

REPORT OF THE FINANCE COMMITTEE

FEBRUARY 16, 2022

A meeting of the Finance Committee was held on Wednesday, February 16, 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 Patricia Klee, Vice Chair  
Alderman Alex Comeau (via Zoom)  
Alderman Tyler Gouveia  
Alderman-at-Large Ben Clemons  
Alderman-at-Large Gloria Timmons  
Alderman-at-Large Melbourne Moran, Jr. (via Zoom)

Members not in Attendance:

Also in Attendance: Alderman Derek Thibeault  
John Griffin, CFO/Treasurer/Tax Collector  
Kim Kleiner, Administrative Services Director  
Kelly Parkinson, Purchasing Manager  
Robert Page, Police Captain  
James Kirk, Deputy Fire Chief  
Nick Miseirvitch, CIO, Information Technology  
Tim Cummings, Economic Development Director

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PUBLIC COMMENT - None

COMMUNICATIONS

From: Kelly Parkinson, Purchasing Manager  
Re: HVAC Project Change Order #1 in the amount not to exceed \$25,840.39 funded from 81200 Buildings & Improvements (Police Department)

**MOTION BY ALDERMAN GOUVEIA TO ACCEPT, PLACE ON FILE AND APPROVE CHANGE ORDER #1 TO UPDATE REQUIREMENTS FOR THE HVAC UPGRADE AT THE NASHUA POLICE DEPARTMENT WITH TURNSTONE CORPORATION IN AN AMOUNT NOT TO EXCEED \$25,840.39. FUNDING THROUGH DEPARTMENT: 150 POLICE DEPARTMENT; FUND: 81200 BUILDINGS & IMPROVEMENTS, BY ROLL CALL**

ON THE QUESTION

Police Captain Robert Page

Good evening. I apologize if you can't see us. We seem to be having a problem with our camera. I hope everybody can hear us.

Mayor Donchess

Yes we can hear you fine.

Police Captain Robert Page

Okay, great.

Mayor Donchess

So could you tell us about the change order in the HVAC project?

Police Captain Robert Page

Sure. In speaking to the HVAC point Change Order #1 in the amount of \$25,840.39, we're not looking for additional money. The money will be paid within the current bond. There are five changes specifically under this change order. The first change is cooling in the data closets. These data closets give off a lot of heat from the IT equipment and they need their own temperature control regulations.

The second change is for shaft fire dampers. We need to upgrade to meet code and we currently needed two more to be installed.

The third change was for ceiling tiles and grid. The grid is the metal supports that hold the ceiling tiles. The original tiles are from 1979. As they're being taken out so they can work in the ceiling, they're falling apart. So we need new tile and grid for these.

The fourth change is for lighting at the firing range. We're replacing old original halogen lighting with new green energy efficient LED lights.

The final change is for the roll call room HVAC extension. In this case, we are converting two rooms into one expanding our current roll call room to address COVID concerns and growth within the department. This directly affects the HVAC system in terms of vents, thermostats, and other HVAC components that are installed.

Mayor Donchess

All right, good. Thank you. So does anybody have any questions or comments?

Alderman Clemons

Thank you. So just to be clear, all of those changes that you had mentioned are included in this line item for \$25,840?

Police Captain Robert Page

Yes.

Alderman Clemons

Okay, great. Thank you.

Mayor Donchess

Anyone else? When do you expect the project to be completed?

Police Captain Robert Page

We don't have the exact end date. I did speak to Turnstone themselves and they stated that they're about approximately 40 to 45 percent done. They've almost completed all the work in the second floor of the building which is our top floor and that is the longest part of the project. So they're approximately 40 to 45 percent done. It's just kind of the unknown unknowns that we could hit between now and the end. The next phase change order is due to be completed in the next few weeks and we'll be moving into the first floor at the point with the basement still to follow after that.

Mayor Donchess

All right. Any other questions, comments? All right, could the Clerk please call the roll?

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderwoman Timmons, Alderman Moran, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Personal Protective Clothing in the amount not to exceed \$32,580.17 funded from 61110 Protective Clothing (Fire Department)

**MOTION BY ALDERMAN GOUVEIA TO ACCEPT, PLACE ON FILE AND APPROVE THE PURCHASE OF A TEN (10) SETS OF PERSONAL PROTECTIC EQUIPMENT (PPE) FROM BERGERON PROTECTIVE CLOTHING OF EPSOM, NH, IN AN AMOUNT NOT TO EXCEED \$32,580.17. FUNDING THROUGH DEPARTMENT: 152 FIRE RESCUE; FUND: 61110 PROTECTIVE CLOTHING, BY ROLL CALL**

ON THE QUESTION

Assistant Fire Chief Steve Buxton

Good evening. Assistant Chief Steve Buxton, Nashua Fire. With me Deputy Chief James Kirk and Deputy Chief Robert Barrows. This is responsibility falls under Deputy Kirk. As many of you know, our department is in a period of transition right now. So Deputy Barrows is here just to kind of observe the process and see what’s all about but Deputy Kirk will be doing the speaking this evening.

Deputy Fire Chief James Kirk

Thank you for having us here tonight. This request is to purchase ten sets of full complement of firefighting protective clothing for new hires that will be set to take the line sometime around May 2<sup>nd</sup>. I’ve listed it out there – it’s jackets, pants, boots, reflective parka, helmet, and vest. As the communication says, it’s coming from Bergeron Protective Clothing which is a New Hampshire company right here in New Hampshire.

Mayor Donchess

Questions?

Alderman Klee

Thank you Mr. Mayor. This always is more for the public than anything is within the budget and you’re not asking for additional funds, correct?

Deputy Fire Chief James Kirk

Correct. It’s within our budget.

Alderman Klee

Thank you.

Alderwoman Timmons

I just have one quick question. How many new people are you servicing for this equipment?

Deputy Fire Chief James Kirk

This is for ten people. Ten new hires. These are hires that are replacing people that have retired or left the job.

Mayor Donchess

Anyone else? Could the Clerk please call the roll?

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons, Alderwoman Timmons, Alderman Moran, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Command Vehicle with Fit-up in the amount not to exceed \$74,292.24 funded from 81500 Vehicles/ CERF (Fire Department)

**MOTION BY ALDERMAN GOUVEIA TO ACCEPT, PLACE ON FILE AND APPROVE THE PURCHASE OF A 2022 FORD F250 PICKUP TRUCK WITH CUSTOM BED CAP AND EQUIPMENT THROUGH MCGOVERN MUNICIPAL HQ & EQUIPMENT TO BE PURCHASED FROM GLOBAL PUBLIC SAFETY IN AN AMOUNT NOT TO EXCEED \$74,292.24. FUNDING THROUGH DEPARTMENT: 152 FIRE RESCUE; FUND: 81500 VEHICLES/CERF, BY ROLL CALL**

ON THE QUESTION

Deputy Fire Chief James Kirk

Thank you Mr. Mayor. This is a CERF expenditure that is the normal replacement of the command vehicle that the on duty shift commander Deputy Chief uses. Currently that vehicle is a 2018. The normal life cycle of that vehicle is four years. The one that we have now will go into reserve and the new vehicle will take its place. You have two pieces of documentation. One is from McGovern HQ who will supply the 2022 F250 – Ford F250 pickup truck and then Global Public Safety, a company right here in Hudson, will be doing the upfitting with the custom cap and additional lighting and sirens that you'd see on that type of vehicle.

Mayor Donchess

Questions? Comments?

Alderman Klee

Thank you again Mr. Mayor. Just for the record, you said this goes into the old one will go into reserve. Is there one currently in reserve and if so, what will happen to that one?

Deputy Fire Chief James Kirk

So there is currently a vehicle that was actually repurposed from another division from our Training Division that has been placed in the reserve for the Deputy's vehicle. In addition to being a reserved vehicle to be used when the vehicle that we currently have is in for repair, it's also used for personnel that come in off duty and respond and cover the city in the Shift Commander role. So the one that we currently have is actually in good shape and it potentially could be repurposed. We've had some new roles. For example, the K4 position – the investigator and inspector position that we just filled last week. He could actually use this particular vehicle but we don't have anything slated for it specifically. Definitely a need within the Fire Department that this vehicle will take.

Alderman Klee

Thank you very much.

Deputy Fire Chief James Kirk

You're welcome.

Alderman Gouveia

Thank you Mr. Mayor. Just a quick question. Say the one we have now is good shape. Is it needed to do another purchase of one now? I know we say the shelf life is about 4 years but if the one we have is in good shape, is it absolutely needed that we purchase a new one?

Deputy Fire Chief James Kirk

It is absolutely needed and that's a great questions Alderman. One of the things that I would point to is that keeping up with the life cycle keeps the vehicles because at some point they will be no longer in good shape. What's really important about this vehicle is as I had mentioned, it's not only a reserve piece but it's also a piece that when we have multiple

alarm fires and we need coverage for the city, the Deputies like myself would come back from off duty and use this vehicle to cover the city. Then potentially if another fire were to happen, we would even need another vehicle for the subsequent Deputies to come back and respond as well. So to call it a “reserve” is really not the best explanation of what this vehicle does. So we do have to keep vehicles that are in good condition and able to be used.

Alderman Gouveia

Thank you.

Mayor Donchess

Anyone else? All right, could the Clerk please call the roll?

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderwoman Timmons, Alderman Moran, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager  
Re: DPW Facility Design Services Change Order #2 in the amount not to exceed \$37,000 funded from 53107 Architect & Engineering Services/Bond (Admin./Engineering)

**MOTION BY ALDERMAN GOUVEIA TO ACCEPT, PLACE ON FILE AND APPROVE CHANGE ORDER #2 FOR UNFORESEEN MISCELLANEOUS COSTS AND ADDITIONAL WORK THAT WAS NOT PART OF THE ORIGINAL SCOPE OF WORK WITH HKT ARCHITECTS, INC. IN AN AMOUNT NOT TO EXCEED \$37,000. FUNDING THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUND: 53107 ARCHITECT & ENGINEERING SERVICES/BOND, BY ROLL CALL**

ON THE QUESTION

Mayor Donchess

I believe Mr. Cummings is here on this. Could you give us an overview?

Tim Cummings, Economic Development Director

Yes happy to. For the record, Tim Cummings, Director of Economic Development. What you have before you this evening is a change order for \$37,000 for miscellaneous unanticipated expenses that came up during the design process for the DPW administrative office building. All these expenses are contemplated and anticipated in the total project budget which we’re staying within but they weren’t originally counted for in the original contract scope. Most of the work are small housekeeping type matters like \$3,000 for an existing conditions compilation plan, moving of the building after we had one of our committee meetings lately from where it was original proposed, some additional comments and questions that came from the State permitting office that needed to be address. So all these miscellaneous items in total add up to \$37,000 in design changes.

Mayor Donchess

All right. Questions, comments?

Alderman Klee

Thank you again Mr. Mayor. Director Cummings I did hear you correctly. You said that although they weren’t anticipated and weren’t part of the original project scope but they are within the budget. So you’re not asking to come in for any additional monies. You’ve already had budgeted for this as unanticipated costs is that correct? Did I hear that correctly?

Tim Cummings, Economic Development Director

That's correct.

Alderman Klee

Okay, thank you.

Mayor Donchess

Anyone else? Could the Clerk please call the roll?

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderwoman Timmons, Alderman Moran, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: 4 Cisco Switches in the amount not to exceed \$86,049.35 funded from 81342 Computer Software & Hardware/CERF (IT Department)

**MOTION BY ALDERMAN GOUVEIA TO ACCEPT, PLACE ON FILE AND AWARD A BID TO SHI FOR THE PURCHASE OF FOUR (4) NEW SWITCHES AND CORRESPONDING COMPONENTS IN THE BUILDOUT OF THE DISASTER RECOVERY SITE IN AN AMOUNT NOT TO EXCEED \$86,049.35. FUNDING THROUGH DEPARTMENT: 122 INFORMATION TECHNOLOGY; FUND: 81342 COMPUTER SOFTWARE & HARDWARE/CERF, BY ROLL CALL**

ON THE QUESTION

Nick Miseirvitch, CIO, Information Technology

Nick Miseirvitch, Chief Information Officer. This communication as you can see is the next step in the building out the disaster recovery site. The first meeting this year I mentioned that the next step would be storage. However due to supply chain issues, I had to swap things around. The switching hardware is a three month lead time. The storage is only a two month lead time. So members of the committee are aware, switches are the hardware components that all the devices connect to so they can communicate with each other. These switches will provide ten gigabyte fiber connections to all components and then a 40 gigabyte connection from site to site. So we're increasing the speed to improve performance and that's really about it.

Mayor Donchess

All right. Thank you very much. Anyone?

Alderman Thibeault

Thank you Mr. Mayor. Hey Nick, you look much different than you did a couple hours ago. A constituent asked me this question and I just wanted to throw it out there because I wanted to make sure that people know the answer to this taking some training by Alderman Klee. So why weren't we able to get this locally in New Hampshire? That was what the constituent had asked?

Nick Miseirvitch, CIO, Information Technology

Actually I did reach out to a firm that we do regular business with in New Hampshire. Unfortunately their pricing was \$20,000 higher. The difference in that is probably with the CISCO products there's a partnership level that vendors deal with CISCO. So they more they sell, the higher their level and the greater discount they can offer. So unfortunately the New Hampshire firm probably wasn't at a high enough level to get us the utmost optimum pricing.

Alderman Thibeault

Thank you Nick.

Nick Miseirvitch, CIO, Information Technology

You're welcome.

Alderman Comeau

Thank you Mr. Mayor. Thanks Nick. I just had a quick question. The communication mentions that it's the awarding of a bid. Do we know how many bids we received on this and what the length of time was that this was entered in so this was selected with this company?

Nick Miseirvitch, CIO, Information Technology

Actually I mistyped the letter. It's not a bid. It's a quote and I received three quotes.

Alderman Comeau

Thank you.

Mayor Donchess

Now Alderman Comeau you were breaking up a bit so I'm not sure if you...

Alderman Klee

He said thank you.

Mayor Donchess

You're finished? Okay. Any other questions, comments? Could the Clerk please call the roll?

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons, Alderman Timmons, Alderman Moran, Mayor Donchess	7
Nay:	0

**MOTION CARRIED**

UNFINISHED BUSINESS - None

NEW BUSINESS – RESOLUTIONS - None

NEW BUSINESS – ORDINANCES - None

RECORD OF EXPENDITURES

**MOTION BY ALDERMAN GOUVEIA THAT THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD FROM JANUARY 28, 2022 TO FEBRUARY 10, 2022, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons, Alderman Timmons, Alderman Moran, Mayor Donchess	7
Nay:	0

**MOTION CARRIED**GENERAL DISCUSSIONAlderman Klee

Thank you Mr. Mayor. Yesterday I believe Alderman Comeau had asked about the Records of Expenditure and signing the document that we all sign. I had suggested that I believe when we get the Record of Expenditures there's a sheet on the back that he could sign that and then just bring that in. I just want to make sure that I was accurate when I told him that and the same would apply to Alderman Moran.

Mayor Donchess

Okay, yeah. I think that's correct and I do have it here for those that are present.

Alderman Klee

Thank you very much.

PUBLIC COMMENTLaurie Ortolano

Laurie Ortolano, 41 Berkeley Street. I'd like to talk to you a little bit tonight about the barriers and the barrier issue. I'm really disappointed to learn and today I learned there was a public meeting of the Downtown Improvement Committee January 14<sup>th</sup> that was never posted. I would say legally such that the public knew the meeting took place. It was a 90 minute meeting. The bulk of the discussion was about the placement of the barriers. On January 12<sup>th</sup>, I sent an e-mail to Alderman O'Brien and Tim Cummings requesting any information on this committee, any committee meetings that were going to happen. The Right to Know was actually ignored. I never got a response on the 12<sup>th</sup>.

This is my file that I put together today that has about six e-mails that were sent to Alderman O'Brien and Cummings trying to find out when meetings were going to happen, how the committee was being set up, and how I could participate or know about it. I got stonewalled for two months. I learned through a back door that there was never going to be a committee picked as said in the public meeting on December 8<sup>th</sup> that the stakeholders – and I have confirmation of this through e-mails – was going to be just a downtown committee of stakeholders. Well I realize now that that committee is the Downtown Improvement Committee. It was never directly said. Tim Cummings was meeting with them for two months to go over developing the plan and getting input from them. I can tell you if the public had known, there would have been 25 people out there. I know there would have been. The best place for the public to have their input is in these smaller subcommittee meetings. They're much more productive that coming to a board meeting.

I received the most offensive e-mail last night from Tim Cummings telling me that I didn't miss anything. I shouldn't be concerned that those two meeting weren't really posted because you'll have all the opportunity you need when it goes to the board. You know what, that's the normal process. The normal process is that I'm allowed to attend all public meetings that are public meetings. You don't get to pick what meetings I get to go to. At any time the Board of Aldermen can cancel public comment. They've done it before. The Board of Aldermen doesn't answer questions.

I've got a drawing in front of me now that I actually have questions about. If I had gone to those two committee meetings, I could have asked questions. When this come up...

Alderman Gouveia

30 seconds

Laurie Ortolano

...I can't ask questions. Today I went over to City Hall to try and get the records for the minutes for the Downtown Improvement. I was treated so hostile by Tim Cummings I was floored. I waited 45 minutes outside this office at that table just left a message when he was done his meeting that I wanted to talk to him. He literally ran down the stairs, yelled at me that I didn't have an appointment and refused to answer if the minutes were in his office.



Alderman Gouveia

That's time.

Laurie Ortolano

Thank you.

REMARKS BY THE ALDERMEN

Alderman Klee

It's not germane to the aldermanic but today is my husband's birthday and I just wanted to wish him a happy birthday. I've been in House meetings all day long and I rushed from there to here. I get to at least say happy birthday to him publicly.

Alderman Moran

I just wanted to point out today at the House we were able to pass a Bill that would allow the State to contribute 7.5 percent to our municipal retirement fund and very proud to have voted that today. I just wanted to share that with the Finance Committee.

Mayor Donchess

Well we thank you very much and all of our members of the delegation particularly those who are Aldermen – yourself, Alderman Klee, and Alderman O'Brien. I suspect all the members of our delegation supported that. So we really appreciate your hard work.

Anyone else?

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 Comeau, Alderman Gouveia, Alderman Clemons, Alderman Timmons, Alderman Moran, Mayor Donchess	7
Nay:	0

**MOTION CARRIED**

The Finance Committee meeting was adjourned at 7:25 p.m.

Alderman Tyler Gouveia, Pro Tem  
Committee Clerk