

**Board of Public Works Meeting  
Meeting Minutes  
October 24, 2019**

A regular meeting of the Board of Public Works was held on Thursday, October 24, 2019, at 4:00 p.m. in the Auditorium at City Hall, 229 Main Street, Nashua, NH 03060.

Mayor Donchess, Chair, declared the meeting to order at 4:00 p.m. and called the roll.

Members Present:

Mayor James Donchess, Chair  
Commissioner Joel Ackerman, Vice Chair (Arrived at 4:06 p.m.)  
Commissioner Tracy Pappas  
Commissioner Kevin S. Moriarty (Arrived at 4:13 p.m.)  
Commissioner G. Frank Commissioner Teas

Also Present:

Ms. Lisa Fauteux, Director, Division of Public Works  
Mr. Jon Ibarra, Superintendent of Streets  
Mr. John Stewart, Fleet Manager  
Mr. Dave Boucher, Superintendent of Wastewater  
Mr. Nick Caggiano, Superintendent of Parks & Recreation

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

**MOTION CARRIED: Unanimously**

**Approval of Meeting Minutes – September 26, 2019**

**MOTION:** Commissioner Teas to approve the minutes from the Special Board of Public Works Meeting of September 26, 2019.

**MOTION CARRIED: Unanimously**

**Public Comment**

There was no public comment.

**Street Department**

- A. MOTION:** Commissioner Pappas to approve the purchase of one Up Fit Package from Tenco USA of Barre, VT, for the purchase price of \$111,877. Funding will be through Department: 161 Street; Fund: Trust; Activity: CERF.

**Discussion:**

Mr. Jon Ibarra, Superintendent of Streets

The motion is to mount the snow gear; the nose plow, the wing plow, the spreader, and we are adding the liquid application tanks on these vehicles for the brine.

Mayor Donchess

Are these two identical motions?

Mr. Ibarra

That's correct. We carried it up since it's through Streets but Nick's getting one of these trucks for Parks & Recreation and we are replacing one of ours.

**MOTION CARRIED: Unanimously**

- B. MOTION:** Commissioner Teas to approve the purchase of one Up Fit Package from Tenco USA of Barre, VT, for the purchase price of \$111,877. Funding will be through Department: 177 Parks and Recreation; Fund: Trust; Activity: CERF.

**MOTION CARRIED: Unanimously**

Commissioner Pappas

I think this predates your time here but we got those hook trucks that were supposed to be the end all be all, have we decided not to pursue those anymore?

Director Fauteux

I think you are talking about the Terrastar. We decided they weren't the end all be all and we haven't ordered anymore.

Mr. John Stewart, Fleet Manager

We found that the trucks themselves were too light duty and they had a lot of electronic and mechanical issues by swapping bodies and hydraulics systems all of the time. It was a hard vehicle to maintain and there were a lot of breakdowns.

**Wastewater Department**

- A. MOTION:** Commissioner Pappas to approve the User Warrants as presented.  
**MOTION CARRIED: Unanimously**
- B. MOTION:** Commissioner Teas to approve change order 3 to the contract with Methuen Construction in an amount of \$3,483.78 for the construction of upgrades to the primary tanks at the Wastewater Treatment Facility. Funding

will be through Department: 169 Wastewater; Fund: WERF and SRF Loan;  
Activity: Primary Upgrade Project.

**Discussion:**

Mr. Dave Boucher, Superintendent of Wastewater

Part of this project is to redo some plumbing. There's an underground tunnel that houses pumps but it needs air exchange. After doing some demo work and seeing what was going in there it was discussed by the electrician that's working on the project that it would be beneficial to have a two-speed starter for the exhaust system so we can control it better from the lower level. This is the change order to upgrade from what was originally put in the construction plans to a two-speed starter which was not in the original design.

**MOTION CARRIED: Unanimously**

**Parks & Recreation**

- A. MOTION:** Commissioner Pappas to approve the purchase and installation of a playground for the Salem Street Tot Lot from Ultiplay Playgrounds, Inc. of Uxbridge, MA, in the amount of \$39,453, pursuant to the Massachusetts state contract #VC000510633FAC104. Funding will be Department 184 Community Development; Fund: Grant; Activities: CDBG 17.

**Discussion:**

Commissioner Pappas

I think it looks terrific but we might want to explain why we used the block grants for it.

Mr. Nick Caggiano, Superintendent of Parks & Recreation

Every year we have a meeting and the city applies for federal grants through the Community Development Block Grant (CDBG) and there are certain sections of the city that are eligible and the French Hill area fell into that eligibility criteria. Back in 2017, we were awarded a grant for \$40,000 and by the time it all comes in we are here and we are excited. There is a remote possibility this might even go in if we have a mild winter but if not, it will go in first thing in the spring. The area really needs an upgrade over there.

Commissioner Pappas

Absolutely, it's a nice little spot.

**MOTION CARRIED: Unanimously**

- B. MOTION:** Commissioner Teas to approve a contract with Northeast Earth Mechanics of Pittsfield, NH, for the construction of the Greeley Park Boat Ramp in the amount of \$419,495. Funding will be through Department:

**Discussion:**

Mr. Caggiano

As you all know, we have been working on this since 2003. It's been a long journey and it's finally come together. The bids came in a little higher than we thought so we revisited it and we negotiated with the lowest bidder. We met as a Division and came up with a work plan. We are going to do some of the "non-technical" tasks and again, we are hoping for a mild winter and we are going to hit the ground running here in a few weeks. This is going to get done by the end of July of next year. I gave myself a little bit of wiggle room. It's much needed and the community needs it. It's a little embarrassing what is there now.

Mayor Donchess

That's interesting, I didn't realize it had been that long.

Mr. Caggiano

We had received a grant from Fish & Game but the railroad kind of threw us a big curveball and I think it was Attorney Connell at the time...It took a long time to get everything in place and then get the funding but it's finally here.

Commissioner Pappas

Perhaps in a few words, can you explain to the public what kind of changes they might see.

Mr. Caggiano

There is a big loop road that gets you to the boat ramp and that road is going to become a pedestrian-only path. It will be wide enough for fire apparatus to get down but it will be gated and there will be boulders in place to keep out ATV's. We will be cutting in a new road, a direct road right into the area to make it easier to monitor by the police and easier to navigate by both residents and fire officials. There is going to be some detention basin work, a parking lot for I believe 24 spots for trailers and it will be made with millings so there will be very little asphalt there. The boat ramp will be extended and widened. The second phase will involve an accessible loading area. We will see how far we get. If there is enough money left we will add that as well, otherwise we will have to wait until we can get some funding.

Commissioner Pappas

So the parking lot will be outside of the gated area where the fire trucks can get through?

Mr. Caggiano

If you go down right now and you take the right onto the loop road you will go about 30 or 40 feet and then you will take a hard left and that's going to bring you right to the boat ramp. At the boat ramp itself, there will be a parking area for approximately 24 vehicles.

Commissioner Pappas

Will there be lighting? Are we trying to think in advance if you have had problems in the past with vandalism and how we might handle that?

Mr. Caggiano

There is no currently no lighting.

Commissioner Pappas

Yes, and neighbors probably don't like lighting.

Mr. Caggiano

We would have to run a service down there but maybe in the future.

Commissioner Pappas

There's probably not much there to vandalize, is that correct?

Mr. Caggiano

The biggest problem we have down there is illegal dumping. The loop road is a very convenient place for people to get rid of T.V.'s and refrigerators. This is going to cut down on that tremendously.

Commissioner Pappas

That's excellent.

Commissioner Ackerman

I am in full support of this and I think it's a great addition to the benefits to the residents of Nashua. Obviously, there will be no charge for the access, is that correct?

Mr. Caggiano

No, there will be no fee to go in there.

Commissioner Ackerman

With regard to the funding, the Community Development fund, is that a third-party or do we go internally and self-fund it?

Mr. Caggiano

We apply for grants and you are awarded a grant and then the project gets vetted and at some point, there is a transfer of funds from the federal government to the city. There's an account set up which I believe is referenced in the memo. It's in Community Development and we use that funding. It doesn't hit the operating budget.

Mayor Donchess

This is a \$200,000 grant but there is a 50% match requirement so the city has to match it with at least \$200,000 which we are doing. Extra money is needed to be appropriated so, in the end, more money will be spent on this than the \$400,000 but that's what is required to get it completed and have the improved access road.

Commissioner Pappas

Once we do these projects will we be planning maintenance?

Mr. Caggiano

Yes, we will. The road is currently not plowed except in the rare event we need to get a rescue boat out there. It will be graded as needed and backfilled and trash will be picked up.

Commissioner Pappas

So someone will be checking on that because I know if you ignore things for too long it just...

Mr. Caggiano

We will be checking it.

Commissioner Moriarty

I was surprised that the Board never approved a final design of the boat ramp prior to approving a contract to do the work.

Mr. Caggiano

I believe the final design was approved and it went to the Planning Board, the Zoning Board, and the Conservation Commission before it was even allowed to go out to bid.

Commissioner Moriarty

I have no recollection of approving a final design but perhaps my fellow Commissioners do. I just felt like we were putting the cart before the horse because I don't remember approving the design. I am in favor of the boat ramp.

Mayor Donchess

I would have to ask legal but it may have come here just as an informational item. I'm not sure, maybe there does need to be an approval by the Board of Public Works.

Commissioner Pappas

That's an interesting point.

Mayor Donchess

We can ask this question and come back to you.

Commissioner Pappas

Would it hurt us to put it off by a month? Would that have an impact on the schedule?

Mr. Caggiano

Significantly.

Director Fauteux

We are not going to start building the actual boat ramp, we are just doing our work, is that right?

Mr. Caggiano

No, the contractor is going to mobilize in late November/December and he's going to use the old road to do the work.

Mayor Donchess

Let us clarify everything. Community Development was the one who applied for the grant.

Director Fauteux

I'll check to see if it didn't come but we have a Special Board of Public Works meeting coming up so we could bring it then so the Board could take a look at it.

Commissioner Moriarty

Wouldn't everything be under our jurisdiction because it is part of the park?

Mayor Donchess

You may be right.

Director Fauteux

Greeley Park is different though, it's under the jurisdiction of the Board of Aldermen and the Board of Public Works because it's Greeley Park so we would have to bring it to both Boards. Technically, Greeley Park is under the jurisdiction of the Board of Aldermen which is a little different but we would bring it to both Boards.

Commissioner Moriarty

Just for clarification, any change at Greeley Park, the Board of Aldermen has to approve, is that correct?

Director Fauteux

Yes.

Mayor Donchess

We will develop a timeline and figure out what happened. It's been in the works for so long and it's gone back and forth so many times.

Director Fauteux

We will bring the plan to the Special Board of Public Works meeting. We can hold this until then because it's coming right up. I think it's on November 7<sup>th</sup>.

Commissioner Pappas

I thought you invited the entire Board of Aldermen to that.

Director Fauteux

Not the whole Board of Aldermen, just the Aldermen who have been helping us looking at our facilities. Just the Aldermen that are on the committee who are Alderman Wilshire, Alderman Dowd, and Alderman O'Brien. We can bring the plan to the special meeting if you would like.



Commissioner Moriarty

I would be in favor of that because I think the Board of Aldermen also has to approve any change at Greeley Park and if they have it then I think we are pushing this...

Mr. Caggiano

It's been a while but I believe Community Development and Director Marchant went through that whole process and Stantec presented it just like they presented here but it's been a while so we probably should check.

Mayor Donchess

We will clarify it.

Commissioner Pappas

I think a lot of times when we involve Community Development, the Board of Public Works gets left out of the loop and I think that if you want to go by the Charter, I think we should be more cognizant of not leaving this Board out of the process. I do think that government process is very important.

Mayor Donchess

We still have to clarify what happened, is it totally certain that we did not approve it? It's been in the works for a long time. It may have been before this Board a year or two ago. Community Development got the money so that's their involvement, it wasn't like they were pushing the Board of Public Works out of it. They applied for and enabled us to get the funds. We will definitely clarify it and if there was a glitch, we will try to correct it.

Commissioner Pappas

I wasn't suggesting they were. I probably would have gone through and looked at the minutes but as I said I have always been in favor of improving the boat ramp and it sounds like a great plan and I hope this won't throw our schedule off.

**MOTION:** Commissioner Pappas made a motion to table the contract with Northeast Earth Mechanics of Pittsfield, NH, for the construction of the Greeley Park Boat Ramp, date-specific to the November 7<sup>th</sup> Special Board of Public Works meeting.

**MOTION CARRIED: Unanimously**

Engineering Department

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

**MOTION CARRIED: Unanimously**

**B. MOTION:** Commissioner Pappas to approve the following Pole License Petition: PSNH #21-1428, #21-1433, #21-1430, #21-1434, #21-1435, and #21-1440.

**Discussion:**

Commissioner Pappas

Have we ever looked into the telephone poles that are really close to the road on Tinker Road by White Oak?

Director Fauteux

You had mentioned that to me and we did make that request to Eversource but I'm not sure if they have moved on it or not.

Commissioner Pappas

It's worth taking a drive by because I do think that someone could lose their life.

Director Fauteux

Right now we have a lot of poles that we have been asking Eversource to move.

Commissioner Pappas

I will say that I think Eversource has been better about maintaining stuff than PSNH was. I mean if they are not going to do anything about it maybe we should contact the PUC. I don't know if it's worth measuring how many feet it is from the road but it's pretty close.

**C. Informational:** NRPC Pedestrian and Bicycle Transportation Study Funding

**MOTION:** Commissioner Pappas made a motion to accept and place on file.

**Discussion:**

Director Fauteux

This is just notifying you that at the last meeting we had approved to use sidewalk quadrant funds for a transportation study by the NRPC and we discovered there was actually another funding source that had been identified in Community Development through an escrow so that funding will be used instead of the quadrant funds.

**Administration**

**A. Director's Report**

- This is a picture of “Women in DPW Day” at Nashua High School South.
- New Military Banner program & \$165.00 each and would hang on the Broad Street Parkway between Memorial Day and Veteran’s Day to honor Veteran’s.
- Fright Night at Greeley Park is on October 25<sup>th</sup> from 6:30 p.m. to 8:30 p.m.
- The Youth Group is working with PAL to beautify the Ash Street skate park.
- The city stage was used for the Roots Festival on October 5<sup>th</sup>.
- Students from Bishop Guertin cleaned up the rail trail and library walk on October 9<sup>th</sup>.
- Sustainable landscaping was planted on October 8<sup>th</sup> at the Hunt Building.
- This is a picture of the construction at the Thornton Road Tot Lot – There will be a ribbon cutting ceremony soon.
- This is a fall picture that highlighted one of the fountains at the Main Street Bridge.
- Starting maintenance at Holman Stadium.
- Some new sidewalk installation that was done on East Dunstable Road between Judith and Raleigh Drive.
- Berm installation on Monica Drive to help with some drainage issues.
- The last household hazardous waste collection will be on Saturday, November 2<sup>nd</sup> at the Street Department between 8:00 a.m. – 12:00 p.m.
- We asking folks that they made sure they maintain at least 3 feet of separation between their trash, recycling, and soft yard waste.
- There are extended hours for soft yard waste drop-off. The landfill will be open from 8:00 a.m. to 4:00 p.m. on Saturday, November 9<sup>th</sup>, November 16<sup>th</sup>, November 23<sup>rd</sup>, and November 30<sup>th</sup>.
- The Four Hills Landfill will be closed on Monday, November 11<sup>th</sup> in observance of Veteran’s Day and curbside pick-up will be delayed by one day.
- We will also be closed on Thursday, November 28<sup>th</sup> in observance of Thanksgiving. Director Fauteux pointed out that trash, recycling, and soft yard waste would be collected on Friday, November 29<sup>th</sup> even though City Hall would be closed.

## **Commissioner’s Comments**

### Commissioner Ackerman

I told Superintendent Caggiano that my wife and I would volunteer this Friday night.

Superintendent Caggiano had mentioned at a previous meeting that there was a situation on Artillery Lane regarding a possible easement activity. Has that gone to legal at all for follow-up?

### Director Fauteux

Tim Cummings from Economic Development has dealt with that and I believe they worked out so that they could in fact use their loading dock but there was not going to be any parking that was going to be allowed.

Mayor Donchess

I think they agreed to just abandon the request.

Commissioner Pappas

What do you mean by they could use their loading dock?

Director Fauteux

There's a loading dock on the side of their building that they needed to gain access to but they didn't really have any access so I think they worked something out so they could at least access the loading dock but they were not going to allow any parking.

Commissioner Ackerman

Would it be fair to assume that the no parking signs that were presented to us have been removed from their building? The property owner put up no parking signs along his entire side of the building. Have those been removed?

Director Fauteux

I don't know the answer to that but I will look into that.

Commissioner Pappas

I noticed the roundabout by Nashua North and we put a lot of time into it a few years ago. It's brick and really high maintenance and I don't know if it should be on our maintenance schedule. If you drive by you can see the bricks lifting or maybe considering something that is less maintenance.

Director Fauteux

We have actually put a lot of sustainable plants in there which is very low maintenance right now.

Commissioner Pappas

I am talking about the brickwork and the mortar around it.

Director Fauteux

I don't think there are any issues with that right now but I can look into that.

Commissioner Pappas

I was just wondering if it should be on a regular maintenance schedule or figure out something that required a little bit less maintenance. I know it should be a School Department issue and we kind of inherited it but...it's not horrible but with the winters we have and plows hitting it that us keeping up with the brick is sustainable.

Director Fauteux

I'll take a look at it.

Commissioner Pappas

For our special meeting, when we are going to get that information, I am wondering...it's kind of tight as far as parking goes and space-wise and just in case members of the public want to go, maybe the Aldermanic Chamber might be available or the Main Dunstable Library.

Mayor Donchess

We will check it out and see what else is available.

Commissioner Ackerman

I was driving by the bottom of Library Hill about a week ago and I noticed some distress on the Christmas tree. Is there anything going on that you might be aware of?

Director Fauteux

I don't know.

Mayor Donchess

Is it brown?

Commissioner Ackerman

It's brown and it's leaning in an odd direction.

Director Fauteux

I will ask Mr. Caggiano about that.

**Personnel**

- A. MOTION:** Commissioner Pappas to accept the retirement of Eric Currier, Automated Collection Equipment Operator, effective October 18, 2019.

**Discussion:**

Commissioner Teas

I am inquisitive, he submitted this October 9<sup>th</sup> and he is retiring on October 18<sup>th</sup>. I am presuming his retirement was telegraphed for a month or and he didn't just give a nine-day notice, right?

Director Fauteux

No, he just gave a nine-day notice.

**MOTION CARRIED: Unanimously**

**B. MOTION:** Commissioner Ackerman to approve and unseal the nonpublic minutes for Personnel from the Board of Public Works Meeting of September 26, 2019.

**MOTION CARRIED: Unanimously**

**C. Non-Public Session**

**MOTION:** Commissioner Ackerman moved by roll call that the Board go into a non-public session pursuant to RSA:91-A3 §2(b) the hiring of any person as a public employee.

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

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

Nay: 0

**MOTION CARRIED: 5-0**

**MOTION:** Commissioner Ackerman to seal the minutes of the Board of Public Works non-public session of October 24, 2019, 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: Mayor Donchess, Commissioner Ackerman, 5  
Commissioner Pappas, Commissioner Moriarty  
& Commissioner Teas

Nay: 0

**MOTION CARRIED: 5-0**

**MOTION:** Commissioner Ackerman to come out of non-public session.

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

Yea: Mayor Donchess, Commissioner Ackerman,  
Commissioner Pappas, Commissioner Moriarty  
& Commissioner Teas

5

Nay:

0

**MOTION CARRIED: 5-0**

**Adjournment**

Commissioner Pappas made a motion to adjourn.

**MOTION CARRIED: Unanimously**

Meeting adjourned at 5:00pm

DRAFT