



THE CITY OF NASHUA

Division of Public Works

Administration

"The Gate City"

Board of Public Works Meeting of August 15, 2019

Agenda

A special meeting of the Board of Public Works is scheduled for Thursday, August 15th at 1:00 p.m. in the Auditorium at City Hall, 229 Main Street, Nashua, NH 03060.

I. Motion: To approve the Agenda as presented.

II. Public Comment

III. Engineering

A. Non-Public Session

B. Motion: To eliminate an Assistant Construction Engineer position and to create a Senior Staff Engineer position.

IV. Discussions

A. Recycling Update

B. Food Composting

C. Landfill Permit Fees/Charging for Individual Items

D. Controls to Prevent Materials from Outside of Nashua

E. Scale Operator Discussion

City of Nashua, Public Works Division

To: Board of Public Works Meeting Date: August 15, 2019

From: Stephen Dookran, P.E., City Engineer
Engineering Department

Re: Elimination of Assistant Construction Engineer position and creation of Senior Staff Engineer position

B. Motion: To eliminate an Assistant Construction Engineer position and to create a Senior Staff Engineer position.

Discussion: In June 2019, Mandeep Gill resigned, leaving the position of Senior Staff Engineer vacant. Mr. Marks Saunders, a current Assistant Construction Engineer, a position junior to the Senior Staff Engineer, is being proposed to be promoted to the vacant position. Should Mr. Saunders' promotion be approved, there will be a vacancy in the Assistant Construction Engineer position.

The Assistant Construction Engineer position is required to perform a variety of engineering duties related to construction inspection and quality control while observing contractors working on larger city projects, including daily contract compliance to project plans and specifications. Upon review of the current needs of the Engineering Department, it is recommended to eliminate this Assistant Construction Engineer position and replace it with a Senior Staff Engineer position. Currently, two Senior Staff Engineer positions exist. With the increasing number of projects and the expanding and aggressive sewer and paving programs the department needs engineers with more experience in order to reduce the amount of consulting services we have been using. The turnover in engineers continues and having an additional senior engineer would help when changes in staff occurs. We have a number of less experience junior engineers that need more senior engineers to mentor, train, and supervise them. Guidance in field engineering methods is needed for public works projects, and utility and private development work in the street. The roles, responsibilities and qualifications for the Senior Staff Engineer are already defined in the existing PDF for the Senior Staff Engineer position.