

**Joint Committee on Infrastructure & Board of Public Works  
Meeting of February 22, 2023**

A meeting of the Joint Committee on Infrastructure & Board of Public Works was held on Wednesday February 22, 2023 at 6:00 PM in the Nashua City Hall Aldermanic Chamber, 229 Main Street, Nashua, NH 03060.

Alderman O'Brien declared the meeting to order at 6:04 PM.

**I. Opening Committee Meeting**  
**a. General Introductory Remarks**

Alderman O'Brien

I don't have any opening remarks. I'll reserve them for later into the meeting. So, will the clerk please call the roll?

**b. Roll Call**

Members Present:

Alderman Michael O'Brien, Chair  
Alderman Richard Dowd  
Alderman Ernest Jette  
Alderman Tyler Gouveia (arrived at 6:17 PM)  
Commissioner Kevin Moriarty  
Commissioner Shannon Schoneman  
Commissioner June Lemen

Also Present:

Tim Cummings, Director of Economic Development, Clerk  
Dov Jaffe, Project Manager, Harvey Construction Corp.  
Lisa Fauteux, Director of Public Works

Members Absent:

Mayor Jim Donchess  
Alderman Alex Comeau  
Commissioner Paul Shea

Tim Cummings

Just to be clear, we have six members present. We do have quorum.

**II. Public Comment**

Alderman O'Brien

I will declare a quorum. Seeing no members from the public, is that what you had it on?

Tim Cummings

Yes.

Alderman O'Brien

Public comment?

Tim Cummings

Yes.

**III. Approval of Minutes**  
**a. Minutes of January 26, 2023**

Alderman O'Brien

And we don't have anybody in the chamber for public comment, so open and close public comment period. We'll move to the agenda item number three, approval of minutes. Can I have a motion to approve the minutes of the previous meeting?

**MOTION:** Alderman Dowd to approve the minutes of the January 26th, 2023 Joint meeting.

Alderman O'Brien

Okay. Any questions on the motion? Seeing none. All those in favor signify by saying Aye. Opposed?

**MOTION PASSES: Unanimously**

**IV. General Progress Update**

Alderman O'Brien

Item number four, general progress update. I'll turn at this portion of the meeting over to Director Cummings and with the assistance of Mr. Jaffe.

Tim Cummings

Yes. Thank you, Mr. Chairman. Actually, I'm just going to hand it right off to Project Manager Jaffe, who can walk us through the latest on the project.

Dov Jaffe

Thank you. I've handed out a presentation. Hopefully this will be pretty short, as we are on the home stretch to finishing this project. The milestones that have been updated are substantial completion at the very end of this month. The city is making arrangements to move into the facility in March. And we, as previously discussed, we'll be holding off on landscaping and some exterior finishes until the weather allows, which will be in April and May. I didn't bring any full-size copies of the schedule, but really there's only a few items that are left. It's really those milestones: moving in, finishing the punch list. And then there'll be a delay until we come back and finish the landscaping. Some photos on the next page are of

the construction projects on the exterior. The masonry is complete. The roof trim and the flashing will be finished up next week.

It's about 60% complete right now. Really that's just the coping on the very top of the block that caps the masonry walls. We have installed temporary walkways. The loaned areas have been finished around the front of the building, taken advantage of some of the nice weather that we had in the previous few weeks. Electric vehicle chargers are in place and we're teeing up to install the entrance awnings next week. Landscaping and the concrete walkways and the concrete patio are going to be postponed until April / May, due to the weather. Inside the building, the project is looking like a finished space.

Finishes are in place. You see a picture of the bathroom partitions. All the MEP finishes are complete and inspected. The commissioning, testing, and balancing is complete, including owner training. And the city's IT department is in the process of installing their equipment. The interior column covers, aluminum covers are being installed this week. Window treatments are scheduled to be installed next week. Appliances and the kitchens and kitchenettes have been delivered and installed. Really the building is complete and punch list activities are underway. The owner supplied furniture, including cubicles, desks, chairs have been delivered and are being installed.

So, coming up, we'll continue to finalize and complete the punch list items, complete the final inspections, apply for a conditional certificate of occupancy, perform final cleaning, and move in. Well, I think one item I did miss under, maybe it was MEP or finishes, but we did complete state inspection of the elevator. So, the elevator is turned over, online, and operational. And then again, in spring, we'll come back and do the walkways, the patio, and landscaping, and irrigation, and finish up the job. That's it. Any questions?

Alderman O'Brien

Questions from the committee? Alderman Jette.

Alderman Jette

I think I heard you talk about temporary walkways and that concrete walkways have to be done later, but I'm looking at the photos and I see concrete walkways.

Dov Jaffe

Yes, we were able to get the sidewalks along the parking area with the curbing earlier in the project, but we couldn't do them around the building because of the scaffolding for the masonry. So, we were able to get those where we could without spending extra money on temporary winter conditions, heat, and potentially sacrificing the quality of the sidewalks. We were able to get the main entrance concrete, so there's a small patio walkway, and the main entrance that'll provide the primary entry and eagles to the building. But there are two walkways on the side of the building that really were prohibited from finishing those placing concrete. So, instead there are basically crushed stone gravel walkways that are personally functional. Just not permanent.

Alderman Jette

Okay. Thank you.

Alderman O'Brien

Okay. Any other questions of Mr. Jaffe or Director Cummings, members of the committee? I know I'm going to put the Director right on the spot, but this is a beautiful building here and almost done. So, I imagine we're working on an opening for the public if you just want to lightly touch base or something like that, or-

Director Fauteux

Yes, we'll be talking about that. Right now, we're very engaged.

Alderman O'Brien

Yes, I would be satisfied with that, the public would know that you are working on it.

Director Fauteux

Yes.

Alderman O'Brien

You do want the public to come down and see what a wonderful building we have built for you.

Director Fauteux

Sure.

Alderman O'Brien

Okay. That's adequate. Like I said, I didn't mean to put you on the spot, but I do sometimes.

Director Fauteux

That's okay. No problem.

**V. Requisitions**

**a. Requisition #13 To Be Paid: \$797,012.23**

Alderman O'Brien

Okay. Seeing no further questions of agenda item number four, agenda item number five, requisition of request. We have requisition of request #13 to be paid to Harvey submitted an invoice for \$797,012.23. I will be looking for a motion to pay this. This is part of the construction cost that go on. And so, do I have a motion?

**MOTION:** Commissioner Moriarty to pay Harvey for the price submitted for \$797,012.23.

Alderman O'Brien

Any discussion on the motion? Seeing none. All those in favor signify by saying aye.  
Opposed?

**MOTION PASSES: Unanimously**

**VI. Change Order Review**

**a. Approval Needed:**

i. None

**b. Approved by Chair and Provided as a Report**

i. PCO #57 - \$3,825.69 – Reloc Kitchen MAU

ii. PCO #58 - \$3,085.66 – Add Additional Sub Panel

iii. PCO #59 - \$0.00 – Temp Heat Accounting Adjustment

iv. PCO #60 - \$9,506.61 – Misc. Electrical Work

v. Quote – Office Interiors for Bookcases - \$2,400.00

vi. Quote – Custom Computer Specialists for Camera - \$3,236.06

**VII. PCCO #10 Approval - \$11,497.50**

**(Includes PCOs - #55, #56, #57, #58 & #59)**

Alderman O'Brien

Moving on to agenda item number six, change order review for request of approval of PCOs and PCCO #10. And at the request, we're going to have Mr. Cummings speak on this, please.

Tim Cummings

Yes. Thank you, Mr. Chairman. So just for the body's edification, we don't have any approvals that need to be made tonight for PCOs. What was before you is really the approval of PCCO #10, which is an amendment to the Harvey GMP contract for \$11,497.50. And it encompasses, and I want to make sure I get this correct, and Mr. Jaffe can correct me if I get this wrong, but the PCCO #10 does incorporate PCO #57, PCO #58, and PCO #59. It does not include PCO #60, which would show up in PCCO #11 next month. But has all the PCOs that are outlined on your agenda, have been executively approved due to the time sensitivity of them.

As you can see, they're all relatively small dollar amounts. And so, they'll be happening and PCO #60 would be happening in the following month, but that's for \$9,506.61. And that's for miscellaneous electrical work that needs to be done. PCO #59, which is just an accounting matter where we need to just reconcile the temporary heat account. It doesn't have any effect on the GMP. And then PCO # 58 for \$3,085.66 is an additional electrical subpanel that we added to the project. And then, PCO #57 for \$3,825.69 was some relocation of some kitchen equipment. I wanted to just make everyone aware of that in case there was any specific questions.

Alderman O'Brien

Okay. Any questions for Director Cummings? Alderman Jette?

Alderman Jette

Yes. Just for my edification. #57 says Relo Kitchen MAU. What does MAU mean?

Dov Jaffe

Yes. Dov Jaffe, Harvey. The MAU is a Makeup Air Unit. It's a rooftop located unit. When this kitchen hood was added to the project there was a conflict in the spatial orientation of that equipment on the roof. We had already installed a curb and an opening on the roof because construction was underway. And really, this is the cost to patch that opening and relocate it a few feet away to keep it away from other equipment that was in place.

Alderman Jette

And the MAU means?

Dov Jaffe

Makeup Air Unit.

Alderman Jette

Makeup Area Unit?

Dov Jaffe

Air

Alderman Jette

Air Unit. Okay. Thank you.

Alderman O'Brien

Okay. Further questions? Seeing none, I'll be looking for a motion to approve PCCO #10 to the GMP for a total of \$11,497.50. And also too, can the clerk recognize I welcome Alderman Gouveia to the committee. Get tied up in Concord like I did? Yes. Yes, sir. It's tough living a dual life. All right, so we have that. Can I have somebody make that motion, please?

**MOTION:** Commissioner Lemen moves to amend the GMP for a total \$11,497.50.

Alderman O'Brien

Any discussion on the motion? Seeing none, I'll call the roll. All those in favor signify by saying Aye. Opposed?

**MOTION PASSES: Unanimously**

Alderman O'Brien

Agenda item number nine.

Tim Cummings

Mr. Chairman, if I may just -

Alderman O'Brien

Did I skip one?

Tim Cummings

No, you did not. I did. I failed to turn my agenda over and I apologize. I just wanted to note for the record that there was two additional items that were executively approved. They were not included in PCCO #10 because they happened to be IT related needs or equipment related needs that were different contracts. Again, small dollar amount, \$2,400 for an additional bookcase for the DPW and then \$3,236.06 video camera that needed to get added for door access control management issues.

Director Fauteux

Tim, I just -

Alderman O'Brien

Do we need a motion?

Director Fauteux

I just wanted to mention that's four bookcases, not just one. That would be an expensive bookcase.

Alderman O'Brien

Do we need a motion for that?

Tim Cummings

Nope.

Alderman O'Brien

Seeing that they were executive approved.

**VIII. Other Expenditures For Approval**  
**a. None**

**IX. Old Business**

Alderman O'Brien

Very good. Okay. Thank you, Mr. Cummings. Moving on to agenda item number nine. I do have something to bring up for your discussion. We're coming down to the end of this

project. Other than the cost directly to having construction, most of the big-ticket items have been bought and paid. So, it's basically, right now it's the minor necessity somewhere in the avenue as what we saw on the agenda of around the ballpark \$10,000, \$11,000, \$15,000 range. Do you still want to meet, or do you want to allow executive approval for these meetings? It's basically just general Sundays just to clean up the final as we're into the end stage of this project. So, I'll open it up for a discussion. Anybody want to start the discussion? Alderman Jette?

Alderman Jette

Yes. This committee is charged with overseeing this project, and so, you know, we've come this far. I, I think it's only appropriate that we finish the job and continue to meet to make whatever approvals are required.

Alderman O'Brien

Yes, well, it's just trying to save time and it, I have no objections to meetings. The committee members would be informed of any approval and stuff like that, but as we move on, you'll see, in this process, you'll see exactly what I'm talking about. So, the offer is out there could be re-bought back again, unless somebody wants to make a motion on it. Alderman Dowd.

Alderman Dowd

Much as I hate having meetings all the time, but I don't think we can get away from the fact by the legislation that created the joint committee that we can, if we're making payments, it has to be approved by this committee. We can approve PCOs. But the final approval has to be at the full committee level. You know, we'd never be able to do that at Joint Special. Because the payments are a lot higher. But people have to be able to be flexible enough to have a quorum here and because you have to have a quorum or, you know, and what happens is Joint Special. If we don't have a quorum one night or if we have a snowstorm like tomorrow night, you know, the meeting goes to either Friday or Monday, you have to have the meeting. So, if we continue having the meeting, you have to be here to be at the meeting and so we can pay the bills. I would imagine we don't have that many left. You're ready for substantial completion, right?

Dov Jaffe

Correct. We're coming in close on substantial completion. This will not be our final invoice and unfortunately because of the weather and the outstanding work that'll be performed in the spring, we really won't be able to do a final billing until it looks complete, which unfortunately, prolongs the process until after May.

Alderman Dowd

Do you envision? Well, no, you can't have that because you have supervision. So, there's always going to be some billing.

Dov Jaffe

There's going to be some billing –



Alderman O'Brien

Well, I'm willing to put it onto the back burner for now. You bring up a good point. Unfortunately, quorums seem to be, that's what I was thinking of trying to get everybody corralled is kind of tough. So, we'll put that on the back burner. Anybody else have anything that they want to bring up in miscellaneous? Commissioner Moriarty.

Commissioner Moriarty

Yes, I was just wondering if maybe the next meeting we could see where we are with the budget, the spendings. You know, we have to be pretty close at this point. I'd like to know where we are at the numbers.

Tim Cummings

Yes, I, if I may, Mr. Chairman. I actually was about to raise this as my last comments, which I wanted to get for this meeting a reconciliation. I didn't get it done in time, but you can look for an email from me that will give you an update and then yes, I will discuss it at the next meeting. That will just give everyone an understanding in terms of, you know, where we are financially.

Commissioner Moriarty

Thank you.

Alderman O'Brien

And hopefully we're on budget.

Tim Cummings

We're under budget.

Alderman O'Brien

Ooh. Way to do it folks. Way to do it.

Commissioner Moriarty

That's how we do it at Public Works.

Alderman O'Brien

Duly noted Commissioner. Very good one. Very good. Alderman Dowd.

Alderman Dowd

Actually, I was going to say that we're in good shape budget wise and it's not going to be an issue. And the final tweaks of the building will be done soon, and then moving in, in fact the furniture's going in. So, should be wrapped up. Last billing, I'm going to assume it's going to be like May or June or somewhere in there, but the payments all will get a lot smaller. And

the other thing I wanted to suggest is when you put out the agenda, put the agenda in a separate file and don't connect all the financial stuff and minutes and everything with it. Separate those like we do in Joint Specials. So, if somebody wanted to print it out at home, they don't have to print out a hundred pages.

Tim Cummings

Understood. Thank you.

Alderman Dowd

Save a couple trees.

Alderman O'Brien

There you go. Anything anybody else have something in general discussion items on the project? Mr. Jaffe, you content happy over there?

Dov Jaffe

Yes, sir.

Alderman O'Brien

Very good. Alderman Dowd.

Alderman Dowd

Yes, just one thing. I do go to all the Thursday meetings and have toured the building several times and it's really nice right now. It's really getting in shape, and it's just come together phenomenally. As you said, the outside stuff has to wait for the, of course, we had 61 one day, and a snowstorm the next, so kind of tough to do that outside work, but it's coming together really well.

Alderman O'Brien

Very good. Director Cummings, it's coming to you next.

Tim Cummings

Well, Mr. Chairman, we're at that time where I ask people what they would like to do for next month's meeting. And so, if we stay with normal course of how we've been doing it, I would suggest 6:00 PM before the finance committee on Wednesday nights. If we were to do that, that would put us on track to be here on March 15th if we wanted to do that. Or we could do it later in the month for the 22nd or the 29th. Those are the Wednesdays. If folks have an interest.

Alderman Dowd

It's going to be tough when we start getting in April / May, there will be no open nights.

Alderman O'Brien

Yes. With budget. And that was the other reason for my, we're going to be busy with that.

Alderman Dowd

They should just combine meetings.

Alderman O'Brien

Everybody can agree on that. At least it's not March 17th, which is, I have something doing that day myself.

Commissioner Lemen

Isn't that a sacred day?

Tim Cummings

Yes. Yes, it's a sacred day.

Alderman O'Brien

It's one of the high holy days.

Alderman Dowd

Yes. He is a Saints and all.

Alderman O'Brien

Yes.

Tim Cummings

So, March 15<sup>th</sup>?

Alderman O'Brien

March 15<sup>th</sup>?

Tim Cummings

No, I'm seeing a no.

Dov Jaffe

The only reason I pose an objection is we typically close the month on the 15th, and that's when we receive all of our subcontractor invoices and ask for a few days at a minimum to prepare our owner requisition for a mid-month and typically do it the week after. I suppose if

it needs to be, we would ask for an exception of the subs to do their billings earlier. But it would be an adjustment for us.

Tim Cummings

We could do it on the 22nd and that would be assuming we would be right before the Committee on Infrastructure. Right? So, the Committee on Infrastructure would meet at 7:00 PM. In theory, I have to check what I'm saying with Donna, but then we could meet at 6:00 PM right before Infrastructure.

Alderman Dowd

That would be convenient for many of us.

Tim Cummings

So that would be on the 22nd. Yes.

- X. **Adjourn**
  - a. **Next Meeting: March 22<sup>nd</sup>, 2023 @ 6 PM**

Alderman O'Brien

So how about folks at tentative March 22nd? We'll keep you all in the email loop and to the public - inform the public, please check the calendar schedule that does get published once we solidify the date. That in agreement with everybody? Seeing everybody shaking the head. And that's outstanding. So, which brings us down agenda item number 10, which is the one everybody's happy with, I think. Alderman Dowd.

**MOTION:** Alderman Dowd moves to adjourn.

Alderman O'Brien

All those in favor signify by saying aye. Opposed?

**MOTION PASSES: Unanimously**

Alderman O'Brien

We'll adjourn this meeting at 6:29 PM. Be safe everybody with the upcoming snow and good luck Director Fauteux to your good staff there.

Director Fauteux

We're ready.

Alderman O'Brien

Finally, winter is upon us again.