

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
Alderdwoman-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

Laurie Ortolano

Laurie Ortolano, 41 Berkley Street, Nashua.

I'm not certain I understand the format of the agenda so. These communications it's not clear to me. Are you actually like voting on these tonight or like approving them because they are not listed as like business? Okay so you'll be voting on these. I just wanted to understand this Rescue Plan Act money for the \$200,000 what we get for that, are we trying to go after grant money, and what kind of strings get attached with that grant money, how much is available? It looks like it's all COVID related and I'm always concerned about what the hooks are in that.

I'd like to know for the road projects being done or we would interested in hearing for 14 miles of paving we're doing. Is this typical for what we do for paving each year and is that money - I think its bonded money and we're feeding out of the bond. I'm not even certain how it goes, but if we are taking money that's already been bonded and spending it, I was just trying to understand that.

And I want to just lay some caution on the assessing dashboard consulting services. I'm not certain what this is about or what it's going to give us, but I'm more concerned with getting the records online and getting the redactions done and the digital component of the property record files brought up. I think that is going to cost a good bit of money, and people, and services to do that, and I would like to see the priority go there rather than to this dashboard because I think it's more valuable to everyone especially with new numbers coming out. Thank you.

Mayor Donchess

Okay, thank you. Anyone else from the public want to speak to the Committee? If not, we'll go to Item #1 which is a communication. Now before we do the motion, Tim Cummings wanted to be here but could not be because of a family thing so we could table this. The short explanation though is that we are getting \$16 million. We want to make sure we comply with the regulations and this would engage an expert to make sure we do that and don't get money held back, but there is no problem in holding that. No urgency with this so if you'd like to table it, we can wait for Mr. Cummings to come back to the next meeting. So is it your pleasure to table it?

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

Mayor Donchess

I believe Mr. LaFleur is here. Yes, there he is.

Jeffrey LaFleur, Superintendent of Solid Waste

This is the annual budget allotment of \$145,000 to replace the trash carts and recycling toters that we purchase and sell out to the residents. It also includes having some cartons over at the landfill (inaudible)

Mayor Donchess

You're breaking up a little. I don't know what's happening.

Jeffrey LaFleur, Superintendent of Solid Waste

(inaudible) These toters are twenty years old. They're starting to fall apart so (inaudible).

Mayor Donchess

You are slipping out a little bit in and out but the explanation, I think, was that we buy an annual supply of these to replace broken toters and for recycling and to supply them to people who want to buy them but we buy a bunch at one time. Any questions or comments to Mr. LaFleur?

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

Mayor Donchess

Mr. Boucher is here.

David Boucher, Superintendent of Wastewater

Thank you Mr. Mayor. Dave Boucher, Wastewater Superintendent. The wastewater facility has 1.3 million gallon sludge digester. We're required to keep the temperature of the sludge at 100°F. Currently we have one heat exchanger to do this. We purchased a second heat exchanger and we would like to use Wright Pierce to design the plumbing to marry the two together. This is beneficial so that we're never down so that we can take one off line for maintenance purposes or if it happens to break down, we won't lose our process.

Also, we'd like to use Wright Pierce the stair well that goes to this heat exchanger actually towers 70 feet above ground and there is an exhaust fan located on the roof that is currently not accessible by our maintenance staff to do any

maintenance on it. So this would also include the design to relocate that exhaust fan, possibly to the side of the stairwell where we have a catwalk so that we can do future maintenance on it. I'd be happy to answer any questions.

Mayor Donchess

Can you briefly explain the function of the digester?

David Boucher, Superintendent of Wastewater

Yes, the digester gets fed sludge daily and it's held for 15 days at that temperature. There is a reaction that takes place that breaks down the sludge so that we can dewater it and send it to farmlands. It also kills bacteria in this process as well, so we can send it to farmlands for beneficial reuse.

Mayor Donchess

Anybody have questions, comments?

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

Mayor Donchess

I believe Mr. Hudson are you on?

Daniel Hudson, City Engineer

Yes Mr. Mayor thank you. Dan Hudson City Engineer. So we bid out the paving program for this year and Sunshine Paving will be doing that. This contract is for engineering support. Hayner/Swanson has done this the last couple of years for us, but they act as an extension of our in-house engineering team. They provide in the fields inspection and then also help us manage the program. It's a good size program so we really need this help.

Addressing Miss Ortolano's questions. She was asking if this year is typical for paving. We are planning on paving 14 miles this year. We've done more than that in the past couple of years. A little bit over 20 miles each year. This is the final year of the previously bonded paving money. So our goal this year is to use up the balance of that funding and then we will be seeking a future additional bond for another 5 years of the program. So I just wanted to provide those answers, but this item here is just for the engineering support that we need.

Mayor Donchess

Questions, comments?

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.

Mayor Donchess

Mr. Hudson?

Daniel Hudson, City Engineer

Mr. Mayor - so this is the Dig Sewer Contract as we call it. We have previously brought a CCTV inspection of lining program which is the preservation of pipes that are in good shape. This is for actually digging up and replacing pipes that are in poor condition. We bid this project out and received 4 bids. Jennings Excavation was the low bidder, but we had some concerns about some of their bid items. We ended up having a discussion with them and they decided to withdraw their bid, so we awarded it to the second low bidder which we think is in the best interest of the City and then Jennings in the run.

This is for planned sewer replacement work. We plan to replace about 4,000 feet of pipe. It also covers emergency work when we need the assistance. As luck would have it, last night we had discovered a sink hole on Main Street right at the intersection of Main, and Water, and Park. You may have seen a plate in the road with some cones around it. This contract allows us to mobilize the contractor quickly to do that work which is often times if it's deep work and that sort of thing often times we need to bring in a contractor to do it, so this gives us a contractor in the City working on a regular basis that we can also mobilize for emergency repairs.

Mayor Donchess

Anyone?

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

Mayor Donchess

Miss Kleiner?

Kim Kleiner, Administrative Services Director

Good evening members of the Committee. We all know that this year as we are facing the revaluation we are particularly concerned with the amount of information that we can get out to our residents so that they can understand their new property assessment and also historical data. So we reached out to ESRI who is our GIS provider who has done quite a bit of work in this field with communities across the country. So ESRI designed an equitable property value tool and many communities across the country have been using this not only when they have a revaluation, but also just in the general course of opening up public transparency.

So we discussed with ESRI if it was possible at this time to create such a tool prior to the values being introduced by Vision which should be sometime the end of July beginning of August. We felt it was important for our citizens to be able to go out and review their new property assessment for historical data, comparable data across the City, their tax liability. It has a tax calculator tool. It also has a property assessment appeal tool which we have had inquiries in the past about could the City develop some type of appeal tool to make it easier for our citizens. So this does include that.

ESRI came back, we discussed it, and they feel that they can meet our time deadline. Because this tool deals directly with the revaluation, Legal did weigh in that they felt that it would fit under the bond. We have the money remaining on the bond for the revaluation and that would be the funds that we would be using to create the tool. It would connect directly with our CAMA so it would pull information from our assessing CAMA system and it can be used well into the

future not just for the revaluation but for years to come. So we would be working with five of ESRI's top consultants in the design of this as well as our own information technology team.

Mayor Donchess

Anyone?

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

Mayor Donchess

Any questions or discussion?

MOTION CARRIED

GENERAL DISCUSSION - None

PUBLIC COMMENT

Laurie Ortolano

Yes. Laurie Ortolano, 41 Berkeley Street, Nashua. I have a lot of questions on what I just heard with this \$82,000 being spent and I'm so tired of "improvements being made for transparency" that we either don't need or don't make sense. Is this supposed to bring the property record files online because Miss Kleiner does not speak clearly? Is this an interface that brings these files on line that are being done by Inception Technology? I'd like an answer to that. We were told that's \$7,500. Is that \$7,500 we're going to spend still to do this or is ArcGIS providing this? And where is the transparency now? We have all the cards online. You can check your neighborhood. You can access them from home. You can run the taxes. You can look at all comparable properties. Why would be doing this unless this is the interface for Inception Technologies scanned work? I'm so tired of the wasted money for transparency that isn't transparent or necessary.

We bought all those tablets for the assessors to take out in the field. We never really use them. You know why, our assessors since 2019 when we purchased them aren't doing permits or sales data anymore because when we signed the contract with Vision they took over and did all that work. So the handy tool of buying digital equipment wasn't really necessary at all. We spend the money, we don't really use it. We upgraded for thousands of dollars, tens of thousands of dollars. Patriot Properties tool three years ago. We have the latest and greatest software down there. She did not say "is this system going to be accessible from home?" or "is this only going to be accessible if you go into the assessing office?" because I don't want. I want the same accessibility from home that I have now but I don't see a need for this at all. Somebody tell me what this is going to do other than muddle it for people who have to try and understand this stuff. The new version of Patriot is complicated enough down there and the Clerks that work in the office don't know how to help you on that computer screen because they don't understand the WebPro that's been updated. You have to fish through it yourself. I went down there and a person couldn't show me how to print a card off the computer. I had to stand there and do it myself.

So is this part of the Inception deal? Are we trying to couple the property record files and this is being developed by a consultant to allow...

Alderman Comeau

30 seconds

Laurie Ortolano

...property record files to be accessed? I'd like clarity. I'm going to cut this discussion out and send it to the DRA and say "help me understand my records" because I don't understand what was just said to you and I wish you hadn't approved this. This requires more discussion. Thank you.

REMARKS BY THE ALDERMEN

Alderman Comeau

I do have one if you'll allow me some personal privilege. Friday evening is Junior Prom for Nashua South and my son is going to be attending with a bunch of his friends, so I wish all those juniors congratulations and I hope they have fun and they are all safe.

Alderman Moran

Thank you Mr. Mayor. Last weekend was a great turn out for the Nashua Soup Kitchen's 5K Run and Walk. It was also it as a 10K. I obviously participated in the walk. Myself and my team from my counseling agency that we own ran and there were several city officials there. We saw Chief Buxton, Commissioner Lemen from the Public Works Department, Alderman Lopez and many others. It was just a great turn out and I didn't realize this until Sunday that it was housed in my home Ward of Ward 7. So it actually went through my neighborhood and so it was great to walk by my neighbors too.

Mayor Donchess

Chief Buxton told me he did the 10K.

Alderman Moran

Oh, he did do the 10K.

Mayor Donchess

Yes at a pace of 7 minutes 34 seconds per mile. He probably passed you too.

Alderman Moran

Several times. I said at the end of today he's going to be way ahead of me within at least 30 seconds, which he was.

One last thing. The previous day that Saturday my wife were also able to participate in a charity event with St. Christopher's Academy - my children's school. It was a wonderful event on Hollis and it was great to be part of the Catholic Community and raising fund for our Church.

Mayor Donchess

Great.

Alderwoman Timmons

Thank you Mayor. This past Monday was the health kick off here at City Hall. It went very well. I think they had a (inaudible) or whatever they call it upstairs in the Auditorium was really heavily attended. It was really a good showing and a good turnout and I got a lot of goodies from it and a lot of good information. This is health week in Nashua and it was just a great turnout.

Mayor Donchess

Anyone else?

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