

## REPORT OF THE FINANCE COMMITTEE

MARCH 17, 2021

A meeting of the Finance Committee was held on Wednesday, March 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: 810 9523 0723                      Passcode: 787000

*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](http://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 7 members of the Finance Committee present: Alderman Patricia Klee, Alderwoman Elizabeth Lu, Alderman Linda Harriott-Gathright, Alderwoman-at-Large Shoshanna Kelly, Alderman-at-Large Brandon Michael Laws, Alderman-at-Large Michael B. O'Brien, Sr., and Mayor Jim Donchess.

Also in Attendance: Alderman Richard A. Dowd  
Alderman Jan Schmidt  
Dan Hudson, City Engineer  
Jeff LaFleur, Superintendent of Solid Waste  
Jeff Snow, Superintendent Edgewood Cemetery  
Kim Kleiner, Administrative Services Director  
Kelly Parkinson, Purchasing Manager

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ROLL CALL

Alderman Klee

I am here, I can hear the proceedings and at the moment I am alone in this room.

Alderwoman Lu

I am here alone and I can hear you.

Alderman Harriott-Gathright

The Clerk is present, I can hear the proceedings and I am in the room alone.

Alderwoman Kelly

I am here, I have my son in the room, if you can hear him, and I can hear the proceedings.

Alderman Laws

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

Alderman O'Brien

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

Mayor Donchess

I present and I am in the room alone.

Alderman Harriott-Gathright

We have a quorum.

Mayor Donchess

Before we begin there are two items.

Alderman Harriott-Gathright

Before, that I think we have Alderman Dowd with us.

Mayor Donchess

Oh sorry, Alderman Dowd. Any other members of the Board? Alderwoman Schmidt. Anyone else? I don't see anyone else, so we have 2 additional members. There will be an item coming in at the end that is not on the Agenda and also there will be a non-public regarding a personnel issue. So first we have public comment. Is there any public comment; anybody want to speak to the Committee?

PUBLIC COMMENT - None

COMMUNICATIONS

From: Kelly Parkinson, Purchasing Manager  
Re: Backhoe/Loader in the amount of \$78,000 funded from account FY21 CERF

**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AWARD THE CONTRACT FOR A BACKHOE/LOADER TO REPLACE THE CURRENT 2003 UNIT USED BY EDGEWOOD CEMETERY TO NORTHLAND JCB IN THE AMOUNT OF \$103,000.00 WITH A \$25,000 ALLOWANCE FOR THE TRADE IN. FUNDING WILL BE THROUGH DEPARTMENT: 144 EDGEWOOD; FUND: FY21 CERF, BY ROLL CALL.**

ON THE QUESTION

Mayor Donchess

Now is Jeff Snow or anyone from the cemetery here?

Jeff Snow, Superintendent Edgewood Cemetery

I am here, it says Marybeth, she does more zooming than I do.

Mayor Donchess

Ok this is Jeff Snow, please tell us about the purchase?

Mr. Snow

We looked at some tractors, we went out to bid for tractors, we only got two bids. In the packets, the other response we got for a John Deere was a little over \$1,000.00 more, \$104 and change with only a \$15,000.00 trade-in allowance of the – well CAT came in with a no bid, they couldn't meet the specs and that was a low at \$78,000.00. There's I believe \$98,000.00 available in CERF for the replacement.

Mayor Donchess

Alright, does anybody have any questions or comments? I don't see anyone. 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,  
Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Sewer Siphon Rehab Engineering in the amount of \$194,533 funded from account Bond: Sewer Rehab

**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE ENGINEERING SERVICES CONTRACT FOR DESIGN OF SEWER SIPHONS REHABILITATION WITH HAZEN AND SAWYER, PC, OF MANCHESTER, MA, IN AN AMOUNT OF \$194,533. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: BOND; ACTIVITY: SEWER INFRASTRUCTURE IMPROVEMENTS, BY ROLL CALL.**

ON THE QUESTION

Mayor Donchess

Alright we have heard the motion. The City Engineer, Dan Hudson, is here I believe. Mr. Hudson?

Dan Hudson, City Engineer

Yes, thank you Mr. Mayor. So as part of our capacity and management operation and maintenance program for our sewer system, otherwise known as CMOM, the City investigated sewer siphons. These are pipes that carry wastewater across water bodies, so under rivers and such. As part of that inspection, we inspected 22 sections almost a mile long of pipe and those varied in sizes from 6 inch to 60 inches. As part of that work, we identified some deficiencies, some needs for cracks and some lining that had corroded, some holes and some exposes rebar. So we need to make some repairs to those pipes. Those pipes are installed between the 1960's and early 1980's.

So what this contract would do would be engage Hazen & Sawyer, one of the Wastewater Engineers that we've done a lot of work with to design those improvements. Obviously it is a complicated endeavor, we need to divert flows to other pipes and that sort of thing. So we really need their expertise to design these repairs. Once these repairs are designed, we would anticipate putting together a package for bid and be back with a bid for separate approval at a later date.

Mayor Donchess

Alright. Questions/comments? Alright will 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,  
Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Concession Rights at Stellos Stadium

**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AWARD THE CONTRACT WITH MARK DUDLEY D/B/A DUDLEY'S CONCESSIONS FOR A TWO-YEAR AGREEMENT FOR CONCESSIONS AT STELLOS STADIUM FOR EIGHT (8) PERCENT OF EACH MONTH'S GROSS REVENUE, BY ROLL CALL.**

ON THE QUESTION

Is there anyone here to discuss this particular item?

Mr. Hudson

Mayor I can speak a little bit to it, I wasn't prepared to. I am not sure who was going to speak to it. But the City went out to bid for the concessions over at Holman Stadium and there were no bids received. Assistant Director Andy Patrician contacted some of the vendors who attended the pre-bid meetings; there was no interest in the agreement. So they reached back out to Mark Dudley who is the current vendor and he had no interest in doing a three-year contract but showed some interest in a two-year contract so we decided to go along with that and move forward with a two-year contract for now.

Mayor Donchess

OK. Discussion? 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,  
Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: 2021 Paving Program: Residential Roadways in the amount of \$4,585,195 funded from Account Paving Trust/Paving Bond

**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AWARD THE CONSTRUCTION CONTRACT FOR THE 2021 PAVING PROGRAM – RESIDENTIAL ROADWAYS TO SUNSHINE PAVING CORPORATION OF HUDSON, NH, IN THE AMOUNT OF \$4,585,195. FUNDING WILL BE THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUND: BOND; ACTIVITY: PAVING; DEPARTMENT 161 STREETS; FUND: TRUST; ACCOUNT CLASSIFICATION: 81 CAPITAL IMPROVEMENTS; DEPARTMENT 169 WASTEWATER; FUND: BOND; ACTIVITY: SEWER REHAB, BY ROLL CALL.**

ON THE QUESTION

Mayor Donchess

Mr. Hudson?

Mr. Hudson

Thank you Mr. Mayor. So this is our annual paving program. We've elected, again, to split the total paving into two separate contracts. This is the first one which is on residential roads. And it is about 15 ½ miles that is anticipated to be done under the contract. The contract includes repaving as well as ancillary improvements including replacing broken sewer drain castings, to making adjustments and improvements to ADA ramps, reconstructing driveway transitions and those sorts of things.

We put this out to bid and received 5 bids. Sunshine Paving is the apparent low bidder. They did both of our paving contracts last and did an excellent job so we are comfortable awarding them this work.

Mayor Donchess

Alright. Questions or discussion?

Alderman Klee

I have a question, Mr. Mayor.

Mayor Donchess

Alderwoman Klee?

Alderman Klee

Thank you. Actually I think you probably answered it Mr. Hudson. They did the paving last year and if I am not mistaken there were some things because of the weather that didn't quite done. So will they be completing those this year? And would they do that before they start this contract or will they just kind of meld it in and work with it?

Mr. Hudson

That's an excellent point and question. Yes there is some miscellaneous work to complete this year. They will prioritize that in the beginning of the season. They should wrap all of that up before they start this year's paving work. Last year we had some carryover work from previous years as well with other contractors. We did a pretty good job kind of wrapping all that up for the most part. There's no major paving streets that they missed last year but there is some miscellaneous cleanup and that sort of thing and they will prioritize that first thing in the spring.

Alderman Klee

Thank you so much, appreciate that.

Mayor Donchess

Anyone else? Alderwoman Lu?

Alderwoman Lu

Thank you. Is it possible to get the breakdown between these 3 departments on this charge?

Mayor Donchess

Now which 3 Departments are you talking about?

Alderwoman Lu

Engineering, Streets and Wastewater.

Mayor Donchess

Mr. Hudson, do you have that.

Mr. Hudson

I apologize, I don't have that handy but we'd be happy to provide that.

Mayor Donchess

In general, the sewer work that accompanies the paving is paid for out of Wastewater, otherwise, via Public Works.

Mr. Hudson

That's correct. In the next DPW Meeting we are going to have the castings contract which is where those covers come from. These contractors put those in, but the cost to purchase them is provided through that funding. I mean it depends somewhat what the work is too, if we put in more covers then that's more money from the Wastewater. But I know going into this contract we haven't divvied up so I would expect that we could provide that information.

Mayor Donchess

Is that alright Alderwoman Lu?

Alderman Lu

Yes, I don't mind getting it later. But do you mean that it won't be really determined until after the work is done?

Mayor Donchess

I don't think so no. You've got the estimates now right?

Mr. Hudson

Yeah we have the bid which is the basis for the total that's provided. So we can and probably have the take off of what those break-outs are. But yeah, as the work is completed, it is a unit priced contract so the actual work is in the end that determines what the final breakdown is.

Mayor Donchess

But there's a scheduled breakdown now and that can be provided as I understand what Mr. Hudson is saying.

Alderwoman Lu

OK. It is my understanding that there needs to be the funds in the accounts and so that's why I am asking. So if you could send that to me this week, that would be wonderful. Thank you.

Mayor Donchess

Alderwoman Klee?

Alderman Klee

Thank you. Mr. Hudson, that part of the contract on our Agenda, it looks like it's about Page 77, I don't know where it actually falls within the contract but where it breaks it down and gives the item number and it says, road excavations and regrade and it gives the price for each one of those. So that would be the breakdown is that what you would be providing?

Mr. Hudson

Well those items that are the items of work and what the cost is from the contractor. I think what is being requested then how do we account for that in our miscellaneous funds. Funding this project is a combination of paving bond money of contributions we have taken from utilities that have done in lieu of doing paving because if we have a paving project coming they make contributions. So we use some of that money and then there's money for the sewer work as earlier noted. So it is a combination of funding, we can provide that breakdown. But yeah if you want to see how much any individual item or work is costing us it is noted in that bid.

Alderman Klee

OK so when I see catch basin, and pipe at \$35,000.00 at least this is for this first contract specifically and so on. OK thank you so much.

Mayor Donchess

Any other discussion? Alderman Harriott-Gathright?

Alderman Harriott-Gathright

Yeah I just had one question. Mr. Hudson, did you say that these people would have still been the low bid?

Mr. Hudson

Yes Sunshine Paving was the low bidder on this contract.

Alderman Harriott-Gathright

Alright, thank you.

Mayor Donchess

Anyone else?

Alderman Dowd

Mr. Mayor?

Mayor Donchess

Yes, Alderman Dowd.

Alderman Dowd

Yeah, just a quick question to Director Hudson.

Mayor Donchess

Go ahead.



Alderman Dowd

I noticed when (inaudible) put out a list earlier that Charlotte Avenue was broken down into two different parts. My first question is there some reason for doing that? And the second question is, is the paving going to be done while the kids are in school or are they going to wait until school is out?

Mr. Hudson

Both good questions. So the breakdown in the different segments in Charlotte Ave., that's probably just in our accounting each road is broken into segments so we can assess each segment of the road. But I believe it is the entirety of Charlotte Ave. that is to be paved as one project. We are going to schedule the Charlotte Ave. paving after school gets out, shortly after school gets out. And we are doing that work collaboratively with that Safe Routes to School project. We have built some sidewalk over there this year, so we timed that project to follow that other project and pave the roads so when we are done we have a complete project.

I will note too, I didn't mention it, but the list of streets to be paved should be posted on the Engineering Web Page. I know that was going to happen, I didn't check tonight but if it's not there it will be soon. And we've sent out postcard notifications to those on streets where we are going to be paving.

Mayor Donchess

And it is also in the contract package, the list of streets. And it does suggest that Charlotte would be paved all the way from Charlotte Street to Manchester Street in two sections as you said, but that's the whole length.

Alderman Dowd

Sounds good.

Mayor Donchess

Anyone else? If not, 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,  
Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: 2021 Paving Program: Arterial & Collector Roadways in the amount of \$4,191,007.50 funded from Account 81704 Paving Bond & 81700 Sewer Rehab Bond

**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AWARD THE CONSTRUCTION CONTRACT FOR THE 2021 PAVING PROGRAM – ARTERIAL AND COLLECTOR ROADWAYS TO SUNSHINE PAVING CORPORATION OF HUDSON, NH, IN THE AMOUNT OF \$4,191,007.50. FUNDING WILL BE THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUND: BOND; ACTIVITY: PAVING; DEPARTMENT 161 STREETS; FUND: TRUST; ACCOUNT CLASSIFICATION: 81 CAPITAL IMPROVEMENTS; DEPARTMENT 169 WASTEWATER; FUND: BOND; ACTIVITY: SEWER REHAB, BY ROLL CALL.**

ON THE QUESTION

Mayor Donchess

Mr. Hudson?

Mr. Hudson

Thank you Mr. Mayor. So this is the second of the two paving contracts that we put out to bid this year. This is for the arterial roadways, we have about 7 ½ miles of arterial roadways planned this year. Those are busiest, most heavily traveled street. So we received 4 bids, Sunshine Paving was the low bidder on the second contract as well. Last year they did both contracts, as I had noted, it was of similar scale as this year's 2 contracts. So, again, we are comfortable awarding this work this year based upon last year's performance.

Mayor Donchess

Alright, any questions or comments? Alderwoman Lu.

Alderwoman Lu

Thank you. Through you to Mr. Hudson, I didn't see how many miles the residential roadways were, how many miles that entailed. Do you have that figure?

Mr. Hudson

Yeah that's 15 ½ and this is 7 ½ so 23 miles total this year.

Alderwoman Lu

Thank you.

Mayor Donchess

Anyone else? I don't see anyone. 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,  
Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Landfill Gas Expansion Engineering in the amount of \$27,800 funded from Account Bond: Landfill Gas Expansion

**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AWARD THE CONTRACT WITH SANBORN HEAD & ASSOCIATES, INC. (SHA) CQA AND ENGINEERING SUPPORT SERVICES TO PROVIDE ENGINEERING SUPPORT AND CQA SERVICES DURING CONSTRUCTION OF THE LANDFILL GAS COLLECTION SYSTEM EXPANSION THAT ADDRESSED FUGITIVE METHANE EMISSIONS ALONG THE CONCRETE BLOCK RESIDENTIAL SETBACK WALLS IN THE PHASE II LANDFILL IN THE AMOUNT OF \$27,800. FUNDING WILL BE THROUGH DEPARTMENT 168 SOLID WASTE; FUND: BOND; ACTIVITY: LANDFILL GAS EXPANSION, BY ROLL CALL.**

ON THE QUESTION

Mayor Donchess

Yes and Mr. LaFleur who is the Superintendent of the Landfill is here to explain this?

Jeff LaFleur, Superintendent of Solid Waste

Thank you Mayor. Yes this is for the engineering services just as was stated for the gas expansion along our setback barrier wall. This will be needed to eliminate or reduce the amount of emissions given off by our landfill to satisfy our permit with New Hampshire DES.

Mayor Donchess

Anyone with questions or comments? 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,  
Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Landfill Gas Expansion Construction in the amount of \$406,860 funded from Account Bond: Landfill Gas Expansion

**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AWARD THE CONTRACT WITH SCS FIELD SERVICES OF RESTON, VA, TO CONSTRUCT AN EXPANSION OF THE LANDFILL GAS COLLECTION SYSTEM IN THE AMOUNT OF \$407,860. FUNDING WILL BE THROUGH DEPARTMENT 168 SOLID WASTE; FUND: BOND; ACTIVITY: LANDFILL GAS EXPANSION, BY ROLL CALL.**

ON THE QUESTION

Mayor Donchess

Mr. LaFleur?

Mr. LaFleur

Thanks again Mayor. This is to actually do the construction adding 9 new vertical gas wells up in the landfill doing some drainage tube surface collection layers, HDPE membranes, to do this gas expansion that we just spoke about with my engineering services along the whole 1,000 foot wall to help eliminate any fugitive methane surface emissions. And that would help us comply with the NH DES Operating Plan. SCS Field Services is our preferred vendor; they have done 95% of the gas work in our landfill. They know where all the wellheads, well valves, everything is in our landfill and they are very confident in the procedures that they are going to do.

Mayor Donchess

Any questions, any comments from any member of the Committee or the Board? Alright, 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,  
Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager  
Re: Video Detection System in the amount of \$25,460 funded from Account DW Hwy Trust Fund 55699  
Other Contracted Services

**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE PURCHASE OF AN OVERHEAD 360-DEGREE VEHICLE DETECTION CAMERA SYSTEM FROM ELECTRIC LIGHT COMPANY FOR THE DANIEL WEBSTER HIGHWAY/DANFORTH ROAD SIGNALIZED INTERSECTION IN THE AMOUNT OF \$25,460. FUNDING WILL BE THROUGH DEPARTMENT 160 ADMIN/ENGINEERING; FUND: TRUST; ACCOUNT CLASSIFICATION: 71 EQUIPMENT, BY ROLL CALL.**

ON THE QUESTION

Mayor Donchess

And who is covering this one?

Mr. Hudson

I can speak to that Mr. Mayor. Dan Hudson, City Engineer. So the existing traffic signal at DW Highway and Spit Brook Road is operating but the detection cameras which, you know, with cameras view the cars and trigger the signal cycles. Those are reaching the end of their useful life and we have had trouble with them. So what this request is, is to replace that with a new camera system. The newer systems have additional capabilities. They can continuously count traffic and provide us the ability to remote in and look and address issues remotely. Through the continual collection of data it enables us to change timings over time and things like that to optimize system performance. So that's what this request is and it is being funded through the DW Highway / Spit Brook Road Traffic Corridor Funds. And we have been to the Board of Public who authorizes expenditures for those funds. But since it's just over the \$25,000.00 limit we bring it to you for consideration as well.

Mayor Donchess

Alright, questions or comments? Alderwoman Lu?

Alderwoman Lu

Thank you Mayor. Just through you to ask and I apologize, if the Clerk could just repeat what it's being charged to?

Mayor Donchess

Isn't it the Sector Funds?

Mr. Hudson

Yeah it is the Corridor Accounts for DW Highway and Spit Brook Road and those are funds that developers contribute to if they have a project, they contribute to help alleviate and address traffic congestion and issues on the corridor. So each individual developer may not warrant its own improvement by pooling those funds over time and it enables us to make larger improvements such as this.

Alderwoman Lu

OK and just a follow up?

Mayor Donchess

Of course, yes go ahead.

Alderwoman Lu

Thank you. Is that meant to make the lights work better, be more sequenced?

Mr. Hudson

Yes. So one of the issues is we have equipment at the end of its useful life so when that fails it doesn't work properly and it defaults into, kind of a pre-timed operation. We get the phone calls and we try to address those, so there's that. Just having functioning equipment is one benefit. But then the other as I mentioned, we can do much more data collection to better modify timings and things to maximize efficiency. So this provides additional capability that the other system never had.

Alderwoman Lu

Thank you.

Mayor Donchess

Alderwoman Lu, anything else?

Alderwoman Lu

Thank you.

Mayor Donchess

Alderwoman Klee?

Alderman Klee

Thank you Mr. Mayor. I don't so much have a question as a comment; as a person who has been stuck in traffic there quite often, and recently it seems like it is becoming quite inefficient. And I've been there all different times and so on and been stuck at the light thinking, "there's nobody here". I appreciate the fact that we are going to be upgrading and updating this equipment and I am sure those businesses and so on that are down in that area in the south area will appreciate that. Because I hear more and more people talk about how the traffic flow is just not well. So you said you will be able to monitor and as Alderwoman Lu mentioned, make it more efficient and so on. So I truly appreciate that, thank you.

Mayor Donchess

I don't see any other hands. So 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,  
Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

Mayor Donchess

So we have another communication but before we get to that, we do have Ms. Parkinson with us, she never is really called up to say a whole lot but she's the one who does all this paperwork. So we appreciate her efforts.

Alderman Harriott-Gathright

Thank you.

***There being no objection, Mayor Donchess suspended the rules to allow for the introduction of a communication received after the agenda was prepared.***

From: Tim Cummings, Economic Development Director

Re: Barrier Installation in the amount of \$67,060 funded from Account 81300 Machinery & Equipment

**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE DOWNTOWN BARRIER INSTALLATION AND REMOVAL TO WEAVER BROTHERS CONSTRUCTION CO. IN THE AMOUNT OF \$67,060. FUNDING WILL BE THROUGH DEPARTMENT 183: ECONOMIC DEVELOPMENT; FUND: ESCROW; ACCOUNT 81300 MACHINERY & EQUIPMENT, BY ROLL CALL.**

ON THE QUESTION

Mayor Donchess

Now this was going to be covered by Director Cummings, but he had something come up and couldn't make it. So what this is, is the deployment of the barriers which we purchased last year for \$20,000.00.

The deployment, in other words, hiring the company to put out the barriers, the cost and this is Weaver Brothers Construction from Bow, New Hampshire, which is the same organization that deployed the barriers and took them in last season. The cost for the deployment and the pickup, this is a combined contract is \$67,060.00. The funds come from money that was escrowed last fall to cover barriers for 2021. The thought at that point was that we would have to buy the barriers for much, much, much more than \$20,000.00. We were able to acquire them at the end of last season and now this contract is for the deployment and the removal of the barriers for 2021. Alderwoman Kelly, I see you have your hand up I believe, your electronic hand anyway.

Alderwoman Kelly

I do and it's very yellow but I'll go with it.

Mayor Donchess

OK.

Alderwoman Kelly

So I am excited for this project and we have talked quite a bit about this. I am just wondering, I feel like perhaps the City did some of this work last year. Is there a reason why we are bidding it out versus having the City do this?

Mayor Donchess

The Public Works has the ability to do a little but they, for example, Public Works put out the barriers in the last couple of days for Peddler's. There is a specialized piece of equipment which is very, very expensive, hundreds of thousands of dollars that is used to put these out efficiently and Public Works does not have the piece of equipment. So they are only able to handle deployment on a very limited basis, because there is always other work they are supposed to be doing.

Alderwoman Kelly

Understood. If I could follow up, please?

Mayor Donchess

Proceed.

Alderwoman Kelly

Thank you. So we would be anticipating if we continue the expanded Main Street outdoor dining, which I hope we do, we would anticipate this cost year over year to put these out?

Mayor Donchess

Yes, unless we were to acquire this piece of equipment. Ms. Fauteux was out today too. We can get the exact price from her but it is very expensive, it's hundreds of thousands of dollars. It's a specialized kind of truck with an arm and everything. At least thinking about this year, we thought it was most cost effective to pay a contractor as opposed to trying to buy a very expensive piece of equipment.

Alderwoman Kelly

And if I could, one more follow on please?

Mayor Donchess

Yes.

Alderman Kelly

So I think this makes sense obviously, I am very behind this. I think it was a big piece of our COVID response and I think the small businesses really were appreciative of it. If we continue this in the future, is there a possibility for us to do a multi-year contract and hopefully bring that cost down?

Mayor Donchess

That is a possibility.

Alderman Kelly

OK, I'd like to see us definitely explore that in the future, but obviously I am in support of it for this year.

Mayor Donchess

Thank you. Anyone else? Could the Clerk please call the roll?

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

Yea: Alderman Klee, Alderman Lu, Alderman Harriott-Gathright, Alderman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess	7
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 FEBRUARY 26, 2021 TO MARCH 11, 2021, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Lu, Alderman Harriott-Gathright, Alderman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess	7
Nay:	0

**MOTION CARRIED**

GENERAL DISCUSSION - None



PUBLIC COMMENT - None

REMARKS BY THE ALDERMEN

Mayor Donchess

Alderwoman Lu?

Alderwoman Lu

Thank you Mr. Mayor. Looking through the Record of Expenditures this week, I happened to notice the overtime on many of our Departments. I wondered if we could address this or get a report on overtime. I found that several Departments have between 3% and 6% of their payroll is overtime. And one Department, Streets Department seems to be around 20%. And I wonder, looking at that particular type of wage payment, most of the Departments in the City seem to be very careful as you would expect them to be with some managerial oversight. But some of them are very high and I wondered whether it is worth taking a look at them.

Mayor Donchess

Well we could certainly get a report. Now, you know, the Street Department, of course, is involved with snowplowing. So during the winter when there is snow to clear, they run 24 hours a day. So we incur, overtime costs to do that and expect to do so at the beginning of the year. I think for this year we are actually, to some degree, under the anticipated cost. But I am keeping my fingers crossed, I probably shouldn't say anything for fear of jinxing us. But we are under, but that's where you will see much or most or all of the overtime for the Street Department. But certainly we can get a report.

Now the other Departments that tend to include a lot of overtime are Police and Fire. And that's kind of happens on a somewhat regular basis. Like in the PD if they have a big crime, then all of a sudden there's a burst of overtime. But what would you like the report to reflect? How much overtime in the last month or something like that?

Alderwoman Lu

Well I found the Streets Department having high levels of overtime for 6 or 8 periods in the past and so I wondered about that because I know it hasn't snowed very often. I think maybe a year of overtime might be interesting to look at.

Mayor Donchess

Alright, we can get Ms. Fauteux to come in, Director Fauteux. Now, you know, they are often out putting down salt, even when there's snow. But it would be no problem to have Ms. Fauteux to come in and talk about how much overtime has been expended and how much they expected to spend; how much has been done in prior years and the like. I mean, that's no problem.

Alderwoman Lu

Just a follow up?

Mayor Donchess

Yes.

Alderwoman Lu

You know, I may be – maybe I don't understand municipal, so in business you typically try to avoid overtime. And maybe these are Departments that cannot do that, I don't know. But I just thought I'd bring it up and would look forward to a little discussion.

Mayor Donchess

Well maybe we should have the other Departments report as well. But remember when they are out on the road when the day is over and there is snow on the ground or there is snow coming or they are putting brine down or they are salting the roads or whatever. We don't bring them in because the day is over, we keep going until the storm is done. And the same might be true on a Saturday or Sunday if the streets are slippery on Saturday and Sunday, those crews are sent out to clear the streets regardless of the fact that it's not during the regular work day. And that, of course, means incurring overtime. And I think that's what the citizens expect, you know? I mean I don't think they would accept very well, "Well we didn't this weekend because it was an overtime deal". But there's no problem in having Ms. Fauteux come in and kind of discuss how they handle it. I would just say this, no problem having her come in.

They did a very good job in negotiating the last contract which we just entered. For many years, decades, the contract had required shotguns in a truck with a wing plow. Shotgun is a second person right? Now traditionally or a long a time ago, before more modern technology what the shotgun did was kind of manually operate the wing plow. But that has now been taken over by automation but the contract required still the shotgun and that created a lot of inefficiency in the snowplowing operation for reasons even beyond having 2 people in the truck. So Ms. Fauteux and Attorney Bolton in negotiating this contract, were able to obtain an agreement that shotguns would no longer be required. And so for the first time now and, you know, forever, the truck drivers are going out with just 1 person in the truck. So that will save some overtime, but certainly we are still going to use overtime during snowstorms and other winter events. Again, though, no problem having Ms. Fauteux come in and I will talk with her and probably have her come in at the next meeting. How does that sound?

Alderwoman Lu

I thought just a report would be fine just to get a sense of what the trend has been. But yeah that would be...

Mayor Donchess

It might be easier to just kind of explain it but certainly she'll have something on paper. I am sure she'd be glad to talk about it. She's very into the whole snowplowing operation so I'm sure she'd be glad to talk about. In fact, sometimes in previous years or every so often, we have a snowplowing briefing, which I don't think we had this year, but we could sort of doing something like that now.

Alderwoman Lu

Thank you.

Mayor Donchess

Anyway, thank you for the question. And that was what, under Aldermanic Comments? Yes, Remarks by Aldermen, any other Remarks by Aldermen?

Alderman Dowd

Mr. Mayor?

Mayor Donchess

Alderman Dowd?

Alderman Dowd

Yeah just real quickly, I am a liaison to the Police Commissioners and the Police Department puts out an exhaustive list every month of what their overtime has been spent on and that's available. And it varies and it is managed very closely by their finance person, Karen. And I do believe the Fire Department has a similar report. And the Fire and the Police Departments, they have things that have to be manned and if somebody is out for any number of reasons, whether it is COVID exposure, or injuries due to arrests which they have had several. They have to be filled, those positions have to be filled and when they are filled they drive overtime. I know both Departments manage their overtime very closely and there's detailed reports on it. So they are available if any Alderman wants them.

Mayor Donchess

Alright, thank you. Anyone else? Alright. We now have a non-public session. Alderman Harriott-Gathright?

NON-PUBLIC SESSION

**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT THAT THE FINANCE COMMITTEE GO INTO NON-PUBLIC SESSION BY ROLL CALL PURSUANT TO RSA 91-A:3, II**

**(A) THE DISMISSAL, PROMOTION, OR COMPENSATION OF ANY PUBLIC EMPLOYEE OR THE DISCIPLINING OF SUCH EMPLOYEE, OR THE INVESTIGATION OF ANY CHARGES AGAINST HIM OR HER, UNLESS THE EMPLOYEE AFFECTED (1) HAS A RIGHT TO A MEETING AND (2) REQUESTS THAT THE MEETING BE OPEN, IN WHICH CASE THE REQUEST SHALL BE GRANTED; and**

**(C) MATTERS WHICH, IF DISCUSSED IN PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF ANY PERSON, OTHER THAN A MEMBER OF THE PUBLIC BODY ITSELF, UNLESS SUCH PERSON REQUESTS AN OPEN MEETING. THIS EXEMPTION SHALL EXTEND TO ANY APPLICATION FOR ASSISTANCE OR TAX ABATEMENT OR WAIVER OF A FEE, FINE, OR OTHER LEVY, IF BASED ON INABILITY TO PAY OR POVERTY OF THE APPLICANT**

**SECONDED BY ALDERMAN KLEE**

*A Viva Voce Roll Call was taken, which resulted as follows:*

Yea: Alderman Klee, Alderwoman Lu, Alderman Harriott-Gathright, Alderwoman Kelly,  
Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

*The Finance Committee went into non-public session at 7:50 p.m.*

*The Finance Committee came out of non-public session at 7:59 p.m.*

**MOTION BY ALDERMAN HARRIOTT-GATHRIGHT THAT THE FINANCE COMMITTEE SEAL THE MINUTES OF THE NON-PUBLIC SESSION BY ROLL CALL UNTIL SUCH TIME AS THE MAJORITY OF THE COMMITTEE VOTES THAT THE PURPOSE OF THE CONFIDENTIALITY WOULD NO LONGER BE SERVED, BY ROLL CALL**

*A Viva Voce Roll Call was taken, which resulted as follows:*

Yea: Alderman Klee, Alderwoman Lu, Alderman Harriott-Gathright,  
Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

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,  
Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

**MOTION CARRIED**

The Finance Committee meeting was adjourned at 8:02 p.m.

Alderman Linda Harriott-Gathright  
Committee Clerk