

REPORT OF THE FINANCE COMMITTEE

JANUARY 20, 2021

A meeting of the Finance Committee was held on Wednesday, January 20, 2021, at 7:00 p.m. via teleconference.

Mayor Jim Donchess, Chairman, presided.

Mayor Donchess

As Chairman of the Finance Committee, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04 and subsequent extensions, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

To access Zoom, please refer to the agenda or the City's website for the meeting link.

To join by phone dial: 1-929-205-6099

Meeting ID: 818 4338 4068 Passcode: 370538

The public may also view the meeting via Channel 16.

We previously gave notice to the public of the necessary information for accessing the meeting, through public postings. Instructions have also been provided on the City of Nashua's website at www.nashuanh.gov and publicly noticed at City Hall and Nashua Public Library.

If anyone has a problem accessing the meeting via phone or Channel 16, please call 603-821-2049 and they will help you connect.

In the event the public is unable to access the meeting via the methods mentioned above, the meeting will be adjourned and rescheduled. Please note that all votes that are taken during this meeting shall be done by roll call vote.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-To-Know Law.

The roll call was taken with 5 members of the Finance Committee present: Alderman Patricia Klee, Alderman Linda Harriott-Gathright, Alderwoman-at-Large Shoshanna Kelly, Alderman-at-Large Michael B. O'Brien, Sr., and Mayor Jim Donchess. Alderwoman Elizabeth Lu and Alderman-at-Large Brandon Laws were recorded absent.

Members not in Attendance: Alderwoman Elizabeth Lu
Alderman-at-Large Brandon Michael Laws

Also in Attendance: Kelly Parkinson, Purchasing Manager

ROLL CALL

Alderman Klee

I am here, I am alone and I can hear the proceedings.

Alderman Harriott-Gathright

Clerk – I am present, I am in the room with my granddaughter and I am practicing social distancing and I can hear you all.

Alderwoman Kelly

I'm here, I am in this room alone and I can hear everyone.

Mayor Donchess

Oh I'm sorry, Alderman Laws contacted me to say that he's not feeling well and he could not make the meeting tonight.

Alderman O'Brien

I am present, I can hear the proceedings and I am alone.

Mayor Donchess

I am present, I am practicing social distancing and I am in the room alone.

Alderman Harriott-Gathright

We have five and we have a quorum.

Mayor Donchess

Thank you, Madam Clerk. So we have public comment; anyone from the public wish to address the Committee?

PUBLIC COMMENT

Laurie Ortolano Mayor Donchess?

Mayor Donchess

Yes?

Ms. Ortolano Will there be another public input at the end? Is this the public input to speak to items that are being acted upon?

Mayor Donchess

There is public comment at the end, yes.

Ms. Ortolano Ok that's fine, I just wanted to make sure.

Mayor Donchess

Ok, thank you.

COMMUNICATIONS

From: Kelly Parkinson, Purchasing Manager
Re: Change Order for Ammunition and Supplies

There being no objection, Mayor Donchess accepted the communication and placed it on file.

Mayor Donchess

This is the change order for the ammunition right?

Alderman Harriott-Gathright

Yes, change order for ammunition and supplies.

Mayor Donchess

Well we need a motion to approve it.

Alderman Harriott-Gathright

I motion to approve the change order for ammunition supplies. There being no objection, Mayor Donchess accepted the communication and placed it on file.

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT AND PLACE THE COMMUNICATION ON FILE

ON THE QUESTION

Kelly Parkinson, Purchasing Manager

It's just a communication because it is under \$25,000.00.

Mayor Donchess

Oh OK. The original contract was \$59 but the addition is a little over \$10,000.00. So you were right Madam Clerk. So the motion should be to accept and place on file. Could you please call the roll?

A viva voce roll call was taken which resulted as follows:

Yea: Alderman Klee, Alderman Harriott-Gathright,
Alderwoman Kelly, Alderman O'Brien, Mayor Donchess 5

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Software Maintenance in the amount of \$39,760.81 funded from account 54407 Software Maintenance

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE CONTRACT FOR SOFTWARE MAINTENANCE TO ROUTEMATCH SOFTWARE, INC. IN THE AMOUNT OF \$39,760.81. FUNDING WILL BE THROUGH DEPARTMENT 186 TRANSPORTATION; ACCOUNT 54407 SOFTWARE MAINTENANCE, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Now Sarah Marchant was going to be here on this but she is participating in an Airport Authority Meeting and discussing with them the Master Plan. So we thought that the software is to assist with the routing of the fixtured buses and the call for ride or on demand service. So thought this is probably self-explanatory enough that you might feel comfortable acting on it without further explanation beyond that. So there is a motion, if you want further explanation from Ms. Marchant we would need to hold it until the next meeting. Alderwoman Klee?

Alderman Klee

Thank you Mr. Chair. I just want clarification; this is just the software maintenance, it's typical, annual or is this something new above and beyond. That's my only question.

Mayor Donchess

No this is the annual license fee for the use of the software.

Alderman Klee

OK yes I am familiar with the software, thank you.

Mayor Donchess

Anyone else? Madam Clerk could you please call the roll?

A viva voce roll call was taken which resulted as follows:

Yea: Alderman Klee, Alderman Harriott-Gathright,
Alderwoman Kelly, Alderman O'Brien, Mayor Donchess 5

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Software Maintenance in the amount of \$69,868.75 funded from account 54407 Software Maintenance

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE RENEWAL OF MAINTENANCE FOR SOFTWARE FOR THE DISPATCH AND RECORDS SYSTEM WITH CENTRAL SQUARE (TRITECH SOFTWARE) IN THE AMOUNT OF \$69,868.75. FUNDING WILL BE THROUGH DEPARTMENT 150 POLICE; ACCOUNT 54407 SOFTWARE MAINTENANCE, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

And I believe Karen Smith is here or someone else from the Police Department?

Peter Cinfo, IT Manager, Nashua Police Department

I'm here, Peter Cinfo, IT Manager over at the Police Department.

Mayor Donchess

Alright could you just explain this item for us please?

Mr. Cinfo

Sure this is the software, annual maintenance for our records management and dispatching software. So it covers updates, support, typical software maintenance type.

Mayor Donchess

Alright. Anybody have any questions or comments for Mr. Cinfo? Alderman O'Brien?

Alderman O'Brien

Thank you. My question is to Peter if I may, Mr. Mayor.

Mayor Donchess

Yes.

Alderman O'Brien

Some of these things are germane to the Emergency Services Division such as the Police and Fire. I just wondered with the two IT Departments, are we trying to get to a common goal where we can try to look to maybe get one canned type of program that would satisfy both Fire and Police needs or are there still priorities that each one has individually that it is just a dream. I just wondered if that could save us money in the future.

Mr. Cinfo

Sure, yeah. We haven't thoroughly had that conversation but one of the biggest challenges I would say we have at this point in the game is the two separate dispatch centers. So Fire, as you know, has their own dispatch area as well as Police so I think until we have conversations of how we handle that, there will probably a degree of separation there.

Alderman O'Brien

Thank you, Mr. Mayor. Alderwoman Klee?

Alderman Klee

Thank you Mr. Mayor. My question actually is right in line with what Alderman O'Brien was asking. I am sorry Mr. Cinfo, you might not be able to answer this question. But my question is, are we using similar softwares in both locations, because I don't know whether or not you can get a bulk deal saying the City is buying this and so on. And then my second question to this is, this was already in the Budget correct? We are not adding additional funds to use, your budgeted funds?

Mr. Cinfo

Yeah so in regards to the budgeted funds, it is budgeted every year and we account for a little bit of flex, because like most software they adjust every year. And to answer your first question, the Fire Department and the Police Department both had Tri-Tech which was IMC at the time for a number of years. The Fire Department found it not conducive to what they are trying to do in their area. So recently, I think within the last year, maybe two now, they moved to a new program.

Alderman Klee

OK thank you. Just one comment. So my understanding is that we are using two different softwares and even if we were to try to get the two companies, sort to speak, together we would still have competing softwares again which would be an issue because this one you are saying did not fit their needs or they felt it didn't fit their needs, is that correct?

Mr. Cinfo

Correct.

Alderman Klee

OK thank you, Mr. Mayor.

Mayor Donchess

Thank you. Anyone else. Madam Clerk, could you please call the roll?

A viva voce roll call was taken which resulted as follows:

Yea: Alderman Klee, Alderman Harriott-Gathright, Alderwoman Kelly, Alderman O'Brien, Mayor Donchess	5
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Nay:	0
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MOTION CARRIED

UNFINISHED BUSINESS - None

NEW BUSINESS – RESOLUTIONS – None

NEW BUSINESS – ORDINANCES – None

RECORD OF EXPENDITURES**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT THAT THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD FROM JANUARY 1, 2021 TO JANUARY 14, 2021, BY ROLL CALL**

A viva voce roll call was taken which resulted as follows:

Yea: Alderman Klee, Alderman Harriott-Gathright, Alderwoman Kelly, Alderman O'Brien, Mayor Donchess	5
Nay:	0

MOTION CARRIEDGENERAL DISCUSSIONMayor Donchess

Is there anybody who wishes to address anything under General Discussion? I do have a question for you which is, I just wanted to get your reaction, we always meet at 7:00 and we kind of meet in the evenings because people are commuting and the like. But not many people are commuting anymore during the pandemic. Would you like to move the meeting back to 6:30 is that something you would appreciate, or would you rather leave it at 7:00? Alderman Klee?

Alderman Klee

Thank you Mr. Mayor. I don't have any problem moving it to 6:30. Three of us are State Reps as well and there may come a time when we have to do our execs up in Concord. I don't know about my other two colleagues whether or not they would be going into Concord but there could be that. But I think for now, I don't have any problems if the group wants to change it and if it turns out to be a problem.

Mayor Donchess

When did you start with these so-called "execs"?

Alderman Klee

The executive, right now everything is in flux, they are not, they haven't even set up the public hearing yet. I know we are going to start sometime next week in my Committee, Municipal & County. I don't know about my other two colleagues as to when they will be starting theirs. So soon after that we would be having execs. And I don't know what day of the week mine is going to be. Now they are doing a Monday through Friday where they used to only do Tuesdays and Thursdays. Everything is up in the air.

Mayor Donchess

Does anyone else have any thoughts on it, one way or the other.

Alderman Klee

Linda, you're on mute.

Alderman Harriott-Gathright

I don't have a problem with 6:30 but I agree with Trish, I just don't know when the execs are going to start. But I think everyone is pretty much starting within the next week for hearings.

Mayor Donchess

Well maybe we should leave it at 7:00 then and maybe think about it again when the session is over. It's not that big of a deal, I was just wondering if we started a half an hour early. Anyone else on that subject?
Alderman O'Brien.

Alderman O'Brien

Thank you, Mr. Mayor. Sort of like in the wait, can we just kind of table it, it's not a bad idea, I am not really against it. But put in the back burner for now, let us get our feet set, because as you know with the COVID everything is totally different and that's even true up at the State Legislature. So we are under new things, so let's try it for a little bit and maybe make a decision in a month on this matter.

Alderman Klee

We are also missing two members.

Alderwoman Kelly

I would like the meeting as well.

Mayor Donchess

Alderwoman Kelly?

Alderwoman Kelly

I can do flexible but 7:00 is better for me, the little ones are usually in bed by 7:00.

Mayor Donchess

Alright we are going to leave it at 7:00. I just wanted to throw it out there and see what people thought; only if there were a very clear answer of 6:30 I think we could change it. Alright, any other General Discussion?
(There was none.)

PUBLIC COMMENT

Mayor Donchess

We are now onto public comment again. I believe there was a member of the public who wished to address the Committee?

Laurie Ortolano Mayor Donchess?

Mayor Donchess

Yes.

Ms. Ortolano This is Laurie Ortolano, 41 Berkeley Street.

Mayor Donchess

Alright please proceed.

Ms. Ortolano Yes, I just wanted to make an appeal to the group to maybe try to gather some information about what is happening with property assessments and potentially the assessable tax base as we go through this year and into next year so that we are paying attention to what is going to happen to the tax rate. And I would like to appeal to the group to see if they would organize getting the new chief or the contracted chief to come in and do a talk about what they see potentially happening between commercial and residential properties and if we expect to see the shift that other communities are potentially looking at.

I don't know what the answer is to that and there hasn't been kind of indication of what is going on through the Assessing Board, but I think it is important. I read an article in New Hampshire Business Review where a group of attorneys were encouraging the businesses to file under hardship due to act of nature, citing the pandemic would fall under there to get tax reductions on businesses for what happened 2020. So I would be interested in trying to understand it and I am hoping the Finance Committee, the Budget Committee and the Aldermen as a body would be interested in it, because that's where the money talk happens. Thank you.

Mayor Donchess

Alright, thank you. That is an important issue. Residential values are going up considerably; commercial maybe not as much. Were there any other members of the public who would like to speak before we move to that. I don't hear anyone? Remarks by Aldermen?

REMARKS BY THE ALDERMEN

Alderwoman Kelly

Mayor Donchess, if I could?

Mayor Donchess

Go ahead, Alderwoman Kelly.

Alderwoman Kelly

I do have remarks but I also just wanted to reply to what was just brought up. I think it's a good point. My question would be is it more appropriate in a Budget Committee versus Finance where we are just approving contracts, etc. whereas Budget really looks at what is happening, how is the tax rate going to happen, that kind of thing?

Mayor Donchess

I would say either the Budget Committee or the Full Board of Aldermen.

Alderwoman Kelly

OK, thank you. And then since I have the floor if that's ok?

Mayor Donchess

Yes, of course, go ahead.

Alderwoman Kelly

I generally don't weigh in on Federal things but it was an incredible historic day today with the Inauguration of our new President Biden and our very first woman of color as Vice President. It definitely brought tears to my eyes. So I really appreciate everything and am looking forward to what is ahead.

Mayor Donchess

OK thank you. Alderman O'Brien?

Alderman O'Brien

Thank you, Mr. Mayor. As much as it was a momentous day today, how can you top it? Well the O'Brien's did and it is tomorrow, my son Michael will accept his promotion as Lieutenant on Nashua Fire Rescue and he is going to be assigned to Engine Company #5 and mother and I are both very proud. He is a member of what, in my opinion is, one of the best Fire Fighting forces in the State and I wish him a long and healthy career and countenance and to do the right job and to lead his men both fairly and safely. I wish him the best of luck in his new endeavor. I'm quite a proud papa tonight and I will be proud equally tomorrow. So thank you, Mr. Mayor.

Mayor Donchess

Well congratulations. Alderwoman Klee?

Alderman Klee

Thank you, Mr. Mayor. And I was going to echo both of the things that Alderwoman Kelly had said. One was that I thought that the comments of Mrs. Ortolano should be brought to the Budget and to the Full Board. It never hurts to have as much education as possible but I think those are the two better Committees to be spoken to; this way we hit everybody.

The other thing is I agree with Alderman Kelly as well. I watched a lot of the proceedings, I felt like I was glued to my TV and it brought so many tears to my eyes. It was really nice to see. And to you, Alderman O'Brien, congratulations on your son moving up the ranks; I am sure you are a proud papa to have Junior there doing that. So thank you. Oh, and I did one other things, I'm sorry. Yesterday what the drive by for the funeral of Andre Pelletier from the Public Works, Mr. Mayor I heard that you led the parade of our 50 trucks and Director Fauteux was at the end. I spoke to Ms. Byers today and she told me that his widow brought his ashes out of the funeral home so he could watch the parade go by and that he would be very, very proud. So thank you for all that Public Works, his family and Public Works did as well as yourself Mr. Mayor. Thank you.

Mayor Donchess

Well Mr. Pelletier was a very popular and hardworking City employee. He had a really great sense of humor. Of course, he was with the City for 46 years. So he saw a lot of changes. As we were doing the parade, you know, a lot of the people don't remember and some of you, Alderman O'Brien might. I don't know who was here in the late '70's, but the Public Works Garage used to be on East Hollis Street right at the corner of what is now the Kinsley Street Extension and East Hollis Street. And I think the move occurred in about '77 so Mr. Pelletier went back that far to have worked in that old garage. So he was around a long time, it's very sad for his family. Any other comments; remarks by Aldermen? Alderman Harriott-Gathright?

Alderman Harriott-Gathright

I just want to say congratulations Mike O'Brien, Senior and to your wife. But also let your son know that I said congratulations. Thank you.

Mayor Donchess

Any other remarks by Aldermen? If not, Alderman Klee?

POSSIBLE NON-PUBLIC SESSION - None

ADJOURNMENT

MOTION BY ALDERMAN KLEE TO ADJOURN BY ROLL CALL

A viva voce roll call was taken which resulted as follows:

Yea: Alderman Klee, Alderman Harriott-Gathright,
Alderwoman Kelly, Alderman O'Brien, Mayor Donchess 5

Nay: 0

MOTION CARRIED

The Finance Committee meeting was adjourned at 7:27 p.m.

Alderman Linda Harriott-Gathright
Committee Clerk