

Board of Public Works Meeting of April 27, 2023

A meeting of the Board of Public Works was held on Thursday, April 27th, 2023, at 4:00 PM in the Auditorium at City Hall, 229 Main Street, Nashua, NH 03060.

Commissioner Moriarty declared the meeting to order at 4:06 PM and called the roll.

I. Roll Call

Members Present:

Mayor Jim Donchess, Chair (arrived at 4:09pm)
Commissioner Kevin Moriarty
Commissioner Shannon Schoneman
Commissioner June Lemen
Commissioner Paul Shea

Also Present:

Patti Rogers, Executive Assistant DPW
Andy Patrician, Assistant Director of Public Works
David Boucher, Wastewater Superintendent
Michael Rush, Fleet Maintenance Manager
Dan Hudson, City Engineer

Absent:

Director Lisa Fauteux
Bryan Conant, Superintendent of Parks and Recreation
Jeff LaFleur, Superintendent of Solid Waste
Jon Ibarra, Superintendent of Streets

Commissioner Moriarty

And that is a quorum. And we are awaiting the mayor's appearance at any minute, I'm told. With that we'll move ahead on our agenda to motion two, Commissioner Shea?

II. MOTION: Commissioner Shea moves to approve the agenda as amended.

Commissioner Moriarty

That is the motion. If there's no discussion, all in favor please say aye.

MOTION CARRIED: Unanimously

Commissioner Moriarty

Before we go forward, I'm sorry, I forgot to mention Alderman O'Brien in our presence.

Alderman O'Brien

Thank you. I was hiding in the corner here.

Commissioner Moriarty

Thank you so much. Commissioner Lemen, item number three.

- III. **MOTION:** Commissioner Lemen moves to approve the minutes of the Board of Public Works meeting of March 23rd, 2023.

Commissioner Moriarty

Okay, that is the motion. I don't see any discussion. All in favor of the motion, please say aye.

MOTION CARRIED: Unanimously

- IV. **Public Comment**

Commissioner Moriarty

Next will be our public comment. Seeing no members of the public present, I guess there won't be any public comment this evening. With that we'll move on to item number five, Commissioner Schoneman.

- V. **Parks and Recreation**

No Motions.

Commissioner Moriarty

There's no motion. There are no items for Parks and Rec. So, if you wouldn't mind, the next motion under Solid Waste.

- VI. **Solid Waste**

- a. **MOTION:** Commissioner Schoneman to approve the purchase of recycling and trash carts and cart lids for curbside collection for FY23 in an amount not-to-exceed \$145,000 from Toter, Inc. of Statesville, NC. Funding will be through Department: 168 Solid Waste; Fund: Solid Waste; Account Classification: 71 Equipment.

Andy Patrician

I can speak to that. So, we do this every year. We order toters, we started back in 2003 with the automated program. The toters were supposed to have a 10-year lifespan. Most of them have lasted way longer than their lifespan, but you know, since 2003 they are starting to, you know, really break down. You know, the wheels, the lids, the plastic is cracking from the weather and things like that. So, this is just for recycling toters, people are still buying the big green recycling toters. And this is for the blue toters just to replace as needed when a resident has a problem.

Commissioner Lemen

How many toters do you get for hundred \$145,000?

Andy Patrician

I don't know the actual count. They come in tractor trailers. I can tell you that much, but I don't know the actual count.

Commissioner Lemen

Interesting.

Andy Patrician

The recycling totes, I believe are \$65. And that is our cost. That's what we charge a resident. So, I guess -

Commissioner Lemen

We can do the math.

Andy Patrician

If we did it that way. Yes, so -

Commissioner Moriarty

Any other questions on the motion? All in favor, please say aye.

MOTION CARRIED: Unanimously

Commissioner Moriarty

Okay. And I will hand over the baton to our chairman, Mayor Donchess. When you get a chance, Mayor, we are presently on Wastewater.

Mayor Donchess

Of course, you can guess where I went? The Public Works Building, because that's where we held our last one. So, okay, what are we on?

Commissioner Moriarty

We are on Wastewater.

Mayor Donchess

Alright. So, we have Mr. Boucher, and item A, Commissioner Moriarty.

VII. Wastewater:

- a. **MOTION:** Commissioner Moriarty moves to approve the User Warrants as presented.

Mayor Donchess

All those in favor say aye.

MOTION CARRIED: Unanimously

Mayor Donchess

Item B, Commissioner Shea.

- b. **MOTION:** Commissioner Shea moves to approve Amendment 1 to the construction phase services contract with Wright Pierce for the Phase II Upgrades project in an amount not to exceed \$110,191. Funding for this contract will be through Department: 169 Wastewater; Fund: Wastewater; Activity: WW Plant Phase II Upgrades.

Dave Boucher

Thank you. Dave Boucher, Wastewater Superintendent. So, this is for the Phase II pump station upgrades. An amendment to Wright Pierce, who is the engineering company that is overseeing the construction phase. They had extra effort that was involved during the first half of the project. There was some design changes they had to work on. So, we've expended more out of their contract than expected. We do have some delays with the project. Mostly supply chain delays, mainly getting generators, transformers, mostly electrical stuff. So, we're expecting the project to extend beyond the initial completion date, which was June 21st, 2023. Now we're looking at going into January of 2024 with the substantial completion, which puts out the final completion as well. So, the extra money is for those delayed coverages for Wright Pierce. I'd be happy to answer any questions.

Mayor Donchess

Discussion? All those in favor of the motion, say aye. Opposed?

MOTION CARRIED: Unanimously

Mayor Donchess

Next item C, Commissioner Lemen.

- c. **MOTION:** Commissioner Lemen moves to approve the purchase of a full drive assembly for Clarifier #2 from Evoqua Water Technologies of Waukesha, WI in the amount of \$55,588. 41. Funding will be through Department: 169 Wastewater; Fund: Wastewater; Account Classification: 81 Major Capital Outlay / Improvements.

Dave Boucher

Dave Boucher, Wastewater Superintendent. This is a drive for our secondary clarifier. It's a large settling tank. The drive moves a mechanical arm, a very heavy mechanical arm around the tank to collect solids on the bottom and the top. This drive got damaged during a very cold spell. It's like the coldest day of the year. We had the company come in to look at the drive. We were hoping to rebuild it, because just a portion of it had broke. Unfortunately, it's an obsolete drive. We can have parts manufactured, but the lead time for the rebuild is almost a year long. So, this is a replacement for it, and it's a two-part drive. So, this replaces the entire drive. But it is the same company. It's the new style that they're recommending for this application. I'd be happy to answer questions.

Mayor Donchess

Anyone? All those in favor of the motion say aye. Opposed?

MOTION CARRIED: Unanimously

Dave Boucher

Thank you.

Mayor Donchess

Now we're to the Street Department. Commissioner Schoneman.

VIII. Streets:

- a. **MOTION:** Commissioner Schoneman moves to approve the purchase of one 2023 freightliner Cab and Chassis with body and plow package from Viking chives of Williston, Vermont in the amount of \$243,747, Sourcewell contract pricing. Funding will be through Department: 161 Street; Fund: Trust; Activity: CERF.

Mayor Donchess

Go ahead.

Michael Rush

Good afternoon, Michael Rush, Fleet Maintenance Manager. A little back history on this. This is actually a replacement truck that we already approved in the month of February. What happened was the vendor that we purchased from, International Trucks, pulled the truck out from us, so it was no longer available. So that would've pushed our initial chassis build out to about the first quarter of 2025. So, what we were able to do was go out again, look for more quotes. We were able to obtain a freightliner chassis. The good news, other than the fact that we had to bring this back to you, is it was about \$1,703 cheaper to go with the new chassis. It is still a like for like because we use International Chassis's freightliner chassis and mac chassis. So, it's still like for like, same engine, just a different chassis. Everything else is the same and it's a little cheaper. I'd be happy to answer any other questions.

Mayor Donchess

Questions, comments? All those in favor of the motion, say aye.

Commissioner Shea

Oh, I do have a question.

Mayor Donchess

Yes, Commissioner Shea.

Commissioner Shea

So, we approved this item effectively and this is a replacement for what was approved previously.

Michael Rush

Correct.

Commissioner Shea

Okay. Yes. Do we need to technically like disapprove the other purchase that we approved? Or is that a non-issue?

Mayor Donchess

I think it's a non-issue.

Commissioner Shea

Okay. Thank you.

Mayor Donchess

Alright. Anyone else? All those in favor of the motion say aye. Opposed?

MOTION CARRIED: Unanimously

Michael Rush

Thank you very much.

Mayor Donchess

You're welcome. Now Engineering, Mr. Hudson. And we have item A, Commissioner Moriarty.

IX. Engineering:

- a. **MOTION:** Commissioner Moriarty moves to approve the Sewer Service Permits and Fees as submitted.

Mayor Donchess

All those in favor is say aye.

MOTION CARRIED: Unanimously

Mayor Donchess

Item B, Commissioner Shea.

- b. **MOTION:** Commissioner Shea moves to approve the engineering services contract for development of a City Owned Bridges Capital Improvement Plan with Hoyle, Tanner & Associates, Inc. of Manchester, NH in an amount not to exceed \$37,519. Funding will be through Department: 160 Admin / Engineering; Fund: Capital; Activity: Bridge Rehab Projects.

Dan Hudson

So, Dan Hudson, City Engineer. Good afternoon. This request is for an engineering company, who has expertise in bridges to go look at all of our city bridges, vehicular bridges. The city has 16 of them, as noted in the memo. They'll do an inspection and then they'll give us feedback on the issues they see as well as help us develop a capital program where we can plan out future improvements. The DOT reviews all city bridges every two years. So, we get an inspection report from them. But it just has ratings, you know, the substructure might be a rating four or three or five, and same with the superstructure, but that doesn't really tell you exactly what types of maintenance you're going to need, repairs you're going to need, and how far in the future that is and that sort of thing. So, this will help us develop the detailed plan. Under a separate agreement, we had them look at two bridges already and that was very informative. You know, we get back tons of pictures and information about the bridges. And so, we're really looking forward to doing that same exercise for all the bridges so we can develop a prioritized capital plan and figure out which bridges need work first and what's highest priority, that sort of thing. So that's the plan.

Mayor Donchess

Anyone questions, comments? Commissioner Moriarty.

Commissioner Moriarty

I'll just make a comment. I think it's a fabulous concept. I don't remember us ever doing that before with my time on the board. And I think it's great to be proactive like this, so thank you.

Dan Hudson

Thank you.

Mayor Donchess

Commissioner Shea.

Commissioner Shea

Will funding this put us at an advantage in terms of getting projects on the state tenure plan and getting access to federal transportation dollars?

Dan Hudson

Yes, it certainly can. I mean, this is going to identify a capital need and we'll see, you know, if that's a big number, then it will kind of spur us to go seek that additional funding. We do have projects in the 10-year plan already. We wrapped up a rehab project on the Canal Street Bridge, I think that was last year, bringing that one off the red list. So, we were successful in doing that, which was great. We have the two twin bridges to Hudson. We

have rehab project plan for those. We kind of advanced engineering work with jointly with Hudson to get those ready. And then, in speaking with DOT that was further out in the program and they were able to accelerate that to this year. So, we plan to go to construction on that very soon. Which is great. The city did receive some bridge funding from DOT. So, we have a pot of money that we can use for maintenance and has as matching money for other monies that we may receive. So, we're well structured. What we've been missing is the detail about what is it that we need to do and when do we need to do it so we can plan for it accordingly.

Mayor Donchess

Thank you. All those in favor of the motion say aye. Opposed?

MOTION CARRIED: Unanimously

Mayor Donchess

Item C, Commissioner Lemen.

- c. **MOTION:** Commissioner Lemen moves to approve a Drainlayer's License for Preston Excavation, Inc., of New Boston, NH in accordance with Nashua City Code §255-19 Issuance of Drainlayer's License and authorize the Division of Public Works to temporarily suspend the license if work is found to be unsatisfactory during an initial 6-month probationary period.

Mayor Donchess

Anyone? All those in favor of the motion say aye.

MOTION CARRIED: Unanimously

- d. **Informational:** Street Opening Permits issued for Streets in Moratorium.

Mayor Donchess

Item D is an informational item. Excuse me. Does anybody have questions, comments on that? Commissioner Schoneman.

Commissioner Schoneman

I noticed there are two items on this list, both for the same address. One is water service installation, emergency water service installation, and the second was an emergency gas leak. Is that coincidence that 16 days after they had their water service done, that they happened to have a gas leak?

Dan Hudson

I think it is, but I can look into try to get more details on that. I don't have that, but as noted, they did have a dry well, so they were without water, so, there was urgency in getting their water service done, but I don't know much about the gas leak. I would need to look into that.

Commissioner Schoneman

Can you explain what that is? They have water through a well?

Dan Hudson

And they had a private well and it had run dry. That the well company, you know, explained that to us. We asked a lot about that because, you know, we want to make sure it was true, and they testified that the well was dry and so they needed water service to the home. When anybody has no water, no sanitary service, we consider those emergencies and proceed with the work. So that's the case for the water and the gas leak. I don't know the exact specifics, but I do note your point and I'll look into that.

Commissioner Schoneman

So, you were able to go in and give them, hook them up to City Water?

Dan Hudson

Yes.

Commissioner Schoneman

Thank you.

Dan Hudson

You're welcome.

X. Administration Department
a. Informational: Directors' Report

Mayor Donchess

Anyone else? Alright, we'll go on to the next item, which is the Administration, Directors' Report. And we have Mr. Patrician.

Andy Patrician

So today this would be the Assistant Directors' Report, Andy Patrician, Assistant Director of Public Works. Here we have a Main Street inspection of the Main Street Bridge. Hoyle Tanner & Associates performed an inspection of the Water Street Bridge on April 3rd by the Nashua River to assess the current conditions for maintenance and repair. We had RWC Enterprises of Nashua remove and replace catch basin odor debris traps on Main Street in support of the city CCTV inspections of the underground utilities in the advance of paving Main Street, which we're all looking forward to. This is Sunshine Paving showing prepping of some ramps on Jenny Hill Lane and Erion to make them ADA compliant before we pave the road. Park and Rec staff switching over the banners on Main Street. Also, Park and Rec getting the gardens ready for planting in the spring. This was pretty interesting. We put a grow cover down in right field at Holman Stadium to promote an early green up. They kind of do this on golf courses and stuff on the greens, which really helps. The Jewell Lane Baseball Field renovation this spring, that was ongoing. The first fertilizer, get everything greened up to get the athletic fields ready to go in some of the high-profile parks. Park and Rec staff

lining soccer fields and lacrosse fields, getting that ready for the kids to get out there and play.

Park and Rec staff has been busy beautifying the landscape beds. The Holocaust Park, Park and Rec staff edged and mulched and landscaped the beds there. This was put out to highlight our 50th year of summer fun. We'll be posting historical and current information about our long running program on the Nashua Park and Rec Facebook page starting in May. This is ongoing, this homeless camp trash cleanups down on Pine Street Extension. We've been trying to get that stuff clean as soon as we see it and get that taken care of. Crews repairing a failing sewer cover and frame on Hills Ferry Road. Crews cleaning sidewalks in preparation for the grand opening of the new art center last week. Crews repairing steps that are falling apart down on the Water Street ramp, just due to salt erosion and with the concrete and stuff like that. Crews repairing a failing catch basin and water damage on Marshall Street.

Penn Valley Pump Company came to the Wastewater facility to demonstrate one of the pumps for the staff. These are new cutaway pumps allowing mechanics to see the inside of the pump and get a good idea of what kind of maintenance is going to be required. This style of pump is being considered as a replacement for existing pumps at the facility. So hopefully that'll help us out there. Risk Management provided onsite training for staff members. The class was confined space. When the staff noted there was an issue with the flow out of the primary gravity tanks, they suited up and performed rag removal. This maintenance can only be performed effectively in the inside of the tank, and that is what requires confined space entry. One of the most recent safety committee meetings, staff expressed concern about being on the roof at the new energy recovery building. Management heard their concerns and acted immediately to rectify it and order safety railing to put all the way on around the roof up there. The wastewater facility had drying technology for the biosolids on site. It was a trailer mounted dryer that was out back, and they got us greater than 90%. I went down and saw it. It was actually pretty amazing to see how dry they got this stuff. Pretty impressive.

Superintendent Boucher gave a great tour of the digestive complex to UNH students. He loves doing that and educating people. So, thank you Superintendent. We'll start off in the spring solid waste. So, I'd like to remind all residents to maintain a proper three foot spacing in between your barrels. Just for the automated trucks can reach around and grab those barrels. They can't have anything else around them. Also, pool chemicals are hazardous waste, and they cannot be disposed of curbside. We've had numerous instances where chemicals mixed together and caught on fire. Here's probably one of them, but that could have happened. But this one was a rechargeable battery. So, make sure that you are not putting batteries in your toter neither. We can take those at the recycling center. And then Makelt Labs and the NRPC will be hosting an Electronic Device Collection on Saturday, May 13th from 8:00 AM to noon. Residents can bring working electronics and small appliances to be donated to charities. Non-working items for volunteers can take back to see if they can repair them or recycle for a taxable deductible donation. And that is it for the Directors' Report. A lot of stuff going on.

Mayor Donchess

Alright, questions, comments from anyone? Commissioner Shea.

Commissioner Shea

Sorry, I do have one question. I spoke with Alderman Lopez today. He has some concerns about the coordination and availability of information to City Departments outside of the Department of Public Works on street closures and emergency work. And I told him that I would raise the issue and see if there's anything that we can do or if there is a system in place that we can better get the word out to Departments specifically. I think transit was his big concern, because it's disruptive for folks when transit becomes aware of an issue on very short notice and is not able to inform riders in a way that allows them to accommodate for route changes or things like that. I think specifically his concern was at West Hollis and either Pine or Palm. Do you know what that trench is for that particular one? I think Dan may know.

Dan Hudson

Dan Hudson, City Engineer. Yes, so that there's gas work occurring there, and it was right in the intersection of Pine and or actually Palm and West Hollis as noted. So, it was a location, I know there was a complaint also about doing work at night in those areas, residential areas and that was the area that we just couldn't avoid -

Commissioner Shea

Yes.

Dan Hudson

-doing work at night because it was right in the intersection.

Commissioner Shea

Yes, and doing work on a busy road work at, I understand that that's -

Dan Hudson

And to the notification, I know that Lauren Byers, posts information about road closures on our Facebook page. Permittees are required to notify transit, school, the school busing companies, fire, police, there's a whole list of people they need to notify.

Commissioner Shea

Okay.

Dan Hudson

But the lead time issue is one that maybe we could look at because I do recognize it's hard for transit to make a, you know, quick change in their operation.

Commissioner Shea

Now was this level two or was it a planned bit of work?

Dan Hudson

The gas work was planned.

Commissioner Shea

Okay

Dan Hudson

Yes, unfortunately, some of our densest residential areas are the ones that are oldest and have the worst infrastructure.

Commissioner Shea

Yes.

Dan Hudson

So, you know, all this water, gas work, and sewer work, and drainage, I mean, those people I'm sure get frustrated because there's so much work happening in those areas. But it is kind of a fact of the age of those areas and the age of the infrastructure and the need for repairs.

Commissioner Shea

Yes. Especially when we're looking to pave some of the main corridors, and we want to get all that stuff done so we're not -

Dan Hudson

Yes, West Hollis is on the list. We paved a portion of the west, but to the east we needed to do some other work first. Utility work needed to happen first. So that's what's happening.

Commissioner Shea

Okay.

Dan Hudson

And I did have a follow up on Commissioner Schoneman's question. I have great staff and my deputy city engineer's back at the office watching the meeting. So, he texted me to tell me that they actually hit the gas when they were digging for the water.

Commissioner Schoneman

I wondered.

Dan Hudson

So, they were a hundred percent related because the gas was an unfortunate result of the work occurring for the water. So that repair was made to the gas, of course permitted a separate entity for that and, but it was all in the same footprint. So that's what that was.

Commissioner Schoneman

Thank you.

Dan Hudson

Yes, you're welcome. Thank you.

Commissioner Shea

And could I just circle back for a moment? So, it's the person who's taking out the permit who's obligated to inform departments, is that right? And do those departments sign off on something? I know like when we do an encumbrance for an event or something like that, there have to be various departments that say, okay, that's good. Is that I kind of lost my question.

Dan Hudson

The answer is no.

Commissioner Shea

Okay.

Dan Hudson

There's no procedure where they have to sign off. It falls under the public works realm to permit those things.

Commissioner Shea

Yes.

Dan Hudson

It's more of a notification process. I mean, for the ones that are longer term or that we can anticipate, like performing arts center for example. That was going to be a long-term traffic pattern change. And the departments got together, and we talked that one through. But the shorter duration projects, we don't. We have worked, and we need to probably work harder at, but we wanted to set up more of an email distribution list so that there was an easier way for people to notify all the departments at once. I know some departments require a phone call just because of how they dispatch. But we're trying to, we would like to establish some system like that. And in the future, I can see a public facing page, you know, with an area on a map where you can go click and get information about what the permit is probably. But for now, the best resource for people is to follow us on Facebook. Because that's where posts the notifications.

Commissioner Shea

Yes. I think for the public, that's great. Now is transit technically a third party to the city?

Mayor Donchess

Transit is operated under contract by, yes, a third party. But there is city staff that oversees their operation.

Commissioner Shea

I'm just wondering if there's any communication issue where they're kind of like separate, quasi separate from the city. But it seems to me like the fire and the police issue, they're going to get where they're going no matter what. And, but transit seems to really be the sticky point and I'm fully sympathetic to the night work and to the demands that the old infrastructure really has and there's no way around it. But I think specifically the transit communication, if we can do something to button that up specifically, I think that'll really help.

Dan Hudson

Okay. Thank you.

Commissioner Shea

Thank you.

XI. Commissioner's Comments:

Mayor Donchess

Anyone else? Alright, well we have commissioner's comments. Any commissioners have comments?

XII. Personnel:

Mayor Donchess

Personnel, item a, Commissioner Schoneman.

- a. **MOTION:** Commissioner Schoneman moves to approve and unseal the non-public minutes for Personnel from the Board of Public Works meeting of March 23rd, 2023.

Mayor Donchess

All those in favor of the motion say aye.

MOTION CARRIED: Unanimously

Mayor Donchess

Item b, Commissioner Moriarty.

- b. **MOTION:** Commissioner Moriarty moves to accept the retirement of Arthur McCann, Groundskeeper Maintenance effective April 28th, 2023.

Mayor Donchess

All those in favor of the motion say aye.

MOTION CARRIED: Unanimously

Mayor Donchess

Item c, Commissioner Shea.

- c. **MOTION:** Commissioner Shea moves to accept the resignation of David Ducharme, Collection System Operator effective April 19th, 2023.

Mayor Donchess

All is in favor of the motion, say aye.

MOTION CARRIED: Unanimously

Mayor Donchess

And item d, Commissioner Lemen

- d. **MOTION:** Commissioner Lemen moves to accept the resignation of Peter Kohalmi, Senior Staff Engineer effective May 5th, 2023.

Mayor Donchess

And now we have, oh, all those in favor of the motion, say aye.

MOTION CARRIED: Unanimously

Mayor Donchess

We now have a non-public session. Commissioner Moriarty.

XIII. Possible Non-Public Session:

- a. **Non-Public Session:** Commissioner Moriarty moves by roll call the board go into non-public session pursuant to RSA 91-A:3, II(b), The hiring of any person as a public employee.

Mayor Donchess

Alright. Roll call. Could you call the roll please?

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

Yea: Mayor Donchess, Commissioner Moriarty, Commissioner Schoneman, Commissioner Lemen, Commissioner Shea	5
Nay:	0

MOTION CARRIED: Unanimously

Mayor Donchess

And we will go into non-public session.

Patti Rogers

Thank you.

[Non-Public Session]

Mayor Donchess

We're back on.

Patti Rogers

Yes.

Mayor Donchess

Alright. Now we have a motion from Commissioner Moriarty.

- b. **MOTION:** Commissioner Moriarty moved by roll call to seal the minutes of the Board of Public Works' personnel, non-public meeting of April 27th, 2023. Until such time as the majority of the board votes, that the purpose of the confidentiality would no longer be served

Commissioner Moriarty

That would be a roll call.

Mayor Donchess

Could you please call the roll?

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

Yea: Mayor Donchess, Commissioner Moriarty, Commissioner Schoneman, Commissioner Lemen, Commissioner Shea	5
Nay:	0

MOTION CARRIED: Unanimously

Mayor Donchess

And now I believe we have a motion from Commissioner Moriarty.

- c. **MOTION:** Commissioner Moriarty moves that we adjourn the meeting.

Mayor Donchess

Thank you. All those in favor of the motion say aye. Opposed?

MOTION CARRIED: Unanimously

Meeting adjourned at 4:46 PM.

DRAFT



City of Nashua
Community Development Division
City Hall, 229 Main Street, PO Box 2019
Nashua, New Hampshire 03061-2019
www.nashuanh.gov

Community Development	589-3095
Planning and Zoning	589-3090
Building Safety	589-3080
Code Enforcement	589-3100
Urban Programs	589-3085
Conservation Commission	589-3105
Transportation	880-0100
Sustainability	589-3092

Date: April 16th, 2023

To: Lisa Fauteux, Public Works Director
Board of Public Works

From: Matt Sullivan, Community Development Director

Re: 2023 Bird Rides Encumbrance Permit Request Memorandum

The City of Nashua and Bird Rides are requesting to continue their partnership for shared electric scooter deployment in select areas for the 2023 season from late April until October 15th (at the latest). Scooters will be available through a smartphone application and riders pay to use the scooter per minute, at no cost to the City. Working together with the Office of Corporation Counsel, we have concluded that the use and potential parking of scooters within the ROW/sidewalk area requires formal approval by the Board of Public Works.

Bird is in the process of contracting with a local Fleet Manager to manage and operate the scooter-sharing service. Under the "Fleet Manager" model, each manager will share the responsibility of launching, balancing, charging and maintaining between 125 and 200 scooters. The scooters will be available for rent between 5 AM and 12AM. Bird scooters are taken out of service for charging and this is often done overnight. Scooters that are fully charged will stay out but will be locked and will not be able to be rented between midnight and 5 AM. The City will be working collaboratively with Bird to identify locations for morning deployment based on preferred commuting and recreational patterns/locations.

Scooters will have a maximum speed of 15 mph and riders are required to be 18 years old or older. In-app safety messaging encourages riders to wear a helmet on every ride. Riders are required to obey all standard rules of the road, yield to pedestrians, and park scooters out of the way of public pathways, doorways and driveways.

The Bird application includes a Community Mode feature that facilitates issue reporting and support tickets are routed to our local Fleet Manager and Bird Account Manager. Bird also has a 24/7 toll-free phone line for support and a general support e-mail address. The City's Agreement with Bird stipulates that when a parking, maintenance, or other issue is reported between 6AM and 9PM, the response will be within 2 hours of the time of report and when reported between 9PM and 6 AM, the response will be prior to 8AM. The application supports over 25 languages and uses a Community Pricing program that offers a 50% discount to eligible low-income riders, Pell grant recipients, select local nonprofit and community organizations, veterans, and senior citizens.

The service deployment area for scooter usage is identical to the area used in 2022, extending from Nashua High School North, east to the Merrimack River, and from Greeley Park south to Rivier University (Exhibit 1 on page 2). The service area can be adjusted based on demand, by request, or for special events such as parades, and preferred/no-parking zones may be designated. Please note that for the 2023 season, a deployment area exclusion is proposed for the area shown in Exhibit 2 on page 2 within Mine Falls Park.

I will serve as the Point of Contact for this initiative and will work directly with the Account Manager at Bird. Should you have any questions, I can be reached at sullivanm@nashuanh.gov or 589-3090.

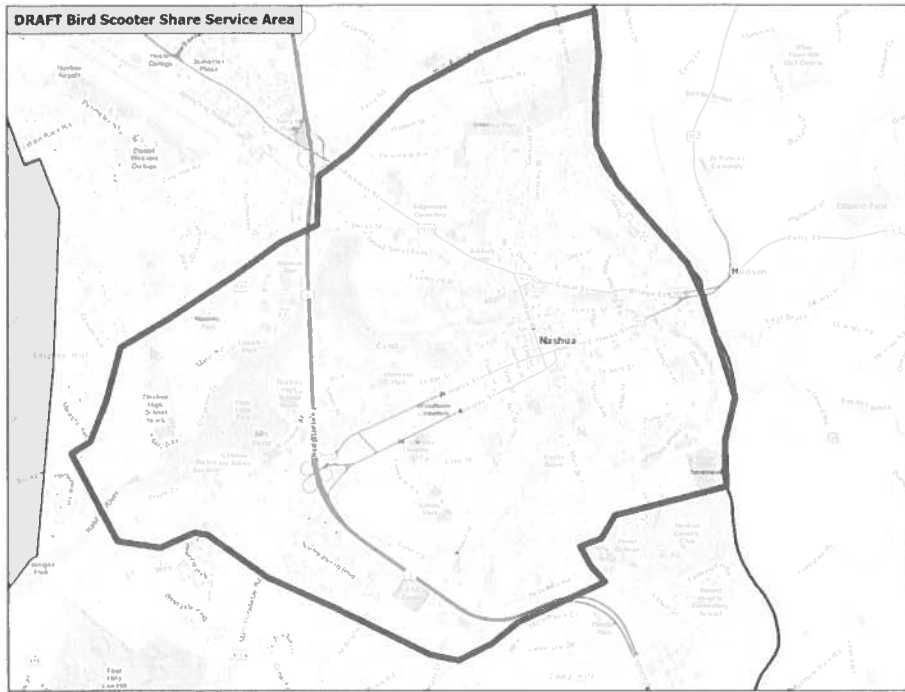
Thank you for your consideration of this request.

Sincerely,

Matt Sullivan
Community Development Division Director
City of Nashua

(file)

Exhibit 1 - Scooter General Deployment Area/Geo-Fence



City of Nishua, Iowa 75 WEST PARKWAY, EAST OF I-80, CORNER 200 WEST 7TH STREET, NISHUA, IOWA 52158

Exhibit 2 - Scooter Deployment Area Exclusion

