

REPORT OF THE FINANCE COMMITTEE

MAY 4, 2022

A meeting of the Finance Committee was held on Wednesday, May 4, 2022, at 7:00 p.m. in the Aldermanic Chamber and via Zoom. The meeting link information can be found on the agenda.

Alderman Patricia Klee, Vice-Chairman, presided.

Members of the Committee present: Alderman Patricia Klee, Vice Chair  
Alderman Alex Comeau  
Alderman Tyler Gouveia  
Alderman-at-Large Ben Clemons (via Zoom)  
Alderman-at-Large Melbourne Moran, Jr.

Members not in Attendance: Mayor Jim Donchess  
Alderwoman-at-Large Gloria Timmons

Also in Attendance: Kim Kleiner, Administrative Services Director  
Kelly Parkinson, Purchasing Manager  
Cheryl Lindner, Treasury Management Officer  
Karen Smith, NPD Business Office Manager  
Rob Page, NPD  
David L. Boucher, Superintendent of Wastewater  
Jason Toohey, IT Manager, Project/Development  
Nick Miseirvitch, CIO, Information Technology  
John Stewart, Superintendent of Street Department  
Dan Hudson, City Engineer  
Tim Cummings, Economic Development Director  
Jennifer McCormack, Library Director

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PUBLIC COMMENT

COMMUNICATIONS

From: Kelly Parkinson, Purchasing Manager  
Re: HVAC Project Change Order #2 in the amount not to exceed \$29,259.36 funded from 81200 Buildings & Improvements (Police Dept.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE CHANGE ORDER #2 TO UPDATE REQUIREMENTS FOR THE HVAC UPGRADES AT THE NASHUA POLICE DEPARTMENT WITH TURNSTONE CORPORATION IN AN AMOUNT NOT TO EXCEED \$29,259.36. FUNDING THROUGH DEPARTMENT: 150 POLICE DEPARTMENT; FUND: 81200 BUILDINGS AND IMPROVEMENTS, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Billboard Advertising in the amount not to exceed \$55,010 funded from accounts Grants/61250 Marketing & Promotion (Public Health)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE CONTRACT TO CREATE VINYL PRODUCTIONS AND INSTALLATION FOR BILLBOARD AD DISPLAYS IN THE GREATER NASHUA AREA FOR ONE YEAR WITH OUTFRONT MEDIA ADVERTISING COMPANY IN AN AMOUNT NOT TO EXCEED \$55,010. FUNDING THROUGH DEPARTMENT: 171 COMMUNITY SERVICES; FUND: 61250 MARKETING & PROMOTION**

**MOTION BY ALDERMAN MORAN TO TABLE THE CONTRACT TO CREATE VINYL PRODUCTIONS AND INSTALLATION FOR BILLBOARD AD DISPLAYS IN THE GREATER NASHUA AREA FOR ONE YEAR WITH OUTFRONT MEDIA ADVERTISING COMPANY IN AN AMOUNT NOT TO EXCEED \$55,010. FUNDING THROUGH DEPARTMENT: 171 COMMUNITY SERVICES; FUND: 61250 MARKETING & PROMOTION, BY ROLL CALL**

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

|  |   |
|--|---|
| Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,<br>Alderman Moran | 5 |
| Nay:   | 0 |

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Biosolids Management – Multi Year Contract in the amount not to exceed \$2,940,000 funded from 54221 Disposal Services/Wastewater Fund (Wastewater Dept.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE THREE YEAR CONTRACT IN AN AMOUNT NOT TO EXCEED \$2,940,000 WITH RESOURCE MANAGEMENT, INC., OF HOLDERNESS, NH, FOR MANAGEMENT OF BIOSOLIDS AT THE WASTEWATER TREATMENT FACILITY. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: WASTEWATER; ACCOUNT CLASSIFICATION: 54 PROPERTY SERVICES, BY ROLL CALL**

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

|  |   |
|--|---|
| Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,<br>Alderman Moran | 5 |
| Nay:   | 0 |

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Software Maintenance - Mimecast in the amount not to exceed \$41,250 funded from 54407 Software Maintenance/General Fund (IT Dept.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE RENEWING THE MIMICAST LICENSING THROUGH NEW ERA TECHNOLOGY OF PORTSMOUTH, NH, FOR THE AMOUNT OF \$41,250. FUNDING THROUGH DEPARTMENT: 122 INFORMATION TECHNOLOGY; FUND: 54407 SOFTWARE MAINTENANCE/GENERAL FUND, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,

Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Vehicle Lift in the amount not to exceed \$74,532.97 funded from 71999 Miscellaneous Equipment/Streets Fleet Maintenance (Street Dept.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE PURCHASE OF ONE WIRELESS MOBILE LIFT SYSTEM FROM ARI PHOENIX, INC., OF LEBANON, OH, FOR A PRICE OF \$74,532.97 PURSUANT TO THE SOURCEWELL CONTRACT NUMBER 013020-ARP. FUNDING THROUGH DEPARTMENT: 161 STREETS; FUND: GENERAL; ACCOUNT CATEGORY: 71999 MISCELLANEOUS EQUIPMENT/STREETS FLEET MAINTENANCE, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons, Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Engineering Services for Sewer Rehab Program in the amount not to exceed \$243,585 funded from accounts 81700 Infrastructure Improvements/ Bond (Engineering Dept.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE ENGINEERING SERVICES CONTRACT AMENDMENT WITH HAYNER/SWANSON, INC. OF NASHUA, NH, IN THE AMOUNT OF \$243,585 FOR PROFESSIONAL SERVICES FOR THE SEWER REHABILITATION PROGRAM. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: BOND; ACTIVITY: SEWER INFRASTRUCTURE IMPROVEMENTS, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons, Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Asphalt Testing Change Order #4 in the amount of \$63,795 funded from 81704 Paving Bond/ Bond (Engineering Dept.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE CHANGE ORDER NO. 4 TO THE ASPHALT TESTING CONTRACT WITH S.W. COLE ENGINEERING, INC. OF LONDONDERRY, NH, IN THE AMOUNT OF \$63,795. FUNDING WILL BE THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUND: BOND; ACTIVITY: PAVING, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Pavement Preservation Program in the amount not to exceed \$383,928.50 funded from accounts  
81704 Paving Bond (Engineering Dept.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE AWARD OF THE CONSTRUCTION CONTRACT FOR THE 2022 PAVEMENT PRESERVATION PROGRAM TO SEALCOATING, INC., OF BRAINTREE, MA, IN AN AMOUNT OF \$383,928.50. FUNDING WILL BE THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUND: BOND; ACTIVITY: PAVING, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Video Detection Cameras in the amount not to exceed \$161,580 funded from accounts Prior Year  
Escrow, Amherst Street Trust & Main Street Trust (Engineering Dept.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE PURCHASE AND INSTALLATION OF SIX TRAFFIC CAMERA SYSTEMS ON MAIN STREET BY ELECTRIC LIGHT COMPANY OF CAPE NEDDICK, MAINE, IN THE AMOUNT OF \$161,580. FUNDING WILL BE THROUGH DEPARTMENT: 161 STREETS; FUNDS: PRIOR YEAR ESCROW (\$130,420), ACCOUNT CATEGORY: 71 EQUIPMENT; DEPARTMENT 160 ADMIN/ENGINEERING; FUND: TRUSTS (AMHERST STREET \$14,580; MAIN STREET \$16,580); ACCOUNT CATEGORY: 71 EQUIPMENT, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Bridge Repairs to the Canal Street Bridge in the amount not to exceed \$373,750 funded from 81300  
Machinery & Equipment/81100 Capital Improvements/HW Block Grant (Engineering Dept.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE AWARD OF THE CANAL STREET BRIDGE REPAIRS CONTRACT TO NEW ENGLAND INFRASTRUCTURE, INC., OF HUDSON, MA, IN AN AMOUNT OF \$373,750. FUNDING WILL BE THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUNDS: GRANT AND CAPITAL; ACTIVITIES: HWY BLOCK GRANT AID FY18 AND FY18 BRIDGE REHAB, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager  
Re: Temporary Pedestrian Bridge in the amount not to exceed \$205,200 funded from 81100 Capital Improvements/Mine Falls Trust (Engineering Dept.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE AWARD FOR THE PURCHASE AND INSTALLATION OF A 120-FOOT LONG BY 6-FOOT WIDE PEDESTRIAN BRIDGE TO BECK & BELLUCCI, INC., OF FRANKLIN, NH, IN THE AMOUNT OF \$205,200. FUNDING WILL BE THROUGH DEPARTMENT: 177 PARKS & RECREATION; FUND: TRUST (MINE FALLS); ACCOUNT CATEGORY: 81 CAPITAL IMPROVEMENTS, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager  
Re: Engineering Consulting in the amount not to exceed \$150,000 funded from 53107 Architect & Engineering Services/Mine Falls Trust (Engineering Dept.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE ENGINEERING CONTRACT FOR MINE FALLS PARK BRIDGE ENGINEERING SERVICES WITH HOYLE, TANNER & ASSOCIATES, INC., OF MANCHESTER, NH, IN AN AMOUNT NOT TO EXCEED \$150,000. FUNDING WILL BE THROUGH DEPARTMENT: 177 PARKS & RECREATION; FUND: TRUST (MINE FALLS); ACCOUNT CATEGORY: 53 PROFESSIONAL SERVICES, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager  
Re: Filing System for the new DPW Building in the amount not to exceed \$95,016.76 funded from 71800 Furniture & Fixtures/DPW Facility (Economic Development)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE CONTRACT FOR THE DESIGN AND INSTALLATION OF STORAGE SOLUTIONS FOR THE NEW DPW FACILITY WITH DONNEGAN SYSTEMS, INC., OF NORTHBOROUGH, MA, IN AN AMOUNT NOT TO EXCEED \$95,016.76.**

**FUNDING WILL BE THROUGH DEPARTMENT: 183 ECONOMIC DEVELOPMENT & DPW ADMINISTRATION; FUND: 71800 FURNITURE AND FIXTURES/DPW FACILITY, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Furniture for the new DPW Building in the amount not to exceed \$400,000 funded from 71800 Furniture & Fixtures/DPW Facility (Economic Development & DPW Admin.)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE CONTRACT WITH OFFICE INTERIORS LTD OF DOVER, NH, FOR THE DESIGN AND PURCHASE OF FURNITURE FOR THE NEW DPW FACILITY THROUGH THE NH STATE CONTRACT NO. 8002618 IN AN AMOUNT NOT TO EXCEED \$400,000. FUNDING WILL BE THROUGH DEPARTMENT: 183 ECONOMIC DEVELOPMENT & DPW ADMINISTRATION; FUND 71800 FURNITURE AND FIXTURES/DPW FACILITY, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

TABLED IN COMMITTEE

**MOTION BY ALDERMAN COMEAU TO REMOVE FROM THE TABLE THE LIBRARY FACILITY ASSESSMENT IN THE AMOUNT NOT TO EXCEED \$88,830 FUNDED FROM 53999 OTHER PROFESSIONAL SERVICES/BLOOMFIELD TRUST (LIBRARY), BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

From: Kelly Parkinson, Purchasing Manager

Re: Library Facility Assessment in the amount not to exceed \$88,830 funded from 53999 Other Professional Services/Bloomfield Trust (Library)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT FOR THE LIBRARY FACILITY ASSESSMENT TO DESIGNLAB ARCHITECTS IN AN AMOUNT NOT TO EXCEED \$88,830. FUNDING THROUGH DEPARTMENT: 179 LIBRARY; FUND: 53999 OTHER PROFESSIONAL SERVICES/BLOOMFIELD TRUST ACCOUNT, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

UNFINISHED BUSINESS - None

NEW BUSINESS – RESOLUTIONS

**R-22-028**

- Endorsers: Mayor Jim Donchess
- Alderman John Sullivan
- Alderman Patricia Klee
- Alderman Richard A. Dowd
- Alderman Derek Thibeault
- Alderman-at-Large Gloria Timmons
- Alderman-at-Large Michael B. O'Brien, Sr.
- Alderman-at-Large Lori Wilshire

**AUTHORIZING THE CITY OF NASHUA TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF MANCHESTER REGARDING A WELFARE SOFTWARE APPLICATION**

**MOTION BY ALDERMAN COMEAU TO RECOMMEND FINAL PASSAGE, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

NEW BUSINESS – ORDINANCES - None

RECORD OF EXPENDITURES

**MOTION BY ALDERMAN COMEAU THAT THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD FROM APRIL 15, 2022 TO APRIL 28, 2022, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

GENERAL DISCUSSION

PUBLIC COMMENT

REMARKS BY THE ALDERMEN

ADJOURNMENT

**MOTION BY ALDERMAN COMEAU TO ADJOURN, BY ROLL CALL**

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

Yea: Alderman Klee, Alderman Comeau, Alderman Gouveia, Alderman Clemons,  
Alderman Moran 5

Nay: 0

**MOTION CARRIED**

The Finance Committee meeting was adjourned at 8:21 p.m.

Alderman Alex Comeau  
Committee Clerk