

## **Board of Public Works Meeting Meeting Minutes May 28, 2020**

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

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

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

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

Commissioner Tracy Pappas

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

Commissioner Kevin S. Moriarty

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

Commissioner Shannon Schoneman

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

Mayor Donchess

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

Commissioner Pappas

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

Mayor Donchess

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

Director Fauteux

It's on the calendar on the website.

Also Present:

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

## Approval of Agenda

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

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

### Commissioner Pappas

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

### Commissioner Schoneman

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

### Director Fauteux

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

### Commissioner Schoneman

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

### Commissioner Pappas

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

### Director Fauteux

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

### Ms. Thibodeau, Executive Assistant to the Director

It looks like it wasn't posted properly.

### Director Fauteux

How is that? What do you mean by that?

Ms. Thibodeau

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

Director Fauteux

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

Ms. Thibodeau

The information that is on there is correct right now.

Mayor Donchess

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

Ms. Thibodeau

That's correct.

Mayor Donchess

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

Director Fauteux

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

Mayor Donchess

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

Director Fauteux

Yes, that may have been.

Mayor Donchess

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

Commissioner Pappas

My reply is I just don't know.

Mayor Donchess

Does anybody else have any thoughts?

Commissioner Schoneman

Can we re-start the meeting?

Mayor Donchess

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

Commissioner Pappas

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

Mayor Donchess

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

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

Commissioner Teas

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

Commissioner Moriarty

I agree with you, Mayor.

Mayor Donchess

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

Director Fauteux

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

Mayor Donchess

Yes, and Attorney Bolton has also called me back.

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

Director Fauteux

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

Mr. Andrew Patrician, Assistant Director of Public Works

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

Mayor Donchess

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

Does anyone have any thoughts given that opinion?

Commissioner Pappas

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

Commissioner Moriarty

I would move to proceed with the meeting.

Mayor Donchess

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

## Approval of Meeting Minutes

### ➤ April 29, 2020

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

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

## Engineering Department

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

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

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

## Discussion:

### Director Fauteux

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

### Commissioner Pappas

Is the meeting airing live?

Mayor Donchess

Yes, it is.

Mr. Dan Hudson, City Engineer

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

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

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

Commissioner Pappas

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

Mr. Hudson

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

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

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

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

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

#### Commissioner Pappas

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

#### Mr. Hudson

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

#### Commissioner Pappas

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

Mayor Donchess

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

Commissioner Pappas

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

Mayor Donchess

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

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

**Discussion:**

Mr. Hudson

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

Commissioner Pappas

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

Mayor Donchess

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

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

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

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

**MOTION CARRIED: Unanimously**

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

**Discussion:**

Mr. Hudson

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

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

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

**MOTION CARRIED: Unanimously**

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

**Discussion:**

Mr. Hudson

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

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

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

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

**MOTION CARRIED: Unanimously**

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

**Discussion:**

Mr. Hudson

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

Commissioner Pappas

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

Mayor Donchess

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

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

Commissioner Pappas

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

Alderman O'Brien

Thank you, Commissioner Pappas duly noted.

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

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

**MOTION CARRIED: Unanimously**

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

**Discussion:**

Mr. Hudson

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

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

Mr. Jefferson Gile, Manager for Gas Operations

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

Mayor Donchess

What is a grade two leak?

Mr. Gile

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

Commissioner Moriarty

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

Mr. Gile

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

Mayor Donchess

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

Mr. Gile

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

Mayor Donchess

How deep are the pipes typically?

Mr. Gile

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

Commissioner Pappas

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

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

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

**Discussion:**

Mayor Donchess

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

Mr. Hudson

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

Mayor Donchess

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

Mr. Hudson

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

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

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

**MOTION CARRIED: Unanimously**

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

**Discussion:**

Mr. Hudson

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

Mayor Donchess

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

Mr. Hudson

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

Commissioner Pappas

Wasn't Burke Street (inaudible)

Mayor Donchess

It was paved...

Commissioner Pappas

It was November of 2016.

Mayor Donchess

It was paved a few years back.

Commissioner Pappas

That was 2016.

Mayor Donchess

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

Mr. Hudson

That's correct.

Commissioner Pappas

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

Mayor Donchess

That sounds right, yes.

Commissioner Pappas

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

Mr. Hudson

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

Commissioner Pappas

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

Mr. Hudson

We do plan on paving Major Drive this year.

Commissioner Pappas

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

Mr. Hudson

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

Mr. Gile

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

Mr. Hudson

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

Mr. Gile

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

Mr. Hudson

Yes, that's my understanding.

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

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

**MOTION CARRIED: Unanimously**

**Wastewater Department**

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

**Discussion:**

**Mr. David Boucher, Superintendent of Wastewater**

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

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

**Administration**

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

**Discussion:**

**Mayor Donchess**

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

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

**Commissioner Pappas**

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

### Mayor Donchess

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

### Commissioner Teas

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

### Mayor Donchess

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

### Commissioner Schoneman

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

### Commissioner Moriarty

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

### Commissioner Pappas

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

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

Commissioner Schoneman

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

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

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

**MOTION FAILED: 2 – 3 – 0**

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

**Discussion:**

Commissioner Pappas

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

Mayor Donchess

Yes.

Commissioner Pappas

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

Mayor Donchess

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

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

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

**MOTION CARRIED: Unanimously**

**B. Informational: Director's Report**

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

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

## Personnel

### Mayor Donchess

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

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

### Discussion:

#### Commissioner Pappas

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

#### Director Fauteux

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

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

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

### **MOTION CARRIED: Unanimously**

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

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

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

**MOTION CARRIED: Unanimously**

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

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

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

**Discussion:**

Director Fauteux

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

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

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

**Discussion:**

**Director Fauteux**

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

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

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

**MOTION CARRIED: Unanimously**

**Commissioner's Comments**

**Commissioner Pappas**

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

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

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

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

**Discussion:**

Mayor Donchess

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

Director Fauteux

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

Commissioner Pappas

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

Commissioner Moriarty

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

Commissioner Pappas

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

Mayor Donchess

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

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

Director Fauteux

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

Commissioner Pappas

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

Mayor Donchess

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

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

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

**MOTION CARRIED: 3 – 2 – 0**

Mayor Donchess

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

Adjournment

Commissioner Pappas made a motion to adjourn.

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

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

**MOTION CARRIED: Unanimously**

Meeting adjourned at 7:22 p.m.

# Pine Hill Road at the Intersection of Charron Avenue



Nashua Division  
of Public Works

Existing Conditions and Alternatives Analysis  
May 28, 2020  
Engineering Department

# Goals

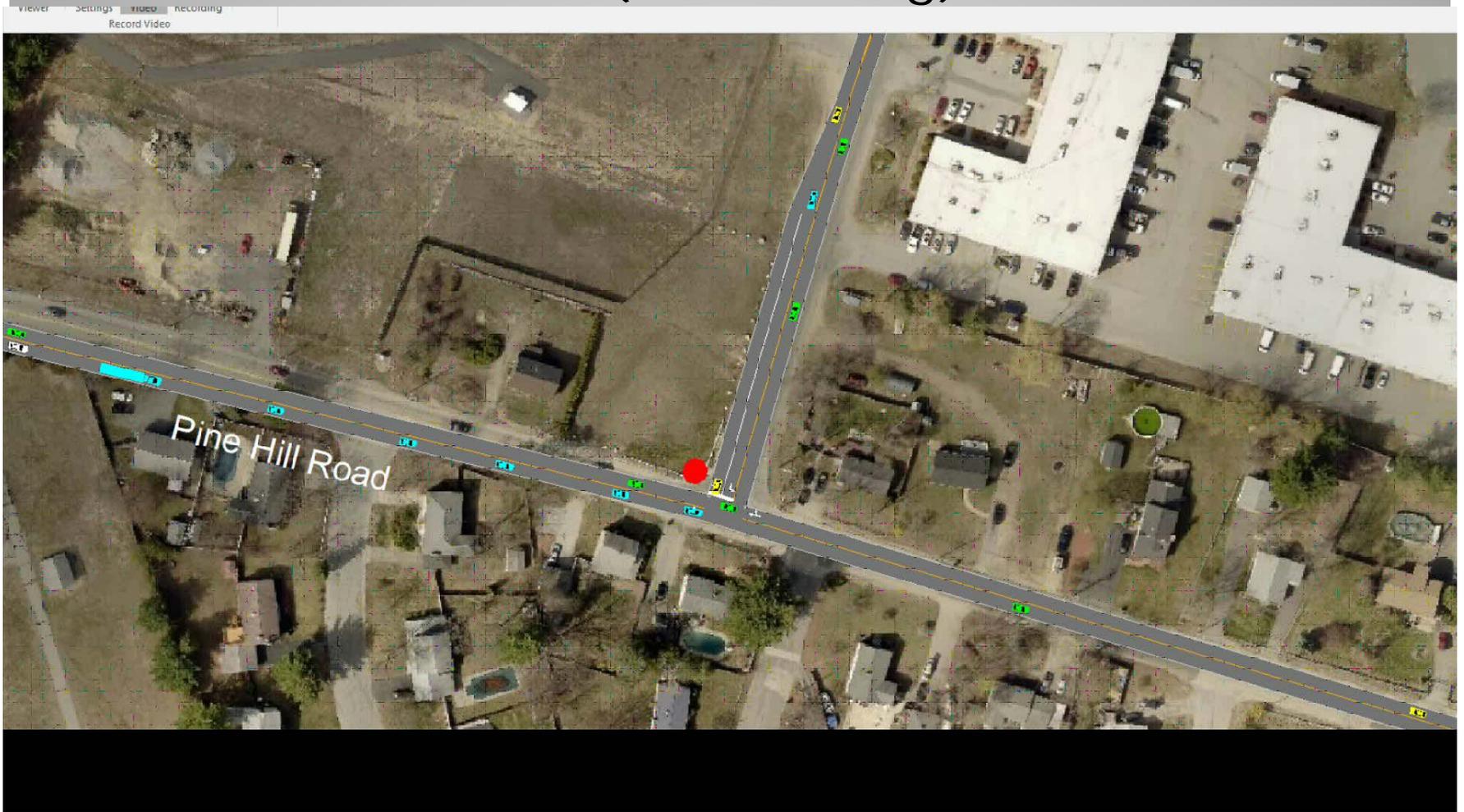
- Study existing operations at Pine Hill Rd/Charron Ave intersection.
- Identify and evaluate alternatives to improve operations.

# Aerial View Existing Conditions



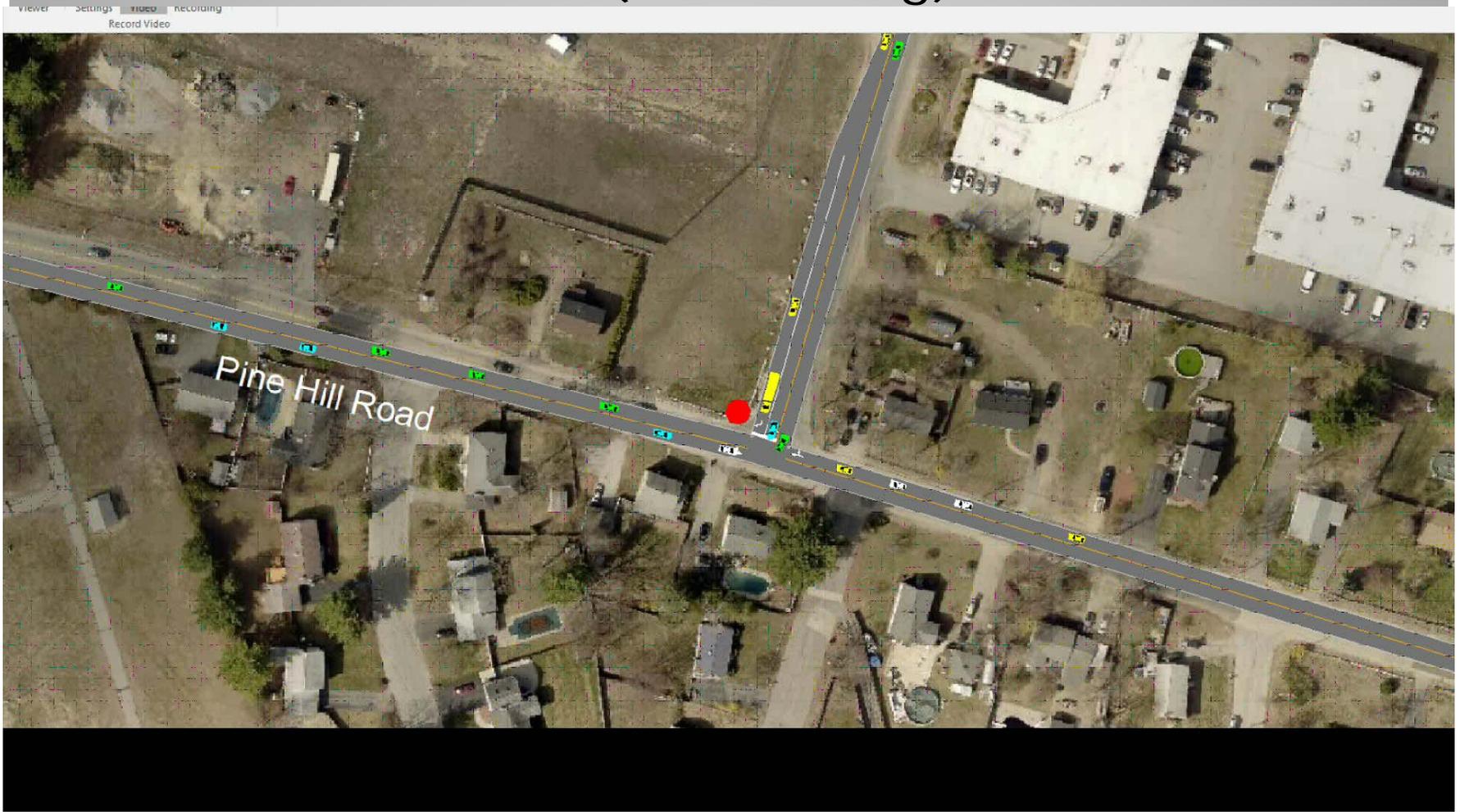
# Existing Conditions

- Traffic Simulations (AM Existing)



# Existing Conditions

- Traffic Simulations (PM Existing)



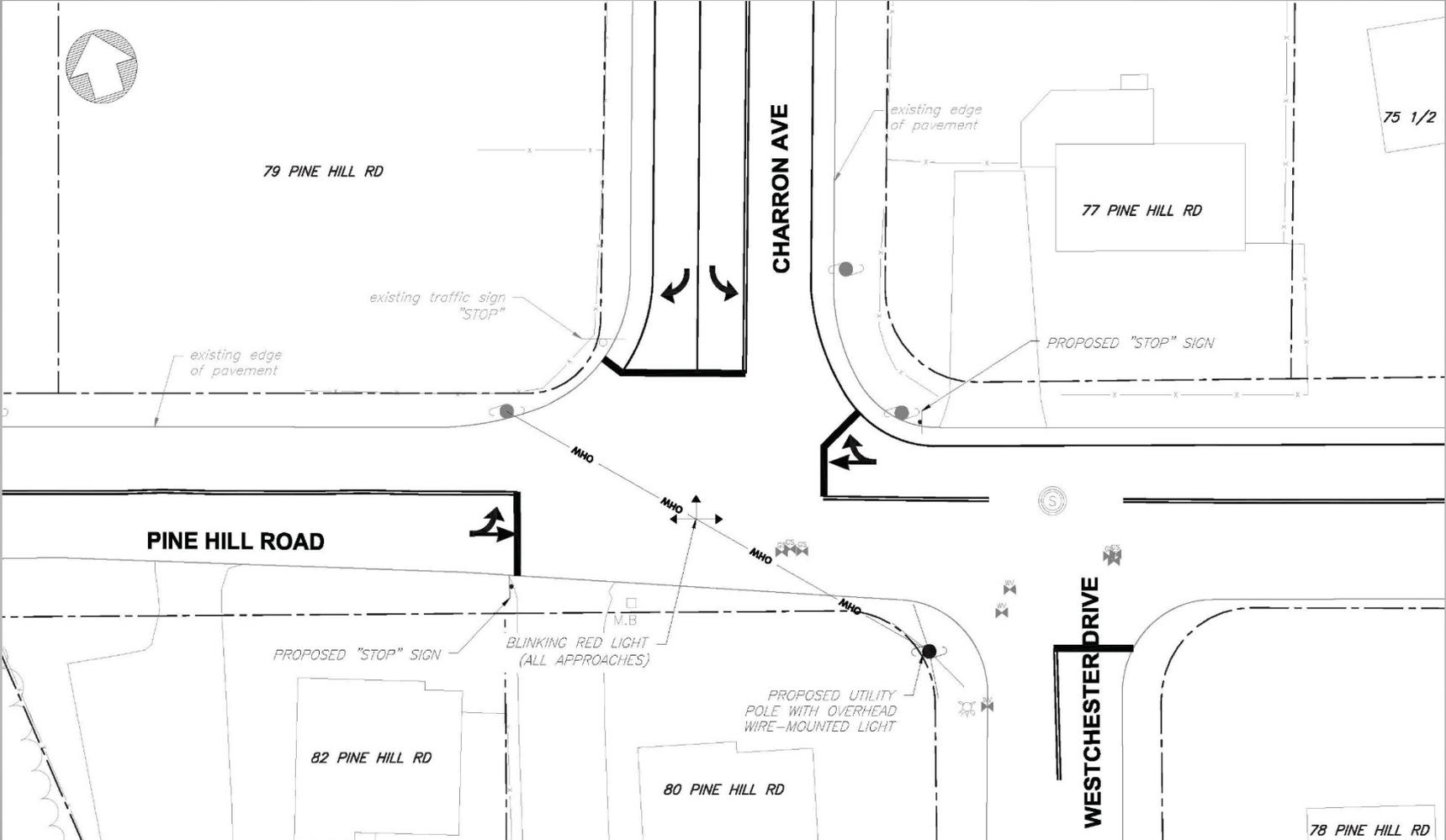
# Existing Conditions

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

# Alternatives Reviewed

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

# ALL WAY STOP



# All Way Stop

- Traffic Simulations (AM Peak)



# All Way Stop

- Traffic Simulations (PM Peak)



# All Way Stop

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

**Questions?**