

REPORT OF THE FINANCE COMMITTEE

APRIL 7, 2021

A meeting of the Finance Committee was held on Wednesday, April 7, 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: 849 7827 8371 Passcode: 999999

The public may also view the meeting via Channel 16.

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

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

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

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

The roll call was taken with 6 members of the Finance Committee present: Alderman Patricia Klee, Alderwoman Elizabeth Lu, Alderwoman-at-Large Shoshanna Kelly, Alderman-at-Large Brandon Michael Laws, Alderman-at-Large Michael B. O'Brien, Sr., and Mayor Jim Donchess

Members not in Attendance: Alderman Linda Harriott-Gathright

Alderman Linda Harriott-Gathright was recorded absent.

Also in Attendance: Kelly Parkinson, Purchasing Manager
Nick Miseirvitch, Deputy IT Director
Deb Chisholm, Waterways Manager
Dan Boucher, Superintendent Wastewater
Jeff Lafleur, Superintendent Solid Waste
Dan Hudson, City Engineer
John Ibarra, Superintendent Street Department

ROLL CALL

Alderman Klee

Yes I am here, I can hear the proceedings and at this moment I am alone and thank you so much for volunteering.

Alderwoman Kelly

Oh no problem, thanks for your hard work today. Alderman Lu?

Mayor Donchess

Alderman Lu? Alderwoman Lu? OK, keep going I think.

Alderwoman Kelly

I see her but I don't hear her, so we will come back yeah. Alderman Harriott-Gathright.

Mayor Donchess

She's not here, she had to excuse herself.

Alderwoman Kelly

I am here, I am alone and I can hear everyone. Alderman Laws?

Alderman Laws

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

Alderman O'Brien

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

Mayor Donchess

I am here, and I am socially distancing therefore participating via Zoom and I am alone in the room.

Alderwoman Kelly

Alderman can you hear us now?

Alderwoman Lu

Yes.

Alderwoman Kelly

OK.

Alderwoman Lu

Can you hear me?

Alderwoman Kelly

We can now, yes.

Alderwoman Lu

Oh you're kidding. I was just calling in, yes I am alone and I can hear you.

Alderwoman Kelly

Great, thank you. We have a quorum.

Mayor Donchess

Alright, great. Now the first item on our Agenda is public comment. Is there any member of the public who would like to speak to the Finance Committee? (There were none.)

PUBLIC COMMENT - None

COMMUNICATIONS

From: Kelly Parkinson, Purchasing Manager

Re: Backup Internet Line in the amount of \$12,635.64 funded from account 55109 Telecommunications
Telephone: Voice

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE, AND AWARD THE CONTRACT FOR BACKUP INTERNET LINE TO CONSOLIDATED COMMUNICATIONS, INC. (CCI) IN THE AMOUNT OF \$12,635.64. FUNDING WILL BE THROUGH DEPARTMENT: 120 TELECOM; FUND: 55109 TELECOMMUNICATIONS TELEPHONE: VOICE, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Now I see Nick Miseirvitch here. Are you here on this Mr. Miseirvitch.

Nick Miseirvitch, Deputy Director IT

That is correct, Mr. Mayor.

Mayor Donchess

Alright, could you just give us a brief explanation of this proposed item?

Mr. Miseirvitch

Absolutely. So we are looking to expand the size of our back up internet line in the event that our primary internet line goes down. As it sits right now, that existing line will not suffice our requirements due to our ever-growing needs for the internet. So this upgraded line will handle all of our traffic, in the event that it is needed.

Mayor Donchess

Any discussion, questions from the Committee?

Alderwoman Lu

I do have a question, please.

Mayor Donchess

Alderwoman Lu?

Alderwoman Lu

Thank you. Mr. Miseirvitch, so have we had a problem, have we needed back up this year and has the backup been adequate at this point?

Mr. Miseirvitch

Our last failure was a little over a year ago on the primary line and it did not meet the needs.

Alderwoman Lu

OK that must've been prior to ... do we expect to continue with the same needs that we've been serving during the pandemic?

Mr. Miseirvitch

Actually our needs are larger now than with many people working remotely then with people that are in the office normally. So our bandwidth needs have increased due to this pandemic.

Alderwoman Lu

Is the increase in bandwidth need that requires additional coverage?

Mr. Miseirvitch

Correct.

Alderwoman Lu

OK. So are we not predicting an end to remote working?

Mr. Miseirvitch

That's for the Mayor to discuss; however we still need a backup line that will fulfill the needs even if everyone is back to normal. That back up line as it sits right now is not adequate to handle our typical flow.

Alderwoman Lu

OK. I misunderstood. So the previous glitch was prior to the increase in use and it was not adequate to serve.

Mr. Miseirvitch

Correct.

Alderwoman Lu

Thank you. I am all set.

Mayor Donchess

Anyone else have any comments or questions? 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, Alderwoman Kelly, Alderman Laws,
Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Aquatic Invasive Species Management in the amount of \$78,037 funded from accounts
NHDES Grant Account 54285 River Maintenance \$29,777, Community Development
Division Account 55699 Other Professional Services \$44,665 & Parks & Recreation
Account 53999 Other Professional Services \$3,595

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE, AND AWARD THE CONTRACT FOR AQUATIC INVASIVE SPECIES CONTROL IN THE NASHUA RIVER TOSOLITUDE LAKE MANAGEMENT IN THE AMOUNT OF \$78,037. FUNDING WILL BE THROUGH DEPARTMENT: 181 COMMUNITY DEVELOPMENT; FUNDS: 53999 OTHER PROFESSIONAL SERVICES (\$44,665), 55699 OTHER CONTRACTED SERVICES (\$3,595) AND 54285 RIVER MAINTENANCE (\$29,777), BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Ms. Chisholm?

Deb Chisholm, Waterways Manager

Good evening, thank you Mayor. This is our continued attempt to control invasive species in both the Nashua River and Sandy Pond. This is a year where we typically don't do the Mill Pond and the Canal; we do that every other year. So this year we are just doing the river upstream of the Mine Falls Dam all the way up to just about Cheryl Street, one of the mobile home parks. And we typically use Solitude, they are the ones that are designated to us by the State and we have received grant money from the New Hampshire DES that covers about 40% of this cost. So we are thankful for that.

One of the other things that we do for Invasive Species Management, if you haven't read in the packet, is we also have a bit of an issue on the Nashua River with water chestnuts. So we typically clear those by hand. So I get some volunteers to come out and help in July and August, if anyone is interested feel free to shoot me an email and I'll let you in on that fun event. But for now with the milfoil and the curly leaf pond weed we usually do the spraying of the invasives.

Mayor Donchess

Any questions, comments from the Committee? Alright, Madam Clerk, could you please call the roll?

Alderwoman Kelly

I see that Alderman Laws' hand is up.

Mayor Donchess

Who did?

Alderwoman Kelly

Alderman Laws had his hand up.

Mayor Donchess

Alderman Laws.

Alderman Laws

Thank you Mayor. I believe I asked this question last year and you'll have to forgive me because I have a terrible memory. But is there a chance, I mean is there a job opportunity here where we can just hire somebody full time to maintain our waterways and take care of all of these things, because \$78,000.00 sounds like a salary to me.

Ms. Chisholm

Well if I may.

Mayor Donchess

Yes, please go ahead.

Ms. Chisholm

We hire this company as recommended by the State. You do have to have very specific licenses in order to be an herbicide applicator as you would with any type of invasive species whether it is on the land or in the water. So part of my job is to oversee that as the Waterways Manager. If they wanted to pay me an extra \$78,000.00 to apply that, if you've ever seen, I posted a video on Community Development Facebook page in the past. They actually have an airboat that they use to do the applications. They have a GPS unit that tracks where the boat goes so they can see exactly where the application goes. So I think that perhaps the upfront cost to be able to do that might be a little on the steep side, I'm willing to look at it though, the air boat is kind of cool. But yeah I do remember that you had asked that question last year. So you know the \$78,000.00 is for their labor, but it is also for the herbicide, it's also for the use of the boat and the equipment. And they are pretty quick with it.

Alderman Laws

I appreciate your answer and just so you know, I probably said this last year too, but I am looking for a job. So please keep me in mind. Thank you.

Ms. Chisolm

You're welcome.

Alderman O'Brien

Mr. Mayor?

Mayor Donchess

Yes, Alderman O'Brien.

Alderman O'Brien

Thank you Mr. Mayor. If I may ask a question. Some of this money here of the \$78,000.00 actually came from the State of New Hampshire, correct? Because they are active in invasive species mitigation. So this isn't total taxpayer money?

Ms. Chisolm

That's correct. We have just recently approved receipt of about 40% of the cost of this project, it is funded by the New Hampshire DES.

Alderman O'Brien

Thank you.

Mayor Donchess

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

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

Yea: Alderman Klee, Alderwoman Lu, Alderwoman Kelly, Alderman Laws,
Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Wastewater Chemicals in the amount not to exceed \$60,000 funded from accounts 61156 Chemicals

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE, AND APPROVE CHANGE ORDER #1 FOR THE PURCHASE OF CHEMICAL SODIUM HYPOCHLORITE IN THE AMOUNT OF \$60,000 FROM BORDEN & REMINGTON OF FALL RIVER, MA. FUNDING WILL BE THROUGH: DEPARTMENT: 169 WASTEWATER; FUND: WASTEWATER; ACCOUNT CLASSIFICATION: 61 SUPPLIES & MATERIALS, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Mr. Boucher?

Dave Boucher, Wastewater Superintendent

Thank you Mr. Mayor. Good evening, Dave Boucher, Wastewater Superintendent. The sodium hypochlorite is a disinfection product that we add to the process. Currently we've used more this year than we have historically used. Some of the things that cause us to use more are storms, if we have process upsets. This is also the first year we've used it for our odor control system so we kind of weren't sure how much we'd need for it. So this change order is the estimate to get us through the rest of this year.

Mayor Donchess

Anybody? Alderman Klee?

Alderman Klee

Thank you Mr. Mayor, thank you Madam Clerk. Mr. Boucher, so I know we've asked these questions before but this is also for the public. At one point do we use this chemical, is it prior to it being released or is it just through the entire process? Because we do release some of this water back into nature sort to speak, is that correct?

Mr. Boucher

Well it is used just before the treated water goes to the river but we do add another chemical to remove the sodium hypochlorite before it goes to the river, because we are not allowed to put this chemical in the river. It is used in different parts of our wastewater plant for treating plant water and treating our odor control systems.

Alderman Klee

OK.

Mayor Donchess

Go ahead.

Alderman Klee

Thank you very much Mr. Mayor. That does answer my question, what I was getting to is exactly what you said. This chemical does not get released into the Merrimack River or the Nashua River or anything else of that nature, correct?

Mr. Boucher

Correct.

Alderman Klee

You are using something else, that is non-toxic, that removes all of this?

Mr. Boucher

Yes, it's sodium bisulfate that removes the sodium hypochlorite.

Alderman Klee

And the reason you needed this was because – we haven't had a whole lot of rain or anything else like that.

Mr. Boucher

But we had process upsets throughout the year. Process upsets can come, there's temperature changes that can cause upsets. Increased solids coming into the facility can cause upsets, there's several things that can cause upsets. But we have to add chlorine because if there's more solids that make it through the process, we have to treat it, it takes more chlorine, it uses up more chlorine because that's what this is, it is chlorine.

Alderman Klee

Thank you so much, I appreciate your answer.

Mr. Boucher

You're welcome.

Mayor Donchess

Alderman Kelly?

Alderman Kelly

I think I have a somewhat ridiculous question but your comment about upsets in the system, has there been a higher impact on the wastewater treatment plant with people working and being at home more.

Mr. Boucher

It is hard to tell where – a lot of it is temperature. Usually people being at home more, there's more rags and when we had a shortage of toilet paper, people were using other things that cause problems. But no it is hard to tell what causes the upset sometimes. It is a very sensitive process because it is organic life we are trying to keep alive; they are sensitive. They need the right amount of oxygen, the right temperature so it is a tricky balance.

Alderman Kelly

I appreciate your answer. Thanks.

Mr. Boucher

You're welcome.

Mayor Donchess

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

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

Yea: Alderman Klee, Alderwoman Lu, Alderwoman Kelly,
Alderman Laws, Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Wildlife Management at Four Hills Landfill in the amount of \$83,987.58 funded from accounts 55699 Other Contracted Services

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE, AND APPROVE THE COOPERATIVE SERVICE AGREEMENT BETWEEN THE CITY OF NASHUA AND THE USDA WILDLIFE MANAGEMENT SERVICE NOT TO EXCEED \$83,987.58 FOR FY22. FUNDING IS THROUGH DEPARTMENT: 168 SOLID WASTE; FUND: SOLID WASTE; ACCOUNT CLASSIFICATION 55 OTHER SERVICES, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Mr. LaFleur

Jeff LaFleur, Superintendent of Solid Waste

Thank you Mayor. This is our USDA Wildlife Management Services. They keep the seagulls out of the landfill, the turkey vultures out of the landfill, any other vectors that could be around. They also travel around the City at other places where they see seagulls landing and just trying to keep them away from other properties to keep complaints down. This money also includes a vehicle at the landfill and all pyrotechnics that they use during the year.

Mayor Donchess

Anyone? Alderman Laws.

Alderman Laws

Mayor, this one is for you. If you want to couple that with the invasive species for a job. I would gladly chase seagulls and water chestnuts.

Mayor Donchess

So you would be the head of pest control.

Alderman Laws

Sure.

Mayor Donchess

Both flora and fawn.

Alderman Laws

Just throwing it out there.

Mayor Donchess

Ok.

Alderwoman Kelly

What about bears, Alderman Laws?

Alderman Laws

Sure anything, I'm not scared of anything. Just keep me in mind, chickens, whatever.

Mayor Donchess

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

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

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

Nay:	0
------	---

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Amendment to Engineering Services for 2021 Paving Program in the amount of \$242,500 funded from accounts 81704 Paving Bond

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE, AND APPROVE THE ENGINEERING SERVICES CONTRACT AMENDMENT WITH HAYNER/SWANSON, INC. OF NASHUA, NH, IN THE AMOUNT OF \$242,500 FOR THE MANAGEMENT AND CONSTRUCTION ADMINISTRATION OF THE PAVING PROGRAM. FUNDING IS THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUND: BOND; ACTIVITY: PAVING, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Mr. Hudson?

Dan Hudson, City Engineer

I am Dan Hudson, City Engineer, thank you Mr. Mayor. So we have another robust paving program planned this year, paving over 23 miles of roadway under two contracts totaling \$8.8 million. Given the scale of this project we require some additional engineering support. HSI has provided that in 2019 and 2020.

What this proposed amendment is amending that contract to continue that service this year. They help with overall program management, coordination, construction, administration and observation. They are with us out there every day watching the construction happen and making sure it is being done according to requirements. So they work well with us, they are a local company and acting kind of as an extension of our staff. It's been a good relationship and we'd like to continue that.

Mayor Donchess

Alderman O'Brien.

Alderman O'Brien

Thank you Mr. Hudson. Is there any employment opportunities with this?

Mr. Hudson

For Alderman Laws.

Alderman Laws

Back off Alderman O'Brien.

Alderman O'Brien

I yield, thank you sir.

Mayor Donchess

Alderwoman Klee.

Alderman Klee

Thank you. This has got nothing to do with a job interview. The question that I have for you Mr. Hudson is this is a change order. Where we had them in the past, why wasn't it built into the original request for funding and so on. Why do we come after the fact? We know that we are going to need them or so on or am I missing something here?

Mr. Hudson

Sure so this, we entered into the first five years of what is hoped to be a ten year paving program. In '19 we contracted them for 2 years, of course, not knowing exactly what the future was going to bring. But this is contracting their work for this summer. So this amendment is for work in advance of when they are doing it here. But going back in time, I suppose we could have contracted them for a 3 years up front, but we didn't do that. It was a two year contract and now we are trying to extend it for a third year.

Alderman Klee

That's absolutely fine. I just wanted an answer to the question. But thank you so much, I appreciate your answer.

Mr. Hudson

Sure.

Mayor Donchess

Alderwoman Kelly

That was actually part of my question was why was it a change order versus a new contract. But my other question was just in comparison to last year, is this about what we paid? Did prices go up because everything seems to be up right now?

Mr. Hudson

No it is about what it was last year. I mean we definitely scaled up, last year we did more than we had done in year's past, more paving. And we are doing that again this year. So no I think it is on track and consistent with what has been done in the past.

Alderwoman Kelly

Thank you.

Mayor Donchess

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

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

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

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Asphalt Testing Change Order #3 in the amount of \$100,500 funded from accounts 81704 Paving Bond

MOTION BY ALDERWOMAN KELLY. TO ACCEPT, PLACE ON FILE, AND APPROVE A CHANGE ORDER TO THE ASPHALT TESTING CONTRACT WITH S.W. COLE ENGINEERING, INC., OF LONDONDERRY, NH, IN THE AMOUNT OF \$100,500. FUNDING WILL BE THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUND: BOND; ACTIVITY: PAVING, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Mr. Hudson?

Mr. Hudson

Thank you Mr. Mayor. So you just approved the engineering support services. This is for the testing firm to do the asphalt testing for the paving program so they do testing of the various asphalt mixes and then after the fact when we do (inaudible) and things they test those. This is all to ensure that the product we are receiving meets the specifications that are applied in accordance with those as well. So this is an important part of our process in ensuring that we are getting the quality product.

Mayor Donchess

Anyone?

Alderwoman Lu

Yes, I have a question, please.

Mayor Donchess

Alderwoman Lu?

Alderwoman Lu

Thank you. I understand that this, I'm sorry, this contract protects us because we were getting some bad asphalt. And I just wondered whether – I am surprised at this point that we don't require the provider to, I don't know, guarantee their asphalt and test it. Do you have any comments on that? I know that we were getting bad asphalt and it was causing a problem. But shouldn't this be a given with the prices we pay. And I have a follow-up also.

Mayor Donchess

Well I can answer that to some degree because Mr. Hudson was not around at that time. First of all, we are following the same procedure that the State of New Hampshire uses and I believe Manchester as well, I mean the bigger paving entities. And the issues was, as you suggested, that there were questions, let's put it that way. Despite the testing that takes place once the asphalt is laid down, that doesn't test samples, you can't possibly test every square foot of asphalt that's laid down in 20 miles of paving or whatever. So some of the asphalt that was (audio cuts out) regarding whether it was the proper consistency. But that's hard to prove after the fact, you know, OK 6 months go by, a year goes by, the asphalt seems to be peeling, it appears that maybe the quality wasn't what it should have been but that was hard to prove.

So given that issue, we met with (audio cuts out) paving contractor who does a lot with the State. And in an effort to persuade them to begin bidding on the City's work, we talked with NH DOT or someone did. And they recommended this procedure because this way you know going in that you are getting the quality and the consistency that is needed. I haven't gotten into the details of the asphalt mixture for a little while, so I don't remember all of the details. But the differences can be fairly subtle. The percentage of and this maybe hypothetical but maybe close, the percentage of the oil-based liquid or thick liquid that is added to sand and silicone and all this kind of stuff that makes up the paving. There's a big difference if it is 6% or 7% and you want to make sure that if the specs say 7% it is 7%; not 6 ¼ and not 5 ¾ or something like that. And the only way you can tell that really is testing at the plant where the asphalt is mixed. Once it is laid down it is very hard to prove that it didn't meet specs. So it is peeling but what does that prove?

Anyway we have found that following this procedure, and again, this is the same procedure that is used by the State of New Hampshire and they do a lot of paving, that we are not having troubles with quality. We are spending millions of dollars every year to pave and obviously given that, guaranteeing the quality of the material we are buying is very important and this seems to be the best way to ensure that we are getting what we are paying for.

Alderwoman Lu

Thank you. That makes total sense and I appreciate you clarifying that. It is a tiny percentage of the cost so it makes sense. My follow-up is just, I am confused by the reference in the Memo from Ms. Parkinson. The reference to 584 and it describes purchases under extensions of contracts, we don't have to – I can't remember exactly what it says about it. But it references that the price doesn't increase more than 10% per year. Now I know in this case it increases more than 10% per year.

Mayor Donchess

Now I don't see a reference to 584 in the Memo.

Alderwoman Lu

It is Memo number 21097 and it is underneath the chart. And it's right below...

Mayor Donchess

OK yes, I see it now.

Alderwoman Lu

And it may be that that 10% refers to per unit and this happens to be 100% as many units but the price per unit did not go above 10%.

Mayor Donchess

Well either Ms. Parkinson or Mr. Hudson, could you address that please?

Mr. Hudson

Yeah Mr. Mayor I would be happy to. Yeah the SW Cole has agreed to hold their unit pricing. So that hasn't changed. The value of the contract may very well be different due to the volume of work that is proposed. But they are holding their pricing from last year on a unit price basis.

Alderwoman Lu

Thank you that explains it. Thank you. I'm all set.

Mayor Donchess

Alright thank you. Anybody else? Madam Clerk, could you please call the roll?

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

Yea: Alderman Klee, Alderwoman Lu, Alderwoman Kelly, Alderman Laws,
Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

Alderwoman Lu

Mayor Donchess, I can't hear you.

Mayor Donchess

Did you hear what I said, I am getting a message saying my internet is unstable?

Alderman Kelly

We can hear you clearly now; but we didn't hear you say "motion carried" and I assume handed off to for the next communication.

Mayor Donchess

Yes, OK so to go back then, Motion Passed. The next item is from Kelly Parkinson, Purchasing Manager. Alderman Kelly?

From: Kelly Parkinson, Purchasing Manager

Re: Paving Program Castings in the amount of \$362,038.50 funded from accounts 81700 Infrastructure Improvements

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE, AND APPROVE THE PURCHASE OF MANHOLE AND CATCH BASIN CASTINGS FROM CONCORD WINWATER WORKS CO. OF CONCORD, NH, IN THE AMOUNT OF \$362,038.50. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: WASTEWATER; ACTIVITY: SEWER STRUCTURES, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Mr. Hudson.

Mr. Hudson

Thank you Mr. Mayor. So this is the last paving contract-related item today. It is funded through Wastewater because it is for the castings or the covers for manhole structures in the street that need to be replaced as we do the paving work. As we do that paving work we replace ones that broke and the non-standard and that sort of thing. What we found is it is better for us to purchase these in bulk which is what this is, this is purchasing the materials. And then the contractors install them as part of the paving work that they do. So that's what this is, this is purchasing materials. There were some slight changes in unit prices on this contract but within that 10% variation that was described previously.

Mayor Donchess

Alderman Kelly?

Alderman Kelly

You are tripping up a little but I think you called on me?

Mayor Donchess

I did. So can you hear me now?

Alderman Kelly

Yes.

Mayor Donchess

Well I did call on you, my internet keeps coming in and out. But please proceed.

Alderwoman Kelly

Thanks. Mr. Hudson, I know last year when you did this there were a number of antique manholes that you took out of French Hill. Do you anticipate having similar ones this year, I think you actually like auctioned them off. I just thought they were really cool, they were the triangle ones.

Mr. Hudson

Yeah those are cool, and those are fairly unique to Nashua. Yeah I am sure we will have some of those, I do not know if will auction them off or not. I know we do stock some because there are other places where we have an emergency situation and we have to replace one, we have some in stock. But yeah I am sure we will have a stockpile of those this year.

Alderwoman Kelly

Thanks.

Mayor Donchess

Alderwoman Klee.

Alderman Klee

Thank you Mr. Mayor and just for the sake of it, it is beyond French Hill that has those. My area, we are up in the north end, they are kind of scattered throughout the north end, French Hill as well as other places. I really just had more of a comment that with the last item as well as this item, it does state that the Board of Public Works looked upon this favorably on 3/25/21, I just wanted to get that into the record that this had been vetted through the Board of Public Works and didn't just come here, poof – out of the air. The Division of Public Works and Wastewater that brought it to us, it was vetted through the Board of Public Works before it came to us. That was just more of a statement I want to make and it was the same for the previous one so that public does realize that it goes through multiple facets before it comes to us. And thank you so much for what you are doing Mr. Hudson.

Mr. Hudson

Thank you.

Alderwoman Lu

I have a question please?

Mayor Donchess

Alderwoman Lu?

Alderwoman Lu

Thank you. Just looking at the letter from BPW, I just am asking for some guidance on whether this purchase has been put out to bid or is required to be put out to bid?

Mr. Hudson

I'll start to address that, maybe Ms. Parkinson can answer if there's any additional question. But it was bid out in 2019 on competitive bidding and Concord Winwater was the low bidder. We change ordered it last year, they held their pricing, so we change ordered it last year.

This year, as I noted, there's some slight price increases because construction has been strong and material costs are going up, the price of metals have went up. So there is a small increase this year but still within that 10% criteria.

Alderwoman Lu

OK and when that happens you are not required to go out to bid is that correct?

Mr. Hudson

That's my understanding yes.

Mayor Donchess

That's correct.

Alderwoman Lu

Alright, thank you.

Mayor Donchess

Anyone else? Alderwoman Kelly could you please call the roll?

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

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

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Engineering Services for 2021 Sewer Rehabilitation Program in the amount not to exceed \$249,494 funded from bond fund account 81700 Infrastructure Improvements

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE, AND APPROVE THE ENGINEERING SERVICES CONTRACT FOR ASSISTANCE WITH THE SEWER REHABILITATION PROGRAM WITH HAYNER SWANSON, INC. OF NASHUA, NH, IN AN AMOUNT NOT TO EXCEED \$249,494 PENDING BOND APPROVAL. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: BOND; ACTIVITY: SEWER INFRASTRUCTURE IMPROVEMENTS, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Mr. Hudson?

Mr. Hudson

Thank you Mr. Mayor. So this is engineering services with Hayner Swanson a local engineering company for support of our sewer rehabilitation work. That's the work where we dig up pipes and replace them when we have to as well as make spot repairs and that sort of thing. This isn't the lining work, this is the dig work.

Again, we do quite a bit of it and we find the need for outside support. It is beneficial that HSI is providing similar services for the paving program because it enables us to closely coordinate between the two programs. So as I noted, we find that beneficial. And again, they do local and they act as an extension of our staff and we find their support very helpful.

Mayor Donchess

Anyone? I don't see anyone. Could you please call the roll?

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

Yea: Alderman Klee, Alderwoman Lu, Alderwoman Kelly, Alderman Laws,
Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Pavement Markings Program Change Order #1 in the amount of \$162,000 funded from accounts 54275 Signing & Striping Services

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE, AND APPROVE CHANGE ORDER NO. 1 TO THE 2020 PAVEMENT MARKINGS CONTRACT WITH K5 CORPORATION OF ROCKLAND, MA, IN THE AMOUNT OF \$162,000. FUNDING WILL BE THROUGH DEPARTMENT: 161 STREETS; FUND: GENERAL; ACCOUNT CLASSIFICATION: 54 OTHER SERVICES, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Discussion? Oh excuse me, Mr. Hudson, could you please address this one?

Jon Ibarra, Superintendent Street Department

Actually it is Superintendent of the Street Department, Jon Ibarra, I'll address this one.

Mayor Donchess

Mr. Ibarra, please go ahead.

Mr. Ibarra

Thank you Mr. Mayor. So K5 was Highway Safety when the bid was done in June of 2020, that's our annual striping contract. I am looking to encumber our budgeted line item funds in a change order with this outfit because they agreed to hold their pricing. So it is just makes sense to keep them there as the low bidder for the project. They have been doing our striping for many years.

Mayor Donchess

Alderwoman Klee?

Alderman Klee

Thank you Mr. Ibarra, thank you Mr. Mayor and Mr. Ibarra, if I read it correctly this is for the additional types of bike lane marking. Is it also to any kind of unexpected type of painting that we did not expect because of weather or something like that or is it just primarily the bike lanes?

Mr. Ibarra

Bike lanes, things get changed as you know, decisions get made as we move through the construction season. They like to add or change striping here or there. So yes, it will help us accommodate those purchases.

Alderman Klee

Quick follow-up Mr. Mayor.

Mayor Donchess

Yes, please.

Alderman Klee

Mr. Ibarra, does this also include things like our crosswalk markings or just actual striping?

Mr. Ibarra

Yeah this is crosswalks, letters and symbols, stop bars, thermoplas, which is the plastic coating they put down sometimes in high traffic areas versus painting, so average 2 to 3 years versus paint which we will re-do every year. So yes this is the whole package.

Alderman Klee

Thank you very much.

Mr. Ibarra

You're welcome.

Mayor Donchess

Could you please call the roll Alderwoman Kelly?

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

Yea: Alderman Klee, Alderwoman Lu, Alderwoman Kelly, Alderman Laws,
Alderman O'Brien, Mayor Donchess

6

Nay:

0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Hamm Asphalt Roller in the amount of \$74,069 funded from FY20 CERF accounts 81300 Machinery & Equipment

MOTION BY ALDERMAN KELLY TO ACCEPT, PLACE ON FILE, AND APPROVE THE PURCHASE OF A 2021 HAMM HDIVO OSCILLATING VIBRATORY ASPHALT ROLLER FROM NORTRAX EQUIPMENT OF PEMBROKE, NH, FOR A PRICE OF \$74,069 PURSUANT TO THE SOURCEWELL CONTRACT. FUNDING WILL BE THROUGH DEPARTMENT: 161 STREETS; FUND: TRUST; ACTIVITY: CERF, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Mr. Ibarra?

Mr. Ibarra

Thank you Mr. Mayor. So as you know we have a mill and fill program that we do City-wide that works hand-in-hand with the paving program. So we try and for lack of a better word Band-Aid streets that may not be being addressed with paving in any fiscal year. So we try to extend the life of those roads until they do make the paving program. We also have been tasked with doing more larger pavement projects in-house since we have the equipment and the talent at Street Department I might say. This roller will help us do larger scale projects; we are looking at potentially doing the Holman Parking Lot and the Stellos Parking Lot. Last season we did the Lincoln Park Project and the upper lot we paved. So this is a heavier roller than what we currently have and we will just get larger projects done in-house.

Mayor Donchess

Alderwoman Kelly?

Alderwoman Kelly

I am having trouble unmuting every time I hit it doesn't want to comply. I just wanted to know is that an acronym that I skipped.

Mr. Ibarra

HDIVO, it is a vibrating roller. Yes, it's an acronym.

Alderwoman Kelly

How do you say it?

Mr. Ibarra

And I don't have the acronym breakdown for you, sorry.

Alderwoman Kelly

I was just like I don't know if this an acronym.

Alderman O'Brien

Alderman Kelly you should have just said steamroller, I would have known that.

Alderwoman Lu

I have a question please.

Mayor Donchess

Alderwoman Lu?

Alderwoman Lu

Thank you. I didn't see this piece of equipment on the CERF replacement schedule.

Mr. Ibarra

Great question. This was on Fiscal '20 CERF and we did not make the purchase and I'd say it was probably COVID-related behind that. Parts and equipment have been hard to come by so we just moved it into this year, trying to get CERF caught up.

Alderwoman Lu

I see. The CERF Account does not get zeroed out at the end of the budget season? Is that correct.

Mayor Donchess

Correct because it is a reserve fund so the funds remain in the account. The funds remain in the account.

Alderwoman Lu

OK thank you.

Mr. Ibarra

Thank you, I should have mentioned that earlier.

Mayor Donchess

Alright anyone else? Could you please call the roll?

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

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

Nay:	0
------	---

MOTION CARRIED

Mayor Donchess

The next 2 items are informational items and there being objections?

Alderwoman Kelly

I'm sorry Mr. Mayor, we had that change with the signs and supplies?

Mr. Ibarra

Yes, please thank you.

Mayor Donchess

We have what?

Alderman Kelly

We had a change come in for signs and supplies. I can read it if you like. This is from Kelly Parkinson, Purchasing Manager regarding change order for sign supplies in the amount not to exceed \$10,000.00.

From: Kelly Parkinson, Purchasing Manager

Re: Change Order for Signs Supplies in the amount not to exceed \$10,000 funded from accounts 61542 signs

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE, AND APPROVE CHANGE ORDER 1 TO SOLE SOURCE VENDOR PERMA-LINE OF NEW ENGLAND OF BROCKTON, MA, IN THE AMOUNT OF \$10,000. FUNDING FOR THIS PURCHASE IS THROUGH DEPARTMENT: 161 STREETS; FUND: GENERAL; ACCOUNT CLASSIFICATION: 61 SUPPLIES AND MATERIALS, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Discussion, any questions? Alderman Klee?

Alderman Klee

Thank you. Actually I just have this as an inquiry as to this particular change order is only \$10,000.00 but it adds to the contract to make it \$34,000.00 is that why it now becomes a voteable item rather than just an item? Ok that does answer – I see people's heads shaking. The rest of the world can't see that but I can see everybody's head shaking. So yes.

Mr. Ibarra

So it's very hard to predict what you were going to spend with these guys. But looking at where we are tracking and looking at what we need to finish this Fiscal year, that's why we went with this change order.

Alderman Klee

Thank you that answers my question.

Alderman Lu

I have a question, please?

Mayor Donchess

Alderman Lu?

Alderwoman Lu

Thanks. So Mr. Ibarra, we have a quote for a certain number of signs which they have bid on, is that right?

Mr. Ibarra

I'm sorry that broke up, could you repeat the question please?

Alderwoman Lu

Is this change order also for a certain number of signs?

Mr. Ibarra

This is a unit cost per sign breakdown that you see included in the package. It varies, based on worn out signs, people running over signs, calls that we will get for new signage. As I said, it is very hard to predict where we are going to go with it. But this vendor also does supply anything traffic-related; so delineators on the side of the road, the highway, DW highway, Amherst Street, paint supplies for striping, even our paint machines come through that outfit. I hope that answers your question.

Alderwoman Lu

Well not completely, could I follow up?

Mayor Donchess

Go ahead.

Alderwoman Lu

So I am trying to understand how the 584 10% works. And so you said, as I can see it is priced per unit. I don't see that it is priced per unit. How many units are we getting for \$10,000.00?

Mr. Ibarra

I would have to get back to you on that. There are different signs, different sizes, vary in price so this is a guideline based on our recent purchase of what we have like for like. But I can look deeper into that for you if you need more information.

Alderwoman Lu

Well I thought that in the past at the Finance Committee Meetings if there wasn't, I thought we have seen that in the past and I don't see it in the back up and it seems that every one of these motions have been to bypass the regular bidding because the price does not exceed 10% but there's no substantiation for us to review. So that's why I am asking.

Mr. Ibarra

If there is more information that you seek I'd be happy to garner that for you.

Alderwoman Lu

Just how it compares to last year. Is there something in the contract via the City Website that I can reference that sees what has happened to prices this year as compared to last.

Mr. Ibarra

I am sure we have that information available. I am not sure that would be posted on the website for the City though.

Alderwoman Lu

OK so yeah if you could provide that, that would be helpful for my due diligence. Thank you.

Mr. Ibarra

Sure, you're welcome.

Mayor Donchess

So 584 what it says, it talks about when bidding is not required. And one of the items there are a number of different circumstances, but one of the items is purchasing under extensions of contracts when no price increase exceeds 10% per year. So that's the provision that has been referred to in some of these contract extensions that have come forward. They still need approval of the Finance Committee.

Alderwoman Lu

Mr. Mayor may I just follow up.

Mayor Donchess

Yeah.

Alderwoman Lu

(Audio cuts out) I just want to be clear, is that I thought that in the past, we have always been given the current prices and forgive me for saying it so bluntly so that we can see that it does, in fact, not exceed 10% per year. I could be wrong but that's my recollection and that is what I would expect because we do usually get pricing. I am not asking for a plethora of contracts. But that's what I am asking for, thank you.

Mayor Donchess

Ok. Alright, anything else on this item? Could you please call the roll?

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

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

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Change Order for Transit Van Purchase

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

UNFINISHED BUSINESS - None

NEW BUSINESS – RESOLUTIONS - None

NEW BUSINESS – ORDINANCES - None

RECORD OF EXPENDITURES

MOTION BY ALDERWOMAN KELLY THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD FROM MARCH 12, 2021 TO APRIL 1, 2021, BY ROLL CALL

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

Yea: Alderman Klee, Alderwoman Lu, Alderwoman Kelly,
Alderman Laws, Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

GENERAL DISCUSSION - None

PUBLIC COMMENT - None

REMARKS BY THE ALDERMEN

Alderman Klee

Thank you Mr. Mayor. I don't know if we found Alderman Laws a job yet but I have an opportunity for volunteerism on Saturday. I am going to be, with the help of our Public Works Department, we are putting together a Clean Up Lock Street. So anybody who would like to come and join us, I have nice glove and beautiful blue bags that they can fill up. I'll bring water and a thank you from the residents on Lock Street. So anybody who'd like to come, it is going to be meet at Foster Square at 10:30 on Saturday morning.

Mayor Donchess

And Alderwoman Klee, thank you very much for doing that. Anyone else, any other Remarks from Aldermen? If not, Alderwoman Klee?

POSSIBLE NON-PUBLIC SESSION – None

ADJOURNMENT

MOTION BY ALDERMAN KLEE TO ADJOURN BY ROLL CALL

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

Yea: Alderman Klee, Alderwoman Lu, Alderwoman Kelly,
Alderman Laws, Alderman O'Brien, Mayor Donchess 6

Nay: 0

MOTION CARRIED

The Finance Committee meeting was adjourned at 8:00 p.m.

Alderwoman-at-Large Shoshanna Kelly
Pro Tem