

REPORT OF THE FINANCE COMMITTEE

APRIL 6, 2022

A meeting of the Finance Committee was held on Wednesday, April 6, 2022, at 7:00 p.m. in the Aldermanic Chamber and via Zoom. The meeting link information can be found on the agenda.

Mayor Jim Donchess, Chairman, presided.

Members of the Committee present: Mayor Jim Donchess
Alderman Alex Comeau
Alderman Tyler Gouveia
Alderman-at-Large Ben Clemons
Alderwoman-at-Large Gloria Timmons
Alderman-at-Large Melbourne Moran, Jr.

Members not in Attendance: Alderman Patricia Klee, Vice Chair

Also in Attendance: Kim Kleiner, Administrative Services Director
Kelly Parkinson, Purchasing Manager
Jeffrey LaFleur, Superintendent of Solid Waste
David Boucher, Superintendent of Wastewater
Daniel Hudson, City Engineer

PUBLIC COMMENT

COMMUNICATIONS

From: Kelly Parkinson, Purchasing Manager
Re: ARPA Funding Management Consultant in the amount not to exceed \$200,000 funded from 53142 Consulting Services/ARPA Grant Funds (Economic Development)

MOTION BY ALDERMAN CLEMONS TO TABLE MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Trash & Recycling Toters in the amount not to exceed \$145,000 funded from 71630 Toter/Solid Waste Fund (Solid Waste)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE, AND APPROVE THE PURCHASE OF RECYCLING AND TRASH CARTS AND CART LIDS FOR CURBSIDE COLLECTION FOR FY22 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 MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Design Specification of Digester Heat Exchanger & Exhaust Fan in the amount not to exceed \$40,900 funded from 53107 Architect & Engineering Services/Wastewater Fund (Wastewater)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE, AND APPROVE THE CONTRACT WITH WRIGHT PIERCE TO PROVIDE DESIGN PLANS AND SPECIFICATIONS FOR A SECOND DIGESTER HEAT EXCHANGER AND STAIR TOWER EXHAUST FAN IN AN AMOUNT NOT TO EXCEED \$40,900. FUNDING FOR THIS CONTRACT WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: WASTEWATER; ACTIVITY: HEAT EXCHANGER PRIMARY DIGESTER

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Paving: Management & Construction Administration in the amount not to exceed \$227,300 funded from 54210 Construction Services/Bond (Engineering)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE, AND APPROVE THE ENGINEERING SERVICES CONTRACT AMENDMENT WITH HAYNER/SWANSON, INC. OF NASHUA, NH, IN THE AMOUNT OF \$227,300 FOR THE MANAGEMENT AND CONSTRUCTION ADMINISTRATION OF THE PAVING PROGRAM. FUNDING WILL BE THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUND: BOND; ACTIVITY: PAVING

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Sewer Replacement in the amount not to exceed \$2,135,950 funded from Bond (Engineering)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE, AND AWARD THE CONSTRUCTION CONTRACT FOR THE 2022 SEWER REPLACEMENT PROJECT TO SUR CONSTRUCTION WEST, INC. OF WINCHESTER, NH, IN THE AMOUNT OF \$2,135,950, CONTINGENT UPON BOND APPROVAL. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: BOND; ACTIVITY: SEWER REHAB.

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Assessing Data Dashboard Consulting Services in the amount not to exceed \$82,040 funded from 55699 Other Contracted Services/Revaluation Bond (Assessing)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE, AND APPROVE A REQUEST FOR CONSULTING SERVICES TO USE OUR EXISTING GIS SYSTEM AND ASSESSING CAMA TO CONFIGURE A PUBLIC FACING CITY-WIDE PROPERTY REVALUATION SERVICES WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. (ESRI) PROFESSIONAL SERVICES IN THE AMOUNT NOT TO EXCEED \$82,040. FUNDING WILL BE THROUGH DEPARTMENT: 132 ASSESSING; FUND: 55699 OTHER CONTRACTED SERVICES/REVALUATION BOND

MOTION CARRIED

UNFINISHED BUSINESS - None

NEW BUSINESS – RESOLUTIONS - None

NEW BUSINESS – ORDINANCES - None

RECORD OF EXPENDITURES

MOTION BY ALDERMAN COMEAU THAT THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD FROM MARCH 11, 2022 TO MARCH 31, 2022

MOTION CARRIED

GENERAL DISCUSSION

PUBLIC COMMENT

REMARKS BY THE ALDERMEN

ADJOURNMENT

MOTION BY ALDERMAN COMEAU TO ADJOURN

MOTION CARRIED

The Finance Committee meeting was adjourned at 7:21 p.m.

Alderman Alex Comeau
Committee Clerk