

REPORT OF THE FINANCE COMMITTEE

FEBRUARY 17, 2021

A meeting of the Finance Committee was held on Wednesday, February 17, 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: 830 7743 6548 Passcode: 738100

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

Members not in Attendance: Alderwoman-at-Large Shoshanna Kelly

Also in Attendance:

Kim Kleiner, Administrative Services Director
Kelly Parkinson, Purchasing Manager
Bruce Codagnone, IT Director
Dan Hudson, City Engineer
David Boucher, Wastewater Superintendent
Tim Cummings, Director of Economic Development

ROLL CALL

Mayor Donchess

Is the Clerk present, Alderman Harriott-Gathright?

Alderman Klee

You're muted.

Alderman Harriott-Gathright

Yes I am here, I can hear you.

Mayor Donchess

Can you please call the roll?

Alderman Harriott-Gathright

Absolutely. Alderman Patricia Klee?

Alderman Klee

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

Alderman Harriott-Gathright

Alderwoman Elizabeth Lu? I don't see her. The Clerk, I am present, I can hear everyone and I am alone.
Alderwoman-at-Large Shoshanna Kelly? (No response.). Alderman-at-Large Brandon Michael Laws?

Alderman Laws

I am here, I can hear you and I am alone.

Alderman O'Brien

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

Mayor Donchess

I am here, I am social distancing pursuant to the Governor's Emergency Order and I am in the room alone.

Alderman Harriott-Gathright

We have 5 in attendance.

Mayor Donchess

Thank you Madam Clerk.

PUBLIC COMMENT - None

COMMUNICATIONS

From: Kelly Parkinson, Purchasing Manager

Re: Software 3-Year Subscription: KnowBe4 in the in the amount of \$19,388.16 funded from account 54407
Software Maintenance

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE 3 YEAR RENEWAL OF KNOWBE4 SECURITY AWARENESS TRAINING SUBSCRIPTION TO KNOWBE4 IN THE AMOUNT OF \$19,388.16. FUNDING WILL BE THROUGH DEPARTMENT 122 INFORMATION TECHNOLOGY; ACCOUNT 54407 SOFTWARE MAINTENANCE, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Now is Ms. Kleiner on the call?

Alderman Harriott-Gathright

Yes.

Mayor Donchess

Ms. Kleiner.

Alderman Klee

You are muted.

Kim Kleiner, Director of Administrative Services

I am here. I believe that Mr. Codagnone is here to answer any questions the Committee may have.

Mayor Donchess

Could someone give us a brief explanation as to what this is?

Bruce Codagnone, IT Director

The KnowBe4 is the security training that we do for all employees in the area of spam and phishing attacks to ensure that all employees are helpful in protecting the City's assets. We also do tests to employees on a regular basis to whether or not they fall for a phishing attack and in some cases have to be retrained. So this is a service that we subscribe to for that purpose.

Mayor Donchess

Now I notice that Alderwoman Lu is also present. Alderwoman Lu you should probably follow the protocol of telling us whether you are in the room alone and etc.

Alderwoman Lu

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

Mayor Donchess

Alright thank you. Does anybody have any questions or comments for Mr. Codagnone.

Alderman O'Brien

Mr. Mayor, Mike O'Brien. I would just like to say that I am going to definitely support this; actually falling victim myself to Mr. Codagnone's test that was given, because I receive a plethora of an amount of emails from very worthwhile constituents. But the thing is, we all heard the tragedies of municipalities that have been held hostage and other different things that can happen negatively if somebody enters into our system. So even though it's sort of like getting a little bit of a warning when you are speeding down the street, so I'll take the slap, but I definitely support this for what it does. Thank you.

Mayor Donchess

Alderwoman Klee?

Alderman Klee

Thank you, Mr. Mayor. And I am going to echo Alderman O'Brien's words I support it too. And having fallen victim to some of the phishing emails, the test ones, I most definitely think that it is a worthwhile thing. I thought I was in my personal email and clicked on a link to Google photos because my niece-in-law just had a baby and I was on the City Website, I mean on the City Email. So yes, it's a good thing, it makes us all a little bit more suspicious and it educates us better. I am grateful that we have it to keep us all in line. So thank you.

Mayor Donchess

Well thank you. And anyone else? Alderman Harriott-Gathright.

Alderman Harriott-Gathright

I ditto my colleagues. It is well worth it; I think we have all fell short in it.

Mayor Donchess

Alright, good.

Alderman O'Brien

Mr. Mayor I think we need to have a little bit of counseling session of who has fallen victim to this. Can you run like a little rehab for us or something.

Mayor Donchess

Well let me say categorically if you get an email from me asking for gift cards, do not answer it. How about that?

Alderman O'Brien

That works sir.

Mayor Donchess

Because I am never going to email you asking for gift cards and that has happened a few times. Ok could the Clerk please call the roll?

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

Yea: Alderman Klee, Alderwoman Lu, Alderman Harriott-Gathright,
Alderman Laws, Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Software Maintenance for Infor Smart Office in the amount of \$274,847.69 funded from account 54407 Software Maintenance

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE ANNUAL SOFTWARE ASSURANCE RENEWAL TO INFOR SMART OFFICE IN THE AMOUNT OF \$274,847.69. FUNDING WILL BE THROUGH DEPARTMENT 122 INFORMATION TECHNOLOGY; ACCOUNT 54407 SOFTWARE MAINTENANCE, BY ROLL CALL.

Mayor Donchess

Mr. Codagnone, are you going to explain this one?

Director Codagnone

Yes, Bruce Codagnone again for the record, IT Director for the City of Nashua. This is our yearly maintenance and for Lawson which is the ERP Application for the entire City including Police, Fire, Schools and City Departments for HR, Payroll, Financials, the employee self-service. So it is the yearly maintenance for all of those functions.

Mayor Donchess

Any questions or discussion? Alderwoman Klee?

Alderman Klee

Thank you Mr. Mayor. I apologize, I had seen this and meant to ask the question prior to the meeting so I apologize for doing this. When I went through each of the line items, I noticed there was a teacher's contract admin on it for 1,500 users. Where they have a separate budget from the rest of the City do we do a chargeback sort to speak on that so that their budget is – Mr. Mayor maybe you can answer this or Director Kleiner? No, we don't? Director I can see your head shaking no.

Director Kleiner

Mayor if I may.

Mayor Donchess

Go ahead, please.

Director Kleiner

So there are some items on here and we do handle the (inaudible) package through the City; it is handled through the IT Division. It's important that this is handled through IT, it's handled through one significant Department who is overseeing so we have a number of employees, Mr. Miseirvitch, Mr. Pearl that work on this software and know it and support it. It's very significant both Mr. Griffin and I work with schools in a number of different fashions. So it really wouldn't be worthwhile to do that. I did look at that particular item and questioned the 1,500 users. But I think I was going to check back with Mr. Codagnone later. I'm not sure that that is specifically accurate to that line item. Although I get your point on the 1,500, you're not being charged for the 1,500 that's a total of all the software that it covers.

Alderman Klee

If I may follow up Mr. Mayor.

Mayor Donchess

Yes, yes, please.

Alderman Klee

I wasn't necessarily questioning, I mean I did think that 1,500 seemed like quite a few just like the Human Resources package having 3,500 users but then I assumed that it was all of the employees that were able to access and so on. I just didn't know if we knew what the cost of that was if we did a chargeback to the School Department to their budget. You know how we are doing some, I don't know how to explain it but last year I noticed that we were doing some chargebacks in other words it would fall into one Department. They did the service but there was a line item on their budget too. So I didn't know if this fell into their budget as well. And I can see Mr. Codagnone has a comment as well?

Director Codagnone

If I could clarify. The money that we pay for in for Lawson is a lump sum so all of the different items such as Teacher's Contract and the Employee Self-Service and all those things, we are not paying by line item. So even if we eliminate something from that line or charge someone else, we don't have a price per line we have it for the entire thing, for the entire application. So it would be very difficult to figure out per line item, you know, if we wanted to charge 2,500 employees for a charge to schools, we don't know what line item breaks down to. So it would be very difficult to do that line item chargeback.

Alderman Klee

That answers my question perfectly. Thank you so much both of you.

Mayor Donchess

Alright, any other questions or comments? Madam Clerk could you please call the roll?

Alderman Lu

Oh I'm sorry I was looking for my mute button.

Mayor Donchess

Oh sorry. That's fine, Alderman Lu?

Alderman Lu

Thank you. The only question I have about this contract is when I saw Lawson on it I wondered are we using that program, do we only use that for one application which is the abatement tracking or

Director Codagnone

No. Again Bruce Codagnone, IT Director. It's not even used for anything dealing with abatements or assessing or anything. Lawson is used for the financials, payroll, HR and Employee Self-Service. So all the financials within the City are controlled within Lawson.

Alderman Lu

I had asked a question last week or last meeting about the presentation of the abatement disbursements. The answer that I got to that over the interim, Mayor Donchess, was that those disbursements for the rebates are processed via our Lawson program and we don't know how to get Lawson to talk to what we use for our record of expenditures. Now the other question was whether we would even want to do that. The discussion never got that far. But I was under the impression that those abatement names are held in Lawson, that's what I was told?

Director Kleiner

Mayor, I may Mayor?

Mayor Donchess

Well I did, I was going to get to this when we did reach the Record of Expenditures but I thought the question was were we legally required to state the name of the owner of the property when an abatement check was written, if the abatement check was payable to a mortgage company or some third party which happens now and again. And the answer I received from Legal was, no there is no legal requirement that the owner be stated. There were some reasons why that's not always so ... why it might be difficult to do that. Mortgage companies are more interested in the account number than the name of the owner because a mortgage company may have a number of properties with one owner and if all they get is the owner's name as opposed to the account number for the property, then they wouldn't know which property to apply it to. But I was really asking the Legal question, is that somehow required by the Ordinance and the answer to that was "no". Now the rest of it maybe Ms. Kleiner can address?

Director Kleiner

Yes, thank you Mayor. So I think there's – just to clarify Lawson is the financial package. So when you talk about the disbursements, the disbursements the actual check being cut is through Treasury, that's the Lawson. The abatement right, so when the abatement comes in, the abatement is processed through Assessing, goes to the Board of Assessors and is approved by the Board of Assessors. We issue a report to Treasury on behalf of the Board of Assessors to authorize the payment. So while I understand maybe the difference is a little confusing, the actual check being cut is finance.

Alderwoman Lu

Thank you. I would just like to follow up with something.

Mayor Donchess

Yeah of course.

Alderwoman Lu

My original query was just, it didn't seem to follow the spirit of the – it doesn't seem transparent to me. And to talk about it being a financial item, I mean so are disbursements for overpayment of for camp fees, for overpayment for refunds on car registrations and that type of thing. So my thought is simply if it is possible to have the property owner listed there, then I think it provides more transparency. And we don't typically go to people that we are cutting checks for and say, "Do you want that check cut to yourself or would you prefer it be cut to someone else or would you prefer it to be cut in the name of your financial institution?" We just cut the check to the people we owe money to. So that's the point that I wanted to make.

And I wondered whether if it is decided or it was decided that that's a more transparent way to go, then would Lawson be able to somehow train our staff to allow it to talk to the Record of Expenditures or is this – say the way it does with other payments / checks sent out to different people?

Mayor Donchess

Now of course the issue of who is getting abatements and how much is totally public and transparent. The only issue is where do you look for it. So you can get that from the Assessing Office at any time. And this is just a Record of Checks that are cut. So if someone wanted to know who is getting an abatement and for how much, this would not be the best place to go. I mean there's just another place to get that information.

Alderwoman Lu

Well thank you. I don't think people know they can go – they'd have to contact an individual at City Hall and say, "Hey I'd like a list of who got abatements". People don't typically want to do that. I just think it is more, it is a better policy. But I've had my say. Thank you very much.

Mayor Donchess

Alright. Any other questions or comments? If not, we are simply following a question, we did vote on the second issue, right? The second, did we vote on that? No? Ok. Could you please call the roll Madam Clerk?

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

Yea: Alderman Klee, Alderwoman Lu, Alderman Harriott-Gathright,
Alderman Laws, Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Engineering Services for EPA MS4 Permitting in the amount of \$187,550 funded from account 81700
Infrastructure Improvements

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE ENGINEERING SERVICES CONTRACT FOR TASKS REQUIRED BY THE EPA MS4 PERMIT WITH HAZEN AND SAWYER, PC, OF MANCHESTER, MA, IN THE AMOUNT OF \$187,550. FUNDING WILL BE THROUGH DEPARTMENT 169 WASTEWATER; FUND: WASTEWATER; ACTIVITY: STORMWATER ABATEMENT, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Alright, is Mr. Hudson here?

Dan Hudson, City Engineer

Yes, sir. Thank you Mr. Mayor. So the City is under a number of EPA permits. This one here is for the municipal separated storm sewer system, otherwise known as MS4. And this is for all the storm water discharges that aren't part of our combined sewer systems. So this is for closed drainage systems that discharge to the river and that sort of thing. So this permit is focused obviously on water quality. As part of that permit, there's a number of things that we need to do as a City, you know, record keeping, testing of storm water outfalls, making sure we are implementing best management practices from treatment and storm water and things like that. This is a large permit, it requires a lot of effort to comply with and so this is hiring an engineering company to help us stay in compliance for that permit.

Mayor Donchess

Discussion/questions? Alderwoman Lu? You're muted. Sorry.

Alderwoman Lu

No I'm sorry about that. Is this a charge to Solid Waste or to Wastewater?

Mr. Hudson

Wastewater.

Alderwoman Lu

Thank you.

Mayor Donchess

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

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

Yea: Alderman Klee, Alderwoman Lu, Alderman Harriott-Gathright,
Alderman Laws, Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Replacement of a Drywell Hoist in the amount of \$47,280 from account 81300 Machinery & Equipment

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE CONTRACT WITH MASS CRANE CORPORATION OF TYNGSBORO, MA, IN THE AMOUNT OF \$47,280 FOR REPLACING THE DRY WELL HOIST IN THE RAW SEWERAGE PUMP ROOM AT THE NASHUA WASTEWATER TREATMENT FACILITY. FUNDING WILL BE THROUGH DEPARTMENT 160 WASTEWATER; FUND: WERF; ACCOUNT: 71-EQUIPMENT, BY ROLL CALL.

Mayor Donchess

Alright, now is Mr. Boucher here?

David Boucher, Wastewater Superintendent

Yes I am, Mr. Mayor. I'm David Boucher, Wastewater Superintendent. Yes, this is for the replacement of a 3 ton hoist at the wastewater plant that's reached its useful life. We put it out to bid; we had two bidders and Mass Crane was the low bid on it. Mass Crane is a company that's worked with us, installed several hoists at the Wastewater Plant. They do our inspection of our hoist and safety equipment. And this is a hoist that is used to life our raw sewage pumps. I'll take any questions if you have them.

Mayor Donchess

Questions/comments? Alright, Madam Clerk, could you please call the roll?

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

Yea: Alderman Klee, Alderwoman Lu, Alderman Harriott-Gathright,
Alderman Laws, Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Design Services for Phase II Pump Station Upgrades in the amount not to exceed \$39,500 funded from account SFR Loan

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT ACCEPT, PLACE ON FILE, AND APPROVE THE CONTRACT WITH WOODARD CURRAN TO PREPARE PLANS AND SPECIFICATION FOR THE PHASE II PUMP STATION UPGRADES REBID IN AN AMOUNT NOT TO EXCEED \$39,500. FUNDING WILL BE THROUGH DEPARTMENT 169 WASTEWATER; FUND: SRF LOAN; ACTIVITY: PUMP STATION UPGRADES PHASE II, BY ROLL CALL.

Mayor Donchess

Mr. Boucher?

Mr. Boucher

David Boucher, Wastewater Superintendent. So we are near completion on Phase I and we are prepping to put Phase II out to bid, hopefully in April. Prior to putting out the bid, we have to get the services of Woodard & Curran who are the original design planners for the project. It was originally one project, to have all 12 pump stations upgraded. We broke it down into two separate so we need the original designers to modify the plans to take out all of the pump stations that are complete and modify the specs of the pump stations that are going

to be in Phase II, plus they are going to do some changes that we have requested before we put it out to bid. So we are hoping to go out to bid April 19th. The reason we have to use Woodard & Curran is because it's an SRF qualified loan and the State requires that the plans be stamped by the original designers.

Mayor Donchess

Alright, discussion/questions on this item? Alright could you please call the roll?

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

Yea: Alderman Klee, Alderwoman Lu, Alderman Harriott-Gathright,
Alderman Laws, Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Parking Study for the Elm & High Street Garages in the amount not to exceed \$40,845 funded from account 55699 Other Contracted Services and 53142 Consulting Services

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE CONTRACT WITH THORNTON TOMASETTI, INC., OF PORTLAND, ME, FOR AN EXISTING CONDITIONS STUDY OF THE ELM AND HIGH STREET PARKING GARAGAES IN AN AMOUNT NOT TO EXCEED \$40,845.00. FUNDING WILL BE THROUGH DEPARTMENT 166 PARKING, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Alright is Mr. Cummings here?

Tim Cummings, Director of Community Development

I am, yes Mayor.

Mayor Donchess

Could you please brief us on this one?

Director Cummings

Yes certainly. So for the record Tim Cummings, Director of Economic Development. What you have before you tonight is a contract as outlined in existing conditions type study basically on the deferred capital maintenance on our two parking structures in our downtown; the High Street and Elm Street parking garages. This item has been hanging out there for quite a while. We put an RFP out before COVID-19. We received something like 5 or 6 responses; we narrowed it down to 2. We did two interviews; COVID hit, we pressed pause on everything. To be clear this is not the parking study relative to best practices and looking at the marketplace supply and demand. That's a separate contract that we have already awarded. This is a very specific contract that we wanted to pursue relative to the maintaining our capital assets.

So with that being said, with that parking study still being on hold, we thought it would be prudent to move forward with what we could which is obviously the study of the parking structures. So we are before you tonight asking for permission to move forward with the contract that's before you, hoping to have it wrapped up in the next couple of months so we can evaluate and understand what we have for maintenance that we may need to pursue. The last time we did something like this was, I'm going to say 10 plus years ago. And as a rule of thumb in the industry this is something that should be done every 10 or so years. So we are on track for it. Thank you.

Mayor Donchess

So, of course, what you are trying to do is determine what shape these garages are in and what repairs might be necessary, correct?

Director Cummings

That's correct, Mayor.

Mayor Donchess

And the High Street Garage is about, is more than 40 years old. And the Elm Street Garage is about 35 so these have some age and they might need maintenance so that's the point.

Director Cummings

That's correct Mayor. I think it is safe to say that these will need maintenance and the best practice is to do ongoing continuous maintenance of your parking structures. It's much easier to maintain an existing asset than trying to build a brand new parking structure which could be cost prohibitive.

Mayor Donchess

Alright, any questions or comments?

Alderman O'Brien

Mr. Mayor?

Mayor Donchess

Alderman O'Brien.

Alderman O'Brien

Yeah Mr. Cummings, are you seeing anything really concerning, like spalling or anything else in these garages. Because I support this; we invested heavily into these garages, we must take care of our infrastructure. But are we showing true wear and tear with it?

Director Cummings

If I may, Mr. Mayor.

Mayor Donchess

Yes.

Director Cummings

Yes, Alderman O'Brien. We are seeing some wear and tear particularly around the joints which is what we want to make sure we have a good understanding of because the water damage gets through and starts at the top and goes all the way through the structure.

Alderwoman Lu

Thank you Mayor Donchess. I have a couple of questions about how we will pay for it. But I wondered through you to Director Cummins, would the people who are doing our parking study have been able to do this type of thing or is this more of an engineering contract?

Director Cummings

Yes so the group that we hired, it would be a separate business unit within the company does offer this type of service. So we could have pursued it and they were one of the respondents that actually put in a bid for the proposal of this project.

Alderwoman Lu

OK and their price didn't come out right?

Director Cummings

Well their price was cheaper than this contract but it wasn't an apples to apples comparison because they didn't include everything that we were asking for in the proposal. They were going to not do "some new testing". They were going to use some old data that they had on file to make an assessment. So taking that into consideration we felt it wasn't the best way to move forward. That coupled with the interviews, there were two interviews by various stakeholders within City Hall; Building Safety, Risk, Parking obviously, they felt that it would be good to get a fresh set of eyes on this.

Alderwoman Lu

OK. The other question I have may be for Ms. Parkinson. What dollar amount is going to other contracted services versus consulting. Do we have that breakdown? I know sometimes we are provided that. I just don't see \$40,845.00 in other contracted services?

Kelly Parkinson, Purchasing Manager

Other contracted services is \$31,100.00. And consulting services is \$9,745.00.

Alderwoman Lu

OK so the budget....

Director Cummings

Can we clarify that this prior escrows money. So we escrowed money for this initiative. So this is not in our Operating Budget, to be clear.

Alderwoman Lu

Oh well, OK. Is it in a fund, a different fund that it is coming from?

Director Cummings

Yes it was done through the escrow process and then the separate charge is going to be from the Parking Trust Fund that was set up for parking related type of needs.

Alderwoman Lu

So what are the two funds, the two dollar amounts are coming from?

Director Cummings

So again the \$30 and change is coming from a prior year escrow and the \$10,000.00 is coming from a Parking Trust Fund.

Alderwoman Lu

Ms. Parkinson would you be able to get that to me?

Ms. Parkinson

To get you the breakdown?

Alderwoman Lu

I don't know if I am alone in the Committee who recalls when other meetings when we have had – I am used to having a specific breakdown and what fund or account, not necessarily the charge, whether it would be other contracted services. But where it is held now? What is that escrow account. Certainly someone here knows the answer to that?

Mayor Donchess

So what an escrow is, is ...

Alderwoman Lu

Oh I understand what the escrow is but aren't they all named and numbered?

Mayor Donchess

Yes, they are all name and numbered. Now this, as I am looking at this, this tells you that the account is 55699. But certainly Ms. Parkinson can get you a Memo on this.

Alderwoman Lu

Well 55699 indicates "other contracted services". And Ms. Parkinson said \$31,1 is going from there.

Mayor Donchess

Well the escrow may be named "other contracted services" but we can get you the clarification or the detail, that's no problem.

Alderwoman Lu

Sorry I cut my teeth on Dan Kookan and I think I just, maybe I'm not flexible enough. But thank you, if could that would be great.

Ms. Parkinson

I've got you.

Alderwoman Lu

Thank you.

Mayor Donchess

Alright so we will follow up on that. Any other questions or comments. Alright could the Clerk please call the roll?

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

Yea: Alderman Klee, Alderwoman Lu, Alderman Harriott-Gathright, Alderman Laws, Alderman O'Brien, Mayor Donchess	6
Nay:	0

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 29, 2021 TO FEBRUARY 11, 2021, BY ROLL CALL

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

Yea: Alderman Klee, Alderwoman Lu, Alderman Harriott-Gathright, Alderman Laws, Alderman O'Brien, Mayor Donchess	6
Nay:	0

MOTION CARRIED

GENERAL DISCUSSION- None

PUBLIC COMMENT - None

REMARKS BY THE ALDERMEN

Alderwoman Lu

Yes, I have one. Thank you Mayor Donchess. I just wanted to ask about actually maybe it is a discussion but have we had our, oh darn now I can't think of the name of it, our annual review?

Mayor Donchess

Audit?

Alderwoman Lu

Yes it's not an audit but it is a CAFR right?

Mayor Donchess

Well the CAFR is the output from the audit.

Alderwoman Lu

Right. When does that usually come out?

Mayor Donchess

That comes out soon.

Alderwoman Lu

OK. What I would love to see is for the accepted budget, I've asked a few people for this, but sometimes I want to look at the current budget, the adopted budget. But there's nowhere to find it because the website only has the proposed budget. And I've mentioned this a few times. I mean there were changes to our proposed budget.

Mayor Donchess

Yes, definitely. The final budget should be there and if it is ...

Alderwoman Lu

I agree.

Mayor Donchess

If it's not there, you know, the proposed budget is interesting but the final budget is really the operative document.

Alderwoman Lu

I'm with you 100%, I agree with that, yeah.

Mayor Donchess

So Ms. Kleiner do you have any insight into that, are you still on?

Director Kleiner

I am Mayor, sorry I am looking now, I thought it had been updated, but we will follow up tomorrow and make sure that it is posted.

Mayor Donchess

And Mr. Griffin is not on here, is he?

Director Kleiner

No, I don't believe he is. I do know that Rose Evans is currently working on the CAFR Report with our auditors. I am sorry my internet is slow, I was looking for the budget but we will make sure that it is there.

Mayor Donchess

Yes well it's definitely passed, you know the budget that was finally enacted which is the most important.

Alderwoman Lu

I have actually asked for it several times and had it sent to me but I don't really want to save it to my – it is such a big thing I thought eventually it would just be posted.

Mayor Donchess

Well it should be there.

Director Kleiner

Yes.

Mayor Donchess

So definitely they will check that out.

Alderwoman Lu

Great. And just one other thing, we haven't had any bond sales during 2020 is that correct?

Mayor Donchess

2021 you mean?

Alderwoman Lu

No I meant during the calendar year 2020 there weren't any bond sales were there?

Mayor Donchess

There were in the fall.

Alderwoman Lu

Because there's also ...

Mayor Donchess

Now I think ...

Alderwoman Lu

I don't think that's been posted to the web site either.

Mayor Donchess

In the fall the Triple A Bond Rating was reaffirmed and that occurs when bonds are sold.

Alderwoman Lu

Because I noticed that there are reports for years passed detailing the bond sales and that did not get up their either. I just wanted to point out that especially during this time of pandemic when City Hall is closed and people get all of their information on line we should be extra careful to get this information available.

Mayor Donchess

Correct. What do you think there Ms. Kleiner? I would have thought that David Fredette would have posted the rating report?

Director Kleiner

Yes Mayor, I agree. That's very unusual. So I'm wondering if there's not another issue but again we will look into first thing in the morning.

Mayor Donchess

OK.

Alderwoman Lu

May I just to add, did you say the Rating Report.

Mayor Donchess

Yeah so when bonds are sold, the Standard & Poor's and Fitch, two rating agencies, rerate the City.

Alderwoman Lu

I think that is up there.

Mayor Donchess

That is up there.

Director Kleiner

Yes, Mayor.

Alderwoman Lu

That's not what I am talking about however.

Mayor Donchess

So you want to know how much sold, right and when?

Alderwoman Lu

In past years from 2019 and earlier posted to the web site I guess as a matter of routine there was bond issuances. And you could look at that and see what that bond paid for. It's called, I believe, a financial report or something very vague like that but it is under the Finance Tab.

Mayor Donchess

Alright well David Fredette is probably responsible for posting all of that. So we will check that out too. So thank you for bringing that to our attention.

Alderwoman Lu

My pleasure.

Mayor Donchess

These things should be on the website as you've pointed out. Now I am getting it separately so I am not looking at the web site every day for stuff like this. But other people from the public easily could be; so yes, we will definitely check it out. Thank you. Any other remarks by Aldermen? (There were none.)

Alright, Alderwoman 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, Alderwoman Lu, Alderman Harriott-Gathright,
Alderman Laws, Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

The Finance Committee meeting was adjourned at 7:46 p.m.

Alderman Linda Harriott-Gathright
Committee Clerk