

**Board of Public Works Meeting of September 23, 2021
Meeting Minutes**

A meeting of the Board of Public Works was held on Thursday, September 23, 2021, at 5:30 p.m., in the Auditorium at City Hall, 229 Main Street, Nashua, NH 03060.

Mayor Donchess declared the meeting to order at 5:30 p.m.

Mayor James Donchess

Diane, could you please call the roll.

I. ROLL CALL.

Commissioner Teas

Present.

Commissioner Pappas

Here.

Commissioner Moriarty

Here.

Commissioner Schoneman

Here.

Mayor Donchess

Here.

Also Present:

Michael B. O'Brien, Sr., Vice President, Board of Aldermen

Ms. Laurie Ortolano

Mr. Paul Shea

Steve A. Bolton, Counsel, City Corporation

Lisa Fauteux, Director, Division of Public Works

Dan Hudson, P.E., City Engineer

Nate Chamberlain, Fieldstone Land Consultants

Jason Puopolo, Superintendent, Parks, and Recreation
Jonathan Ibarra, Superintendent, Street Department
John Griffin, Chief Financial Officer
Diane Thibodeau, Executive Assistant, Division of Public Works (Clerk)

Mayor Donchess

So the entire board is here, plus our liaison, Alderman Mike O'Brien. As you see, there is a substitute agenda, which includes one additional item, which is a referral from the Board of Alderman, Board of Alderman Referrals Item C, so that's the amended agenda in yellow. Is there a motion regarding the agenda?

II. MOTION TO APPROVE THE AGENDA.

Motion by Commissioner Pappas: To approve the agenda as presented.

MOTION CARRIED: Unanimously.

III. MOTION TO APPROVE THE MINUTES OF THE BOARD OF PUBLIC WORKS MEETING OF AUGUST 27, 2021.

Motion by Commissioner Moriarty: To approve the minutes of the Board of Public Works Meeting of August 27, 2021.

MOTION CARRIED: Unanimously.

IV. PUBLIC COMMENT.

Mayor Donchess

We now have public comment. Our procedure is to accept anybody who wants to talk about a Board of Public Works issue, up to 3 minutes.

Commissioner Pappas

Mr. Mayor, if I may. Mr. Mayor?

Mayor Donchess

Please announce your name and address.

Commissioner Pappas

I don't think we ever voted, I think that we've never. Maybe the Board of Aldermen has put that limit on, but this Board never voted to do that.

Mayor Donchess

Well, as the Chair, that's what I'm suggesting, I suppose you could make a motion to challenge that.

Commissioner Pappas

Well, I think, let's see how long people want to speak because I think it's important not to shut the public out.

Mayor Donchess

We're not shutting the ...

Commissioner Pappas

Or, say 5 minutes. Maybe do 5 minutes, but I don't want to prolong things, but I think we never voted on it as a group.

Mayor Donchess

Well, it's 3 minutes, unless the Board rules otherwise, we're following the Aldermanic procedure.

Motion by Commissioner Pappas: To increase the allocation of public speaking to 5 minutes.

Mayor Donchess

Any discussion? Commissioner Moriarty.

Discussion:

Commissioner Moriarty

I would just say that the Chair controls the agenda of the meeting.

Mayor Donchess

Anyone else?

MOTION FAILED: 2 – Yea, 3 – Nay (Moriarty, Teas, and Donchess).

Mayor Donchess

So, please proceed.

Laurie Ortolano, Nashua Resident

Laurie Ortolano, 41 Berkley Street. I think I can stick to my 3 minutes. A couple of things. At the last board meeting, it was mentioned by Director Fauteux at the end regarding costing, that there was some work done on a utility pole, a sidewalk, and tree removal, or tree replacement due to the Performing Arts Center. My question is does that come out of the Performing Arts Center budget, or does that come out of Public Works, and maybe it doesn't come out of Performing Arts because of the way Performing Arts is bonded with the facility? However, I'd like to know with the finances, is that cost tracked such that a citizen would be able to see that reflected in the total cost for the Performing Arts Center package? Secondly, your package today has a nice proposal done by a superintendent or a DPW staff member regarding resurfacing the Ledge Street courts to turn them into a street hockey facility, and it looks like there was a lot of detail put in there, and the gentleman made a recommendation not to proceed with that resurfacing and redesign because the cost came to \$85,000.00. I'd like to point out that when the disc golf was presented a month ago, that type of analysis was never presented; and I have to tell you, I'm sorry that Ms. Pappas' motion, and I know that Ms. Schoneman wasn't here did not pass to go and walk the area. I for one can't see in the design how many acres that 18-hole golf course takes up.

Also, if you need to create more parking space, parking can cost you \$50,000.00 to \$250,000.00. If you have tree work to do there's a cost associated with that. If you have to move a walking path, there's a cost associated with that. And none of that was costed out, and I think it's perfectly acceptable that citizens come forward and present their ideas to this Board on what they're interested in.

You should always be opened minded, you should always welcome that kind of discussion, but I just don't feel that the analysis and the plan put forth was complete enough to make a vote to say, let's spend \$30,000.00 because it would easily look to me like it could be a project that cost \$300,000.00. And also, we're very landlocked and real estate limited, Roby Park is a beautiful park. I'm just not certain if the disc golf space and real estate would constitute a usage that would be good for the City, in the long run when it came to activities for kids and families. It's just a thought. I don't know. But I don't think there was enough rich discussion on this to speak to it.

Finally, I noticed there's a gentleman running for Public Works that's also a Greater American Downtown individual who made a request to the Department of Public Works regarding some street work that was done and received what looks like a pretty prompt response on what was going on. I'd just like to point out that you know I'm all about equal access to information and responses. Some of us have to fight through right-to-knows and long delays to get information, and others get stuff handed to them very rapidly, and you know my platform has always been equal access to information, and I hope this Board would embrace that, and I hope as a Board that you all want to see that happen for everything that goes on here at your board table. Thank you.

Mayor Donchess

Thank you. Any other member of the public wish to speak to the Board?

Paul Shea, Nashua Resident

So, my name is Paul Shea. I'm a resident of 102 Tolles Street. I live in French Hill here in the City, and I am a candidate for Public Works. I just wanted to come and introduce myself this evening, first. Second, I also wanted to thank the Department for some great attention to some needed handicap parking signs at Roby Park. There was a need for an update of the lines and some repainting of the spaces out there, as well as installation of proper signage. It's a really important issue. Access to our parks and accessibility of our public facilities is very important, and so, that quick attention is greatly appreciated. I know that this department has had to cut the budget 1% this year, which presents a significant challenge with resources, but attention to the smaller details and making sure that things are safe and accessible is a top priority, and I know that the Department and the city workers are very attentive to that, so I wanted to express my gratitude this evening.

I don't know who the speaker was before me, I assume she was referring to me as a candidate for the Department of Public Works, if that person might introduce themselves that would be appreciated. Knowing who is talking about me in public forums and saying unkind things would be the proper thing to do. Thank you.

Mayor Donchess

All right. Any other member of the public want to speak to the Board? All right. We'll go on to Board of Aldermen Referrals. We have Item A. Commissioner Teas.

V. BOARD OF ALDERMEN REFERRALS.

A. Resolution R-21-165.

Motion by Commissioner Teas: To move to refer the Board of Aldermen Resolution R-21-165 – Authorizing the City of Nashua to Enter into Communications Tower Lease Agreement.

Mayor Donchess

Now, do we have someone here to address that?

Steven Bolton, Counsel for City Corporation

This is the lease at Holman Stadium?

Mayor Donchess

Yes.

Mr. Bolton

Steve Bolton, City Corporation counsel here to talk a little bit about the lease. Essentially, Verizon Wireless proposed this and it's gotten approvals, the necessary approvals from the Planning Department. It's been on the drawing board for quite some time, and I think Nick originally, and Jason now are somewhat familiar with what is contemplated. Jason can certainly speak for himself, but my understanding is it doesn't interfere with any of their facilities, or programs, but in fact, the new lighting provides a benefit to the stadium. Essentially, what the proposal is, is to replace the existing light tower that lights centerfield primarily with a new light tower and communications tower, beyond the left-centerfield wall, and put new lights on it and Verizon would use it for its cellular equipment.

Additionally, there's an additional small building on the ground that will house some of their other communication equipment in association with that, that's on the tower itself. They get the lease right to access the tower for the purpose of doing maintenance and necessary repairs 24 hours a day so long as it doesn't interfere with any of the City activities that may be going on, which would include the baseball games and other events that customarily take place at home.

The lease is for 5 years. It provides for the possibility of extended terms for additional extensions for 5 years each. The rental is \$43,250.00, I believe per year, and that escalates by 2% every year. I have the actual approved site plan and facilities plan and so forth from the Planning Department if any of you want to look for it. There are several iterations, both photographs, and aerial photographs and plans. I think the simplest is the vicinity rendering on the first page which identifies where the location of the tower will be, but you're certainly free to look at any, and all of the drawings and photos, and I will do my best to answer any questions.

Mayor Donchess

Any comments or questions, from anyone? Commissioner Schoneman.

Discussion:

Commissioner Schoneman

It seems as though the current pole is going to be taken down?

Mr. Bolton

Yes.

Commissioner Schoneman

And the new one is going to be put up?

Mr. Bolton

Yes.

Commissioner Schoneman

What is the cost of that going to be and who is paying for it?

Mr. Bolton

I don't know what the cost is going to be. I know the City is paying absolutely nothing during the entire length of the lease or extended term of the lease. Verizon is responsible for all costs associated.

Commissioner Schoneman

Okay, so Verizon is paying for the replacement of the pole.

Mr. Bolton

Everything.

Mayor Donchess

Commissioner Pappas.

Commissioner Pappas

Are we going to get a similar amount of money than we have in the past or have we increased the amount that we'll get from Verizon?

Mr. Bolton

That is substantially increased under this proposal.

Commissioner Pappas

Okay, thank you.

Mayor Donchess

Anyone else?

MOTION CARRIED: Unanimously.

Mayor Donchess

Thank you, Attorney Bolton. Next, we have Item B. Commissioner Schoneman.

B. Resolution R-21-166.

Motion by Commissioner Schoneman: For the Approval of Resolution R-21-166 Relative to the Approval of an Updated New Hampshire Department of Transportation Project Agreement and Acceptance and Appropriation of Federal Aid Surface Transportation Funds from the State of New Hampshire for the Purpose of Improving Existing Signalized Intersections where West Hollis Street and Canal Street Meet Bridge Street.

Mayor Donchess

All right. Well, we have Mr. Hudson here. Please go ahead.

Dan Hudson, P.E., City Engineer

Thank your Mr. Mayor. Dan Hudson, City Engineer. I'm here tonight kind of pitching in here for Tim Cummings who unfortunately couldn't be here due to a scheduling conflict. This is a resolution of an agreement between the New Hampshire Department of Transportation and the City for a local administered project which is at the intersection of East Hollis Street and Bridge Street, right next to the twin bridges to Hudson.

This project goes back a ways but has been through a preliminary study phase and they've arrived at a preferred alternative, which is up on the screen here. That preferred alternative makes some configuration changes to the intersection, adds a little bit of green space and that sort of thing provides access to the abutting areas.

This agreement is fully state-funded, well actually it's a combination of federal funds at 80% and state funds at 20% up to a \$3,661,000.00 number, and then if costs escalate above that there's a cost-sharing agreement outlined in the agreement. This project as I said, it's been in the works for a while so we're interested in getting this agreement in place and then we can move forward through final design phases and construction phase. I'd be happy to try to address any questions.

Discussion:

Mayor Donchess

Commissioner Pappas.

Commissioner Pappas

What's the cause of the delay? This seems to have gone on for an inordinate amount of time.

Mr. Hudson

Well, like is said this goes back a ways as you said. I think the original agreement might have been from 2014, or so. A lot of different options were looked at in the preliminary phase. There was a number of different alternatives. It's a heavy traffic corridor so, there was a number of alternatives looked at and analyzed and that was quite a bit work. There was public meetings and a committee that went through that whole process. That wrapped up a while ago, but that's taken a little time to get an agreement hammered out with DOT. This agreement was negotiated to include the cost escalation pieces which weren't in the original agreement. It was important to that. Construction costs have been increasing pretty rapidly, so it was important to put that in place so we can go forward with comfort knowing what the arrangement will be if costs go up a little bit.

Commissioner Pappas

So, is this a different alternative from what we embraced many years ago?

Mr. Hudson

I don't think so, this is the preferred alternative that came out of that study, the engineering study phase.

Commissioner Pappas

Thank you.

Mayor Donchess

Anyone else?

Alderman Michael B. O'Brien

Mr. Mayor.

Mayor Donchess

Yes, Alderman O'Brien.

Alderman O'Brien

Thank you. I only speak up just to provide additional information. This was heard last night at the infrastructure committee meeting and it passed the Infrastructure Committee unanimously. It is next to go to Human Affairs, and through the Board, Human Affairs and will be discussed after chamber, but the Infrastructure Committee did pass it particularly with some joy in looking at \$3,661,000.00 with zero portion to be shared by the City and we're going to beautify that welcoming area of the city. It's something that's very good. Thank you.

Mayor Donchess

All right. Commissioner Schoneman.

Commissioner Schoneman

Is this a roundabout? A traffic circle?

Mr. Hudson

No, not in the traditional sense. So it does have a kind of circulatory pattern, but there are traffic signals at the different legs coming in so that there's some pedestrian crossing ability. This area is kind of unique, you have two major roadways back and forth to Hudson and they kind of cross paths, so it's a very unique type of intersection, or I guess a challenge to be addressed by a project. It is not a roundabout.

Commissioner Schoneman

Thank you. And it's my understanding of the resolution that the City doesn't pay unless this project goes way, way over budget. Is that correct?

Mr. Hudson

Once it goes about \$3,661,000.00, at that point there would be a cost-sharing and up to another limit, it's a 20% city share I think it was and 80% state/federal, and then I think it was even higher, there's a 50/50 match, but as Alderman O'Brien noted, it's a great deal for the City regardless if it's a little bit more than what the budget is, it's still a great deal for us in terms of city dollars and versus state and federal funding that would be provided.

Commissioner Schoneman

And the City is going to be very motivated to keep the project within budget, right?

Mr. Hudson

Yes, of course, yes.

Commissioner Schoneman

Okay, thank you.

MOTION CARRIED: Unanimously.

Mayor Donchess

We now have Item C. Commissioner Teas.

C. Resolution R-21-169.

Motion by Commissioner Teas: To Approve the Aldermen Resolution R-21-169 Authorizing the City of Nashua to Enter into an Agreement and Consent to Joint Use with Liberty Utilities and Making a Supplemental Appropriation of \$38,394.00.

Mayor Donchess

Mr. Hudson?

Dan Hudson, P.E., City Engineer

Thank you, Mr. Mayor. As noted this is a referral of this agreement added late to the agenda, but what it is, is an agreement between Liberty Utilities and the City. The City currently has a drain and sewer easement that runs from the end of Swart Terrace down past the railroad, and where it comes to Swart Terrace it's fairly narrow. Liberty Utilities, in order to improve the gas feed to this area, wants to put a high-pressure gas main in. This is co-locating within a portion of our easement is what this agreement is. As their pipe will be placed close to our drainage pipe, what we've requested is that they make a contribution so that we can actually line that drainage pipe, so that there's no concerns with its condition over the term. This further lays out that should we ever need to move or dig up or replace that drainage pipe in the future that they will relocate out of our way and then relocate back. That's the agreement in a nutshell. I think we do have Andrew Mills from Liberty Utilities on the Zoom if there are technical questions about why this is needed or anything like that.

Discussion:

Mayor Donchess

Anyone?

Commissioner Pappas

I'm going to abstain.

Mayor Donchess

Pardon?

Commissioner Pappas

I'm going to abstain.

MOTION CARRIED: Unanimously. Abstention (Pappas).

Mayor Donchess

We're now going to go to Park and Rec Department, Item A. Commissioner Moriarty.

VI. PARKS AND RECREATION DEPARTMENT.

A. Motion by Commissioner Moriarty: To Approve the Contract for a Conceptual Field Study for synthetic fields at Mine Falls Park in the amount of \$25,900.00 with Nersa Engineering, LLC of North Attleboro, MA. Funding will be through Department 177 Parks and Recreation; Fund Trust; Account Classification: 55 Other Services.

Mayor Donchess

Mr. Puopolo is here.

Jason Puopolo, Superintendent, Parks, and Recreation Department

Thank you, Mr. Mayor. Jason Puopolo, Superintendent of Parks and Recreation. Like said this is a conceptual field study for Mine Falls Park area for synthetic fields. The City is in need of more fields, mostly rectangular fields for soccer or other sports in that nature. As it's a new construction for that site, a design and conceptual study is needed to make sure everything is set in place for construction. It will give details on everything needed for it, whether it's construction access, construction costs, construction logistics, budgets. So, it's a really needed study for such a large-scale project to ensure that the costs are dealt with correctly. There were six different firms that reached out with bids. Nesra was the lowest bidder, but their work is comparable to that of the others, or even better. They have had quite a few of these studies, or lots of project management over the past few years of similar situations, whether that's from municipalities, schools, other environments of the same nature and it's a good study to have done for such a field project. I'm more than happy to answer any questions.

Mayor Donchess

Commissioner Moriarty.

Commissioner Moriarty

Superintendent, we're just going to put synthetic on the fields that are presently there, or are we carving out new fields? I wasn't clear on this.

Mr. Puopolo

For fields of that type where there isn't an existing synthetic field where if you were to do a replacement, it's similar more to a carpet a lot of people could think, and you could peel it up and put back a new surface. Where there hasn't been one in place, there's a lot of subsurface work that needs to go in, whether that's drainage, engineered soils, grading, stuff like that. There's a fair amount that goes into it, but it is on the existing fields and this study will help show too what

area of the actual field is the best, it's most suitable for it whether that's through geo technical boring or other means.

Mayor Donchess

Commissioner Pappas.

Commissioner Pappas

How much money do we have in the Parks and Recreation trust funds with other services?

Mr. Puopolo

This trust fund is coming from the Mine Falls account. It roughly, I don't have the number off the top of my head, it's high 400s, I want to say somewhere around \$460,000.00, or so.

Commissioner Pappas

And how does that get replenished?

Mr. Puopolo

The cell tower account in Mine Falls.

Commissioner Pappas

Okay.

Mr. Puopolo

Takes care of that.

Commissioner Pappas

Thank you.

Mayor Donchess

Anyone else?

MOTION CARRIED: Unanimously.

Mayor Donchess

Next, is Item B. Commissioner Pappas.

B. Informational.

Motion by Commissioner Pappas: To accept and place on file the renovation cost for the enlargement improvement of the Ledge Street Dek Hockey court.

Mayor Donchess

Any discussion?

Discussion:

Mayor Donchess.

Commissioner Moriarty.

Commissioner Moriarty

Yes. I'd love to have the superintendent go through that.

Mayor Donchess

Yes, I'm sorry, yes, we should have had that, yes. Mr. Puopolo could you address this for the Board, please.

Jason Puopolo, Superintendent Parks and Recreation Department

Thank you, Mr. Mayor. As was gone over in our last DPW meeting, the resident who was passionate about this project wanted to see the current Dek Hockey court on Ledge Street right by the Boys and Girls Club and baseball fields wanted to see that renovated to grow it in size and he was also concerned about the existing condition of the court. After looking at what his needs and desire were for such a project, would be in terms of not necessarily enlarging it to full regulations size, but just to get a little more length of it was his terms exactly, 20 feet or so, 10 feet or so on each side. So, I'd be about 20 feet longer. After looking at it with different departments within the Division, and their expertise and whether it was paving or site work or whatever else, it looked like based upon site constraints it can really only go one way. The whole court would have to shift, or not shift, it would have to grow 20 feet one way to gain that 10 feet one each side. With a project like that it has an existing fence all around it, we would have to take down the fence to repave, to shim the surface and repave the surface, have to put in a new fence for that, there'd be some site prep on the outside of what the existing court now in terms of tree removals, stump removals, site grading, there's most likely potential for a retaining wall because the grades actually go up so as we cut into that slop to make the court we would have to retain that grade.

Along with all of those are these costs that I associated with that, whether it was the \$5,000.00 for site prep, the retaining wall at \$12,000.00, the paving at \$8,500.00, those were all our in-house costs. That was just solely materials if we were to do that ourselves within the Division.

The two largest costs that you see are subcontracted costs that we don't typically, that we don't have the material or the equipment to handle within the Division, so that's whether it's fencing, so all of the fencing would have to be redone around that because of the paving project, enlarging it, adding more to it. That's a large cost. It's an estimate, but for similar projects that I've encountered and we've encountered from the city, it's estimated to be somewhere around \$30,000.00. The surface painting, that's similar to a tennis court or basketball court, something like that. It's not just a basic paint that goes over it, it's more of a sealing and polymer type paint that goes on that. Special contractors do that. That \$30,000.00 cost is estimated off of similar projects, off of a tennis court that I just looked at the cost of. It adds up to quite a bit for what the current existing court, is in relatively good shape compared to most of our other existing surfaces and facilities. Only gaining 10 feet really doesn't change the game any, it doesn't make it regulation size, it doesn't do much. It's just my recommendation that we would hold off on that and move that effort more towards an existing surface that's in more need of the work.

Mayor Donchess

Commissioner Pappas.

Commissioner Pappas

Is there a way to make it, the site, maybe give it a facelift? Have it be a little more palatable?

Mr. Puopolo

The biggest thing with it, his concern was he thought the surface was failing. There's really only one crack in it. I've already gotten some, I'm starting to get some numbers together, or get materials together to where we can fill that crack ourselves. It's not a safety hazard, it's really not even a hazard towards the play of the game, towards the ball roll, or anything like that, but that would help. So, I'm planning on doing that in-house regardless, but the fence is fairly new so the fence doesn't need to be redone. The court is relatively new in relatively good condition, especially comparing it to our other aging facilities.

Mayor Donchess

Commissioner Moriarty.

Commissioner Moriarty

Thank you very much for the report, and I know that Mr. Curtain is working to try to get some private funds and also applying for some grants. Maybe we can readdress this should that come about and maybe it could be doable.

Mr. Puopolo

Yup, yup.

Mayor Donchess

Commissioner Pappas.

Commissioner Pappas

That's what I was going to suggest. I don't know when Parks and Rec, I understand that there was some sort of petition that he filed. My other understanding is that there was a petition filed for the disc golf. This board has never gotten that kind of communication. Where are those petitions held and filed?

Mr. Puopolo

I do not have the petition for the disc golf, but there was never a petition filed for this Dek Hockey court. It was just Michael Curtain reaching out.

Commissioner Pappas

Could it have been filed with the Board of Aldermen?

Mr. Puopolo

I do not believe it was.

Lisa Fauteux, Director, Division of Public Works

No. Dicky Smart who presented, has the petition for the disc golf.

Commissioner Pappas

Okay. I think that we should get a copy of the petition and the addresses of the folks that signed. I think that would be helpful. I was actually going to suggest to reach out to the community to try to help get a little bit of money because if you want to schlep kids off to soccer or baseball, it takes a lot of energy. It takes parents who have the time who may not be working several jobs to get them there, and what I really liked about this project, I'm not this expense for it, but what I like about that program is that meet the kids in their areas, they can show up there, it's easy for people who don't have cars. I would certainly hope that we would be able to embrace this project and direct them towards areas where they may be able to get some money, and as I said, you can't always get what you want, but you can get what you need. I was very impressed with that program. I do appreciate the detail. Do you have any details on how much we've spent for disc golf and then how much it's going to cost to, we never received anything like that.

Ms. Fauteux

I do. I was going to present that later on Commissioner Pappas. We've spent \$4,950.00 to date and that is for design.

Commissioner Pappas

Okay, and why did we get the \$30,000.00 if Rotary was going to pay?

Ms. Fauteux

I don't think we're going to need \$30,000.00. I think that it will be funded by a private source and I think it will be funded by Rotary.

Commissioner Pappas

The next meeting, can we get how much it's going to cost to do the paving and to move the walking trails?

Ms. Fauteux

I won't know that until a final design is completed and that won't be done until sometime in the fall.

Commissioner Pappas

Okay, thank you. Again, I like that kind of detail and I appreciate that very much.

Mr. Puopolo

Of course, of course, thank you.

Mayor Donchess

Anyone else? All right, well I believe the motion is to accept and place of file.

MOTION CARRIED: Unanimously.

Alderman Michael B. O'Brien

Mr. Mayor.

Mayor Donchess

Yes.

If I may, and with indulgence through you. Mr. Puopolo, if I may ask a question through the Mayor.

Mayor Donchess

Yeah, yeah, come on back up.

Alderman O'Brien

This is for Ward 9, Aldermen at Large, but we all come from a Ward. What's the update of the St. Andrew's fields? I know you were hoping to do something by the fall. We are now into fall. The neighborhood is changing. Somewhere along the line, I was the young guy in the neighborhood, now I'm the old guy in the neighborhood, but what's healthy is, I see younger families are moving in with children and I think the top park there could use some TLC at the very least. Is it still on the front burner is my question.

Mr. Puopolo

It is, it is. I've already done some conceptual design just internally of what could work and what would help that area and it's just waiting on some funding, and that's it.

Alderman O'Brien

And that's adequate. Thank you, I think the people of Ward 9 would ...

Mr. Puopolo

Yup.

Alderman O'Brien

Because they do inform me and thank you Mr. Mayor for allowing me to bring that question up.

Mayor Donchess

All right. Thank you. On to the Street Department

VII. STREET DEPARTMENT.

Mayor Donchess

The Item A. Commissioner Schoneman.

A. Motion by Commissioner Schoneman: To approve the sole source purchase of asphalt and aggregates from Brox Industries of Hudson, NH and Continental Paving of Londonderry, NH in the amount of \$144,500.00. Funding will be through Department: 161 Streets; Fund: General, Account Classification: 61 Supplies and Materials.

Mayor Donchess

All right, Mr. Ibarra is attending remotely. So, Mr. Ibarra could you come forward, please.

Jonathan Ibarra, Superintendent, Street Department

Sure, thank you, Mr. Mayor. These two vendors supply our aggregates and asphalt for our daily operations. We use them regularly whether we're doing mill and fill, or we're doing a sewer dig. We get our stone and our sand, and our asphalt through these two vendors. I'm looking to encumber these funds out of our operating budget so that we can continue to do business with them. I'm happy to entertain any questions.

MOTION CARRIED: Unanimously.

Mayor Donchess

Thank you, Mr. Ibarra. Now we're back to engineering, we have Item A. Commissioner Teas.

VIII. ENGINEERING DEPARTMENT.

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

Discussion:

Mayor Donchess

Any discussion?

MOTION CARRIED: Unanimously.

Mayor Donchess

Item B. Commissioner Moriarty.

B. Motion by Commissioner Moriarty: To approve the purchase and installation of five overhead 360-degree vehicle detection camera systems from Electric Light Company of Cape Neddick, ME in an amount of \$104,580.00. Funding will be through Department 160 Admin/Engineering; Fund: Prior Year Escrow; Account Classification: 71 Equipment.

Mayor Donchess

All right. Mr. Hudson.

Dan Hudson, P.E., City Engineer

Thank you, Mr. Mayor. Dan Hudson, City Engineer. As noted, this is for replacement of five cameras on DW Highway. I think you've heard me say before the equipment on DW Highway is aging and at the end of its useful life. Through like-for-like escrow from last year, this is being funded for the replacement of the vehicle detection cameras at those locations. We are getting a credit due to the previous equipment not quite performing as well as we would have liked, we've had problems with it. This will replace it with grid smart cameras, which we had very good success with. These cameras have additional capabilities, as I've said before that you can collect moving count data over time, so that enables us to do a better job of timing intersection and coordinated signals along the corridor. Again, we've had good success with these and that's why we're proposing replacement of these on the DW Highway.

MOTION CARRIED: Unanimously.

Mayor Donchess

We next have Item C. Commissioner Pappas.

C. Motion by Commissioner Pappas: To consider a hardship request from Gimak Properties to excavate on May St. to install sewer, gas, water, and a driveway.

Mayor Donchess

Mr. Hudson.

Dan Hudson, P.E., City Engineer

Thank you, Mr. Mayor. Fieldstone Land Consultants, agent for Gimak Properties, owner of 23 Dodge Street is requesting that their client be allowed to excavate into May Street, which was last paved in September 2017, about a year left on that moratorium. This is a small two-lot subdivision. The existing house is going to retain the services that are in use on Dodge Street, which is also a moratorium, but they're not planning to cut into that because they're using existing services, but they are proposing the cut into May Street. We have Nate Chamberlain from Fieldstone who could speak to the hardship, should the Board have a question about it.

Mayor Donchess

All right. So, do you want him to come forward?

Mr. Hudson

Yes, please.

Mayor Donchess

I'm sorry, I didn't catch your name when ...

Nathan Chamberlain, Fieldstone Land Consultants

Nathan Chamberlain, Fieldstone Land Consultants.

Mayor Donchess

All right.

Mr. Chamberlain

As stated we have a two-lot subdivision that was approved by the Planning Board. We're utilizing the services to the existing house for one of the lots that come off of Dodge Street, which appears to be a more traveled street than May Street. May Street is just a short little connector street, it's not curbed or anything, there's only two driveways on it now. We're adding a third driveway and we need to tie into the utilities. As stated the moratorium was paid 4 years ago, so we're really only cutting it by a year. We're just looking to get approval to do that work.

Mayor Donchess

All right. Commissioner Teas.

Commissioner Teas

Who is the principal at Gimak Properties?

Mr. Chamberlain

Marcelo and I don't recall his last name.

Commissioner Teas

Borges.

Mr. Chamberlain

Borges, that's it.

Mayor Donchess

Commissioner Moriarty.

Commissioner Moriarty

Just for clarification because we're going by the city ordinance regarding this moratorium, and it does require emergency or hardship. I didn't hear why. What is the hardship in this situation that we should approve?

Mr. Chamberlain

We have an approved subdivision and an approved house location that we need to supply utilities to. That's the hardship. We either apply for a hardship onto Dodge Street, which was paved more recently and is a more traveled street, or go into May Street. We can certainly overlay per the NRO 285:13 we can overlay 20 feet on either side of it, full width to cover the patch per the ordinance. As I said, it's just a short cross street and we would like approval to put the utilities in there.

Commissioner Moriarty

But, sir, what is the hardship? If this is not approved, what is the hardship?

Mr. Chamberlain

The hardship is that we have an approve to construct a building there and we need to provide utilities. I'm not sure where the hardship, why someone would need to cut into the street.

Mayor Donchess

Commissioner Pappas.

Commissioner Pappas

I would agree with Commissioner Moriarty, I've been pretty consistent. I think the hardship has been kind of put on the backs of the taxpayers when our streets are cut into too quickly after they're being paved. Those are my thoughts. I understand wanting to get a property developed, but I don't see that as a hardship, and I've been pretty consistent. Thank you.

Mayor Donchess

Commissioner Schoneman.

Commissioner Schoneman

So, in general, I also agree that cutting into the streets that are under moratorium is not kind to the taxpayers, and not good for the streets, but I think that's okay to be willing to be a little flexible. This plan wasn't done or proposed before the streets were paved. Now they're ready to go ahead. May Street is a small street, very small. It's not going to be a burden to commuters, to

residents in the area, and it's 4 out of the 5 years of the moratorium. I think that it's okay to be a little bit flexible on this. I think it's okay to be in favor of it.

Mr. Chamberlain

Right. If I may in answering Mr. Moriarty's question, I guess the hardship would be forcing this applicant, this owner to wait a year to cut into the street.

Mayor Donchess

Commissioner Moriarty.

Commissioner Moriarty

My point is, I guess I was looking for more concrete numbers. It's maybe a financial hardship because if you don't get it's going to cost the owner, or the owner needs this, but you're not giving m, this will probably pass, but I don't know if it will, and if it doesn't pass then I would say you need to come back with something more itemized or something telling us what the hardship is.

Mr. Chamberlain

Sure, I do apologize, I mean it certainly would cause a financial hardship making them wait a year to cut and build this house and develop the property.

Commissioner Moriarty

Thank you.

Mr. Chamberlain

We had one year to go, we're going to pave the street the full width, 20 feet to either side of the patch. If we wait a year he doesn't have to do that. The general requirement if there's no moratorium is do 3 feet at the side of a regular trench patch. So he's going to do that on top of paving 20 feet either side of the patch. So, you're getting a better result by approving this. Letting him go in there a year early.

Mayor Donchess

I would just say in general that at least in my view as we've considered these. There used to be a thought given to the benefits of the city versus the potential cost to the taxpayers, and some of these that we've considered have involved projects that at least potentially would be huge tax revenue. In exchange, there's a small cut in the street which could result in some compromise, but the tax revenue on some of these projects coming in would be enough to repave the whole street. The money coming in one year. I'm not sure that always saying no is a taxpayer's friend. On the other hand, I don't know here maybe there is a hardship. I think the balance in terms of

the tax revenue won't be very great, but on the other hand, the street is very short as Commissioner Schoneman has already pointed out. There's only 1 year left. Does anybody have any further thoughts?

MOTION CARRIED: 3-Yea (Schoneman, Teas, Donchess) 2-Nay (Pappas, Moriarty)

Mayor Donchess

I'll go to yea, and we'll grant you the hardship, but I consider it a closed case.

Mr. Chamberlain

Thank you.

Mayor Donchess

All right. Next one is Item D. Commissioner Schoneman.

D. Motion by Commissioner Schoneman: To accept the Charlotte Avenue Safe Routes to School Project as finally complete.

Mayor Donchess

Mr. Hudson.

Dan Hudson, P.E., City Engineer

Thank you, Mr. Mayor. It's my pleasure to come and report on a project that is complete and that is the Charlotte Avenue Safe Routes to School project. Another project that's been around for a while. It was a great project spearheaded by Alderman Dowd and supported by many others along the way. The project constructed 676 feet of new curb and sidewalk, consolidated three separate pedestrian crossing into one, implemented traffic calming measures, and included school zone flashing beacon signs, a radar speed feedback, and other items. This motion before you is for acceptance and that will allow us to complete the closeout paperwork with the Department of Transportation.

All right. Any discussion?

MOTION CARRIED: Unanimously.

Mayor Donchess

Next item is Item E. Commissioner Teas.

E. Informational: Street Opening Permits issued for Streets in Moratorium.

Commissioner Teas

Is there a motion involved, or are we just?

Lisa Fauteux, Director, Division of Public Works

Information.

Mayor Donchess

I don't think there is, I think it's just informational, so sorry about, but does anybody have any questions or anything, thoughts on this? If not, we'll move on to Wastewater. Is Mr. Boucher here by remote?

Ms. Fauteux

No, it's just to approve the use (inaudible).

Mayor Donchess

Oh, okay we've just got one motion. All right, Commissioner Teas. Item A.

IX. WASTEWATER DEPARTMENT.

A. Motion by Commissioner Teas: To approve the User Warrants as presented.

Mayor Donchess

Anybody, anything? Anybody have thoughts?

MOTION CARRIED: Unanimously.

Mayor Donchess

We next have administration, two informational items. One has to do with the FY21 escrows and also, the snow budget.

Lisa Fauteux, Director, Division of Public Works

CFO Griffin is here.

I believe Chief Financial Officer, John Griffin is here regarding the escrow process, so why don't we invite him up.

X. ADMINISTRATION DEPARTMENT.

A. Informational:

A. FY21 Escrows & Snow Budget as of June 20, 2021.

Discussion:

Lisa Fauteux, Director, Division of Public Works

He's just going to mention a couple of things, Mayor before CFO, Griffin speaks. Commissioner Pappas you had asked what the amount remaining was in the snow fund for fiscal year 2021, and as of June 30 we have \$145,548.03 left. I also did want to point out that, and we reported this at our July meeting, but we did transfer out \$229,000.00 for traffic cameras and detection equipment, and also \$4,000.00 for a fleet diagnostic computer for the Street Department. I just wanted to make sure that I was clear on that.

Commissioner Pappas

Okay, so I think I wrote down the wrong numbers. You said you had \$145,000.00 leftover, and then ...

Ms. Fauteux

\$145,548.00, correct. As of June 30.

Commissioner Pappas

Right, and then ...

Ms. Fauteux

Prior to that we had transferred out \$229,000.00 for traffic camera and detection equipment.

Commissioner Pappas

Okay.

Ms. Fauteux

And \$4,000.00 for a fleet diagnostic computer. That was reported, if you look back in our July meeting.

Commissioner Pappas

Okay.

Ms. Fauteux

This is a reminder.

Commissioner Pappas

(Inaudible). the \$145,000.00 and the gave \$229,000.00 after that. I'm glad that the \$229,000.00 was done before.

Ms. Fauteux

Yes, it was. Correct.

Commissioner Pappas

Okay.

Mayor Donchess

All right, Mr. Griffin.

John Griffin, Chief Financial Officer

Thank you, Mr. Mayor and Commissioners. John Griffin, Chief Financial Officer. Wanted to briefly update some of you folks on the escrow process that takes annually. As you know, the departments and divisions propose a budget to the Board of Aldermen through Mayor Donchess. The Board of Aldermen review the budget pretty diligently. There are guidelines that the Mayor sets working with me and my staff to estimate to the best of our abilities and impact to the tax rate going forward. Escrows have been in existence here in the City of Nashua to quite some time, this is my eleventh year at the City and we have this process every year.

How it works is we manage our budgets, we watch our budgets, we have budget checks through our accounting system pretty diligently, and what we try to do is we go forward with the next budget, we try to estimate what the tax rate implications would be.

To do that, we have surplus in regards to revenues that exceed budget, and as you have probably heard time and time again, we budget revenues very conservatively so as not to overestimate revenue and then you have a spending problem. We also budget the appropriations based on the needs of the different divisions and how they articulate that through two processes. One is when they present to the Mayor and I, and the rest of the members of the budget team, and the other is when they go before the Board of Aldermen, or in the case of the Department of Public Works go through you folks for your budget. Some years, we've had a lot ...oh, I'm sorry Mayor.

Mayor Donchess

Can I just interrupt for a second, this machine here is causing a lot of noise so please try to speak up so everybody can hear.

Mr. Griffin

Oh, Okay.

Mayor Donchess

This thing up here causes a lot of noise.

Ms. Fauteux

Or, maybe take his mask off while he's speaking. Would that be okay?

Mr. Griffin

I would like that.

Ms. Fauteux

It's hard, we can't hear.

Commissioner Schoneman

It's very difficult to hear.

Mr. Griffin

Okay, I think I'm speaking too loud, but I'll try to speak louder. So we go through the process and the process is approved, the adopted budget is in force, and what I was trying to say is sometimes, the winter doesn't cooperate. Meaning we get a lot of snow. I've been with Lisa for a long time and on some occasions, we need to use the Snow Trust Fund to shore up the expenses in the Street Department and the Park Rec Department for snow plowing, etc. and from time to time, we identify surplus, or we just haven't spent certain of the money. So the Mayor has the opportunity working with the directors to approve what's call like-for-like, meaning the Board of Aldermen approves the appropriation and because of timing and other things we haven't spent it on that particular purpose, so we just simply move it into the following year. That doesn't need the approval of the Board of Aldermen.

The ones that you looked at, or have looked at, or heard about are the Unlike escrows. That's where we're taking monies that were planned for another activity or program, but he didn't need as much, or we decided not to do the program. So that frees up appropriations not spent that we can reappropriate through the legislative process of the Board of Aldermen. What the

departments generally do is, when you put together a budget for a particular year, you can't possibly get everything that you'd like to do because you've got the constraint of a reasonable tax rate. So, what you want to do is when you produce your budget you want to make sure you can operate your division or department effectively and efficiently, but you also have things that you'd like to get to and that's what the unlike escrows produces, items or project or initiatives that you'd like to get, but you were able to produce those dollars to fund it in the budget process. It's been used in the City of Nashua for over 25 maybe 30 years effectively, it's one-time revenue, one-time appropriations not spent. It's not continuing. You take the opportunity to use those funds to do initiatives or purchases or projects that will allow you to operate in the future.

The biggest item that we funded in this particular escrow process is the Capital Equipment Reserve Fund (CERF). For quite some time we haven't been able to fund the magnitude of dollars that we need in that particular trust fund. Under the Mayor's leadership and the fact that we have appropriations not spent we've been able to fund it pretty effectively over the last several years. As we articulate it to the Board of Aldermen, a lot of the dollars go into trust funds which positions us to have the funds available when we need them in future years. That's an overview. I hope that's helpful. I'm here to answer any questions you may have at this point.

Mayor Donchess

Commissioner Teas.

Commissioner Teas

I realize this is information, and I don't know the purview we have over it. I appreciate the presentation. I did have a question out of curiosity, the largest item which comprises 50% of the total is coming from school going to CERF. I'm just curious what wasn't expended within that school budget that allows it to move out?

Mr. Griffin

That's a very good question, Commissioner Teas. In addition to tracking things we work very effectively and extensively with Mr. Donovan whose the chief operating officer of the school, and it became pretty apparent as the pandemic was going on, it was a unique circumstance where building weren't open, there might been some savings in payroll with regard to teachers, it just wasn't a normal year. He was able to identify a fairly amount of surplus and as you notice that we were able to use that, because we need a funding source. We need the appropriations not spent so we're able to effectively us that in CERF. The school department does participate in the Capital Equipment Reserve Fund not to the magnitude of Department of Public Works, Police, and Fire, but they do contribute. They were comfortable with that appropriation not spent given back to the City. That's basically what it's referred to. Thank you.

Commissioner Teas

If I may, just as a follow-up. I figured that was likely the case with respect to the pandemic. I'm just curious, I don't know the final purview of the school budget, how easily did they give up that money? Why aren't they fighting to keep it under their own department or for their future use?

Mr. Griffin

What Mr. Donovan does in corroboration with the superintendent is he essentially chairs, or he's the staff person that works with the school board of education finance and ops committee, so he was able to clearly articulate what the objective of the funds were going to be. It wasn't all of their appropriations not spent, he was able to cover certain things that you would see in the escrows. He's got money in there for certain items. He basically got the ability to do that from the school department. From the leadership and the board at the school department. It doesn't happen often, I can't remember when it happened, but not certainly to that magnitude. It's a partnership. Just one other item on that, we have American Rescue Plan funds, and the mayor has articulated that one of the strategies we're going to use is we're going to take approximately \$1.2 million to shore up their food service program that's funded in two respects. One is the federal money coming in, the other is the money you get from the teachers and other folks that pay for those meals. We got \$8,000.00 in the last year. We went from \$2 million, down to \$1.3 million, down to \$8,000.00. That's a perfect application for the revenue replacement. He was going to use appropriations not spent, but we said wouldn't a better application to be to use the American Rescue Plan dollars and use the funding to fund the CERF to the tune of \$2.7 million.

Commissioner Teas

Thank you for your detailed answer. I appreciate it.

Mr. Griffin

You're welcome.

Mayor Donchess

Commissioner Pappas.

Commissioner Pappas

All mine are related to Public Works. A lot of my frustration, I had been asking for a long time how much money was left in the Snow Fund. Just because I think as a board we should have some oversight and some say in how things are going to be spent. To avoid that for next, of course, I'll say this and we'll probably hit the snow trust funds, I'm probably jinxing myself. If I sent you an email say April 30, sometime between April 30 and May 15, would you be able to tell me how much money is left in the snow overtime budget?

Mr. Griffin

Yes.

Commissioner Pappas

Okay. I appreciate you coming and explaining this, but while I understand as a board we don't necessarily say this is exactly how I think it should be spent, but I think as a board we haven't had a lot of say. My thought is that we should provide some oversight in our thoughts and reflections from what we're gathering from citizens for how our money should be spent. I think we've kind of been left out of the process. Again, I understand you're not under our department and I very much appreciate all the materials you put together and your explanation it was very helpful. Oh, I'm sorry Mr. Mayor, if I may. If I have a specific question as to how much money is left in an account at a certain time you'd be able to again, not be a pest every single day, but just every so often if I gave you a holler you'd be able to give me that information?

Mr. Griffin

To the best of my ability, yes.

Commissioner Pappas

All right, thank you.

Mr. Griffin

I'd work with your team and so forth. If I may Mr. Mayor and members of the committee.

Mayor Donchess

Go ahead.

Mr. Griffin

What happens with the escrows is as I mentioned, we're trying to use what's arguable one-time money for one-time projects. Since I've been here we have a comprehensive capital improvement process that we develop a book of needs. A lot of which can't be funded, unfortunately, but the roadway repair, the sidewalks, things like that, that's where the money generally goes. Goes in the Capital Improvement portion of the accounting. Especially for the escrows. So, might have an opportunity to put \$75,000.00 in a fund to shore up sidewalks. You might not spend it all in one year, you might use it for the next year. So in a way when the management comes in and says this is what we're proposing for the Capital Improvement program that goes through the Planning Department and it is looked at by a lot of folks, that's where you've kind of given, oh boy we need sidewalks, we need roads, we need ... So in a way

you've kind of acknowledged that you need that funding and the escrow progress is a way of getting the funding. It's not everything, but it's a lot of it. I just wanted to share that with you.

Commissioner Pappas

Right. I was just thinking in terms of having an elected board that's supposed to answer for the people and to find out and to be better informed. I think better communication is never a bad thing. Thank you.

Mr. Griffin

Okay. Thank you.

Mayor Donchess

Commissioner Schoneman.

Commissioner Schoneman

Yes, thank you for your explanation thus far. I'm still kind of a newbie on the board and finances are definitely not my forte, just ask my husband. The way I understand it is the escrow is money that we didn't spend that we had appropriated and it can do one of two things. You can reappropriate it into pet projects, or you can give a tax break to the tax payers. Is that how it works?

Mr. Griffin

If I may, Mr. Mayor. So surplus as I mentioned is made up of two components. One is the revue generated that's more than budget. We usually have a fairly healthy balance in that that the mayor and I plan to use against the tax rate. So for example, we have a \$4 million amount that has already had first reading, we're going to have review committee meeting Monday to apply the \$4 million to reduce the tax rate. That's kind of the first thing we do. I'm getting to the appropriations not spent, but the first thing we do is make sure we can reasonable buy down that tax rate using excess revenue over budget. If we don't have enough of that, I've been here sometimes where we've had to use appropriations not spent to buy down the tax rate. The other thing we want to do is provide some level of consistency on the tax rate so you don't have it goes up 10% one year and down 2% that type of thing. It's called tax rate management and rating agencies look favorably upon that strategy as well. Getting back to your first question, it can be spent, reappropriated move into the following year, or it can go to fund balance. You don't necessarily have to reduce the tax, it's not a choice. You have multiple choices you can increase the fund balance, the general fund balance as well. Not use it against the tax rate, not spend it, increase the fund balance. We generally try to grow the fund balance. The communication there is the mayor's report on or before September 1 notification of surplus and overlay, so that's where the mayor is able to communicate to the Board of Aldermen what we believe the fund balance will be, the general fund balance. The other thing there is it's very important to rating agencies to see a growth in the unassigned fund balance of the City. That number is about \$31 million.

\$31 million is about 11.4% of general fund appropriations. They want to see consistency with that. We have ordinances that require us to have at least 10%, but fortunately, the last few years we've been over 11%. A little bit complicated probably more than what you wanted, but there's moving parts to it. We spend a lot of time working with it and try to do the best we can for all the different constituencies in the city.

Commissioner Schoneman

Thank you. If I may ask one other thing. I'm sorry

Mayor Donchess

No, go ahead.

Commissioner Schoneman

Is it appropriate for me ask you to explain what some of these requests mean?

Mr. Griffin

Sure, you could start with me and if it's a DPW item, the director works with us extensively on these items.

Commissioner Schoneman

So only if it's DPW related is it appropriate for me to ask what they are?

Ms. Fauteux

I can't answer anything that's not DPW related.

Commissioner Schoneman

Okay.

Ms. Fauteux

Maybe the CFO could.

Commissioner Schoneman

Well, one question, if it's something that can't be answered. One of the requests is for the holiday stroll, which I understand has been cancelled.

Ms. Fauteux

That's not ...

Mr. Griffin

Is that ...

Ms. Fauteux

That would not be public works.

Commissioner Schoneman

Okay.

Mr. Griffin

That might have been in the, just for clarification that's in the Like for Like that was moved over. It wasn't spent last, moved over to the following year.

Commissioner Schoneman

Okay. I guess I don't understand how that works.

Mr. Griffin

Okay, we have just for clarification. We have one page of Unlikes that the Board of Aldermen approved. We have three pages of Like for Likes that the mayor approved. I don't, I can find it, but it's not. It's more or less not spent last year, moved into the following year.

Commissioner Schoneman

Okay.

Mayor Donchess

Commissioner Pappas.

Commissioner Pappas

You done?

Commissioner Schoneman

I'm done.

Commissioner Pappas

I was just curious because Commissioner Schoneman just brought up the holiday stroll. So even though public works employees are paid overtime, that overtime doesn't come from the public works budget?

Ms. Fauteux

It does come from the public works budget.

Commissioner Pappas

So how much did we budget for the holiday stroll this year?

Ms. Fauteux

We don't break it down that way Commissioner Pappas. I can tell you what we spent last year. No, two years ago rather. But, we don't budget that way, we don't budget for each individual overtime opportunity.

Commissioner Pappas

So technically part of that stroll money would be public works overtime?

Ms. Fauteux

No, no, that wouldn't be public works overtime. That would be other costs associated with the stroll but, it wouldn't be public works overtime. That comes out of our budget.

Mayor Donchess

On something like that, the holiday stroll gets cancelled. There are two choices you could make there. You could let it lapse to the general fund, or, but then the next when the holiday stroll comes around you got to come up with \$40,000.00 and tax the taxpayer for that. The second alternative is to assume well we're probably going to have a holiday stroll in 2022, so if we carry forward the money, we won't have to come up with the money next year when the holiday stroll comes around. Either way if we're going to do a holiday stroll, the taxpayers pay. The question is do you carry the money forward and save it so that you don't have to come up with the money next year, or do you let it lapse to the general fund and then retax the people for it. I mean that's the basic decision, and I think you could go either way. To me it's better to just hold the money, it's for a specific purpose. We know we're going to have a holiday stroll, it's something people really enjoy. The benefit of holding it for the following year is that well, we paid for it. It's all paid for so we don't have to worry about budgeting it the following year. Commissioner Moriarty.

Commissioner Moriarty

Mayor, I just have a question regarding procedure. I don't know if Mr. Griffin you know the answer to this. This comes to us as an informational item, the escrow. However, this board approved the budget for the division, and so now we're having a repurposing of some of the funds \$185,000.00. Shouldn't that be done by motion to this board to approve that, or can you just ... Just a matter of procedure. You see?

Mayor Donchess

Well I think, I mean John can address it maybe more, but I think the situation is that once the money is unspent, anything unspent on June 30 goes into the general fund. Only the Board of Aldermen has authority to appropriate money in the general fund.

Commissioner Moriarty

Thank you.

Mayor Donchess

And that's true of all departments. Money came from the school department, but public works gets the money.

Commissioner Moriarty

Right.

Mayor Donchess

Like the CERF, the \$3 million for CERF which is buying equipment. There a lot of public works equipment in there, a lot more than \$145,000.00 I think. Actually, in this case money came from other departments to help public works because their unspent money is buying public works equipment. Commissioner Pappas.

Commissioner Pappas

So for 2022 did we not budget for the holiday stroll?

Mayor Donchess

We'd have to look. I don't think we did.

Commissioner Pappas

Okay. Thank you.

Mayor Donchess

I actually don't see the holiday stroll on the list, but I'm assuming it's here somewhere, but I take your word for it that it's here somewhere. All right. Any other questions, comments? All right, thank you Mr. Griffin.

Mr. Griffin

Thank you.

Commissioner Pappas

Yes, thank you very much.

Mr. Griffin

You're welcome.

Mayor Donchess

Also, on an escrow item like say holiday stroll, if in the end it's not necessary, no one has the authority to reallocate the money, except for the Board of Aldermen. I can't spend the money without a vote by them for some other purpose. I as the mayor, I mean whoever the mayor is has no authority to spend an escrow for some other reason. There needs to be a vote to change the purpose. All right. Thank you. Next we have the Director's report.

B. Director's Report.

Lisa Fauteux, Director, Division of Public Works

The first slide is Cleveland Street paving. Which is a part of Fairground Elementary School on August 30, Sunshine Paving. On Fairview Ave this is an emergency sewer repair of a collapsed sewer main. It was done on August 9. This is Liberty Utilities doing a gas main installation on Amherst Street on September 2. You'll notice on the mid-block crosswalks we are finally putting up the additional rectangular rapid flashing beacons. They were completed in locations on Main Street by Badger Street Lighting September 10.

This Saturday we are hosting Wheels N Wings. That will be at 10:00 a.m. at the Nashua Airport. It's a great event, the kids love it. We'll have lots of equipment there and planes for them to see.

This is tree removal on Bates Drive by a crane crew. This was to eliminate some declining trees around Greeley Park that had become a risk to abutting residents.

We're working at Lincoln Park doing some field renovations. The Street Department has been assisting working Parks with the construction of a retaining wall behind the backstop of the lower baseball field to better control surface water and working on filling in grading the settled

soccer field because as you know this is built on a former landfill, we had some settling so we needed to do some work. That's going well.

We repaired a sinkhole next to a telephone here on Belknap Street.

The crews are running an electric conduit for a new light pole at Fields Grove. The new light will be near the gazebo. There was a concern there was inappropriate activity going, so putting some lighting there to hopefully prevent that.

We repaired a sewer pipe at City Hall and that was related to the transit upgrades that are being done now.

We're upgrading our lights at the Wastewater Treatment Plant to LED. This is a picture of the electrician doing that work.

We hired our contractor, Flow Assessment to install some flow meters at four different locations throughout the City's collection system. These flow meters will give us more information on how the collection system performs in rain events, so that will be helpful.

We had one of our hoists replaced. This one is located in a dry well. These are important for moving heavy equipment in and out of hard to access locations.

The curbside collection of oversized items will end for the season soon. The last date to request a pickup is on Friday, October 22, and the collections will be ending on Friday, October 29.

We have a household hazardous waste collection scheduled for Saturday, October 2 from 8:00 to noon and that will take place at the Park and Ride lot at 25 Crown Street. We do have one more that I'll announce a little bit later in November, but this is the second to last hazardous waste collection of the year.

The Four Hills Landfill and Recycling Center will be closed on Monday, October 11 for Indigenous Peoples Day. So all curbside collections will be delayed by one day that week.

Mayor Donchess

So I can orient all this. Back to the escrows what line is this holiday stroll situation? The escrow?

Commissioner Schoneman

Line number, the font is quite small.

Mayor Donchess

Yes.

Commissioner Schoneman

26.

Mayor Donchess

7-6?

Commissioner Teas

2-6. \$27,100 is the number if it's easier to look down.

Mayor Donchess

Oh, I thought the number was \$40,000.00. I don't even see a 7-6.

Commissioner Teas

26.

Commissioner Schoneman

26.

Mayor Donchess

26? There's more than one 26. You see it?

Commissioner Schoneman

Yeah, it's right here.

Mayor Donchess

All right. I will keep looking. I will find it later.

Commissioner Schoneman

It's under Civic ...

Mayor Donchess

Oh, yes, holiday stroll, yes \$27,100.00. Right. Okay. Thank you. Thank you. Any questions or comments on the Director's report?

Commissioner Schoneman

I had a question. The light conduit that you put in. There were some members of the public who commented that there was some places that had no electricity, and I think she was involved with PAL, or something.

Ms. Fauteux

Yes.

Commissioner Schoneman

Was that ...

Ms. Fauteux

No. The one I was referring to is at Fields Grove. The one you're thinking of is Los Amigos Park.

Commissioner Schoneman

Oh, okay.

Ms. Fauteux

We are working on that as well. We had an issue. Eversource gave us some misinformation. They told us that one of the poles was actually ours. It turns out it wasn't, it was theirs. We need to put in another pole which we're in the process of doing right now. That should be resolved very soon. We've already done the trenching and everything, not it is just a matter of getting the pole and the electricity hooked back up. It should be soon.

Commissioner Schoneman

Okay, good.

Mayor Donchess

Commissioner comments? Commissioner Pappas.

XI. COMMISSIONER'S COMMENTS.

Commissioner Pappas

Is there any way after the director's report if we can have a follow-up, just so that we're able to tune into what folks have expressed concern about? I know that we're doing those tip downs and it's taking an awfully long time for Sunshine Paving. Since we do have a person that takes all

that information, could we either request it via email monthly, if you don't want to put it in the packet. To see how quickly the stuff gets resolved?

Lisa Fauteux, Director, Division of Public Works

I'm not sure what you're replying to. What information?

Commissioner Pappas

When citizens call in to express concern, whether it be a pothole, whether it be the sidewalk has been dug up for 5 months.

Ms. Fauteux

Oh boy. That would be a huge undertaking because we collect that information through a lot of different resources. Some of it will come in through email, some of it comes in through Cardagraph, some of it comes in through phone calls. We do have a fair amount of communication with residents. We don't have one central location to just complete a printout of that, that would be a pretty huge undertaking to try to do that. We do have a lot of that information in Cardagraph, but not all of it.

Commissioner Pappas

I do think that information is a really good thing, I think that everyone should have access to it. Someone got a great detail and put it out on social media. I think having us troll social media to try to find what people are concerned about, that's kind of rough. I just feel like we're not, we're kind of left out of the loop in some ways.

Ms. Fauteux

Well, I think we're very responsive. I think we're doing a pretty good job of getting things taken care of. I'm not sure how, I guess I'm not sure how to respond to that request. I'm not sure how we would, I would be able to provide you with all of the information that we're getting from people. Some of that social media stuff is believe it or not, not always true.

Commissioner Pappas

Right, but someone was able to get something very detailed which as I said, I think it's great. I know sometimes it takes me a few calls if someone asks about a specific thing. I think sometimes it takes a little bit longer than it should. I didn't want to ask it earlier when Attorney Bolton was here, but for example, I think the way Sunshine Paving has done the tip downs, if someone is calling public works and they're saying there's nothing we can do, it's not us, it's Sunshine Paving, well it kind of does have to do with us because we hired Sunshine Paving. I have noticed those construction barrels have been up since early May in a lot of places and the tip downs haven't been done yet. Have they given us any timeframe on those?

Ms. Fauteux

Well, again, our city engineer is still here, but we've embarked on an aggressive ADA ramp program this year. We're doing about 175 of which we've done about 90 to date. We do plan to get the rest of them done. It's a lot of work. It's a lot of work to do those ramps, but they're really, really important. It's important for us to provide accessibility as we're repaving roads. We'd love to do all the sidewalks, we don't have the funding to do that, but we are doing the ramps. Yes, it has taken time, but I think it's worthwhile. This is the first year that we've done some many ramps so aggressively, that's been challenging and Sunshine Paving has had some difficulty with their subcontractor there's no question. I think all in all they've done a pretty good and I know that we continue to try to wrap some of them up.

Commissioner Pappas

I know, for example, Charlotte Ave they've been dug for a really long time, a good portion of Charlotte Ave, it just seems like it's been a very long time.

Ms. Fauteux

It does take time. There's a lot going on and we have a very aggressive paving program.

Commissioner Teas

It was a wet July too.

Ms. Fauteux

We're trying. We're trying. Everything I think is supposed to be wrapped up paving wise within I believe, and Dan if I'm incorrect, in the next 3 weeks or so. Everything should be pretty well wrapped up.

Commissioner Pappas

Okay.

Ms. Fauteux

We look at that, in fact we had a discussion this week about how we can improve our operations and how we can get some of this done a little more quickly. We may have taken on a little bit more than we probably should have, but we've been under a lot of pressure to get these ADA ramps completed by the State and by the Federal Government, honestly. We're really trying to make a dent in this and we don't have a lot of money, we don't have the money to be able to make all of our sidewalk ADA compliant, we'd love to be able to do that, we just can't. One thing that we can do is do the ramps, so that's what we're trying to focus on.

Commissioner Pappas

Right, no I wasn't insinuating that, what I'm saying is every single place where I see those construction barrels, I assume that means because you want to fix the ramp. I've just seen them throughout the city. A lot of those haven't been touched, they've been up there since early May. Blocking sidewalks. If they're not going to do them this year it would be great for them I think to remove some of those barrels.

Ms. Fauteux

Yup, we can look into that.

Commissioner Pappas

My one last question is the building subcommittee going to meet this month?

Ms. Fauteux

I do not believe so, no.

Commissioner Pappas

Okay, thank you.

Mayor Donchess

Anyone else? If not Commissioner Moriarty. Oh, wait sorry, sorry, sorry we have personnel items. Item A. Commissioner Moriarty.

XII. PERSONNEL

A. Motion by Commissioner Moriarty: To accept the resignation of Dianne Gay, Operator II, Wastewater effective September 4, 2021.

MOTION CARRIED: Unanimously.

Mayor Donchess

Commissioner Pappas, Item B.

B. Motion by Commissioner Pappas: To accept the retirement of Phil Fote, Collections System Technician Wastewater effective October 4, 2021.

MOTION CARRIED: Unanimously.

Mayor Donchess

Item C. Commissioner Teas.

C. Motion by Commissioner Teas: To accept the resignation of Scott Leard, Truck Driver effective September 17, 2021.

MOTION CARRIED: Unanimously.

Mayor Donchess

Commissioner Schoneman. Item D.

D. Motion by Commissioner Schoneman: To accept the resignation of Robert Nash, Equipment Operator effective September 3, 2021.

MOTION CARRIED: Unanimously.

Mayor Donchess

Item E. Commissioner Moriarty.

E. Motion by Commissioner Moriarty: To approve and unseal the non-public minutes for Personnel from the Board of Public Works meeting of August 27, 201.

MOTION CARRIED: Unanimously.

Mayor Donchess

Do we have a motion on a non-public session? Commissioner Teas.

Commissioner Teas

I move by roll call that the Board go into non-public session pursuant to R.S.A. 91-A:3, II(b) - The Hiring of Any Person as a Public Employee.

Mayor Donchess

Would you please call the roll on that.

Diane Thibodeau, Executive Assistant, Division of Public Works (Clerk)

Commissioner Teas

Yes.

Commissioner Pappas

Yes.

Commissioner Moriarty

Yes.

Commissioner Schoneman

Yes.

Mayor Donchess

Yes.

Mayor Donchess

The motion passes and we're going into non-public session.

F. NON-PUBLIC SESSION

Commissioner Teas

I move to seal the minutes of the Board of Public Works Personnel Non-Public Meeting of September 23, 2021, until such time as the majority of the Board votes that the purpose of the confidentiality would no longer be served.

MOTION CARRIED: Unanimously.

XII ADJOURNMENT

Commissioner Teas

I move to adjourn.

MOTION CARRIED: Unanimously

Mayor Donchess

The meeting of the Board of Public Works is adjourned at 7:12 p.m.

Board of Public Works
Non Public Personnel Meeting Minutes (unsealed at the 11/18/21 BPW Meeting)

September 23, 2021

Members Present:

Mayor James Donchess, Chair
Commissioner G. Frank Teas, Vice Chair
Commissioner Tracy Pappas
Commissioner Kevin S. Moriarty
Commissioner Shannon Schoneman

Also Present:

Lisa Fauteux, Director of Public Works

A. Motion: Commissioner Pappas to approve the selection of Mr. Michael Adams of Milford, NH to the position of Auto Mechanic 1st class at the Street Department. Starting salary for this position will be \$29.13 per hour. Funding will be through: Department: 161 Street; Fund: General; Account Classification: 51 Salaries & Wages.

MOTION CARRIED: Unanimously

B. Motion: Commissioner Pappas to approve the selection of Mr. Michael Dube of Nashua, NH for the position of Collection Equipment Operator at the Solid Waste Department. Starting salary for this position is \$25.08 per hour. Funding for this position will be through Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 51 Salaries & Wages.

MOTION CARRIED: Unanimously

C. Motion: Commissioner Teas to approve the selection of Mr. Samuel Mena, of Nashua, NH to the position of Wastewater Assistant – 2nd Shift at the Wastewater Treatment Facility. Hourly rate for this position will be \$24.26. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Account Classification: 51 Salaries & Wages.

MOTION CARRIED: Unanimously

Commissioner Teas moved that the Board of Public Works come out of non-public session.

MOTION CARRIED: Unanimously