

**BOARD OF PUBLIC WORKS  
MEETING OF APRIL 19, 2022  
MEETING MINUTES**

A special meeting of the Board of Public Works was held on Tuesday, April 19, 2022, at 3:00 p.m., in the Auditorium at City Hall, 229 Main Street, Nashua, NH 03060.

Mayor Donchess declared the meeting to order at 3:00 p.m.

Members Present:

Commissioner Moriarty (arrived 3:11)  
Commissioner Schoneman (arrived 3:03)  
Commissioner Lemen  
Commissioner Shea  
Mayor Donchess

Also Present:

Lisa Fauteux, Director, Division of Public Works  
Carolyn O'Connor, Senior Manager DPW Finance & Administration  
Dan Hudson, P.E., City Engineer  
David Boucher, Superintendent Wastewater  
Jeffrey Lafleur, Superintendent, Solid Waste  
Bryan Conant, Superintendent, Parks and Recreation  
Jon Ibarra, Superintendent, Streets  
Andy Patrician, Assistant Director of Public Works  
Matt LeBlanc, Division Operations Manager

**IV. PUBLIC COMMENT.**

Laurie Ortolano, 41 Berkeley Street:

Ms. Ortolano spoke to her concerns about property assessment values. She praised DPW for the work we did this winter with snow and ice clearing. She spoke about the City's nonpublic minutes and the fact that the BOA, BPW and Assessing are all out of compliance with the new law put in place January 1<sup>st</sup>. The best and most complete set she reviewed was from DPW but said she is concerned that our nonpublic minutes should be listed separately.

**Budget Workshop**

Director Fauteux explained that this year we were given a directive to keep to a 4.25% increase. We didn't fund two positions in the Street Department last year and are proposing filling of them this year. We still have about \$75-\$76k to cut to meet the 4.25% increase. We will go in a nonpublic after to discuss some personnel and salary changes.

## Engineering Department

City Engineer Dan Hudson explained that there were no revenue changes this year. Wage changes will be discussed in nonpublic. For temporary wages, we added an additional summer intern – we've found them to be very useful in the past. Architects & Engineering Services – this is for outside support for Engineering that we need quickly – such as the issue with the bridge in Mine Falls Park. Utility changes due to historical use and purchasing guidelines. He also mentioned a small increase in postage and compressed natural gas.

Commissioner Shea asked about the increase in Architects & Engineering Services since year to date we haven't used much of it. Mr. Hudson explained that as of today we actually have expended the entire line do to an issue with a bridge in Mine Falls Park. That line is very useful to respond quickly to unexpected issues like the bridge in Mine Falls Park. If we don't use the money fine but it is very helpful to have it there when we need it.

## Street Department

Superintendent Jon Ibarra said that this year they will be adding be adding a Mason position back into the budget this year. We'll also be adding a temporary seasonal person. Our water usage has increased with our brine making operations. We increased our Janitorial services for increased cleaning and COVID prevention. Snow plowing services have been reduced. Building and ground maintenance we reduced by \$5k. AVL monitoring services has gone down by \$4,968. Vehicle repairs and maintenance increased by \$31,000 in anticipation of vehicle part price increases. Fuel unleaded – raised \$7932 – anticipated increase in cost. Deisel increased by \$18k increase in cost anticipated. Salt – raised by \$80k – price went up by \$72/ton – I'm not anticipating them lowering their prices. Signs up by \$3,000 for cost of materials. Construction materials – up by \$4k – mailbox repairs and miscellaneous construction expenses. Tires – Raised it over \$7520.

Vehicle parts and supplies increase by \$3805 – parts are going up.

Computer software – raised \$3k – go through the hardware and software we used for the parts software program.

## Parks & Recreation

Superintendent Bryan Conant spoke to the increase in temporary and seasonal wages by \$12,647. We've had a lot of difficulty attracting summer staff and have had to increase wages. Even at \$17/hour we're struggling to attract life guards and other summer help.

Electricity and water has been increased, estimated based on historical usage and purchasing guidelines. Equipment rentals – increased by \$9,000 – additional portable toilets around the city. Mileage reimbursement – increase of \$500 for pool coordinators to travel between pools. Chemicals is being increased for pool chemicals - \$2,500. Misc Supplies – Increased by \$2,500 for increased cost in those supplies. Fuel – unleaded – increased by \$1,635. Diesel – increase \$4,072. Vehicle parts & supplies - \$25k – based on increased part costs.

A discussion commenced about the value of new vehicles versus buying parts and putting them in old vehicles. Superintendent Lafleur explained that we keep trucks we replace on CERF as long as we can keep them on the backline for plowing. If we only need a truck three months a year to plow, we don't want to spend the money to buy a new truck and let it sit for 9 months.

### Solid Waste Department

Superintendent Jeff Lafleur stated that his revenue stayed about the same other than interfund transfer which is related to capital improvements which I'll discuss at the end.

Architects and engineering has a big increase which is related to DES requirements and added engineering services. The past couple years I've had to increase general engineering significantly so I'm trying to budget appropriately this year.

Auditing Services.

Electricity/heating – increased per city guidelines from purchasing.

Equipment repairs – increase in parts – It's quite a bit higher because I'm also going to get new teeth for my compactor.

Vehicle repairs – increase in part costs.

Conferences and Seminars – we're doing a lot more online training – most people have to have the certificates.

Other contracted services – there's a big increase there – mainly for a grinder rental...trying to grind C&D to see if that reduces air space – possibly shipping some of that out which we haven't gotten prices back on that yet. The machine itself is a \$1M machine – so we need to rent it.

Fuel increases are like the increases for the other department – prices are going up.

Construction material increases – this is for repairs to my out buildings – some of those buildings are falling apart so I need to get those repaired.

Tires increases due to prices increasing. Computer software has a small increase – maintenance for the scale house software.

Capital Improvement – big increase. This is for \$5M phase 3 construction – also includes \$1.8M setback wall – I have to keep building the wall and backfill it with dirt so I can keep gaining air space. The last line is Transfer to closure – this is an NHDES requirement. I have to put so much money away every year for when it finally closed so it can be capped for final closure.

Commissioner Schoneman asked that with the new increase in C&D fees, why don't we see an increase in revenue. Superintendent Lafleur responded that a lot of the traffic that was coming in, now isn't, which is what we were asking for when we put this increase in place. He explained he'd rather have the additional airspace for Nashua residents than the additional revenue. The numbers are conservative based on what we are seeing right now.

### Wastewater Department

Superintendent Boucher discussed wages full time – contractual increases. We also reduced seasonal employees by one. Accounting/auditing services increase which is contractual.

Water – anticipated increase in rate and usage. Increase in Janitorial services.

Disposal Services for our biosolids. It has had large increase – almost twice the cost. The cost has gone up.

Equipment repairs and maintenance – like other departments, increase in cost of parts. This increase – is mainly for a pump in our wet weather facility we still need to rebuild which is very expensive.

AVL monitoring increase in cost. Vehicle maintenance & repair – cost increase in repairs. A couple of our trucks need a lot of maintenance based on the nature of their use.

Certification – a lot of our employees need certifications and licenses and they're up for renewal. Other Contractors– that's a big increase we have pump stations with new generators and energy recovery generators which has an outside contractor and also HVAC company for preventative maintenance.

Uniforms is increased due to increased cost from the company.

Chemicals have a major increase \$540,000 to \$655,000 – we got new quotes but need a certain polymer and there aren't many companies that provide that polymer. Slight fuel increase due to increase in cost. Tool line increase – we do need specialty tools for maintaining our facility.

Increase in debt services.

Commissioner Shea asked if we are fully covering the cost of our Wastewater Treatment Plant Operations with the current Wastewater rate. Director Fauteux responded that we are. We will have an update sometime in July to go over any potential increases. We're working with our contractor Hazen and Sawyer to work on a rate model to foresee any changes we may need to make based on projects and permits and our EPA consent order.

### **XIII. NONPUBLIC SESSION**

**MOTION:** Commissioner Moriarty moves by roll call that the Board go into non-public session pursuant to RSA 91-A:3, II(a) to consider the dismissal or promotion or compensation or investigation of a complaint as to a city employee.

**MOTION CARRIED: Unanimously.**

**MOTION:** Commissioner Moriarty moves by roll call to seal the minutes of the Board of Public Works Non-Public Meeting of April 19, 2022 until such time as the majority of the Board votes that the purpose of the confidentiality would no longer be served.

**MOTION CARRIED: Unanimously.**

**ADJOURNMENT**

**Motion by Commissioner Moriarty:** To adjourn.

**Mayor Donchess:**

All right, the motion is to adjourn the meeting of April 19, 2022, Board of Public Works.

**MOTION CARRIED: Unanimously.**

**Mayor Donchess:**

The meeting of the Board of Public Works is adjourned at 4:41 p.m.

DRAFT