

**Board of Public Works Meeting
Meeting Minutes
June 28, 2018**

A special meeting of the Board of Public Works was held on Thursday, June 28, 2018, at 5:30 p.m. in the Auditorium at City Hall, 229 Main Street, Nashua, NH 03060.

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

Members Present:

Mayor James Donchess, Chair
Commissioner Joel Ackerman, Vice Chair
Commissioner Kevin S. Moriarty
Commissioner G. Frank Teas

Not Present: Commissioner Tracy Pappas

Also Present:

Ms. Lisa Fauteux, Director of Public Works
Mr. Jon Ibarra, Superintendent of Streets
Mr. Jeffrey Lafleur, Superintendent of Solid Waste
Mr. Nicolas Caggiano, Superintendent, Parks & Recreation
Mr. Dave Boucher, Superintendent of Wastewater
Mr. Stephen Dookran, City Engineer
Alderman Tom Lopez, Aldermanic Representative

Mayor Donchess

Before we go any further, I wanted to mention that there will be a ribbon cutting for the expansion of the fire station at 7:00 p.m. and he would have to leave the meeting at 6:45 p.m.

MOTION: Commissioner Teas to approve the agenda as amended.

MOTION CARRIED: Unanimously

Approval of Meeting Minutes – May 31, 2018

MOTION: Commissioner Ackerman to approve the minutes of the Board of Public Works Meeting of May 31, 2018.

MOTION CARRIED: Unanimously

Public Comment

There was none.

Aldermanic Referrals

- A. R-18-040** - AUTHORIZING THE MAYOR AND CITY TREASURER TO APPLY TO THE NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES FOR A LOAN OF UP TO TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) FROM ITS REVOLVING LOAN FUND FOR EXPENSES RELATED TO THE IMPLEMENTATION OF THE WASTEWATER COLLECTION SYSTEM CAPACITY, MANAGEMENT, OPERATION AND MAINTENANCE ("CMOM") PLAN

Director Fauteux

We have to give the State of New Hampshire a commitment that we would like to apply for a loan and this is what this is. Originally, we only applied for about half of the money for the project and we want to lock in the entire amount which is a total of \$5 million. I believe there is going to be a motion to amend this legislation at the committee level of the Board of Aldermen.

MOTION: Commissioner Teas made a motion to amend by increasing the amount of money from \$2,500,000 to \$5,000,000 and that the Board of Public Works favorably recommended R-18-040 to the Board of Aldermen.

Discussion:

Commissioner Ackerman

Did this come as a surprise to the city that we would have to do this?

Director Fauteux

No, this is something that been in the works for a long time. It is part of our permit that we will be getting in the near future. It is called a CMOM Plan which is Capacity Management Operation and Maintenance and it includes things like (Inaudible) our sewer lines, the catch basin cleaning program, updating our sewer infrastructure and things like that so it is a pretty involved process. We have a draft plan and it is under review but certainly once we finalize the plan, it will be something that we will be sharing with you.

Commissioner Ackerman

The loan is obviously going to be a liability for the city. Is this something that is included in the budget for the current fiscal year or is it already planned to be in the next fiscal year?

Director Fauteux

This has been in the works. It is through the Wastewater Fund. We do this often; instead of bonding, we can get a loan with very low interest through the state. We take this route whenever possible. Right now we are just making a commitment that we would like the money and to hold it for us.

Mayor Donchess

It is an authorization to apply for the loan. The number should be \$5 million.

MOTION CARRIED: Unanimously

Parks & Recreation

A. MOTION: Commissioner Moriarty to approve the purchase of a 2019 HV507 SFA (HV507) Cab and Chassis Truck from Liberty International of Manchester, NH, for the price of \$88,785. Funding will be through Department: 177 Parks & Recreation; Fund: Trust; Activity: CERF.

MOTION CARRIED: Unanimously

B. MOTION: Commissioner Ackerman to approve the purchase of a six-wheel dump truck up-fitting equipment package from H.P. Fairfield of Pembroke, NH for the price of \$71,856.50. Funding will be through Department: 177 Park & Recreation; Fund: Trust: Activity: CERF.

MOTION CARRIED: Unanimously

C. MOTION: Commissioner Teas To approve the purchase of two 2018 Ford F350 4x4 service body replacement trucks with V plows from MHQ (Municipal Headquarters) of Marlborough, MA, for the price of \$98,358.18 pursuant to the Plymouth County Contract. Funding will be through Department: 177 Parks and Recreation; Fund: Trust; Activity: CERF.

MOTION CARRIED: Unanimously

D. MOTION: Commissioner Moriarty to approve the purchase of roadside and trail mowing services from Kohl Farms of Chelmsford, MA, for an amount not-to-exceed \$28,000. Funding for this purchase will be from Department: 177 Parks and Recreation; Funds: General and Trust; Account Category: 54 Property Services \$24,000; Department; 169 Wastewater; Fund: Wastewater; Account Category: 54 Property Services \$4,000.

MOTION CARRIED: Unanimously

E. MOTION: Commissioner Ackerman to accept a donation of a Memorial Bench in memory of Mike Cassa to be installed in Mine Falls Park.

MOTION CARRIED: Unanimously

F. MOTION: Commissioner Teas to approve the purchase of a playground climber through the US Communities Government Purchasing Alliance contract #2017001135 from Kompan Inc. of Tacoma, WA, in the amount of \$11,962. Funding for this purchase will be from Department: 177 Parks and Recreation; Funds General; Account Category: 71 Equipment.

MOTION CARRIED: Unanimously

Street Department

A. MOTION: Commissioner Moriarty to abolish one Sign Maintenance Assistant position and create one Sign Maintenance position at the Street Department.

Discussion:

Commissioner Ackerman

Just out of curiosity, is the role that is currently vacant because we saw no further need for it or is it a change in direction?

Mr. Jon Ibarra, Superintendent of Streets

It is not currently vacant. We shuffled the operation around this spring to accommodate our workload and I put a couple of temporary guys over there from the truck driver crew. It is working out so well that I have been able to set the sign maintenance position to do just sign work and the other guys are doing striping. I am able to get two crews out of this and it is a leadership role.

MOTION CARRIED: Unanimously

B. MOTION: Commissioner Teas to approve the purchase of one Johnson Vacuum Air Sweeper from Sanitary Equipment Company Inc., Stoughton MA, in the amount of \$259,100 pursuant to HGAC Contract #SW04-18. Funding will be through Department: 161 Street; Fund: Trust; Activity: CERF.

MOTION CARRIED: Unanimously

C. MOTION: Commissioner Moriarty to approve the purchase of one 2019 Rampant 20 ton ramp trailer with 24' flat deck and 6' dovetail with 8' hydraulic ramps from Rampant Trailers, LLC of

Wendell, NC, for the amount of \$20,231. Funding will be through Department: 160 Engineering; Fund: Grant; Activity: Highway Block Grant.

MOTION CARRIED: Unanimously

D. Informational: Thank you note from resident.

MOTION: Commissioner Ackerman made a motion to accept the thank you note and place it on file.

MOTION CARRIED: Unanimously

Solid Waste Department

A. MOTION: Commissioner Ackerman to approve a three-year contract with Chemserve Environmental Analysts of Milford, NH for water quality testing services at Nashua landfill sites for the Solid Waste Department in the amount not to exceed \$104,190. Funding will be through: Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 53 Professional and Technical Services.

Discussion:

Commissioner Moriarty

There was mention that this motion would then go to the Board of Aldermen, is that correct?

Mayor Donchess

Yes, that is correct.

Commissioner Moriarty

Is that because it is a three-year contract?

Mayor Donchess

All of the contracts go to the Finance Committee and some also go to the Board of Aldermen if they are a multi-year contract or if they exceed \$1 million.

Commissioner Ackerman

I spoke with the Superintendent prior to the meeting and I would have thought that some of this analysis could have been done in-house from another department. I think the Superintendent can shed some light on why we did not do it in-house.

Mr. Jeffrey Lafleur, Superintendent of Solid Waste

We would not want to have any bias or liability on our end in terms of how the test results come out. We want them to be accurate and have a third party do them.

Director Fauteux

We also do not have that capability in our lab. We are set up for specific tests for wastewater but not for that type of testing. We also use Chemserve at the Wastewater Treatment Plant as well for certain testing.

Mr. Lafleur

Especially with the groundwater testing; we are starting to test for the PFAS's and PFOA's and we do not want to have any discrepancies with our testing.

MOTION CARRIED: Unanimously

B. MOTION: Commissioner Moriarty to approve a three-year contract for air quality and landfill gas sampling and analysis services at Shady Lane Landfill and New Searle's School for the Solid Waste Department from with TRC of Manchester, NH, to in the amount not-to-exceed \$53,433. Funding will be through: Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 53 Professional and Technical Services.

MOTION CARRIED: Unanimously

C. MOTION: Commissioner Teas to approve engineering services at the City's landfills for FY19 from Sanborn Head and Associates of Concord, NH in the amount not-to-exceed \$80,000. Funding will be through: Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 53 Professional and Technical Services.

MOTION CARRIED: Unanimously

Wastewater Department

A. MOTION: Commissioner Moriarty to approve the User Warrants as presented.

MOTION CARRIED: Unanimously

B. MOTION: Commissioner Ackerman to approve the purchase of the chemical Sodium Hypochlorite in the amount of \$200,000 from Univar USA Inc. of Morrisville, PA. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 61 Supplies & Materials.

MOTION CARRIED: Unanimously

C. MOTION: Commissioner Teas to approve the purchase of the chemical Sodium Bisulfite in the amount of \$53,500 from PVS Chemical Solutions of Detroit, MI. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 61 Supplies & Materials.

Discussion:

Commissioner Moriarty

Was this the company that was not the lowest bid but we selected it anyway?

Mr. Dave Boucher, Superintendent of Wastewater

My understanding is that this is the lowest bid.

MOTION CARRIED: Unanimously

D. MOTION: Commissioner Moriarty to approve the purchase of polymer from Polydyne of Riceboro, GA, in the amount of \$400,000. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 61 Supplies & Materials.

Discussion:

Commissioner Ackerman

This is just an observation but it seems like we are buying quite a bit of chemicals. I am sure they are all needed for the Wastewater Department but is it an annual item that we budget for or do we buy it periodically during the course of the year.

Mr. Boucher

It is an annual item.

Commissioner Ackerman

Is it safe to say that this will probably last us at least 12 months?

Mr. Boucher

Yes.

Mr. Teas

This is something that is budgeted for, but despite it being budgeted for, we still approve each purchase, is that correct.

Mayor Donchess

That is correct. These contracts have to be acted on individually by the Finance Committee because all contracts have to be specifically approved. It is really just the custom way of doing it; there are no laws.

Commissioner Teas

I am just thinking if the budget is approved and we are spending money out of the budget, it might be nice to be informed when these things are purchased. I think it is a duplication of efforts to re-approve it if it is already approved.

Mayor Donchess

I suppose what we are approving here is a specific contract with a specific provider. The budget does not say who is going to be the provider. I am sure that there are different ways that this could be done but this is the way it is done now.

MOTION CARRIED: Unanimously

E. MOTION: Commissioner Ackerman to approve Change Order #4 to the HVAC Upgrades contract with Monadnock Building Company in the amount of \$17,940.40. Funding will be through: Department: 169 - Wastewater; Fund: Wastewater; Activity: AC & Air Handling.

MOTION CARRIED: Unanimously

F. MOTION: Commissioner Moriarty to approve Amendment No. 1 in the amount of \$56,100 to the contract with Flow Assessment of Auburn, NH, for the Combined Sewer Overflow Monitoring

Program. Funding will be through Department: 169 - Wastewater; Fund: Wastewater; Account Classification: 53 Professional Services.

Discussion:

Commissioner Ackerman

This is obviously something that was budgeted against the original contract but now there is an amendment to that contract, which was not necessarily in the original budget, is that correct?

Mr. Boucher

There is another company that was budgeted for last year. This company came in towards the end of fiscal year 2018. They completed approximately three months of the year but the entire year was budgeted for. This company is slated to come in for another year so it is budgeted for another year.

Commissioner Teas

Commissioner Ackerman, is your question are we spending beyond the approved budget?

Commissioner Ackerman

That is correct.

Mayor Donchess

The answer to that question is no.

Director Fauteux

The reason that there is an amendment is that they are amending the existing contract that went for three months to continue through the following fiscal year.

Commissioner Moriarty

I do not remember reading a flow assessment regarding the CSO. Was that something that we received for the Board of Public Works to review?

Director Fauteux

Would you like to see the testing that flow assessment does?

Commissioner Moriarty

The point is that they give you a report and an analysis, is that correct.

Mr. Boucher

That is correct, monthly.

Commissioner Moriarty

That is what I am curious about; there must be a summary of that report.

Mr. Boucher

They have equipment at all of the CSO's that provide data everyday. They compile the data and then put it into a monthly report and send it to us. We then send it to the regulatory agencies, the EPA and the DES. It is specific to flow at all of those stations.

Commissioner Moriarty

Is there an update on the process of the CSO's? We do not typically get, until we read it in the paper, that there has been overflow into the river and I would like to be up-to-date on that. A slight summary would be great if that is reasonable.

Director Fauteux

When we send the report to the regulatory agencies, we could potentially copy the Board of Public Works as well.

Mr. Boucher

I think a summary would be better than the report because the report is a large booklet.

Commissioner Moriarty

I would appreciate that.

MOTION CARRIED: Unanimously

- G. MOTION:** Commissioner Ackerman to approve the purchase and installation of flame arrestors from NEESCo of Quincy, MA, in the amount of \$19,329. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 54 Property Services.

MOTION CARRIED: Unanimously

- H. MOTION:** Commissioner Teas to approve the purchase of return activated sludge draft tubes for each of the three secondary clarifiers in the amount of \$62,812 from Evoqua Water Technologies of Waukesha, WI. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Category: 81 Machinery and Equipment.

MOTION CARRIED: Unanimously

Engineering Department

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

MOTION CARRIED: Unanimously

- B. MOTION:** Commissioner Ackerman to award the contract for bridge engineering services of the Canal St Bridge proposed bridge repairs to CLD/Fuss & O'Neil of Manchester, NH, in the amount of \$42,543. Funding will be through Department: 161 Streets; Fund: Capital; Activity: Bridge Rehabilitation.

Discussion:

Commissioner Ackerman

Is this is the engineering examination of the bridge that is front of BAE systems on Canal Street?

Mr. Stephen Dookran, City Engineer

That is correct.

Commissioner Ackerman

What were the findings of the analysis?

Mr. Dookran

So far, what has been done there was a geotechnical investigation, a boring at the abutment of the bridge and they found that the problem was that the water was being trapped behind the concrete abutment. It is probably due to the design from years ago but it has promoted deterioration of the concrete. It has led to the substructure of the bridge getting a rating of 4 out of 10, and therefore is on the state's red list. We want to hire the engineering company to proceed with designing the repairs that are needed. One is to correct the drainage problem allowing the impounded water to leave and secondly is to repair the failing structure.

Commissioner Ackerman

So, we started out with the analysis that has already occurred and this is the design to repair it and from there, we would determine what the cost of the repair would be, is that correct.

Mr. Dookran

That is correct.

Commissioner Ackerman

Is there any idea of how long their engineering services are planned to take place and what is the estimated time that we might do the repairs.

Mr. Dookran

We will get the design completely done and a cost estimate that will go into the documents that we have advertised for construction. Our hope is to have all of this done by the winter. This type of work could be done during the winter if it was a good winter.

Commissioner Ackerman

There is no need to be concerned because you are doing a great job but during the repair process, do you envision that bridge being down to one lane or will it be done while both lanes are still in use.

Mr. Dookran

We are thinking it will probably go down to one lane and depending on the nature of the work at the time; there might be times when we would have to close it and conduct the work at night.

MOTION CARRIED: Unanimously

- C. MOTION:** Commissioner Teas to approve the construction contract for the 2018 Sewer Replacement – Harvard Street project to Northeast Earth Mechanics of Pittsfield, NH, in an amount not-to-exceed \$692,905.20. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Activity: Sewer Rehab.

MOTION CARRIED: Unanimously

D. MOTION: Commissioner Moriarty to approve the contract for vegetation removal to William P Davis Excavating, LLC of Hampton, NH, in the amount of \$42,750. Funding through Department: 169 Wastewater; Fund: Wastewater; Activity: Merrimack River Levee – Remedial.
MOTION CARRIED: Unanimously

E. MOTION: Commissioner Moriarty to approve Change Order No. 1 to the paving contract for the FY18 Paving Program to Newport Construction of Nashua, NH, in the amount of \$50,000. Funding will be through Department 160 Admin/Engineering; Fund: Bond; Activity: Paving.

Discussion:

Commissioner Moriarty

The reason for this motion had to do with the increase in the flaggers. Is that in the contract we signed that we would agree to such a motion because I do not think that is appropriate. We already agreed to the funding.

Mr. Dookran

This kind of contract, when we put it out, the flagger item or the uniformed officer's item is not a bid item but is an allowance. We put a certain amount of money in the contract expecting that they would hire flaggers at a rate of \$22.00 per hour however; they simply cannot find any flaggers. There is a high demand for flaggers and they are calling for big bucks. That is the going rate. We based our allowance on last years experience and there must have been a huge change between last year and this year.

MOTION CARRIED: Unanimously

F. *Informational: Update on Bike Lane Project*

Discussion:

Mr. Dookran

We wanted to let you know that we do have existing bike lanes in the city, for instance, on East Dunstable Road between the Turnpike and Main Street, Temple Street, East Pearl Street as well as some others. Those were put in the early 2000's and included the Nashua Heritage Rail Trail and the Nashua River Rail Trail. With the Bike Share Program coming into the city, we wanted to connect bike lanes and bike paths to downtown, Greeley Park and Mine Falls Park. The Economic Development and Community Development Departments came up with suggestions on which streets should be improved with bike lanes, signs and striping's to make these connections. The streets that were suggested were coming from the roundabout at Rivier on Main Street all the way through downtown to Concord Street to Greeley Park. Then Allds Street starting on Main Street going down to Harbor Avenue across East Hollis Street, Spruce Street, back onto Temple and then Temple and East Pearl where there are existing bike lanes. They wanted us to look at West Hollis Street beginning at Countryside Drive which actually connects to the Nashua River on Gilson Road and then goes all the way down to Wesley Street and Riverside Avenue, including two ways of getting in to Stello's Stadium and Mine Falls Park.

Mr. Dookran

I think we have approximately 25 to 30 drawings and although they are in good shape in terms of design, we do have a few things to iron out. I wanted to give you some samples of what we have been looking at. There are some challenges with trying to fit standard bikes lanes on city streets. We have to follow standards

provided by the Federal Highway Department. (AASHTO Guidelines) There is another national center called NACTO. If you are going to have a separate, independent bike lane on the street, if it is next to a curb, it needs to be 5' wide. If you have two 5' bike lanes in each direction on one street then you have to get 10' of unused roadway. In a lot of cases, we do not have that.

When you are able to get a 5' lane, and we are able to in many locations, you will see the stripe in the street. Our intention is to put a white line and green line adjacent to each other to mark the bike lane and you would also see the bike symbol as we already have on East Dunstable Road. We would also have a bike sign which indicates that it is a bike lane. When you get to a case where you cannot have the separate bike lane you have to do a shared road lane; the car and the bike would travel together and you would need a minimum of 13' to do so. You can have a bike riding inside of the lane and a car can pass it. Several locations along Main Street will have that. We are able to achieve that by eliminating the door-opening lane outside of the parking lane. It shows the bikes and the vehicles where they can go. Then there are situations where you just cannot get 13' and one of the plans we have, Harbor Avenue and parts of Allds Street shows that you have parking on both sides of the street and you have to have the car and the bike in the same lane. In this case, the symbol is more towards the center of the travel line and the sign would essentially tell the vehicles that the bike could take the full lane. These are all used standards in other places that have had bike programs for a long time and we are borrowing those standards and applying them to Nashua.

One of things that I wanted to point out that is on the screen is that there are bike boxes. This is an essential feature when a bike gets to an intersection, especially a signalized intersection like Main Street and Allds Streets. The bike has to obey the same rules as the vehicles; they have to stop at red lights and proceed when the light turns green. The bike boxes can do a couple of different things. If you are travelling along and you come to an intersection like this, if you want to make a left turn then you get into the bike box and you move over to the left side so you can make the turn. If the bike stays on the right side of the box then it would proceed with the traffic. The other benefit of having a bike box is if you have a number of bicycles travelling along the road and want to cross the intersection, when they get a stop light, they can actually gather in these bike boxes so that when the light turns green they can all cross before the vehicles. Otherwise, if they were lining up behind the vehicles, because they travel much more slowly, they would not have enough time for them all to cross the intersection. I think it would be beneficial to install the bike boxes.

West Hollis Street and Countryside Drive is a road in which people drive very fast and you would need to have a crossing there. We would have to implement a rapid, flashing beacon, similar to what we have at crosswalks but in this case, it would be for bicycles. The person riding the bike would push the button or something that would activate the lights and the cars would know that a bike is present and it will provide the bike with a safer crossing. It is a costly item but it is essential to put it there. When you come to Riverside Street, if you were coming down West Hollis Street and wanted to cross over to get to the stadium we would want to put a crossing in that works with the signal. We currently have a pedestrian crossing where the pedestrian pushes a button and they get a cross signal. Here we would have a bike signal. A bike box would not work well there simply because of the number of vehicles and the way the signal is currently set up.

Other things that are important in looking at the program that will add cost will be relocating striping. We are going to try to narrow the travel lanes as much as possible; we would go down to 10'. The overall estimated cost of this program is approximately \$230,000. The bulk of it would be contracted. There would be a lot of striping and pavement markings. There would be some work provided by the DPW in terms of the signs. In speaking with the Mayor, this is something that will be phased in a street or part of a street at a time.

Commissioner Teas

I think this is a great project and will be well received by the community. I am curious to know how many miles of road will be positively impacted by the project and are the contiguous. My immediate thought was we are

going to do it on Main Street and if it would end abruptly at Concord Street. Are there points where we are just leading them down a path where they can go no further or are they contiguous routes?

Mr. Dookran

Let's look at the south end of Main Street. It starts at the roundabout at Rivier and goes through Library Hill and it terminates at Greeley Park. We can design it to go further.

Director Fauteux

In the current paving program, we are looking at any streets with a centerline we will be adding bike lanes as we go.

Mr. Dookran

We are going to put a bike route on Cheyenne Drive which would connect Nashua High North with Mine Falls Park and eventually Nashua High South.

Commissioner Moriarty

Have we pursued any grant money for this project?

Mr. Dookran

No, we have only been working on this for a few weeks.

Director Fauteux

There are some potential grants through public health.

Commissioner Moriarty

I am all for the bike lanes and I am all for the new contract we have with the bike company but my observation is that the people who are renting them are not wearing bike helmets and I am a little concerned about the safety aspect of that.

Mayor Donchess

I think they advise people to use helmets but they cannot make them do it. I think it shows up on the APP but I am not sure. When I have ridden on them, I have worn a helmet because I want to set a good example!

G. Informational: Update on Degradation Fees

Mr. Dookran

It was requested that we follow-up looking at problems with patches and possible degradation of the pavement because of utility cuts and also the possibility of implementing degradation fees like the cities of Manchester and Concord. Overall, in general, it is believed that there is a problem due to cutting the street. One of the things that we had to be careful about in speaking with others, is the fact that the City of Nashua has a very stringent restoration requirement for utility cuts or overall street cuts. We simply just cannot apply the fee structure that Concord or Manchester do so we need find out for ourselves what level of degradation and loss of pavement life we are having because of the cuts. We have brought forward a contract to the Board of Public Works to hire Stantec to do a study for us where they would look at the history of our cuts. We keep track of our cuts, we have a good tracking system. They would review the cuts with respect to the pavement directly

outside of the cuts and then evaluate how much loss of life there is. They have done this for other communities as well. Just as a reminder, our restoration requirements are:

- If you have to restore a cut, you have to cut back the trench (or the hole) by 3' in all directions.
- You have to replace the gravel down 18" with fresh gravel. The pavement is very thick, it is about 5" to 7".

Other communities in New Hampshire are not even close to what we do. We have to do this to justify whatever action we take upon completion of the study. Stantec has completed their in-office preparation work. They have spent a few weeks trying to figure out how to go about this and they will be starting the fieldwork review of the cuts they have selected to do next week. They will be looking at the degradation on the collector roads and arterial roads versus residential roads. We expect it to be different in each one of these categories. In terms of the schedule for finishing, they are looking at having a final report by the end of August. We are making some progress.

Administration Department

A. Budget Transfers

Mayor Donchess

Are there any questions regarding the budget transfers? There was none.

B. Director's Report

One of the things that I wanted to mention is that I had a discussion with Commissioner Pappas today with regard to the Recycling Committee and she had indicated, and I am in agreement, that we start it in late August/early September because of all of the vacations and how busy the Division is right now. As long as the Board is in agreement with that then we will work towards that timeline.

I also discussed with Commissioner Pappas that we would work on a recycling flyer of do's and do nots regarding what can and cannot be recycled to try to prevent contamination in our recycling and prevent rejected loads. We would also like to have a discussion about glass and the difficulty of recycling glass at our next meeting.

- The first slide is of a new storm drain on Marshall Street.
- This is the new guardrail on Temple Street.
- This was a sidewalk installation on Amherst and Somerset Parkway. We needed to make the tip downs and sidewalks ADA compliant because of the federal fund that we will be using to pave.
- Paving has begun all over the city.
- A new sword was created for the Soldier's and Sailor's monument.
- We have been painting the Main Street Bridge rails and it has been completed.
- SummerFun opening day was on June 2nd and was a huge success. We had performances by Greg & Alex, the Spartans and Tokyo Joes. We also had a bike safety rodeo and over

250 bike helmets were given out to children. We want to give a special thank you to New York Life, PAL and Dartmouth Hitchcock.

- The Memorial Day parade was a success.
- Our pools opened on June 22nd.
- There is a refurbished pump and valve at the Rotary Pool.
- We have done the plantings at the Broad Street Roundabout. We are very excited to see it grow.

Commissioner Ackerman

Did I see somewhere in your notes that we took the lights out of the Broad Street Roundabout?

Director Fauteux

Yes, there have not been any lights in that roundabout for a while. They kept getting damaged so we took them out.

- This is a sinkhole repair on Canal Street.
- This is a sewer & service installation on 424 Main Dunstable Road. The residents had a failed septic system and chose to tie into the city sewer.
- This is the walkway that goes to the Spring Street parking lot. We completed that project with bollards and chain fence along the sidewalk.
- This is on Commercial Street next to the fire station. We removed some brush and overgrowth from the sidewalk.
- This is a picture of some catch basin repair in a sinkhole was on Turnbridge Drive and there was another sinkhole on Alice Drive and a catch basin repair on Prospect.
- These are our chlorine contact tanks. Annually each tank is taken off-line for cleaning, maintenance & repairs. These are the tanks that are the final part of our process before the water goes out to the Merrimack River.
- Our wastewater staff assisted in the rescue of eleven ducklings on Green Street. They fell through a catch basin cover.
- This is the setback barrier wall at the landfill. This is the 500' setback that we have from the residential properties.
- The landfill will be closed on Wednesday, July 4, 2018, and trash will be delayed for the remainder of the week.

Alderman Lopez

At a recent block party on Ash Street, the DPW brought a garbage truck and at one point, the kids were bringing trash bins to the garbage truck to see how they lined up. The truck driver did a really great job.

Director Fauteux

Thank you for sharing that story!

Commissioner Comments

There was none.

Personnel

A. Non-Public Session

MOTION: Commissioner Teas to unseal the non-public minutes for Personnel from the Board of Public Works meeting of May 31, 2018.

MOTION CARRIED: Unanimously

B. MOTION: Commissioner Teas moved by roll call that the Board go into a non-public session pursuant to RSA:91-A(3)IIB, the hiring of any person as a public employee.

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

Yea: Commissioner Ackerman, Commissioner Moriarty,
& Commissioner Teas 3

Nay: 0

MOTION CARRIED: Unanimously

Commissioner Teas made a motion to come out of the non-public session.

MOTION CARRIED: Unanimously

MOTION: Commissioner Teas to seal the minutes of the Board of Public Works non-public meeting of June 28, 2018, until such time as the majority of the Board votes that the purpose of the confidentiality would no longer be served.

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

Yea: Commissioner Ackerman, Commissioner Moriarty,
& Commissioner Teas 3

Nay: 0

MOTION CARRIED: Unanimously

Adjournment

Commissioner Ackerman made a motion to adjourn.

Meeting adjourned at 6:37 p.m.