have that and over 22 different barrels as you would say, ranging in size from 6 inches to 60 inches. Under this CMOM Program we clean and video inspected all of those. In a lot of cases they were in good shape but we did find issues that we need to address; some cracking, some erosion of cement, a few holes and some exposed rebar, things like that.

So under this program they will design the repairs to those syphons. It is a complicated thing, we've got to divert flow and that sort of thing. So it is certainly something that we need engineering support with. So that is what this proposal is; they'll design this and then at a later date we will put this out for bid. But this would get us to the point that we could bid out a project for construction.

Mayor Donchess

Alright. Commissioners? (There were none.). Would you please call the roll?

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

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

Nay: 0

**MOTION CARRIED 5 – 0 – 0**

**G. Motion by Commissioner Teas:** To approve the award of the construction contract for the 2021 Paving Program – Arterial and Collector Roadways to Sunshine Paving Corporation of Hudson, NH in the amount of \$4,191,007.50. Funding will be through: Department: 160 Admin/Engineering; Fund: Bond; Activity: Paving; Department 161 Streets; Fund: Trust; Account Classification: 81 Capital Improvements; Department: 169 Wastewater; Fund: Bond; Activity: Sewer Rehab.

Discussion:

Mayor Donchess

Mr. Hudson?

Mr. Hudson

So this is our annual paving program. We have broken the paving for this upcoming summer into two contracts which are these next two items on the Agenda here. This first contract is for our arterial and collector roadways. And we put this out to bid and we received bids from 4 contracts. Sunshine Paving of Hudson was the lower bidder for the project. Under this project we plan to pave 7.5 miles of arterial roadways in the City. Sunshine won both of our paving bids last year and did a good job, we were able to keep on schedule and that sort of thing. So we are comfortable awarding this work to them this year, if you approve.

Mayor Donchess

Commissioners?

Commissioner Schoneman

I have a quick question, please?

Mayor Donchess

Yes, Commissioner Schoneman.

Commissioner Schoneman

Am I understanding this right that the funding is coming from three different sources?

Mr. Hudson

Yes. So there's the Paving Bond which we entered into a 5-year bonding program and so there's funding there. There's some Waste Water Fund Money and that's to address rehabilitating and replacing sewer structures, sewer covers, manholes, that sort of thing. So there's a little bit of Waste Water Funding in it. We also take some contributions from utilities and what not, if we are going to be paving the street, they will contribute towards the final restoration versus doing a duplicate effort. So that's part of it as well.

Mayor Donchess

Commissioner Schoneman?

Commissioner Schoneman

Is that typical? Is that often how we have been doing this paving program?

Mr. Hudson

Yes that's how we have structured it every year so far.

Commissioner Schoneman

Thank you.

Mayor Donchess

Anyone else? (There were none.). Could you please call the roll, Diane?

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

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

Nay: 0

**MOTION CARRIED 5 – 0 – 0**

**H. Motion by Commission Schoneman:** To approve the award of the construction contract for the 2021 Paving Program – Residential Roadways to Sunshine Paving Corporation of Hudson, NH in the amount of \$4,585,195. Funding will be through: Department: 160 Admin/Engineering; Fund: Bond; Activity: Paving; Department 161 Streets; Fund: Trust; Account Classification: 81 Capital Improvements; Department: 169 Wastewater; Fund: Bond; Activity: Sewer Rehab.

Discussion

Mayor Donchess

Mr. Hudson?

Mr. Hudson

Thank you, Mr. Mayor. So this is the second of the two contracts we put out this year. This is for residential roadways; we plan to pave about 15.5 miles of City streets under this program. We put this second contract out to bid after the first one. We received 5 bids; Sunshine Paving of Hudson was the low bidder on this one as well. As I said, last year they did both of the paving contracts. We did meet with them just to make sure that they have suitable capacity to do both contracts again this year and they have indicated they have and they were able to successfully do that last year. Again, we are comfortable awarding this to them should you choose.

Mayor Donchess

Commissioners?

Commissioner Moriarty

Yes a question, Mayor?

Commissioner Moriarty

Engineer Hudson, I just wondered who will be overseeing their quality of work? Will it be your Department or will we have a separate contract for that?

Mr. Hudson

So I think it is a later item tonight actually. But HSI has helped up with that in the past and we intend to have them help us again this year. It's a team effort, we have a few staff members which their primary duties are to be engaged in this but that's not enough at this level, we really need outside support. So we do contract for that support.

Commissioner Moriarty

I'm sorry who is it going to be with?

Mr. Hudson

It's Hayner Swanson. And then also there's some pavement testing that we do and we will bring that contract next month but that's for the asphalt testing, the materials testing. But in terms of in the field, people watching the work, ensuring the work is done quality that's intended to be Hayner Swanson again this year.

Commissioner Moriarty

Ok but that contract is not before us tonight?

Mayor Donchess

No it is not.

Commissioner Moriarty

Ok, thank you.

Mr. Hudson

I should have said they do have some money remaining on their contracts but we will be looking to amend that next month.

Mayor Donchess

Any other Commissioners? (There were none.). Diane, could you please call the roll?

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

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

**MOTION CARRIED 5 – 0 – 0**

- I. Motion by Commissioner Moriarty:** To approve the purchase of an overhead 360-degree vehicle detection camera system from Electric Light Company for the Daniel Webster Highway/Spit Brook Road signalized intersection in the amount of \$22,585. Funding will be through: Department 160 Admin/Engineering; Fund: Trust; Account Classification: 71 Equipment.

Discussion

Mayor Donchess

Mr. Hudson?

Mr. Hudson

Thank you, Mr. Mayor. So you've seen a few of these before but this a vehicle detection camera. Our signal equipment on DPW Highway is aging. We do have cameras at various intersections to identify vehicles which then trigger the appropriate signal phases. But that equipment is aging, we are having a lot of problems with it.

This is a camera system for the Spit Brook Road intersection, obviously a major intersection. We have had issues, we want to make sure this continues to operate. This funding is funding from the Corridor Account so it has been contributed by others through various projects. As developments happen and they have a trafficking pad we request contributions and this is paid for out of those contributions.

Mayor Donchess

Commissioners? (There were none). Diane, could you please call the roll?

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

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

Nay: 0

**MOTION CARRIED 5 – 0 – 0**

**J. Motion by Commissioner Teas:** To approve the purchase of an overhead 360-degree vehicle detection camera system from Electric Light Company for the Daniel Webster Highway/Danforth Road signalized intersection in the amount of \$25,460. Funding will be through: Department 160 Admin/Engineering; Fund: Trust; Account Classification: 71 Equipment.

Discussion

Mayor Donchess

Mr. Hudson?

Mr. Hudson

Sure thing. Thank you, Mr. Mayor. So this is the same story as the previous one, this is a camera system for that location. We are doing this one as a direct result of a grocery store which is coming in at 292 DW Highway. As part of that application, we identified this issue and they are making a contribution towards it; they are paying about three-quarters of the cost of it with the balance coming from funding of other developments that have contributed along the corridor. This will improve the situation we had out there at Danforth Road and as I said a direct beneficial impact from that grocery store that’s coming in.

Commissioner Teas

Superintendent Hudson I just a question. You made a comment and you said the grocery store is paying three-quarters of the price. So what we are seeing here today is 25% of the total purchase price.

Mr. Hudson

Sorry no I confused the fact. The total cost is what you see through the Planning Board process we ask for a contribution and they agree to contribute almost \$19,000.00. So that \$19,000, it is all from the same fund but basically \$19,000.00 of this is from them and the balance is from the balance of the funds in the same fund that have been contributed previously by other developments.

Commissioner Teas

Thank you.

Mayor Donchess

Anyone else? (There were none.). Could you please call the roll?

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

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

**MOTION CARRIED 5 – 0 – 0****K. Informational:** 2021 Lists and Maps of Streets to be PavedMayor Donchess

Now we have two informational items. Mr. Hudson?

Mr. Hudson

Thank you, Mr. Mayor. So what we have provided is the 2021 list of streets that we intend to pave. So there's street lists and maps for each of the two contracts, the arterial contract and the residential. So they are listed if people want to review them. I would caution, you know, these lists change from time to time. If we have an issue, we have a utility that, you know, an issue pops up or different things. We do sometimes have to make alterations to this list. But in looking at paving conditions around the City, we have prioritized these segments, these roadways for improvement.

In reading the list I think a question we had last year was "what does M and O mean". I don't think we provided a key this year either but that stands for mill and overlay. That's where we go mill off some of the existing pavement and then pave back to replace it with new pavement. Reclaim is where we grind up all the pavement with some of the subbase and then we pave, fill that pavement again. Reclaim is the more intensive effort. So you will see the list, you'll see the maps, we will look at these, compile and post on our website for the public's viewing now that those paving contracts are being approved.

Mayor Donchess

Any questions, comments? Alright the next one is the street opening permits. I think that's self-explanatory unless people have questions on that. Any Commissioners have questions on that. (There were none.)

**L. Informational:** Street Opening Permits issued for Streets in MoratoriumMayor Donchess

If not, we will move on to the Administration Department. We have two informational items there. The update on the facility as well as the Director's Report. So I will turn this over to Director Fauteux.

**IX. Administration Department****A. Informational****i. DPW Facility Update**

Director Fauteux

Thank you, Mayor. So as far as DPW Facility Update the closing on Burke Street is tentatively scheduled for March 11<sup>th</sup>. I know I spoke with Director Cummings; he is pretty confident that that date will hold. The buyer has put down a couple of deposits so we are hopefully that the closing will take place. But I'll certainly keep the Board updated on that. We will go on to the Director's Report, please.

**ii. Director's Report**Director Fauteux

The first slide is a private sewer service repair on 56 to 58 and 60 West Hollis Street which was done by Jack Crisp. The service was an existing clay pipe and it was more than 100 years old. The next slide is regarding Summer Fun. Our staff is working to try to come up with some really great ideas that we will be safe during these COVID times. We have concerts that we are working on hopefully Tuesdays and Fridays. We also are working on trying to figure out how we could do an opening day and Fairytale Festival, again, COVID safe. Also there will be a Monday night fitness sponsored by the Nashua YMCA that will also take place. So more to come, Mayor but I did want to let you know that we are trying to work on a Summer Fun Program for this year.

These are some sheds that the Park & Rec Department have been building in-house and they will be used at various fields this spring. The next slide is Winter Field Maintenance of Stellos Stadium. We needed to plow it so that we can ensure that the field is ready for spring sports such as Lacrosse. Homeless camps have become a bigger and bigger issue and we have been involved in cleaning many of them up and this is just an abandoned homeless camp that we needed to clean up. We are looking at trying to put together a task force to try to help solve some of this because it is becoming a larger and larger concern.

We have been doing a lot of pothole repairs, street crews are filling potholes in-between winter weather events. We have had a very busy February as you all know. On the left are the street crews on Broad Street and then in the middle snow piles are being removed from municipal lots. And then over on the right is the sidewalk tractor clearing sidewalks. The Mine Falls Advisory Committee asked us to remove a couple of trees from the canal which we did, this is right behind Nashua South. This is a picture of snow removal operations downtown and we removed snow on West Hollis and Kinsley Streets. This is some – we had to raise some of the gas wells at Lincoln Park from some of the renovation work that we did because we were leveling the parks so we needed to raise some of the wells; Solid Waste did that.

And last we wanted to remind folks to please only put acceptable materials in the recycling containers. So far we have had a pretty good record with our recycling. We have pretty low contamination but we are seeing that trend up a little bit so we are just asking folks to please be diligent; no plastic bags, no batteries, bulbs, sharps or any tanks, no storage containers and household items. People will tend to put plastic children's toys, that should not be put in the recycling that should be put in your trash and then, of course, building materials and miscellaneous items that are from construction should also not be put in your recycling. It just should simply be paper, plastic, metal and glass. Any questions?

Commissioner Pappas

Mr. Mayor?

Mayor Donchess

Yeah Commissioner Pappas, please?

Commissioner Pappas

I do think people do stick things into recycling, you know for example the toys they'd say, well if they take plastic why don't they take these plastic things. So the two questions/suggestions that I would have is, when is the next time we are sending out Waste Water bills? Maybe if we stick those suggestions in or do yearly we send out a list of when our recyclables are going to be picked up. I don't know if we still do that, if we do that with our Waste Water bills.

Director Fauteux

No we haven't done the schedule Commissioner Pappas but I believe that Waste Water bills will be going out next month. And we have in the past, we have put information on recycling in the past and we certainly could do that again.

Commissioner Pappas

I don't know if that's enough time of a heads up. But I can certainly understand why you wouldn't want plastic toys because you don't know what is mixed in with them. But I think to put that in as a reminder and it is not going to cost any money if you are going to mail the bills out anyway, it was just a suggestion.

Director Fauteux

Yes, it is a good one. Thank you.

Commissioner Pappas

Thank you.

Mayor Donchess

Any other Commissioners? (There were none.)

**X. Commissioner's Comment**

Mayor Donchess

Alright, Commissioner's Comments. Do any Commissioners have comments?

Commissioner Teas

Mr. Mayor.

Mayor Donchess

Yes Commissioner Teas.

Commissioner Teas

I wanted to just recognize the team. I think they've done a nice job of uniformity here and having backgrounds that show their Department and their Division very well. So I just thought that was a nice touch. Thank you.

Mayor Donchess

Ok. Anyone else, any Commissioners?

Commissioner Pappas

Mr. Mayor?

Mayor Donchess

Commissioner Pappas?

Commissioner Pappas

I have two items. One of them I brought up last month but as I read through the meeting minutes I realized that I wasn't especially clear on one issue. Regarding our yearly visit to Waste Water fees, I think this is either the second or third time that we have fallen off track with that. It can get confusing when you don't know what deadlines there were. I had suggested that we do it when we go ahead and present the Budget. I always like to put, if all of us fall off the face of the earth, someone could walk right in and know exactly what to do.

What I neglected to point out is that we do have an Ordinance that relates, now it doesn't say you have to raise them every year, but there is some Ordinance, I want to say it is early 2000's that states that there is supposed to be a presentation every year to both Boards. In the past we used to do the Board of Public Works and then they would do it to the Board of Aldermen. I don't know the Ordinance number but I am wondering if it might make some sense to revisit that Ordinance and maybe put right in there that the Waste Water Fee Presentation will be at the same time the Budget Presentation is, because that way it kind of doesn't get lost in the weeds.

Mayor Donchess

Well that's certainly a possibility. Now we are going to do that presentation corresponding with the Budget this time, right Director Fauteux?

Director Fauteux

We are planning to do it in July Mayor to correspond with the Fiscal Year. So we were planning to do it every July is what we have on the calendar. And that will give us enough time to be able to get our rate model that we talked about in place because we just did a presentation very recently. So July would be better. I would rather not present it at the same time we present our budget just because that's an awful lot of information and I think that it would be a lot to absorb. I think it is better that we keep it somewhat separate. But we do plan on

giving a presentation in July and that's what we had discussed with the Board of Aldermen when we went over everything with them.

Mayor Donchess

Commissioner Pappas, how does that sound?

Commissioner Pappas

Well as I said I have absolutely no doubt that it won't be forgotten with the folks we have in place now. But I think to really harden up that Ordinance, I know obviously Ordinances aren't under purview but as I said, I think this is the third time that this has happened and I am just trying to come up with a way if we have it in the Ordinance that is really quite well known. I don't know if you want to put the onus on either whoever is in charge of financial services or the Mayor? But as I said, I just want to clear up confusion when we have new administrations coming in or people leaving. There's a lot to the jobs that we have in the City Government and in this Division. So that's just a suggestion that you might take a look at it because obviously our Board, that's not their purview. But just to make sure that this doesn't happen again that's all. If we look at it yearly, I think when people get used to little bits of raising the prices instead of having to put in 30% that is just my suggestion.

Mayor Donchess

Well definitely we should begin doing this on an annual basis. And so I guess the plan now is to submit, to do the presentation at the beginning of the next Fiscal Year in July.

Commissioner Pappas

Perfect. And if I may, I had another issue. I had expressed interest in us just taking a look at our vehicle inventory. We haven't looked at that in a bit. And I will say that Commissioner Ackerman had expressed concern over the amount of trucks there were at the landfill and I guess it was my understanding, I figured that we had like maybe one automated, maybe we had an automated truck in case one of our trucks weren't working and then maybe a couple of older pickups that we can move stuff in the landfill and I didn't have a problem with that.

And someone from the public who listened to the meeting last month sent me a bunch of pictures and I will go ahead and I will email them to our BPW email address so that folks can take a look at them. Honestly, I was really surprised at the number of vehicles we have; big expensive vehicles. And I saw some of the orange plow trucks, I saw several automated trash trucks. When we do revisit how many trucks we have and that sort of thing, obviously I can't dictate anything but I would respectfully request we have it as a special meeting so we can go in detail. But I think it might be interesting if we visit that, to take an inventory of all of the vehicles at the landfill; vehicle types, vehicle numbers and which vehicles have replaced them, perhaps to let us know if these vehicles have been inspected and registered.

It is interesting, we all have different purposes we serve on this Board and we answer to different bosses. And I feel like our boss for the Commissioners our boss is the citizens of Nashua. When I see these large vehicles, I know we don't get a lot of money at auction, but even if we got \$15,000.00 / \$20,000.00 grand for some of these vehicles, that's like two people's property bills. And while I don't have a problem with keeping a couple

of extra vehicles in case something breaks down or keeping a couple of old pick-up trucks to move things around in the landfill, I think that we might have gone a little bit overboard and I have a perfect example. A friend of mine has people – he plows for the State – and he has people working for him. And I want to say like 15 years ago he bought a Manchester Fire Truck and he's able to do work on the truck himself. So he worked on the truck, he painted it and I want to say as far as last year, he was still able to plow with it.

There are handy people that can really take these older vehicles and do work on them themselves and even if we get \$15,000.00 grand for them, as I said, that's like a couple of people's tax bills for a year. Given how tight the budget is, I really would like us to just take a look and justify that we do, indeed, need that many vehicles. And as I said, I will be going ahead and sending the pictures, they aren't the greatest pictures but I am the worst photographer there is. If I were taking the pictures they'd be a lot of worse. But I will go ahead and send those pictures so that all of the Commissioners can take a look, just a thought. Thank you so much.

Director Fauteux

Mayor, may I just respond to that for a second?

Mayor Donchess

Yeah sure.

Director Fauteux

So we did lose a number of vehicles Commissioner Pappas but both trash trucks and Solid Waste trucks and we do have quite a few and really what we are waiting for now and the Fleet Manager could speak to this in more detail but metal has been very, very low so we are waiting for the prices to come up before ... there are not any trucks that can be sold. They are trucks that need to actually go to the scrap yard. So he's been watching metal prices and waiting for them to come up with it before we do that. So that's why there a number of vehicles right now that are at the landfill. That's why they are there.

Commissioner Pappas

So we don't use, oh I am sorry, Mr. Mayor, may I?

Mayor Donchess

Yes, sure, of course.

Commissioner Pappas

So we don't use any of those vehicles as extras?

Director Fauteux

Certainly we do. We have trucks that we are using so I don't know which ones you are referring to. But yes, there's definitely quite a large number of them that we are using. We do have backups but there are also a number of trucks that are ready to go to just to the scrap metal yard. I know there's both.

Commissioner Pappas

If I may, Mr. Mayor?

Mayor Donchess

Yes, please.

Commissioner Pappas

I think an inventory would be good because I will tell you when we first started with this new plan, we really had a commitment that we were going to sell something at auction, if it wasn't good enough to use every day, we were getting rid of it. So I think if we can get a list of the vehicles and if any of them have been replaced, we should probably put them up for auction. I understand that our Solid Waste Trucks do take a while for the new ones to come in and I understand why you might keep one or two of those off in the balance. But I think the optics aren't good and I think people kind of are getting frustrated that we've been keeping those vehicles there for that amount of time. That's just an observation; as I said I'll go ahead an email the pictures to folks just so we know. And I do understand that the metal is up and down but I think that it is going to be a tough budget year and I think the optics aren't great. So anyway, those are my thoughts. Thank you.

Mayor Donchess

Alright any other Commissioners have comments? (There were none.). If not, we will go to personnel.

**XI. Personnel**

**A. Motion by Commissioner Schoneman:** To accept the retirement of Kevin Holbrook, Truck Driver, effective February 19, 2021.

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

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

Nay: 0

**MOTION CARRIED 5 – 0 – 0**

Commissioner Teas

Please accept my apologies for having to get to an appointment for 7:00.

Mayor Donchess

We accept your apologies and we will see you next meeting.

Commissioner Teas

Thank you very much.

**B. Motion by Commissioner Moriarty:** To accept the resignation of Robert Catanzano, Collection Equipment Operator, effective February 26, 2021.

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**

**C. Motion:** To approve and unseal the nonpublic minutes for Personnel from the Board of Public Works Meeting of December 17, 2020.

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**

**D. Non-Public Session**

**XII. Motion by Commissioner Moriarty that the Board go into Non-Public Session by Roll Call pursuant to RSA 91-A:3 II B, the hiring of any person as a public employee.**

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

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

**MOTION CARRIED 4 – 0 – 0**

Mayor Donchess

We will now go into non-public session.

**MOTION BY COMMISSIONER MORIARTY BY ROLL CALL TO SEAL THE MINUTES OF THE BOARD OF PUBLIC WORKS PERSONNEL NON-PUBLIC MEETING OF FEBRUARY 25, 2021 UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE PURPOSE OF THIS CONFIDENTIALITY WOULD NO LONGER BE SERVED.**

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

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

4

Nay:

0

**MOTION CARRIED 4 – 0 – 0**

Director Fauteux

And Mayor, we do have a non-public as well.

Mayor Donchess

We have a what?

Director Fauteux

We have another non-public.

Mayor Donchess

Oh we are going to go into another one?

Director Fauteux

Yes.

Mayor Donchess

OK. Well that's true, I'd forgotten about that one. So is there a motion to return to non-public session for a different purpose?

Commissioner Moriarty

Is the purpose for Personnel hiring or for reputation?

Mayor Donchess

Well maybe we shouldn't have left non-public? The purpose on this one is to discuss personnel issues, correct?

Director Fauteux

Diane, did you give Commission Moriarty the motion.

Diane Thibodeau, Executive Assistant, Division of Public Works

Yes, I did.

Director Fauteux

And which ...

Ms. Thibodeau

It was the reputation one.

Mayor Donchess

Oh the reputation OK.

Commissioner Moriarty

I do have that as well.

Mayor Donchess

Could you go ahead with that please?

Commissioner Moriarty

Yes.

**MOTION BY COMMISSIONER MORIARTY BY ROLL CALL THAT THE BOARD GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II C TO DICUSS MATTERS IF DISCUSSED IN PUBLIC WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF ANY PERSON OTHER THAN A MEMBER OF THE BODY OR AGENCY ITSELF.**

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**

Mayor Donchess

Alright we will go into non-public session.

**MOTION BY COMMISSIONER MORIARTY BY ROLL CALL TO SEAL THE MINUTES OF THE BOARD OF PUBLIC WORKS NON-PUBLIC MEETING OF FEBRUARY 25, 2021 UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE PURPOSE OF THIS CONFIDENTIALITY WOULD NO LONGER BE SERVED.**

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**

**Adjournment:**

**MOTION:** Motion by Commissioner Moriarty to adjourn.

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**

Meeting Adjourned at 7:03 P.M.

**Board of Public Works**  
**Non Public Personnel Meeting Minutes (unsealed 3/25/21)**

**February 25, 2021**

Members Present:

Mayor James Donchess, Chair  
Commissioner Tracy Pappas  
Commissioner Kevin S. Moriarty  
Commissioner Shannon Schoneman

Also Present:

Lisa Fauteux, Director of Public Works  
Andy Patrician, Assistant Director of Public Works

Absent:

Commissioner G. Frank Teas, Vice Chair

Discussion:

**A. Motion:** Commissioner Moriarty to approve the selection, contingent upon the acceptable results of criminal and driving records checks, of Mr. Matthew Collins, of Lowell, MA to the position of Operator II, Second Shift at the Wastewater Treatment Facility. Hourly rate for this position will be \$28.51. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

**MOTION CARRIED:** Unanimously

Commissioner Moriarty moves that the Board of Public Works come out of non-public session.

Motion carried: 4 Yes; 0 No.