

**Special Board of Public Works Meeting & Budget Workshop
Meeting Minutes**

February 22, 2018

A special meeting of the Board of Public Works was held on Thursday, February 22, 2018, at 9:00 a.m. in Room 208 at City Hall, 229 Main Street, Nashua, NH, 03063

Mayor Donchess, Chair, declared the meeting to order at 9:00 a.m. and called the roll.

Members Present:

Mayor James Donchess, Chair
Commissioner Joel Ackerman, Vice Chair (Arrived after roll call at 9:02 a.m.)
Commissioner Tracy Pappas
Commissioner Kevin S. Moriarty (Arrived after roll call at 9:04 a.m.)
Commissioner G. Frank Teas

Also Present:

Ms. Lisa Fauteux, Director of Public Works
Mr. Jon Ibarra, Superintendent of Streets
Mr. Jeffrey Lafleur, Superintendent of Solid Waste
Mr. Stephen Dookran, City Engineer
Mr. Michael Harris, Operations Manager, Division of Public Works
Ms. Carolyn O'Connor, Finance and Administration Manager
Mr. Andy Patrician, Assistant Director of Public Works
Mr. Nicolas Caggiano, Superintendent, Parks & Recreation
Mr. John Stewart, Fleet Manager, Department of Public Works
Mr. Dave Boucher, Superintendent, Wastewater Department
Ms. Kim Kleiner, Chief of Staff
Alderman Ernest Jette, Aldermanic Liaison

Public Comment

There were none.

Aldermanic Referral

- A. R-18-003** - AUTHORIZING THE MAYOR AND CITY TREASURER TO ISSUE BONDS NOT TO EXCEED THE AMOUNT OF TWO MILLION FIVE HUNDRED AND SEVENTY FIVE THOUSAND DOLLARS (\$2,575,000) FOR VARIOUS IMPROVEMENTS AT THE SOLID WASTE DEPARTMENT FOUR HILLS LANDFILL AND THE PURCHASE OF SIX REFUSE TRUCKS.

MOTION: Commissioner Pappas to make a positive recommendation of R-18-003, to Authorize the Mayor and the City Treasurer to Issue Bonds not-to-exceed the amount of \$2,575,000 for Various Improvements at the Solid Waste Department Four Hills Landfill and the Purchase of Six Refuse Trucks.

SECONDED: Commissioner Teas

Discussion:

Director Fauteux

This is a referral that actually should have come to the Board at our last meeting but there was an error and it was not referred to us. This is the bond for the six trucks that was approved at the last meeting, as well as the soil wall and the gas collection.

MOTION CARRIED: Unanimously

Street Department

A. MOTION: Commissioner Teas to approve change order #1 to the contracts with Eastern Mineral and Granite State Mineral for a net change in an amount not-to-exceed \$115,000. Funding will be through Department 161 Streets; Fund: General; Account Classification: 61 Supplies and Materials.

SECONDED: Commissioner Pappas

Discussion:

Commissioner Ackerman

How much tonnage would be available at the beginning of the following season?

Mr. Jon Ibarra, Superintendent of Streets

The beginning of the following season?

Commissioner Ackerman

No, this coming season. When we purchase this additional salt, do you anticipate depleting all of this?

Mr. Ibarra

It is uncertain looking at the pattern that we are in but I want to be prepared should we get bombed this March.

Commissioner Ackerman

Does this represent about 15%?

Mr. Ibarra

It will bring in about 2,000 to 2,100 tons. Last year between February 9th and April, we imported 3,734 tons and this year we started out with a little bit of a deficit of about 251 tons due to the price increase in the last fiscal year. We have just about expended our current budget and that left us with 1,141 tons. I added those numbers together based on last years' history and that would give us about 3,270 tons available for that same time period.

Commissioner Pappas

Are we starting to come close to expending our whole snow budget?

Mr. Ibarra

Last week we had about \$300,000 in payroll so yes, we are getting close, it all depends on what March brings us.

Commissioner Pappas

Okay so this will come in from supplies and materials this year and as right now, we do not have to tap into the trust account.

Mr. Ibarra

As of right now that is correct.

MOTION CARRIED: Unanimously

Solid Waste Department

- A. MOTION:** Commissioner Pappas to approve Change Order #4 to the contract with Northeast Earth Mechanics, Inc. (NEM) in the amount of \$199,763 to continue construction of the residential setback barrier wall in the Phase II landfill. Funding will be through Department: 168 Solid Waste; Fund: Bond; Activity: Landfill Soil Wall.

SECONDED: Commissioner Ackerman

Discussion:

Alderman Jette

When you talk about a barrier wall, is it above the ground or below the ground?

Mr. Jeffrey Lafleur, Superintendent of Solid Waste

This is something that started out as a soil wall and we changed it to a concrete wall. It is going to be buried under trash; trash on one side and soil on the other. This is a barrier for our setback to the residents of Nashua. The landfill was designed as a two-line landfill made with the anticipation that we would get a waiver of the landfill from the residents, a 500' setback but we never got the waiver. The Department of Environmental Services would not give us the waiver so now we have to build a wall separating trash from the 500' setback. We have to continue building it as the landfill goes up.

Alderman Jette

Is this wall above the ground? Does this involve anything that might be carried through ground water or through the soil?

Mr. Lafleur

No, it is on the dual line landfill but it get's buried. It is buried between trash and the soil. We have to build the wall continuously as the landfill goes up with trash; it is soil on one side and trash on the other. It is a barrier only for the 500' setback between the houses and the trash.

Mayor Donchess

It is just to make sure the trash does not get any closer to the houses.

Mr. Lafleur

That is correct; it has to stay 500' away from residences.

MOTION CARRIED: Unanimously

Engineering Department

A. MOTION: Commissioner Teas to approve a contract with Capital Appraisal Assoc., Inc. in the amount of \$10,000 for the appraisal of four Broad Street Parkway parcels or portions of parcels declared as surplus. Funding will be through Department 160 Admin/Engineering; Fund: Bond; Activity: Broad Street Parkway.

SECONDED: Commissioner Ackerman

Discussion:

Alderman Jette

These are appraisals of what looks like residential properties. I am used to seeing the cost of appraisals for houses to be about \$400 - \$600. Why does this cost so much.

Mr. Lafleur

I think Capital Appraisal is a commercial appraisal company and these parcels are deemed commercial lots.

Mr. Dookran

Two of them are residential and the First Look commercial type property. The reason for the high cost is that the DOT requires that we follow the rules for when you use federal dollars to purchase the property and therefore you have to hire appraisers that are on their list which are commercial appraisers. It is a lot of work and that is why it costs \$2,500 a piece.

Commissioner Ackerman

Is the plan of record to sell these parcels after this is completed?

Mr. Dookran

Yes, that is the intention.

Commissioner Ackerman

Will we recoup the money that was expended as part of the appraisals but also recoup the money that was paid out when we originally purchased the properties to the city, is that correct?

Mr. Dookran

The only monies that we will recoup are the current value of the parcel.

Commissioner Ackerman

It's not the market value?

Mr. Dookran

It will be whatever the appraisals come out to be.

Mr. Lafleur

The appraisals might be less than what was paid in the first place.

Mayor Donchess

The acquisition was managed by the state DOT and not by the City of Nashua.

MOTION CARRIED: Unanimously

Budget Workshop

Director Fauteux

I would like to introduce Mike Harris; we approved him at our last meeting as the Operations Manager for the Division. He is doing a great job!

Today we are presenting our proposed budget. We were given the directive for the fiscal 2019 budget of a 2.5% increase. You will see on your sheet that we had a 2.483% but there was an error in the Parks & Recreation personnel section; there was an equipment operator that was inadvertently deleted and an extra Groundsman 1 was put into the budget. We need to restore the equipment operator and eliminate one of the Groundsman 1 positions. This means we are actually at about 2.55% so we will need to cut about \$5,000 in order to meet the directive of 2.5%. That is exclusive of both Solid Waste and Wastewater because of the permitting requirements; it would be difficult to meet the 2.5% although we were able to go down some in Wastewater because some of the capital projects are finishing up.

Our utility and field budgets have been adjusted based on both historical usage and our purchasing guidelines. The CNG budgets were reduced a little bit because we were able to negotiate a lower rate due to all of the buses coming on-line. We did increase our overtime in Parks & Recreation, Solid Waste and Streets for different city events that have been added. We also increased a little bit for boiler repairs, vehicle repairs and maintenance in the Street Department so we can store additional items on the shelf so we do not have to order them and we can get equipment repaired and back on the road a little bit more quickly.

We have some concerns about our single-stream recycling. With all that is happening in China and their refusal to take some of the recycling work, we are worried about the future of the recycling program.

We increased the electricity in the Wastewater Department a little bit because we need to get a new generator for net metering. Once we have that up and running again we will be able to benefit from that but until then we needed to increase the amount budgeted for electricity.

Commissioner Pappas

What steps were you going to take to try to get the trucks out quicker after they are repaired?

Director Fauteux

We will put filters and different parts on the shelves so we do not have to order them and we just put them right in.

We are still in negotiations with AFSCME, it is not going that well as you know and I think it is going to take some time but we do have a tentative agreement with the UAW which will be finalized very soon and that is good news.

We will present the budget department by department and you can jump in and ask questions as you go.

Commissioner Pappas

What do we do when we have not figured out a contract yet and clearly, you have to budget for the next year?

Director Fauteux

Do you mean for wages?

Commissioner Pappas

Yes.

Director Fauteux

We usually have some sort of estimate that we put in the budget; it's not put in the Public Works budget but Financial Services sets that aside so in the event that the contract does...

Ms. Carolyn O'Connor, Finance and Administration Manager

We have a budget adjustment line that everyone budgets as they are preparing for their department and that money is pooled together into Financial Services and is on hold in the hopes that it will be enough if we do come to an agreement. We estimate it.

Commissioner Pappas

I would imagine that it would not be advantageous to make that figure public.

➤ **Administration and Engineering**

Mr. Dookran

Administration and Engineering is Department 160 and overall, it is a \$1.2 million budget. I want to point out that the department budget has increased less than 1% from last year.

The wages are on page 6. There are no changes to the number of positions in the department however; there are a couple of title changes. The FY '19 proposal includes any scheduled increases.

Commissioner Teas

Under FTE, it says 1.0, 0.8, 0.5 or 0.45; is that because that position is part-time or shared?

Mr. Dookran

All of the partial FTE's are shared with the Enterprise Departments.

Let me point out our Revenue Page, which is on page 14. The revenue is at \$8,800. The part that comes from previous fees is an average per year so we stick with that number. Essentially, there is no change on that page.

The Appropriations start on page 15 and the only thing to point out is there a slight decrease in overtime.

Commissioner Pappas

Is there any particular reason?

Mr. Dookran

We had increased the overtime last year in order to keep up with all of the construction that we are doing, especially the paving and our usage was well managed so we thought we could lower that number this year.

On page 16, under Property Services, we were following the guidelines. Under Heating and Gas, there was a significant decrease due to the status of the Burke Street building.

Commissioner Ackerman

A couple of months ago we had a discussion regarding the fees and we were going to do an analysis regarding whether or not to increase the fees for the sewers, is this budget taking that into consideration?

Mr. Dookran

The first thing is that the sewer fees do not end up in the General Fund; they go into the Wastewater Fund.

Ms. O'Connor

There is no adjustment yet.

Commissioner Ackerman

Are we getting close?

Ms. O'Connor

Yes.

Commissioner Teas

What are we heating on Burke Street?

Mr. Andy Patrician, Assistant Director of Public Works

We are heating the office space, as there is still fire suppression in there so it needs to be heated just enough so the fire suppression does not freeze. The fire suppression is not active in the warehouse space so therefore, we are not heating that area.

Commissioner Teas

I was under the impression that we were not going forward with the Burke Street project because we found the building would be too expensive to renovate. Is it still a possibility that we might use the office space?

Mayor Donchess

It is still a possibility. When the project regarding the restoration or the renewal of the garage was examined by the architects who were hired, and they were being managed by a couple of members of the Board of Aldermen and someone from the Board of Public Works, Lisa and others; what they found was that to restore the garage would be only slightly less expensive than building a new garage and restoring the new garage would result in some compromises that did not seem worth making. For example, the roof would not have a load bearing capacity sufficient enough to withstand a big snowstorm so you would have to have people on the roof shoveling the snow. The piers inside of the garage were close enough so that you could maneuver the equipment but it was difficult and not ideal. If we were going to spend \$35 million to get a compromised facility and \$39 million was the price of a completely new facility, why spend \$35 million. There were no drains in the floor, which was another problem. The decision that was made at that point was if we were going to proceed with the project then we would raise the current garage and build a new one. In the end, we did not go ahead with any project.

Commissioner Teas

So the office building could still possibly be renovated.

Director Fauteux

Yes, in fact, the Mayor and I have been talking about putting a meeting together for the Board of Public Works to decide what to do and that will be coming up soon.

Mayor Donchess

As reviewed by the architect, that was a \$10 million to \$12 million problem. The restoration of the office building was not cheap either but at least it is possible. The other thing is not even really worth doing in their ultimate opinion.

Mr. Dookran

On page 17, I would like to point out the slight increase in the Mileage Reimbursement and that is because the department is down by one vehicle. With the additional construction we are overseeing, there is a lot of running around in the city.

On page 18, the Right-of-Way fees, there is not a budget line for that because the need for that fee has gone away. It was for Northwest Boulevard when it was not an accepted street and we had to pay railroad fees. Now that the city has accepted that street, that fee has gone away.

I do not have anything to highlight on page 19.

The last page is page 20, which is Furniture and Fixtures, we are asking for some funding for that because our existing furniture is old and in poor condition and the fact that Burke Street is not happening anytime soon, we have to invest in some new desks and chairs.

That is all I have for my department's requests.

Director Fauteux

Are there any questions regarding Administration and Engineering?

Commissioner Pappas

Relating to paving, are we keeping track of the huge monster potholes? The areas where we have those gigantic ones, are we going to have to do something special rather than just pave right over them so they do not come back in three years?

Mr. Dookran

I can speak at least for the main corridors, Kinsley and Concord Streets. They are on this years' paving list so it means removing the top 3" of pavement and putting down new pavement. We are tracking the locations where we have recurring potholes. If there are problems with the street that needs more than pothole patching then they will be addressed.

Commissioner Pappas

The big potholes on those corridors; is there a certain depth that we are going to have to do something different? Will the first 3" of pavement going to do it for most of the monster ones?

Mr. Dookran

It is the recommendation from our consultant to entrench mill and overlay. If there are localized spots that are deep and really broken up then we will have to do more than just regular patching, we will have to put in 5" TO 6" of new pavement in just those spots.

Commissioner Pappas

I think some people have been using the hubcaps as decorations.

Mr. Dookran

There is gas work that needs to be done on Kinsley and Concord Streets before we can begin the re-paving.

Mr. Ibarra

The areas that are not in the paving program are the areas where we use our mill and fill program. We identify hot spots that may not be in this years paving and we address those with the mill and fill program.

Commissioner Pappas

That works for over ten years.

Mr. Dookran

Well, not quite ten years.

Mr. Ibarra

It depends on how much water lays on the road.

Mayor Donchess

Are there any other questions on Administration and Engineering?

➤ **Streets Department**

Mr. Ibarra

The Streets Department is 161 and our budget went up by 2.339%. Salaries & Wages, as the director mentioned, the overtime budget was raised and that was to help offset some of the special events on Main Street and everything else is contractual. I might also point out the revenue is about \$3,500 and is from the sales of vehicles that are out-of-service or older equipment. Sometimes we receive money from the Risk Department if someone has damaged a sidewalk and items like that.

On page 25, there is a 1978 boiler in the Street Department and it has needed quite a bit of attention. We are looking to replace it sometime in the future but in the meantime, we bumped that line by \$5,000 to help offset that.

Under Buildings & Grounds Maintenance on page 25, we have bumped that line by \$2,500. We are working to remedy some of the things that have been ailing over the years. We have replaced all of the lights around the facility and just the upkeep of the grounds.

Commissioner Ackerman

Is this on Stadium Drive?

Mr. Ibarra

Yes.

The Vehicle Repair and Parts Maintenance is line 54600 on page 25 and we have bumped that by \$10,000. As the director alluded to in the beginning of the conversation, we are going to keep parts more readily available so we can turn around the repairs quicker and get the assets back on the road.

On page 27 is Other Contracted Services and there is a \$6,000 increase to that line item. This increase is to expand the AVL Program that we have in the vehicles. We also have some sidewalk tractors that we would like to add the AVL Program to and perhaps the sweepers as well.

Commissioner Ackerman

What is AVL?

Mr. Ibarra

It is our GPS location devices that are in all of the vehicles that currently plow. We can track them through the city and see what has been missed, what has been done and where they are. If a citizen calls with a concern, we can go back into the history and assure them that it has been done or confirm that it hasn't and then take care of it. It helps us answer the calls. It is a good tool to have in the toolbox.

Commissioner Ackerman

Last month and earlier today when we voted to appropriate the budget for the six new solid waste vehicles, the automatic pick-up vehicles, one of the things that was in the write up from last months meeting was the

encouragement that we should go forward because we could take advantage of the trade-in value back to the general fund as part of the six vehicles that we talked about but on this page, in 2018, we only estimate the trade-in value for all sales of vehicles to be \$2,500; is that short of this money that might be coming back from the...

Mr. Ibarra

This is an estimate but I have actually started cannibalizing the old trucks to keep what we can keep on the road, on the road. If they are old and really bad then there is no value in trading them in.

Mr. John Stewart, Fleet Manager, Department of Public Works

When I go out to bid, we basically get a trade-in value to reduce the price of the truck so you will not actually see it as revenue but a reduction....

Commissioner Ackerman

That was not the case, I asked that very same question last month, was the quote that was provided to the city reflect...

Mr. Ibarra

That one was not for this one because we do not know what we would get for the cost of the trucks and we were going off a contract bid so that would be reflected next year. We just do not know what we would get for our truck.

Director Fauteux

Because it is eight or nine months out, they will not give us a price now but will give us the price once it is time to trade.

Commissioner Ackerman

Isn't the trade-in occurring in the next three months?

Mr. Stewart

No, it is a nine-month delivery.

Mr. Ibarra

The next adjustment that you will see on page 27 is Gases, 61166; that went up \$1,500. That is for the liquid propane. We are burning a lot of it. We now have three hot boxes in service and I will be bringing the Board a motion to upgrade those hot boxes in the future.

Commissioner Teas

What is a hot box?

Mr. Ibarra

A hot box is what we use to keep asphalt hot and workable in the winter so we can go out and patch potholes.

Commissioner Pappas

Is the price of the Snow and Ice control going up, 611685?

Director Fauteux

That was the AVL.

Ms. O'Connor

Under Contracted Services is where you budget for the AVL, account 55699, for Snow and Ice Control. It was \$5,000 and it is increasing to \$10,000. Mr. Ibarra wanted to increase that line because he wanted to add some AVL to the sidewalk tractors to be able to monitor them.

Commissioner Pappas

I thought we had something that said AVL.

Mr. Ibarra

Every vehicle that plows has that in it and that is why it would fall under there.

Mr. O'Connor

We do not have a specific account that says AVL.

Mr. Ibarra

On page 28, Fuel, Compressed Natural Gas, account 61310, there is a cost savings of \$1,190. That was a negotiated price for the CNG.

On page 30, 71000, Equipment, went from \$2,000 to \$5,000. This is where we buy our chains, snow blowers, shovels and equipment for snow removal.

That is all I have for adjustments to the budget.

Commissioner Teas

With respect to fuel, on page 28, both for unleaded and diesel fuel, the budgets are substantially higher in 2018, but the use is really low and yet we budget higher. Do we have to do that based on projected hours or how does that work?

Mr. Ibarra

I am going to go with the fluctuation in the market.

Director Fauteux

We also have quite a few more months to go.

Commissioner Teas

It is a little bit deceiving.

Director Fauteux

It is.

Commissioner Teas

There could be some additional bills coming in.

Director Fauteux

Absolutley. This was through February 16 and that might not have even reflected everything.

Mayor Donchess

I think these are bulk deliveries.

Director Fauteux

Yes, they are bulk deliveries.

Commissioner Pappas

Do we pay for the whole city?

Director Fauteux

Right, and then we have the Internal and External Fuel Billings line where we charge out to the other accounts.

Commissioner Pappas

How long have we been charging them?

Ms. O'Connor

We are charging more of the departments as they are able to track it over the past two years but we have always had some type of reimbursement that is done.

Commissioner Ackerman

Mr. Ibarra, a few months ago you had brought an appropriation to buy some brine equipment. Does your budget for 2019 take into consideration the materials that will be needed?

Mr. Ibarra

We are anticipating there will be a 30% reduction in the salt although we will not really know that until we have implemented the program. I have one more purchase coming up for the storage tanks, but everything else, like the plumbing, will be done in-house with our crews.

Commissioner Ackerman

Right, but what about the materials, don't we have to buy supplies to actually create the brine.

Mr. Ibarra

Our salt will actually make the brine. We will have to supply a water feed.

Commissioner Ackerman

Okay, so it is not a separate material that we have to buy.

Mr. Ibarra

No but if we go and add a chemical like magnesium chloride we will have the storage capability for that. We can blend the brine, which will lower the temperature of its effective rate. We may buy some magnesium chloride but we take that out of the snow and ice budget.

Alderman Jette

I see that we buy unleaded fuel, diesel fuel and compressed natural gas. Can you talk about how the different types of fuel effect the environment and how the different types of fuel costs per mile?

Mr. Ibarra

I would not have those numbers here. CNG burns cleaner but I am a diesel guy because I like power. CNG is better for the environment and that is why they come up with the grants to help fund the CNG vehicles. They are supposed to get a longer engine life but I am not sold on that yet. Jeff, what do you think about CNG?

Mr. Lafleur

I think CNG is great.

Director Fauteux

CNG burns a lot cleaner, it has 20% less carbon dioxide as opposed to diesel and it has far less emissions. Nashua is a non-attainment area in terms of air quality.

Commissioner Ackerman

What does that mean?

Director Fauteux

It means that we have poor quality so anything that we can do to reduce our carbon footprint I think is the right thing to do. It is a more sustainable fuel and it is a domestic fuel so we are not depending upon foreign supply, which is another positive thing. It has been a very good program and residents really appreciate having clean trucks going through their neighborhoods, especially early in the morning because there are no diesel emissions and no odor.

Mayor Donchess

There is a CNG facility on Riverside where all of the vehicles fill up with CNG and that includes the city buses; at least eight of the buses. If you had a CNG vehicle, you could go there and fill it up but not many people have CNG vehicles.

Alderman Jette

I agree that CNG is a good thing for us to do, I was just wondering if the cost was more expensive or cheaper in comparison to unleaded and diesel.

Mayor Donchess

What do you think on miles per dollar?

Director Fauteux

It is about the same.

Mr. Ibarra

The real benefit is the emissions.

Alderman Jette

It is definitely worth it, without a doubt.

Director Fauteux

I think so, yes.

Mr. Ibarra

Regarding the trash trucks, it's not miles; it's hours. My trucks do not have a lot of engine hours. We are supposed to get 20% better maintenance cost and lower emissions.

Commissioner Pappas

Why don't we use them for plow trucks?

Director Fauteux

That has changed a little bit. When we first started the program, the CNG engines were not powerful enough for the plow trucks but that has changed. We have not bought any CNG plow trucks yet but the trash trucks are really the leader with CNG and now also transit buses throughout the country. We have some CNG pick-up trucks, a car and some other things.

Commissioner Pappas

Is the price differential between getting a CNG truck versus a diesel pretty significant.

Director Fauteux

When we first started, there was about a \$50,000 price differential and we were able to get incentives to cover that. It has gone way down; it is only about a \$30,000 price differential now, which makes it more affordable as well.

Alderman Jette

I know that we sell advertising on the buses. Have we thought about selling advertising on the trash trucks or the plow trucks?

Director Fauteux

We have not thought about that. It would be a lot of work to do that and I am not sure...

Mayor Donchess

It is a wrap that goes around the vehicle. It is not really painted.

Mr. Ibarra

I don't think we have enough space on our plow trucks.

Director Fauteux

I have never heard of another community doing that.

Alderman Jette

It is a source of revenue other than the taxpayers.

Commissioner Pappas

That is a good idea.

Director Fauteux

Are there any more questions on the Streets Department? There were none.

➤ **Parks & Recreation Department**

Mr. Nicolas Caggiano, Superintendent, Parks & Recreation

The Parks & Recreation budget came in at 3.52%. You will see the majority of the increase to the budget is for the proposed one full-time employee, a General Laborer. As we have increased the amount of spaces that we have taken care and as we have increased the quality of the fields and parks, we are at the point where technology, training and equipment have gotten us so far but we are not at the point where we need bodies so we are proposing to add one to the budget for this year.

On page 33 is Revenues and they are pretty much flat. A lot of our revenue that we bring in is through our fees for basketball, baseball and swimming. The big ones are the cell tower fees that are pretty much under contract, and those fees go into trust funds for those individual parks. We are projecting flat but anything that we can do better is just a bonus.

On page 34, Appropriations, we have increased our overtime by \$20,000 and those increases were based on wage increases and more events that we are producing. It also ties into janitor wages from the School Department. When we run our Biddy Basketball Program, while all of our practices are covered, we do pay the

janitor fees for the games. When the janitor contracts and wages change, we have to compensate for that in our overtime line. It comes to about \$30,000 to \$35,000 per year.

The next significant change is on page 36, 54100, Property Services/Electricity. Electricity is up approximately \$8,000 and that is based on purchasing recommendations and history. The Purchasing Department is going to give us a memo regarding heating, fuel, electricity and water. We base our projections and usage and then we take that into account.

You will see the same on page 37 on the Water line item. I am only going up a little bit on water even though they are asking to do more and that is because I envision our central air system will be up and running this year. There are four major complexes that will be on-line this year and by being able to manage our water systems more efficiently, we are projecting about a 30% savings in water once things are up and running.

Mayor Donchess

How much do we pay for the automation of that?

Mr. Caggiano

We have a budget of about \$150,000 and the bid is currently in the Purchasing Department right now. It should be a big water and time saver.

The next significant item is also on page 37, Buildings/Grounds Maintenance. We are up about \$6,000 and that increase is just due to the cost of goods. We purchase fertilizer, lime, seed and pesticides. All of those things are going up in price and we have to pass those costs on in the budget.

The next big increase you will see is under account 54821, Equipment Rental, we are up about \$800 on that line and that is porta johns for events. We just went to Finance last night with our porta john contract and one of the great things about that contract is that we have negotiated a very good price and any city related event, even if it is not a park event or a city event, they can piggyback on our bid.

Conferences & Seminars, account 55400, that is up by \$900 and that is because we have increased the number of our licensed employees. We went from four to seven and we are looking to get four more of them licensed. The license allows us to use some Smart Technology instead of string trimming, which takes a lot of time. We are able to use sprayed growth hormones once per week on our fence lines. We also put it in our soccer paint and that stunts the growth of the grass, which allows us to spend those personnel hours in other places. In order to keep those licenses you have to attend seminars and get a certain number of credits so we need to send more people to classes to accumulate those.

On page 39, under Concerts, there is an increase of \$1,000 for the Summer Fun Program. The cost of performers has gone up. We have kept it at \$11,000 for quite some time and we needed to increase it to get different entertainment and maybe a little bit better quality entertainment.

The next line, account 55648, Banquets & Outings, this is the senior outing that we produce every fall and that has gone up by \$1,500. We have to go out to bid to find a new venue or pay an increased cost because we are no longer going to be able to get the \$15.00 per person rate any longer.

On page 40, Fuels; most of the fuels have remained flat although I did reduce compressed natural gas and that again, is based on purchasing guidelines, the contracts that we purchase fuel for and history. CNG has gone down because the Division had negotiated a new contract and got better rates with the CNG company.

That is basically the majority of the changes. It is a pretty flat budget. We only want to add one employee so we can keep up with everything.

Commissioner Pappas

Weren't you going to add an employee last year?

Mr. Caggiano

We had budgeted to add two halves about halfway through the year and then for financial reasons we were going to hold off on that.

Commissioner Moriarty

Mr. Caggiano, this Board approved a few increases at a recent Board meeting for Greeley Park rentals and other things. Is that reflected in your budget?

Mr. Caggiano

It is not at this time but it will be in next years' budget. Right now, we are working with the Legal Department to make sure that those fees can go into the appropriate places that we want them to and they are determining whether or not we have to get approval from the Board of Aldermen by the Charter. We are expecting something this week or next week from the Legal Department.

Commissioner Moriarty

My other question is account 55300, Travel; the line item is for \$2,000. Can you explain that line item?

Mr. Caggiano

That line item is in there for teams who go to conferences or if they make it to state play-offs. There is an actual trust fund set up for those teams; it is already in place. There is \$9,000 in the trust fund and it cannot go over that. At the end of the year if a team we take it out of the trust fund and whatever portion we use, this money is transferred at the end of the year into the trust.

Alderman Jette

One of the things that I have been concerned about in the city is the overall appearance. As the summer goes on, I notice a lot of weeds growing on the side of road, on islands and parking lots. Is that part of your department?

Mr. Caggiano

Somewhat, we do have an island program where we actually go out and treat the islands. We do not do all of them but we do the entrance ways into the city, West Hollis Street, Amherst Street, Broad Street, Main Street and Concord Street. All of the curbing are sprayed twice a year in order to keep the weeds down. We do DW Highway and Spit Brook Road. The Parks & Recreation Department is not responsible for parking lots or any of the other islands. We do have a small program to take care of those things.

Alderman Jette

At the State of the City Address, the Mayor talked about getting a program together that would hire high school students this summer. Is it possible for them to do this kind of thing?

Mayor Donchess

We have them assigned in different departments, I think only one is going to be in Parks & Recreation.

Mr. Caggiano

I think three will be in the Parks & Recreation Department, one for Greeley Park, one for Holman Stadium and one for Stello's Stadium.

Mayor Donchess

What would the summer person do at Holman?

Mr. Caggiano

They would help prepare the field, learn about how to prepare infields, paint fields, get the clay prepared and prepare for the game. It would be the same at Stello's. At Greeley Park, it would be light maintenance, picking up trash, cleaning and painting.

Alderman Jette

When add up the expenses for Holman Stadium, I see over \$80,000; almost \$6,000 for Holman Stadium Buildings & Grounds, the next one is Water, Holman Stadium for \$23,000 and then 54280, Building & Grounds Maintenance is \$53,000. I remember when we talked about revenue it was \$7,000 or \$8,000. Are we charging appropriately for Holman Stadium?

Mr. Caggiano

We do. What you are not seeing on the revenue page are the fees in the lease of Holman Stadium goes into a special account called the Holman Events Fund which is a trust account that is not reflected on the revenue page.

Alderman Jette

Do we know how much that is?

Mr. Caggiano

A year of leases is probably \$35,000. It is mostly the Silver Knights lease, which is about \$27,000 or \$28,000 and we do charge others for use of the park, although we do not charge the high schools, the Babe Ruth Program or the American Legion.

Alderman Jette

With regard to the advertising at Holman Stadium, who gets the revenue from that?

Mr. Caggiano

That is in the agreement with the Silver Knights; they get the revenue for the outfield advertisement.

Mayor Donchess

Are there any further questions for the Parks & Recreation Department?

➤ **Solid Waste Department**

Mr. Lafleur

Solid Waste starts on page 45 and there are essentially no changes for our staffing.

Page 45 also reflects our residential Solid Waste Department. We are holding steady on our Garbage and Refuse charges. Our Cover Materials are being raised by about \$50,000 and that is for covering the trash in the landfill everyday. We are showing a big increase in our actual this year and that is for the stockpiling right now; making sure that we have the material on-site so we can cover our materials properly.

Mayor Donchess

What is the per ton price for that?

Mr. Lafleur

It is \$16.00 per ton right now, sir.

Mayor Donchess

Is that basically the market price?

Mr. Lafleur

Yes, it is the market that we feel we can get an appropriate amount of material. If we go any higher, we will not get any materials so we think it is pretty fair. We are watching the market though so if it changes, we will definitely come to the Board to change it.

Alderman Jette

Are the Charges for Services money that we get or money that we pay out? It talks about sale of recyclables.

Director Fauteux

This is money that we take in.

Alderman Jette

It says Garbage/Refuse charges are \$2.5 million. Is that money that we get in?

Director Fauteux

Yes.

Mr. Lafleur

That is the charge for commercial customers that come in.

Pages 46, 47 and 48 are contractual.

There is a small increase on account 53999, Other Professional Services, it is a three-year contract and it is in year two of it is only up by \$600.

On page 50 is contractual and page 51 is pretty much flat all the way through on that page. Page 51 and 52 is the same thing, we will stay flat there; there will be no increases.

On page 53, here is the big one, Other Contracted Services, account 55699, there is about a \$400,000 increase and that is our single-stream contracts that are up; our electronic recycling contracts are up, our CFC contracts are up, as well as tires and used oil that are also up. I am out to bid right now for our single-stream and it is a scary situation out there. We have some communities that are paying over \$120 per ton to take their recycling off their hands. As the Director Fauteux said, markets in China have fallen through and nobody wants recycling right now, it is a scary situation. Most of the increase there is for single-stream; we are trying to go out to go out to bid, in fact, I have had meetings continually this week with Lisa trying to figure out what we are doing. We are still up in the air with this. I budgeted at \$71 per ton, which is double what we are paying, but I am now afraid that may not be enough. The increase reflects that but it may not be enough; we are going to have to have some serious talks.

Director Fauteux

The other issue that we have is that we do not have our recycling covered and the bunkers were designed to have covers on them but they were never put on and that is something that I think we are going to have to invest in because that also makes our recycling less attractive because they consider it contaminated because it is wet. The Mayor has asked us to look at that so we are working on seeing what we can put on the bunkers structurally to try to cover them.

Mr. Lafleur

The thought there was that we never had to cover it because we were either not paying anything for recycling or we were making money on it. Now that the market has flipped flopped, it is in our best interest to cover it and save the water weight so we are not paying extra.

Alderman Jette

On page 45, you have the Sale of Recyclables at \$220,000.

Mr. Lafleur

That is our recycling toter's and that is what we were making on sending out scrap metal this year.

Alderman Jette

I was going to suggest that whoever we are paying the over \$500,000 to take our solid waste, that we sell it instead to whoever is paying us the \$220,000.

Mr. Lafleur

That would be great but we are not able to do that.

Alderman Jette

Forgive me for my attempt at humor.

Commissioner Moriarty

On the same page, 45, Revenue, I do not see a line item for the Residential Landfill Sticker Fees, where is that?

Ms. O'Connor

It is in the Garbage/Refuse charges, account 44514.

Commissioner Moriarty

Why would it not be a separate line item? Why is it lumped in with the \$2.5 million revenue?

Ms. O'Connor

We probably break it out. Mr. Lafleur, how do you take it in?

Mr. Lafleur

The charges for permits?

Ms. O'Connor

Yes.

Mr. Lafleur

It is in our scale system which goes into the General Fund, and that is why it is lumped in together. We sell less than 14,000 per year so it would still only be \$60,000. It would just be another line item that we could break out.

Commissioner Moriarty

That would be helpful to me.

Ms. O'Connor

I can follow-up with the CFO.

Alderman Jette

When was the last time we looked at what we charge commercial groups?

Director Fauteux

That is something that we talk about on a regular basis. Right now our commercial tipping fees are inflated compared to other landfills. We are charging \$80 and Turnkey in Rochester is probably charging \$60 or \$65. Aside from the residential credits, we do not get a lot of commercial waste for that reason. I am not sure we would want to reduce it.

Alderman Jette

I am not thinking of reducing it, I am thinking of increasing it to increase the longevity of the landfill.

Director Fauteux

We would not get anything at that point because we already \$15 to \$20 higher than the market rate.

Alderman Jette

Would it make sense to let the commercial people take it to Rochester and not fill up our landfill?

Director Fauteux

We do not get very much. All we do is get the residential credits.

Mr. Lafleur

The commercial customers bring in just enough to cover their check from the city for their residential credits. You do not see any extra beyond what they are collecting.

Alderman Jette

I am not sure what that means, what is a residential credit?

Mr. Lafleur

A residential credit is a calculation that is figured out per unit for apartment buildings or condominium's that are not part of the city. The city will refund the commercial hauler that hauls it to our landfill at let's say \$6.00 per unit. It is a credit that the city pays a commercial hauler for bringing their trash to us.

Mayor Donchess

If the commercial hauler who has Ledgewood, and they are allowed so many pounds per week, per unit, when that commercial hauler comes into the landfill they are not charged for whatever that calculation is. How many pounds is it per week?

Mr. Lafleur

I think it is six pounds per person, per unit so it is about 20 pounds.

Mayor Donchess

There are 392 units in Ledgewood so it would be 20 pounds times 392, which equals \$7,840. When that truck comes to the landfill, they do not get charged for that number of pounds for that week. They do not get charged for approximately 4 tons. That is the residential credit, which attempts to make us whole for the fact that they live in the city and we are not charging them landfill fees. The haulers do well because most units are not generating as much trash as they are getting credit for.

Alderman Jette

The condominium associations are paying for the commercial haulers.

Mayor Donchess

Yes, so the commercial haulers are making a profit but presumably, it is factored into the rate.

Alderman Jette

I was not aware of this. What about the commercial businesses, who pays for their trash, do they get a similar credit?

Mr. Lafleur

No.

Alderman Jette

So, it is just residential.

Mayor Donchess

They are saying that very few haulers are not dealing with the residents bringing their trash to the landfill.

Mr. Lafleur

Waste Management, Republic, they all have their own landfills or their own stations where they can get a cheaper rate so why would they bring it to us. They will only bring enough to cover their residential credits and then they will go elsewhere.

Mayor Donchess

In the downtown, there is not anyone who gets any city pick-up so everybody pays. The haulers are legally entitled to go to the Nashua landfill because they are picking up Nashua trash but they do not because of the price.

Director Fauteux

It is only Nashua trash that is allowed at the landfill.

Alderman Jette

The downtown apartments, like Clocktower, do they get the residential credit?

Director Fauteux

Yes.

Mr. Lafleur

The Renaissance apartments that are coming in, I assume that whoever will do their trash will...

Mayor Donchess

Is it going fill up?

Mr. Lafleur

Yes.

Commissioner Pappas

I have brought this up for the last five years and given that we are going to be in this situation with the recycling, I feel very strongly that we need to start charging for the electronic waste. If other people are charging and we are not charging then we could get a situation where someone could say "let's go visit Grandma" and bring their electronics for nothing. I think at a certain point we cannot just throw up our arms and say well, these prices are going up and it is a hassle for us to collect the money. I think we should take a look at charging between \$10 and \$15 for the electronics.

Mayor Donchess

It does cost us a lot of money to get rid of. What is the total to get rid of it?

Mr. Lafleur

It is \$150,000 per year.

Director Fauteux

One of the things, Commissioner Pappas, is that the Mayor has asked us to look at what the cost is, not only recycling but for everything and what other communities are charging. Carolyn and Jeff are working on that now. Perhaps we can have another meeting to discuss what all of the costs are and whether we want to start charging for other items.

Mr. Lafleur

Right now we are swamped by doing the budget but as soon as we get through the budget we are going to get right on it.

Alderman Jette

It is a tricky thing to decide because if you charge too much for people to bring their computers to the landfill they will end up throwing them in the trash and it ends up in our landfill. I do not know what metals are in there that cause problems but we do not want to end up polluting our ground water to save money.

Mr. Lafleur

Beyond that, it is a DES ban so if DES sees it going into the landfill we will get fined and potentially get shut down.

Director Fauteux

That is a good point, Alderman Jette; that has been one argument. The other argument has been that well, our residents already pay for a landfill. We are the only community that does not charge for items that are brought into a recycling center. I agree with Commissioner Pappas that we are getting things from a lot of other communities for that reason. If you have to pay \$20 to get rid of a television at your transfer station and you have a friend that lives in Nashua then you can give it to them and they can bring it in for free. I do think it is something that we should look at because costs are really increasing. There is only a small percentage of residents who are actually utilizing the recycling so does it make sense for the people who are actually utilizing

the recycling center to pay that or not. We can certainly compiling the information and then bring it to you to discuss it.

Commissioner Pappas

In certain areas of the city where there are high turnover rates and people moving, I would imagine those would be the areas where we would find abandoned electronics and a lot of them are tight areas where our semi-automated trucks where people get out, open the lid, and look in. I would imagine if someone were throwing away electronics and you are on a semi-automated route, they will see the electronic piece in there and then you just do not pick up the trash, is that right?

Director Fauteux

That is correct.

Commissioner Pappas

Do you have a sense of what the percentage of the city is on fully automated versus semi-automated?

Mr. Lafleur

80% of the city is on automated and 20% is on semi-automated for trash.

Director Fauteux

We do not have any automated trucks for recycling.

Alderman Jette

I thought we did have that.

Director Fauteux

No because some people have toter's and some people just have recycling bins.

Alderman Jette

Does someone have to pick up those big green recycling bins and put them in the truck?

Director Fauteux

Yes. Right now, people have to purchase those and not every household has a toter.

Alderman Jette

How do the contents of the toter's get into the truck?

Director Fauteux

There is a tipper, the employee does not have to lift it but he has to get out of the truck and attach it to the arm. If the household uses bins then the driver does have to lift the bins into the truck.

Alderman Jette

If there are twenty houses on a street, nineteen have a toter, and one house has a bin then it is a semi-automated route. I have to bring my trash to the landfill myself.

➤ **Wastewater Department**

Mr. Dave Boucher, Superintendent, Wastewater Department

The wastewater budget is down by 2.23%. There are two major line items that account for the change. The first one is on page 63. There is an increase in the Electricity line item. This is due to a project that is going to take place during fiscal year 2019 to a section of the facility that is usually designed to save electricity. It will be down for the majority of the year so we have included money to cover the increased cost of the electricity.

The other change is on page 70 under Buildings and Improvements. There is a deduction of \$480,000 in that line because this was money put into the budget in fiscal year 2018 for improvements to the facility. We have a digester cleaning project that was taken place in 2018 that will be completed in 2018 so it was taken out of the budget.

There are some increases in other line items that are based off historical trends; like increases in chemical costs but those are the majority of the changes.

Commissioner Moriarty

What about wages, are there any changes to that? It looks like it is up by \$100,000.

Mr. Boucher

I would defer that to the Wastewater Engineer.

Director Fauteux

The only change in wages would be in the wastewater assistants. Other than that, we have not made any changes in staffing structure.

Commissioner Teas

When were the three wastewater assistants hired?

Mr. Boucher

I am not sure when they came on board they are too new.

Commissioner Ackerman

Since electricity seems to be a common denominator between all of the different departments, and it is rather expensive, is there any way to leverage the electricity that we get from the electricity transfer station that we own? Would it make sense to leverage the Burke Street property and put in solar paneling to help fund the electricity?

Director Fauteux

That is interesting that you said that. We did have a conversation about that. I have been working with EPP who runs the gas collection at the landfill. I have asked them how we can leverage the cost by going solar. We looked at potentially...we need about three acres to be able to do that so we were thinking about wastewater and then using some of the land adjacent to the country club. I am not sure we want to tie up Burke Street with solar panels and if we ever wanted to do something otherwise or expand the plant, our ability to do that would be limited. The other thing that I asked them was if it would be possible to use some land and put some panels on the roof of wastewater. We also looked at putting panels on the closed portion of the landfill. We are not sure we want to do that at this point because we have another phase coming in, phase 4 and that might create a problem.

Commissioner Ackerman

How many acres are at Burke Street?

Director Fauteux

There is about 19 acres but some of it is wet.

Commissioner Ackerman

There is a solar panel field in Littleton, MA.

Mr. Boucher

Massachusetts also has a lot of incentives which New Hampshire does not have yet.

Mayor Donchess

I think 4% or 5% of the total electric load in Massachusetts is solar or renewable. Vermont is 8% and New Hampshire is 0.4% because of the lack of incentives. You have to size your solar output exactly to the need of installation that you are doing it for or you get charged a higher rate for the electricity that is not solar.

Director Fauteux

That is why you need such a big area to put the panels.

Mayor Donchess

We have an Energy & Environment Committee that Dan Weeks is doing and maybe Lisa should talk to him. He and Madeline Mineau as well as the other members of the committee are looking at all of the different projects but again, in New Hampshire they are not that easy to put together.

Commissioner Pappas

Does it make sense for homeowners to put them on their homes, could we put panels on our facility that would be just enough for that facility.

Mayor Donchess

The rules are different for homeowners.

Commissioner Pappas

Would the city be considered commercial?

Mayor Donchess

Yes. We are trying to sort through all of the rules to come up with projects that would make sense, meaning that we would save money.

Commissioner Pappas

Do the state laws govern that?

Mayor Donchess

Yes, it is the PUC. The way I understand it is if you did it at the high school...we buy electricity at less than market value because we put it out to bid. Let's say we buy electricity at 8.5 cents per kilowatt, we do a solar installation at the high school and we save some money. Let's say it meets 1/3 of the load. So 1/3 of the load we save 8.5 cents but for the remaining 2/3 of the load we now have to pay the full price of 11.5 cents to Eversource. In the end, it does not cover the cost of doing the project. I think that is accurate. If you go to Vermont, you will see solar panels everywhere and it is because of the incentives.

Commissioner Ackerman

On the converse, would the same apply to winter loans?

Mayor Donchess

I do not know.

Mayor Donchess

New Hampshire could have significant off shore wind farms but not land-based installations. That is what I have heard. If anyone wants to get into the details of this subject, the Energy & Environment Committee meets at least monthly and everybody who wants to get involved is welcome to attend the meetings.

Alderman Jette

Getting back to wastewater, because the wastewater fund is a separate animal, I noticed that the revenue matches the expenses but the expenses are paid by the users. Even though it is a wash as far as the city is concerned, as far as the ratepayers are concerned, there is still reason to examine this budget.

Mayor Donchess

Yes, although many of the expenses are mandated. There is an EPA Consent Decree plus all kinds of DES regulations. It is certainly worth looking at.

Mayor Donchess

Is there anything else on the Wastewater Department? There were no other questions or comments.

I guess we are looking for a motion to approve the budget as presented or motions to amend it.

MOTION: Commissioner Ackerman made a motion to approve the budget as presented.

SECONDED: Commissioner Moriarty

Discussion:

Commissioner Pappas

I did not realize that we were going to approve the budget today. I have a couple of concerns and they are not with the budget, per se, it is how the data shows up in the document. To Commissioner Moriarty's question about the landfill sticker not having a separate line item, I would think that data really does drive management and there are certain events you know that are going to come up every year, like snowplowing. I find it troublesome that as a Board we cannot see this is how much we spent on snowplowing and how much overtime was spent on extra events. I am not asking that every single snowstorm be recorded, I realize that would be ridiculous to document but I think this data has to exist and I am wondering if we could get the digital files just for the Division and maybe in a thumb drive just to try to get a better idea as to how the money is spent. I know Mr. Griffin is not here today.

Mayor Donchess

I am not sure, but I think when money is spent it is matched to a specific account and that is how it flows so I am not sure looking at the electronics would give you more information. You could have a function-based budget, which would be an entire software change for the city. David Fredette, when asked, when I say why don't we do program budgeting, he says they went to program budgeting in the Streeter era and it created budget that he said was so big and complicated that they abandoned it. I am not sure that is accurate but we would have to make certain changes with the software and the accounting to adopt that type of a budget. It would be useful. I would like to know how much we are spending on potholes. It would be interesting to know but I do not know if it would change anything.

Commissioner Pappas

I am just saying for the future, for example, Parks & Recreation, it seems like they do a lot of new events and that is great but if it is coming from the snow overtime budget. At some point, somebody has to know where overtime is coming from, we cannot see it and that is distressing. I do not think that anyone is just blowing an overtime budget on nothing but I think to know what we are spending our money on comes back to accountability.

Director Fauteux

We cannot do that. We would have to do a transfer, which we currently provide you with, in order to be able to do that.

Mayor Donchess

Ms. Kleiner, what do you think we would have to do to go to program-based budgeting? Can we even do that with the current software that we have?

Ms. Kim Kleiner, Chief of Staff

No, that is not possible. You are looking at a total shift at not only the software that would be needed but also in the accounting method that is used and how each one of these managers now inputs their data and how payroll is tracked. I agree; I come from that type of background in manufacturing but you are talking a total

shift right down to how they displace their crews. It would all be job costed and that is very different from what the city currently does. Lisa is correct; you cannot spend money from a different budget without making a transfer. Nick cannot spend wastewater money; he cannot spend payroll accounts within his department.

Mayor Donchess

The city is tied to this Lawson software, which is a project that was done six or seven years ago that cost \$7 million. I think it started in 2009. A lot of people have raised questions whether or not that was the right choice because it is not municipal software and it does not fit that well in many respects with the municipal functions. What I hear is that we would need to replace everything that has to do with hours and expenditures and that would need a new...this would all have to be accommodated in the city's software system. There would have to be an entry for potholes and that manager would have to have the ability to go into the system and keep track of pothole hours and cost which does not exist now. It would be great but it would probably cost a lot of money, maybe millions.

Commissioner Pappas

What do we use Kronos for?

Ms. Kleiner

Kronos is a time clock.

Ms. O'Connor

It does not break out by function if you are fixing a pothole or street sweeping.

Director Fauteux

It just keeps track of total hours worked.

Commissioner Pappas

I guess my question is the same; nobody knows how much overtime we spend on snow removal. It is appalling to me.

Ms. O'Connor

Over time, snow removal is broken out and actually, even tracking that is an extra step to make sure those hours are programmed to the snow accounting unit. You do have a breakout of snow and ice control accounting unit and we do budget for snow overtime.

Mayor Donchess

Why is that? Why are we able to keep track of that and not something else?

Ms. O'Connor

It is a higher level. The way Lawson was set up at that time; there are certain functions, for example, Nick has his programs.

Mayor Donchess

If I had to guess, I would say that because we have a contract that provides special pay for snow plowing, that was set up when the software consultants came in and they configured the software, they made that a thing that the software could do. I think HR is paying \$150,000 in consultant fees just to figure out some of these union contracts because the software is not very user-friendly and flexible. To get to some new functions could be a big and expensive undertaking. The amount of money that this stuff costs is unbelievable.

Director Fauteux

Lawson has not been very user-friendly.

Mayor Donchess

They have been trying to figure out how to work the software.

Ms. Kleiner

A lot of the HR modules and the interface between Lawson and Kronos has been a challenge so we have had a consultant working with HR for close to nine months.

Mayor Donchess

It is now winding down but that is just one little thing. It is ridiculous.

Commissioner Ackerman

To Commissioner Pappas' point, a lot of work is done weekly, monthly and quarterly in terms of transfers of budgets to make sure that we meet the overtime budget. Is there any sort of quarterly report that might be available to the Board that might show what is happening besides what we do on an annualized basis?

Mayor Donchess

Yes, against the budget line items that you see, there is a monthly report that comes out and shows that this line item is \$5,000 but \$2,000 has been expended as of this month.

Commissioner Ackerman

Right, and I am not looking down to the granularity but I did not know if that would help with what Commissioner Pappas is looking for.

Mayor Donchess

It comes out once per month and it is a public document and it is on the website but the link could also be sent. You can see the city budget and where the numbers come from. It is a report that is updated monthly. You are tied to the line items that are in the budget, you do not get a pothole line item, you get what is in the computer.

Commissioner Pappas

A lot of times when we do potholes it is on straight time anyway.

Director Fauteux

Most of the time is straight time.

Mayor Donchess

If you were trying to address the cost of functions, you would have to have straight time as well.

Commissioner Pappas

I understand.

Mr. Ibarra

There is an asphalt line item but that could be mill and fill or potholes.

Commissioner Ackerman

Maybe once per quarter in your Director's Report you make a reference and perhaps a hyperlink to that.

Director Fauteux

We could also e-mail it to you so you can actually click on it.

Commissioner Pappas

I would find that really helpful.

Mayor Donchess

It is no problem because this comes out on a monthly basis.

Commissioner Pappas

That would be great, thank you.

Director Fauteux

If you do not want to wait for me to do it quarterly, you can go on the city's website anytime you like.

Commissioner Moriarty

I would like to take a moment to commend the Division of Public Works, the director, the superintendents, chief engineer and administrative staff for coming in under the budget directive from the Mayor. I appreciate all of your hard work.

MOTION CARRIED: Unanimously

Adjournment

Commissioner Pappas made a motion to adjourn.

Meeting adjourned at 10:57 p.m.