

**Nabadwip Municipality**  
**Nabadwip, Nadia**

Minutes of proceeding of the meeting of the Board of Administrators of Nabadwip Municipality held its office on 30.06.2020 at 3:00pm

**Member Present**

- 1) Sri Biman Krishna Saha, Chairperson, Board of Administrators, N.M
- 2) Sri Sachindra Basak, Members of the Board of Administrators, N.M.
- 3) Smt. Chaitali Guin, Members of the Board of Administrators, N.M
- 4) Sri Mihir Kanti Pal, Members of the Board of Administrators, N.M
- 5) Sri Netai Chandra Das. Members of the Board of Administrators, N.M

Officer present: Sri Amitabha Bhattacharya, Executive Officer, Nabadwip Municipality

Sri Biman Krishna Saha, Chairperson, Nabadwip Municipality takes the Chair and the meeting begins.

**Resolution No.01 (Item No:1):-** Question :- N I L

**Resolution No.02 (Item No:-2) :-** Read and confirmed the Minutes of Proceedings of the last meeting of the Board of Administrators of Nabadwip Municipality held on 29.05.2020

**Resolution No.03 (Item No.3):-** Taken up the item for consideration of the business postponed from the last ordinary meeting of the Board of Administrators of Nabadwip Municipality.

(No business postponed last ordinary meeting of the Board of Administrators of Nabadwip Municipality the item stands left out).

**Item No:04 :-** Other Matters.

**Serial No:-01:-** Take up the application of Shri Biswanath Bandyopadhyay Clerk on contract basis, Nabadwip Municipality regarding revision of contractual remuneration. This matter has been placed in the BOA meeting for discussion. After discussion it has been resolved that on the basis of his seniority & valued service to this office, the office of the Board of Administrators of Nabadwip Municipality has enhanced his Monthly contractual remuneration Rs 1000/-. Now his revised monthly contractual remuneration is Rs 12000/- w.e.f 01.07.2020. After discussion the said matter is passed & approved.

**Serial No:-02:-** Taken up the report of Altaf Sheikh, Majdoor regarding applying for Rs 7,00,000/- as advance in connection with COVID-19. This matter has been placed in the BOA meeting for discussion. After discussion it has been resolved that the application of Altaf sekh regarding advance of Rs 7,00,000/- for the purpose of COVID-19 has been passed & approved.

**Serial No:-03:-** Taken up the notification received from Government of West Bengal Department of Urban Development & Municipal Affairs (Municipal Affairs Branch) vide no:- 527/MA/O/C/-4/1M-1/2001 (Pt-II), dated Kolkata the 9<sup>th</sup> June 2020 regarding engagement of the former councillors as Ward Coordinators. This matter has been placed in the BOA meeting for discussion. After discussion it has been resolved that the Board of Administrators appointed the Ward Coordinators in 24 nos. of ward for smooth running of the day to day different activities in their respective ward along with managing the current situation caused due to COVID-19 outbreak etc. It is also stated here that Ward Coordinators appointment/engagement is upto the discretion of Chairperson as well as Board of Administrators. They can change as & when required. After discussion the said matter is passed & approved.

**Serial No:-04:-** Taken up the report of Sri Somenath Das, Collecting Sarkar, Nabadwip Municipality regarding adjustment of Rs 1,00,000/- only taken as advance in connection with Samabyathi Scheme vide cheque No:-918636, dated:-15.04.2020 and voucher no:-57, dated:- 15.04.2020. This matter has been placed in the BOA meeting for discussion. After discussion the said matter is passed & approved.

**Serial No:-05:-** Resolved the action taken by the Chairman, Nabadwip Municipality in sanctioning the following estimate in anticipation of the approval of the Board of Councillors of Nabadwip Municipality and are approved.

- 1) Estimate No:-01/PHC/NM/2020-2021, Dated:-15.06.2020 regarding repairing & maintenance work of all vehicles at the estimated cost of Rs 24,97,600.00/-

**Serial No:-06:-** Resolved the action taken by Chairperson, Nabadwip Municipality in approving the following Comparative Statement in anticipation of the approval of the Board of Administrators of Nabadwip Municipality

- 1.) Supply of Gloves, Mask & lock vide quotation no:-22/store/NM/2020-21, dated:-01.06.2020
- 2.) Supply of certificate pad vide quotation no:-16/store/NM/2020-2021, dated:-19.05.2020
- 3.) Supply of stamp & wall clock vide quotation no:-17/store/NM/2020-2021, dated:-19.05.2020
- 4.) Supply of certificate pad vide quotation no:-18/store/NM/2020-2021, dated:-22.05.2020
- 5.) Supply of connector vide quotation no:-19/store/NM/2020-2021, dated:-25.05.2020
- 6.) Supply of Sataranji, Bed sheet & Pillow vide quotation no:-20/store/NM/2020-2021, dated:-27.05.2020
- 7.) Supply of Sanitizer vide quotation No:-21/store/NM/2020-2021, Dated:-29.05.2020.

**Serial No:-07:-** Resolved the action taken by the Chairperson, Nabadwip Municipality in approving the following NOC in anticipation of the approval of the Board of Administrators of Nabadwip Municipality

- 1) Mrs Madhabi Lata Majumder W/o Hiralal Majumder to change the character of land from "Karkhana" to "Viti" holding no:-72, ward no:-18
- 2) Mr Sahadeb Rajbanshi S/O Madan Mohan Rajbanshi to change the character of land from "Aush" to "Viti" holding no:-140/2, ward no:-7
- 3) Mr Partha Sarma S/O Gopal Sarma to change the character of land from "Bagan" to "Viti" holding no:-43/2/A, ward no:-14
- 4) Mr Nitai Basak S/O Nitai Basak to change the character of land from "Aush" to "Viti" holding no:-1394/2, ward no:-6

**Serial No:-08:-** Resolved the action taken by the Chairperson, Nabadwip Municipality in approving the following site plans in anticipation of the approval of the Board of Administrators of Nabadwip Municipality

- 1) Narayan Chandra Dutta 34/4, Acharya Para Lane, Nabadwip, Nadia ward no:-01 vide no:-274 P.W dated:-28/01/2020
- 2) Gouri Sankar Karmakar, 71/1, Bowbazar Road Ward No:-10, Nabadwip, Nadia vide no:-285 P.W date:-20/02/2020
- 3) Rajib Kumar Thakur, Sanjib Kumar Thakur, 11, Dearapara Ghat Road, Ward NO:-17, Nabadwip, Nadia Vide No:-292 P.W, Date:-29.02.2020
- 4) Gautam Saha & Mita Saha 27, Pratap Goswami Road, Ward No:-13, Nabadwip, Nadia vide No:-300 P.W date:-06.03.2020
- 5) Atindra Kumar Goswami, 114 Prachin Mayapur south Ward No:-07, Nabadwip, Nadia Vide No:-301 P.W, date:-06.03.2020
- 6) Goutam Hensh & others, 19 Dandapanitala Road, Ward No:-12, Nabadwip, Nadia vide No:-307 P.W, Date:-11.03.2020

- 7) Susmita Kundu alias susmita debnath kundu Dipankar Debnath,300/1,Buroshibtala Road,Ward No:-2,Nabadwip,Nadia vide no:-14 P.W,date:-08/06/2020.

**Serial No:-09:-** Resolved the action taken by the Chairperson,Nabadwip Municipality in approving the following Building plans in anticipation of the approval of the Board of Administrators of Nabadwip Municipality

- 1) Narayan Chandra Dutta 34/4,Acharya Para Lane,Nabadwip,Nadia ward no:-01 vide no:-BP/375/NM/2019-20, dated:-03/02/2020
- 2) Gouri Sankar Karmakar,71/1,Bowbazar Road Ward No:-10,Nabadwip,Nadia vide no:-BP/387/NM/2019-20 date:-20/02/2020
- 3) Rajib Kumar Thakur,Sanjib Kumar Thakur,11,Dearapara Ghat Road,Ward NO:-17,Nabadwip,Nadia Vide No:-BP/397/NM/2019-2020,,Date:-03.03.2020
- 4) Gautam Saha & Mita Saha 27,Pratap Goswami Road,Ward No:-13,Nabadwip,Nadia vide No:-BP/403/NM/2019-20 date:-06.03.2020
- 5) Atindra Kumar Goswami,114 Prachin Mayapur south Ward No:-07,Nabdwp,Nadia Vide No:-BP/404/NM/2019-20,date:-06.03.2020
- 6) Goutam Hensh & others,19 Dandapanitala Road,Ward No:-12,Nabadwip,Nadia vide No:-BP/409/NM/2019-20,Date:-13.03.2020
- 7) Susmita Kundu alias susmita debnath kundu Dipankar Debnath,300/1,Buroshibtala Road,Ward No:-2,Nabadwip,Nadia vide no:-BP/27/NM/2020-21,date:-08/06/2020.

**Serial No:-10:-** Taken up the item for consideration of some applications of municipal employees praying for leave as admissible under leave Rules.

And it is resolved that the following employees be and are granted half pay and commuted leave on medical ground for the period mentioned against their names below:-

Sl. No.	Name & Designation of the employees	Period of leave sanctioned
1	Dhanu Hari	15.04.2020 to 06.05.2020
2	Tapash Mondal,SAE	08.06.2020 to 17.06.2020
3	Alok Kumar Ghosh,	20.04.2020 to 08.06.2020
4	Manoj Mathor	13.02.2020 to 20.02.2020

Double number of half pay leave will be debited for their respective half pay leave balance.

**Serial No:-11:-** Taken up the report of Rana Bhowmick, Urban Planner, N.M regarding engagement of some local level persons for data collection on ward basis for preparation of Bio diversity register. This matter has been placed in the BOA meeting for discussion after discussion the said matter is passed & approved.

**Serial No:-12:-** Taken up the report of Sourav Kumar Das OS In-Charge, Nabadwip Municipality regarding periodical increment of the employees of Nabadwip Municipality. This matter has been placed in the BOA meeting for discussion. After discussion it has been resolved that in terms of the provision in paragraph No 9 of the M.A Department's Resolution No.1159/MA/O/C-4/1R-1/2019,dated 26.12.2019 the employees are entitled to get annual increments with effect from 01.07.2020 on such terms & conditions as laid down in the said Govt. Resolution dated on 26.12.2019.It is also stated that One hundred thirty

eight employees are entitled to periodical increment on 01.07.2020 & onwards under ROPA-2019. Four employees are entitled to periodical increment on 01.07.2020 & onwards under ROPA-2019 were appointed in unsanctioned posts. So total 142 employees are entitled to periodical increment for the month of July 2020 & onwards under ROPA 2019. After discussion the said matter is passed & approved.

**Serial No:-13 :- (Addenda):-** Resolved the action taken by Chairperson, Nabadwip Municipality in sanctioning the following estimates in anticipation of the approval of the Board of Administrators of Nabadwip Municipality;

- i) Estimate No:-032 of 2020-2021 regarding supply, Installation & commissioning of 50 nos. CCTV Camera for outdoor purpose at different area of Nabadwip Municipality at the estimated cost of Rs 25,37,130.00/-

**Serial No:-14: ( Addenda):-** Resolved the action taken by Chairperson, Nabadwip Municipality in approving the following Comparative Statement in anticipation of the approval of the Board of Administrators of Nabadwip Municipality

- I) Supply of Led Tube, Starter, Ballast, Lamp & Igniter vide quotation no:-23/store/NM/2020-21, dated:-09.06.2020
- II) Supply of Sataranji, Bed Sheet, Pillow vide quotation no:-24/store/NM/2020-21, dated:-10.06.2020
- III) Supply of Certificate Pad vide quotation no:-25/store/NM/2020-21, dated:-10.06.2020
- IV) Supply of GLIPOSET vide quotation no:-26/store/NM/2020-21, dated:-12.06.2020
- V) Supply of Scorpio Car Tyres (WB52-AG-2841) vide quotation no:-27/store/NM/2020-21, dated:-12.06.2020
- VI) Supply of A4 Paper & File vide quotation no:-28/store/NM/2020-21, dated:-12.06.2020
- VII) Supply of Holder & Ballast vide quotation no:-29/store/NM/2020-21, dated:-18.06.2020
- VIII) Supply of Larvacidul Oil vide quotation no:-30/store/NM/2020-21, dated:-18.06.2020

**Serial No:-15:- (Addenda)** Resolved the action taken by Chairperson, Nabadwip Municipality in sanctioning the following estimates in anticipation of the approval of the Board of Administrators of Nabadwip Municipality;

- i) Estimate No:-028 of 2020-2021 regarding construction of 1<sup>st</sup> floor of Nabadwip Silpi Gosthi Granthagar, Jognathtala Road in the limits of Nabadwip Municipality ward no:-03 at the estimated cost of Rs 1,99,994.00/-
- ii) Estimate no:-029 of 2020-2021 regarding supplying of steel almirah & Book self for Nabadwip BAR Association at the estimated cost of Rs 2,02,941.00/-
- iii) Estimate No:-030 of 2020-2021 regarding supplying of Drawers for use for Lawyers for Nabadwip BAR Association at the estimated cost of Rs 2,03,302.00/-
- iv) Estimate No:-031 of 2020-2021 regarding supplying of Chair & Table for Nabadwip BAR Association at the estimated cost of Rs 3,01,018.00/-
- v) Estimate No:-033 of 2020-2021 regarding supplying of 5 nos. Air Conditioners (2 Ton) for Nabadwip BAR Association at the estimated cost of Rs 3,04,986.00/-
- vi) Estimate No:-034 of 2020-2021 regarding supplying of Repair, Renovation with decoration of Nabadwip BAR Association at the estimated cost of Rs 1,01,623.00/-
- vii) Estimate No:-035 of 2020-2021 regarding supplying of Law Books of Nabadwip BAR Association at the estimated cost of Rs 4,06,642.00/-

**Serial No:-16(Addenda)** To consider the report of Sri Somenath Das, Collecting Sarkar, N.M Nabadwip Municipality regarding adjustment of Rs 3,00,000/- only taken as advance in connection with Samabyathi Scheme vide cheque No:-918636,dated:-15.04.2020 and voucher no:-57,dated:- 15.04.2020. This matter has been placed in the BOA meeting for discussion. After discussion the said matter is passed & approved.

**Serial No:-17(Addenda) :-** Taken up the report of Surajit Saha Officer heading Revenue Dept, N.M regarding collection of municipal property tax & collection of Toll Tax. This matter has been placed in the BOA meeting for discussion. After discussion it has been resolved that in pursuance of the resolution no 5 (Item No-5) serial no 1 passed by the meeting of Board of councillors held on 28.02.2011 stated that responsibility of collection of municipal property tax has been transferred to four nos. community Development Societies under SJSRY programme presently merged to NULM, Nabadwip Municipality vide G.O No:-33/2015 (Pt-I)/2872. It is also stated that as per G.O No:-518/MA/O/C-4/1M-10/2003 the persons who are engaged for collection of property Tax their monthly honorarium was made on commission basis & in the same terms & condition adopted by the Municipal Authority of Nabadwip Municipality.

It is also resolved that in pursuance of the resolution no 5 (Item No-5) serial no 14 passed by the meeting of Board of councillors held on 29.05.2012 stated that responsibility of collection of Toll Tax from the six entry points has been transferred to the four nos. community Development Societies under SJSRY programme presently under NULM, Nabadwip Municipality vide G.O No:-33/2015 (Pt-I)/2872. It is also stated that as per G.O No:-518/MA/O/C-4/1M-10/2003 the persons who are engaged for collection of Toll Tax their monthly honorarium was made on commission basis & the same terms & condition imposed by the Municipal Authority of Nabadwip Municipality.

After discussion of the pros & cons of the said matter the Board of Administrators of Nabadwip Municipality has decided that the commission structure, terms & condition will be same as resolution taken in the Board of Councillors meeting dated on 28.02.2011 & 29.05.2012 respectively.

There being no other item to transact the meeting ends with thanks to & from the chair.



Chairperson  
Nabadwip Municipality

**Chairperson**  
**Nabadwip Municipality**