

**Board of Public Works Meeting  
Meeting Minutes  
November 19, 2018**

A meeting of the Board of Public Works was held on Thursday, November 19, 2018, at 5:30 p.m. at 9 Riverside Street, Nashua, NH 03060.

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

Members Present:

Mayor Donchess, Chair  
Commissioner Joel Ackerman, Vice Chair  
Commissioner Tracy Pappas (Participated via Telephone)  
Commissioner Kevin S. Moriarty (Arrived at 5:35 p.m.)  
Commissioner G. Frank Teas

Mayor Donchess

Commissioner Pappas is participating by telephone and under the terms of the state law that allows her to do that, she needs to explain why she can't attend, if she can hear us, and who she is with, if anyone.

Commissioner Pappas

I cannot attend because I am not feeling well and I am alone.

Mayor Donchess

All votes will be taken by roll call.

Also Present:

Ms. Lisa Fauteux, Director, Division of Public Works  
Mr. Steve Dookran, City Engineer  
Mr. Jeffrey Lafleur, Superintendent of Solid Waste  
Alderman Ernest Jette, Aldermanic Liaison  
Attorney Steven A. Bolton, Corporation Counsel

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

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

Yea: Mayor Donchess, Commissioner Ackerman, Commissioner Pappas & Commissioner Teas	4
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Nay:	0
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**MOTION CARRIED: Unanimously**

**Approval of Meeting Minutes – October 25, 2018**

**MOTION:** Commissioner Teas to approve the minutes from the Board of Public Works Meeting of October 25, 2018.

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

Yea: Mayor Donchess, Commissioner Ackerman, Commissioner Pappas & Commissioner Teas 4

Nay: 0

**MOTION CARRIED: Unanimously**

**Public Comment**

There was none.

**Streets Department**

- A. MOTION:** Commissioner Ackerman to approve the purchase of a Hunter TCX56 Table-Top Tire Changer and a Hunter SWT00 Smart Weight High Capacity Balancer with accessory kit from Mohawk Resources LTD pursuant to the New Hampshire State Contract Number 8002279 for the sum of \$19,367.42. Funding will be through Department 161 Streets; Fund: Prior Year Escrow; Account Classification: 71 Equipment.

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

Yea: Mayor Donchess, Commissioner Ackerman, Commissioner Pappas & Commissioner Teas 4

Nay: 0

**MOTION CARRIED: Unanimously**

- B. MOTION:** Commissioner Teas to approve the contract for winter road sand with Northeast Sand & Gravel, Inc. of Amherst, NH, for the amount of \$11.25 per ton. Total amount of this purchase order will be for 1,422 tons or a budgeted value of \$16,000. Funding will be through Department; 161Streets; Fund; General; Account Classification; 61-Supplies and Materials.

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

Yea: Mayor Donchess, Commissioner Ackerman, Commissioner Pappas & Commissioner Teas 4

Nay: 0

**MOTION CARRIED: Unanimously**

**Wastewater Department**

- A. MOTION:** Commissioner Ackerman to approve the User Warrants as presented.

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

Yea: Mayor Donchess, Commissioner Ackerman, Commissioner Pappas & Commissioner Teas 4

Nay: 0

**MOTION CARRIED: Unanimously**

**Recorder's Note:** Commissioner Moriarty arrived at 5:35 p.m.

- B. MOTION:** Commissioner Teas to approve the contract with Methuen Construction of Plaistow, NH, in the amount not-to-exceed \$1,787,378 for the construction of upgrades to the Energy Recovery building at the Wastewater Treatment Facility. Funding will be through Department: 169 Wastewater; Fund: Wastewater; Activity: Energy Recovery Upgrade Project.

*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: Unanimously**

- C. MOTION:** Commissioner Ackerman to approve the contract with Waldron Engineering of Exeter, NH, in an amount not-to-exceed \$76,762 for construction administration services for the Energy Recovery Upgrade Project. Funding will be through: Department: 169 Wastewater; Fund: Wastewater; Activity: Energy Recovery Upgrades.

*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: Unanimously**

**Solid Waste Department**

- A. MOTION:** Commissioner Teas to approve Change Order #5 to the contract with Northeast Earth Mechanics, Inc. (NEM) in the amount of \$83,392 to continue construction of the residential setback barrier wall in the Phase II landfill. Funding will be through Department: 168 Solid Waste; Fund: Bond; Activity: Soil Wall.

*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: Unanimously**

- B. MOTION:** Commissioner Ackerman to approve the purchase of one rear load packer waste collection vehicle from McNeilus of Morgantown, PA, in the amount of \$276,254, pursuant to the Sourcwell (formerly NJPA) Contract #112014-MCN. Funding will be through Department 168 Solid Waste; Fund: Trust; Activity: CERF.

*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: Unanimously**

**Engineering Department**

**A. MOTION:** To allow a fence located in the right of way at 1 Hutchinson Street to remain in its current location. *(tabled from 10/25/18)*

**Discussion:**

Mayor Donchess

I think Director Fauteux was going to ask that we table this matter so further discussions could take place with the department, the homeowner and everyone else involved.

Director Fauteux

That is correct. The Engineering Department has already done some surveys and we are hoping we will be able to find a compromise. I think it would make sense to table this.

Mayor Donchess

When would you like to table it until?

Director Fauteux

We had originally thought December but at this point, I am okay with doing it in January because the holidays are coming up.

**MOTION:** Commissioner Ackerman made a motion to table the item until the January Board of Public Works meeting.

*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: Unanimously**

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

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

**C. MOTION:** Commissioner Moriarty to approve Drainlayer's License for Accura Construction Corp., P.O. Box 176, New Ipswich, NH 03071, in accordance with Nashua City Code §255-19 Issuance of Drainlayer's License.

**Discussion:**

Alderman Jette

This reminds me that a few meetings ago there was a discussion about perhaps amending the ordinance to avoid the drainlayer's licenses having to come before the Board. I have not seen that yet.

Mayor Donchess

I do not think we have made any progress on that.

Director Fauteux

It would take legislation to be changed.

Mayor Donchess

Alderman Jette, would you mind following up with the Legal Department and ask them to prepare it.

Alderman Jette

If the Commissioners want to proceed along those lines, allowing the licenses to be issued by the City Engineer.

Director Fauteux

Actually, the Director would issue them.

Alderman Jette

So, you want it to be the Director.

Director Fauteux

Yes.

Commissioner Teas

It makes good business sense to move in that direction.

Mayor Donchess

When the legislation is introduced, it will be referred to this Board for a recommendation.

Alderman Jette

I would be happy to follow-up with the Legal Department.

Mayor Donchess

Is there any other discussion? There was none.

*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: Unanimously**

**D. MOTION:** Commissioner Teas to approve Change Order No. 2 to the construction contract for the 2018 Sewer Replacement – Harvard Street project to Northeast Earth Mechanics of Pittsfield, NH, in an amount of \$440,037.10. Funding will be through: Department: 169 Wastewater; Fund: Bond; Activity: Sewer Rehab

**Discussion:**

Commissioner Ackerman

We have been working on this project for quite some time and I was wondering if we could get an update if there are any delays going on and if it will be completed in the near future.

Mr. Steve Dookran, City Engineer

There is a setback on Harvard Street because of the water project that still has to be done and until that is done, we cannot do the sewer.

Mayor Donchess

What is the water project?

Mr. Dookran

It is the replacement of the mains and connections by Pennichuck.

Mayor Donchess

Will the sewer project run the entire length of Harvard Street?

Mr. Dookran

Yes.

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

**Commissioner's Comments**

There was none.

**Administration**

**Director Fauteux**

I have a Director's Report this month.

- There is a new right turn on Charron Avenue and people are very happy with it.
- We are also looking at a 3-Way stop at this intersection and another right turn off Pine Hill onto Charron Avenue.

**Commissioner Ackerman**

I have one quick question. It all looks wonderful but along the airport fence there is a lot of asphalt still there. Will that be removed?

**Director Fauteux**

That is a good question and I do not know the answer to that. We will look at that and get it cleaned up.

- There is a new scoreboard at Stello's. The School Department purchased it.
- The 25<sup>th</sup> Winter Holiday Stroll will be on November 24<sup>th</sup>.
- We have put down 9,500 square feet of sod at Holman Stadium.
- There is a new tree in front of the Hunt Building. Instead of cutting one down every year, we decided to plant one and this one was replanted from Roby Park. We are very excited to have a permanent tree there.
- This is (inaudible) field which is located in front of the Boys & Girls Club and it was renovated and hydro-seeded.
- There is a new program that someone approached us about regarding putting scarves in the park for the homeless. The scarves are tied around the trees and there is a sign that says "Please take one if you need one."
- Final paving has been completed for the skateboard park.
- This is a picture of some catch basin repairs.

- We completed some sidewalk work on Court Street and Concord Street.
- We are almost done with the Brine making facility. We hope to have it complete by the end of this month.
- We helped Transit put in a bus stop on Canal Street.
- This is our wastewater forum investigating possible inflow into the facility.
- This is a picture of the lock out/tag out training by Risk Management.
- This is one of our mechanics doing repairs on a pump.
- This is a pre-bid meeting for the primary clarifiers.
- This is one of our electricians entering the flow meter vault to change a sump pump.
- This is a clarifier 3 repair.
- Soft yard waste collection will end on December 7<sup>th</sup>. There are huge volumes of soft yard waste this year so it may not get picked up on the regular trash day, but we will eventually get to it. Please do not leave it buried in the snow.
- We will be closed on Thursday, November 22<sup>nd</sup>, Thanksgiving Day, but we will be picking up trash on the 23<sup>rd</sup>. It used to be very confusing because sometimes we picked up trash on observed holidays and sometimes we did not. We cannot always pick up trash on observed holidays but we can't not pick up trash two days in a row because we would run out of days. We made a policy long ago that we do not pick up trash on the actual holiday but we do pick up trash on the observed holiday. For example, this past Veteran's Day was on a Sunday so we picked up trash on the observed holiday, which was Monday. We post this information on Facebook, Twitter, on channel 16, on the City's homepage and on the Solid Waste page.

Commissioner Pappas

I know there is a crunch for some of the winter holidays like Christmas and New Year's Eve because of the extra trash and the Christmas trees on top of snow. My understanding is if a holiday occurs on a weekend then we pick up the trash on the national holiday whether it is a Monday or a Friday.

Director Fauteux

If Christmas was on a Saturday and observed on Friday then yes, we would pick up trash on Friday. Is that what you meant?

Commissioner Pappas

Veteran's Day was on Sunday and we had plenty of days in the week to pick up the trash.

Director Fauteux

That is correct except I think we need a firm policy because I was getting many of complaints. We made a policy whereby we always pick up trash on observed holidays to try to clarify it for people.



Commissioner Pappas

Do you mean if the observed holiday is on a weekend?

Director Fauteux

No, if Christmas, Veteran's Day or whatever holiday falls on a Sunday and it's observed on a Monday then we would pick up the trash on the Monday.

Mayor Donchess

Most holidays fall on Monday's, like Memorial Day and Martin Luther King Day. The only holiday's that I can think of that might fall on a weekend would be the Fourth of July, Veteran's Day, Christmas and New Year's Day. We are saying in those four cases, if the actual holiday is on a weekend then we pick up trash on the observed holiday or the day off. We would pick up that weekday in order to stay on schedule for the week.

Mr. Jeffrey Lafleur, Superintendent of Solid Waste

The easiest thing for me to say to the residents would be to put it out on your trash day no matter what, unless there is a snow emergency which we will broadcast everywhere. If we are not there on your trash pick up day then we will be there the next day. "When in doubt, put it out."

Commissioner Pappas

I sense there was a lot of confusion last week.

Mayor Donchess

I think there was too but there might be more confusion if we are inconsistent.

Commissioner Pappas

I understand.

Director Fauteux

I think having Lauren Byers here has really helped. She is talking to a lot of folks and posting things on Facebook. We are telling people, if you are not sure, just put it out, unless there is a snowstorm.

**Personnel**

- A. MOTION:** Commissioner Ackerman to unseal the non-public minutes for Personnel from the Board of Public Works Meeting of October 25, 2018.

*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: Unanimously**

**Non-Public Session (I)**

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

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

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

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

**MOTION:** Commissioner Teas to seal the minutes of the Board of Public Works non-public meeting of November 19, 2018, until such time as the majority of the Board votes that the purpose of the confidentiality would no longer be served.

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

**Non-Public Session (II)**

**C. MOTION:** Commissioner Teas moved by roll call that the Board go into a non-public session pursuant to RSA:91-A(3)IIC, to discuss matters that if discussed in public would like affect adversely the reputation of any person, other than a member of the body of agency itself.

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

**MOTION:** Commissioner Teas to come out of the 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: Unanimously**

**MOTION:** Commissioner Teas to seal the minutes of the Board of Public Works non-public meeting (II) of November 19, 2018, until such time as the majority of the Board votes that the purpose of the confidentiality would no longer be served.

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

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

Nay: 0

**MOTION CARRIED: Unanimously**

**Adjournment**

Commissioner Teas made a motion to adjourn.

*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: Unanimously**

Meeting adjourned at 7:16 p.m.