

## REPORT OF THE FINANCE COMMITTEE

JULY 6, 2016

A meeting of the Finance Committee was held on Wednesday, July 6, 2016, at 7:03 p.m. in the Aldermanic Chamber.

Mayor Jim Donchess, Chair, presided.

Members of the Committee present: Alderman-at-Large Lori Wilshire  
Alderman-at-Large Michael B. O'Brien  
Alderman June M. Caron  
Alderman Ken Siegel

Members not in Attendance: Alderman-at-Large Mark S. Cookson. Vice Chair  
Alderman Benjamin M. Clemons

Also in Attendance: Assistant Chief Brian Rhodes, Nashua Fire Rescue  
Mr. David G. Fredette, City Treasurer  
Ms. Sarah Marchant, Director, Community Development  
Mr. Dan Kookan, Purchasing Manager

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PUBLIC COMMENT - None

### COMMUNICATIONS

**MOTION BY ALDERMAN SIEGEL THAT THE RULES BE SO FAR SUSPENDED AS TO ALLOW FOR THE INTRODUCTION OF A COMMUNICATION RECEIVED AFTER THE AGENDA WAS PREPARED  
MOTION CARRIED**

From: Mayor Jim Donchess

Re: Emergency Replacement of 60 Ton Condensing Unit at Nashua Public Library (Value: \$46,075)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AUTHORIZE THE PAYMENT OF \$46,075 TO PALMER & SICARD. FUNDS ARE AVAILABLE IN THE GENERAL FUND, ESCROW FUNDS, MAJOR CAPITAL OUTLAYS/IMPROVEMENTS**

### ON THE QUESTION

Alderman Siegel

I have no problem with the library replacing this as it is clearly a high priority item. It's just the source of funding. Does the library have trust funds available for this type of emergency?

Mayor Donchess

Mr. Fredette can come forward but I think he will verify that they have funds in reserve for this air conditioner replacement which they anticipated would be needed.

Mr. Fredette

The money they are asking to use is escrow money from fiscal year '16 that they have had for air conditioning work there. They do have quite a bit of trust funds. Most of their trust funds are restricted for a specific use, usually it's related to books, concerts and that kind of stuff so I don't know if they have any that could be used for this, I really can't answer that. They are doing a lot of construction there now on a certain wing but that was all through the Chandler Memorial Trust which is allowed to be used for that.

Mayor Donchess

The answer is that this money has been previously escrowed.

Mr. Fredette

Yes, from fiscal '16, last year it was escrowed.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: HVAC Preventative Maintenance Agreement (Value: \$14,541)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO AE MECHANICAL, INC., IN THE AMOUNT OF \$14,541. FUNDS ARE AVAILABLE IN DEPARTMENT 152, FIRE; GENERAL FUND; 54, PROPERTY SERVICES**  
**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Purchase of Access Control and Camera System for Riverside Building (Value: \$24,989)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AUTHORIZE THE PURCHASE FROM TYCO INTEGRATED SECURITY IN THE AMOUNT OF \$24,989. SOURCE OF FUNDING IS DEPARTMENT 156, EMERGENCY MANAGEMENT; 2014 STATE HOMELAND SECURITY PROGRAM (SHSP) GRANT; SECURITY EQUIPMENT AT RIVERSIDE**  
**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: CodeRED Contract (Value: \$22,000)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND, CONTINGENT UPON BOARD OF ALDERMEN APPROVAL, AWARD THE CONTRACT TO EMERGENCY COMMUNICATIONS NETWORK IN THE AMOUNT OF \$22,000. FUNDS ARE AVAILABLE IN DEPARTMENT 156, EMERGENCY MANAGEMENT; GENERAL FUND; 54, PROPERTY SERVICES**

ON THE QUESTION

Alderman Siegel

I had a question as to whether or not the CodeRED is actually useful in the day in age that we are in now where we have a variety of devices such that technology seems to exceed the requirements that we have for this as little as two or three years ago. I am getting alerts on my iPhone well in advance of a CodeRED alerts. I see the advantage of a notification system but I wonder if it's something that doesn't already sort of exist by way of social networking and other constructs.

Mayor Donchess

I can give a general answer but maybe it would be worthwhile to have Mr. Kates come in and discuss the pros and cons. I think some people don't have those devices and therefore there are these phone notifications. I don't think there is any particular rush on this, do you Mr. Kooken?

Mr. Kooken

No, I don't think so.

Mayor Donchess

Would you like Mr. Kates to come in?

Alderman Siegel

Yes.

**MOTION BY ALDERMAN SIEGEL TO AMEND TO TABLE TO ALLOW FOR JUSTIN KATES TO ATTEND THE NEXT FINANCE COMMITTEE MEETING  
MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Broad Street Parkway Bridge LED Lighting (Value \$149,979)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO PORT LIGHTING, INC., IN THE AMOUNT OF \$149,979. SOURCE OF FUNDING IS DEPARTMENT 181, COMMUNITY DEVELOPMENT; CAPITAL PROJECT FUND; 54, PROPERTY SERVICES**

ON THE QUESTION

Mayor Donchess

These are the funds that were donated by Mr. Stahl from Hollis and we accepted those funds sometime last term and this is, after several rounds of bidding, this is the proposal that is being recommended by the staff.

Alderman Siegel

I'd like to thank the staff for a lot of hard work because I remember when the quotes first came in for this they were significantly higher and we really in doubt as to whether or not we would be able to do this. It is a generous gift and we appreciate that as well as the hard work.

Mayor Donchess

I second that.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Parking John Deere Gator Utility Vehicle (Value \$20,700)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO NASHUA OUTDOOR POWER EQUIPMENT IN THE AMOUNT OF \$20,700. FUNDS ARE AVAILABLE IN DEPARTMENT 166, PARKING; GENERAL FUND; 54, PROPERTY SERVICES**

ON THE QUESTION

Alderman O'Brien

I don't see that the other vehicle is being traded in. What will happen with the old gator that we have?

Ms. Marchant

The old gator has been requested by Emergency Management so they can use it for events. It has not been officially determined yet, it could certainly go to auction if that was not the best use for it. Emergency Management has all kinds of events that they use things for and this is something that they can take and maintain.

Alderman O'Brien

I think Emergency Management is also one of the wise choices but we do have a large, wooded area in the city that we do take advantage of and that's the Mine Falls Park and to gain access with the fire department over the years such as brush fires and injuries; I wonder if there might be communication with the fire department and maybe they can work together, just an idea.

Ms. Marchant

I am happy to pass that along, absolutely.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Engineering Services for Park and Ride at 25 Crown Street (Value \$198,275)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO MCFARLAND JOHNSON IN THE AMOUNT OF \$198,275. SOURCE OF FUNDING IS DEPARTMENT 181, COMMUNITY DEVELOPMENT; NEW HAMPSHIRE DOT, CONGESTION MITIGATION AND AIR QUALITY PROGRAM; 53, PROFESSIONAL SERVICES**

ON THE QUESTION

Mayor Donchess

As the memo implies this is a grant and not city tax funds.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: FY17 Bio-Diesel Fuel Contract for Nashua Transit (Value \$1.8457 per Gallon)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO EAST RIVER ENERGY IN THE AMOUNT OF \$1.8457 PER GALLON. FUNDS ARE AVAILABLE IN DEPARTMENT 186, NASHUA TRANSIT; GRANT FUNDS; 61, FUEL**

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Approval of Agreement to Additional Requirements for Technologies other than High Pressure Sodium or Metal Halide Lighting (Value: \$0.00)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AUTHORIZE THE AGREEMENT WITH PSNH D/B/A EVERSOURCE ENERGY**

ON THE QUESTION

Alderman Siegel

Why did we have to approve a tariff which we have no authority over? I'm confused. There's no dollar amount and there's no flexibility one way or the other.

Mayor Donchess

I think Eversource wanted an approval.

Mr. Kooken

We went to legal and they suggested that it would be a good idea to bring it before the committee since it is tied loosely with the LED lighting project.

Mayor Donchess

The tariff is the set of regulations issued by the state PUC concerning street lighting.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager

Re: Main Street Sidewalk Improvements – Block 3 & 4 Installation of Brick Crosswalks (Value: \$17,765)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO MORIN'S LANDSCAPING IN THE AMOUNT OF \$17,765. SOURCE OF FUNDING IS DEPARTMENT 161, STREETS; GENERAL FUND; MAIN STREET**

ON THE QUESTION

Alderman Siegel

There were nine vendors solicited and only one responded, Morin's. That's unusual, do you know why?

Mr. Kooken

I don't know if it's because everybody is so busy. It's a pretty short job once they get it started, like a couple of days.

Alderman Siegel

But that's not usual.

Mr. Kooken

We've had a lot of problems with getting people to bid on the crosswalk work.

Alderman Siegel

Is that because of the nature of the job or the nature of the purchaser?

Mr. Kooken

I think it's the nature of the job.

Mayor Donchess

The person that could explain this best is Lisa Fauteux, Director of Public Works and she is on vacation this week. We could wait for a full explanation Alderman Siegel.

Alderman Siegel

No, we have a sole bidder and we don't want our sole bidder not to do it.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager

Re: Main Street Sidewalk Improvements – Block 3 & 4 Granite Curbing at Crosswalks and Median Islands (Value: \$16,120)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO GRANITE STATE CURBING SETTERS, INC. IN THE AMOUNT OF \$16,120. FUNDS ARE AVAILABLE IN DEPARTMENT 161, STREETS; GENERAL FUND; MAIN STREET  
MOTION CARRIED**

From: Dan Kooken, Purchasing Manager

Re: Amendment #1 to Contract with Stantec – Pavement Management (Value: \$12,000)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AUTHORIZE AMENDMENT #1 TO THE CONTRACT WITH STANTEC CONSULTING SERVICES, INC. IN THE AMOUNT OF \$12,000. SOURCE OF FUNDING IS DEPARTMENT 161, STREETS; PRIOR YEAR ESCROW; 53, PROFESSIONAL SERVICES**

ON THE QUESTION

Alderman Siegel

The original contract was for a little over \$5,000 for the exact same thing and now we've tacked on \$12,000; what's changed?

Mayor Donchess

They are coming forward with a significant written report that will not only explain the criteria by which they have evaluated all of the streets but will list the streets and each street and what condition it is in and make recommendations which will all be presented in a single report. This addition was necessary for the preparation of this written report which everyone on the Board of Aldermen and the Board of Public Works will get a copy of.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Purchase of Various Chemicals for the Wastewater Treatment Facility (Value: \$571,000)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AUTHORIZE THE PURCHASE FROM THE VENDORS PROVIDED THEREIN FOR A TOTAL PURCHASE PRICE OF \$571,000. FUNDS ARE AVAILABLE IN DEPARTMENT 169, WASTEWATER; 61, SUPPLIES & MATERIALS  
MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Waukesha Generator Maintenance (Value: Not-to- Exceed \$30,000)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO HIGHLAND POWER IN AN AMOUNT NOT-TO-EXCEED \$30,000. SOURCE OF FUNDING IS DEPARTMENT 169, WASTEWATER; 54, PROPERTY SERVICES  
MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Analytical Testing Services (Value: Not-to-Exceed \$15,000)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO CHEMSERVE ENVIRONMENTAL ANALYSTS IN AN AMOUNT NOT-TO-EXCEED \$15,000. FUNDS ARE AVAILABLE IN DEPARTMENT 169, WASTEWATER; 53, PROFESSIONAL & TECHNICAL SERVICES  
MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: NWWTF Capacity Analysis Study Update (Value: \$19,898)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO HAZEN & SAWYER IN THE AMOUNT OF \$19,898. SOURCE OF FUNDING IS DEPARTMENT 169, WASTEWATER; 53, PROFESSIONAL & TECHNICAL SERVICES  
MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Sewer and Drain Pipe and Structure Inspection (Value: \$113,423)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO TED BERRY COMPANY IN THE AMOUNT OF \$113,423. SOURCE OF FUNDING IS DEPARTMENT 169, WASTEWATER; SEWER REHAB**

ON THE QUESTION

Alderman Caron

I know that we've spent a lot of money at the wastewater treatment plant but I am happy that we are continuing to move and make sure that everything is up and running because that is a very important facility for the City of Nashua.

Alderman Siegel

We started with the core of the wastewater treatment plant and now we are expanding outward with the addition of the SCADA system which is a data analysis gathering tool. We are going to want to know what the status is of our sewer lines are. We do appreciate the hard work of the folks at our DPW.

Alderman Wilshire

I will echo what Alderman Caron said. Having been the Ward 7 Alderman for many years that treatment facility has come a long way and to maintain it as well is in our best interest.

**MOTION CARRIED**

From: Dan Kookan, Purchasing Manager  
Re: Contract Award for Renewal of USDA Wildlife Management Service Agreement  
(Value: Not-to-Exceed \$67,696)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO USDA WILDLIFE SERVICES IN AN AMOUNT NOT-TO-EXCEED \$67,696. SOURCE OF FUNDING IS DEPARTMENT 168, SOLID WASTE; 53, PROFESSIONAL & TECHNICAL SERVICES**  
**MOTION CARRIED**

UNFINISHED BUSINESS – None

NEW BUSINESS – RESOLUTIONS

**R-16-039**

Endorsers: Mayor Jim Donchess  
Alderman Mary Ann Melizzi-Golja  
Alderman Tom Lopez  
Alderman-at-Large Michael B. O'Brien, Sr.  
Alderman Don LeBrun  
Alderman-at-Large Lori Wilshire

**AUTHORIZING THE CITY OF NASHUA TO ENTER INTO CONTRACTS WITH NASHUA COMMUNITY COLLEGE, RIVIER UNIVERSITY, DANIEL WEBSTER COLLEGE, TOWN OF HUDSON, TOWN OF MERRIMACK, SOUHEGAN VALLEY TRANSPORTATION COLLABORATIVE AND THE PLUS COMPANY FOR TRANSIT SERVICES**

**MOTION BY ALDERMAN SIEGEL TO RECOMMEND FINAL PASSAGE**

Ms. Marchant

These are the transit systems revenue contracts. The ones for Rivier, DWC and Nashua Community College are pre-paid for the year ahead based on last year's numbers for their students' ridership. Hudson and Merrimack are original partners from when the service started, we provided para-transit services for those two communities, the same as Souhegan Valley Transportation which is the western communities and the Plus Company is also another contract we enter into for regular transportation services. We group them all together and it's all revenue.

**MOTION CARRIED**

NEW BUSINESS – ORDINANCES- None

DISCUSSION - None

RECORD OF EXPENDITURES

**MOTION BY ALDERMAN SIEGEL THAT THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD JUNE 10, 2016, TO JUNE 30, 2016**

**MOTION CARRIED**

PUBLIC COMMENT – None

POSSIBLE NON-PUBLIC SESSION

ADJOURNMENT

**MOTION BY ALDERMAN WILSHIRE TO ADJOURN**

**MOTION CARRIED**

The Finance Committee meeting was adjourned at 7:30 p.m.

Alderman Ken Siegel  
Committee Clerk

# Jim Donchess

Mayor • City of Nashua

To: Board of Aldermen  
Filed With: Patricia Piecuch, City Clerk  
From: Jim Donchess  
Date: July 6, 2016  
Re: Emergency Replacement of 60 Ton Condensing Unit at Nashua Public Library

Pursuant to 5-90 (G) of the NRO, I have authorized emergency replacement of the failed 2003 condensing unit at the Nashua Public Library. Replacement will be performed by Palmer & Sicard, Inc. of Exeter, NH in an amount of \$46,075. Palmer & Sicard is under contract with Nashua Public Library for HVAC maintenance and repair.

By way of background, the unit failed on July 1, 2016. A Palmer & Sicard technician was called and upon inspection of the unit the following was found. Stage 1 compressor had tripped the breaker. Attempts to start it failed. It is bound up internally and will need to be replaced. They also discovered that the unit lost all of its oil and refrigerant due to a broken capillary tube on the oil compressor control. Compressors 1 and 2 are hooked up in tandem. This failure has also contaminated the stage 2 compressor. The oil control would also need to be replaced. Repair is estimated in the \$16,500 to \$20,000 range. Due to the age of this unit our recommendation is to replace it.

The initial lead time for replacement was quoted as 6 weeks but Palmer & Sicard has since confirmed that they can have a new Carrier 38AH-064—6 60 Ton R22 460V 3 Phase condenser with low ambient kit in 7-10 days. The timing of the work is critical since we are in the hottest season and customers, staff and library materials will be affected until this repair has been completed. Since the existing unit is not working Palmer & Sicard can begin removal and prep for installation of the new compressor as soon as a contract is signed.

Attached is a quote from Palmer & Sicard for purchase and installation of a replacement unit. Funds are available in General Fund, Escrow Funds, Major Capital Outlays/Improvements. This was set up specifically to fund the cost of AC Equipment at Nashua Public Library based on age and repair frequency of the equipment.

Thank you,

cc: Nashua Public Library



**Proposal**

*Proposal submitted to:*  
City of Nashua

*Phone:*

*Date:*  
July 6, 2016

*Street:*  
PO Box 2019

*Job Name / Location:*  
Nashua Public Library  
2 Court Street, Nashua NH 03060

*City, State and Zip Code:*  
Nashua, NH 03060

*Contact:*  
Dan Kooke  
kooked@nashuanh.gov

***We hereby propose to furnish, in accordance with specifications below or on attached pages, all material and labor necessary to complete the following scope of work:***

Palmer and Sicard is pleased to provide the following quote to replace the failed 2003 condensing unit at the Nashua Public Library.

***Additional specifications and provisions:***

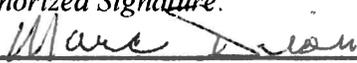
- \* Environmentally safe recovery and disposal of oils in defective unit
- \* New Carrier 38AH-064--6 60 Ton R22 460V 3 Phase condenser with low ambient kit
- \* Rigging service - defective unit disposal
- \* Associated refrigerant piping
- \* Electrical disconnect and reconnect
- \* New R-22 refrigerant
- \* System evacuation
- \* Start and test
- \* 1 year parts and labor warranty, 4 additional years on compressors

**Exclusions - DDC or building automation components or controls**  
- Premium time or after hours' work  
- 7-10 days lead time

***for the sum of:*** Forty-six Thousand Seventy-five and 00/100 dollars - \$46,075.00.

***Payment to be made as follows:***

Standard terms apply.

<p>All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance.</p>	<p><i>Authorized Signature:</i>  <b>Marc Dion, Service Manager</b> Note: This proposal may be withdrawn by us if not accepted within 30 days</p>
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**Acceptance of Proposal** – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Unless otherwise specified, payment terms are as follows: 45% due at signing, 45% due when equipment / materials delivered on site and 10% due at completion.

Date of Acceptance: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

***Energy Services Division***

140 Epping Road  
Exeter, New Hampshire 03833  
Office: (603) 929-0910  
Fax: (603) 929-0973