

REPORT OF THE FINANCE COMMITTEE

JUNE 5, 2019

A meeting of the Finance Committee was held on Wednesday, June 5, 2019, at 7:00 p.m. in the Aldermanic Chamber.

Mayor Jim Donchess, Chairman, presided.

Members of the Committee present: Alderman Michael B. O'Brien, Vice Chair
Alderman Patricia Klee
Alderman June M. Caron
Alderman Linda Harriott-Gathright

Members not in Attendance: Alderwoman-at-Large Shoshanna Kelly
Alderman-at-Large Brandon Michael Laws

Also in Attendance: Kim Kleiner, Director, Administrative Services
David G. Fredette, Treasurer/Tax Collector
Dan Kooken, Purchasing Manager

PUBLIC COMMENT - None

COMMUNICATIONS

From: Dan Kooken, Purchasing Manager
Re Contract for Emerging Leaders in Public Health Consultant Engagement

MOTION BY ALDERMAN O'BRIEN TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO ML BRANDING STRATEGY IN THE AMOUNT OF \$32,500. FUNDS ARE AVAILABLE IN DEPARTMENT 171, COMMUNITY SERVICES; GRANT FUNDS (\$30,500) AND GENERAL OPERATING FUND (\$2,000)

ON THE QUESTION

Mayor Donchess

Ms. Bagley is here to address this proposed contract.

Bobbie Bagley, Director Health & Community Services

Good evening Aldermen. So this contract with ML Branding is a part of the work that the Division of Public Health & Community Services is doing with our emerging leaders in Public Health. As you recall we received the contract from the Kresge Foundation in the amount of \$119,000.00 to build our leadership capacity. As a part of that contract for that transformative initiative there was a piece that was written in for us to do some branding of the Division's role as Chief Public Health Prevention Strategists and the ML Branding Company will work with us on branding our Division as these Chief Health Strategists also work with us on creating internal systems and what is required for us to support our transforming of brand and systems training as well as developing a repetitive framework for branding and communication of other programs that we have. Michelle has worked with other Health Departments in the country, in particular in Massachusetts and did some work with our New Hampshire Public Health Association on some branding and communication. She comes very highly qualified; I did attach to the Memo her contract which shows how she is going to work with us over a period up until October of 2019 to get this work completed. We are 6 months into this transformative initiative and the Division is moving along quite nicely so we are ready to take the next stage of our work with the branding with this particular consultant.

Alderman Caron

I think this is great. I think you are really moving along with this project and I think this is a great service to the Health Department. So thank you, kudos to you and your staff for working on this project.

Ms. Bagley

Thank you.

MOTION CARRIED

From: Dan Kooken, Purchasing Manager
Re: HVAC Systems Upgrade for Server Room

MOTION BY ALDERMAN O'BRIEN TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO PALMER AND SICARD IN THE AMOUNT OF 47,625. SOURCE OF FUNDING IS DEPARTMENT 129, CITY BUILDINGS; BUILDING TRUST FUND

ON THE QUESTION

Mayor Donchess

And I believe Mr. Codagnone is here to represent the Department with respect to this item; the Department being the IT Department.

Bruce Codagnone, IT Division Director

Yes for the record I'm Bruce Codagnone and just to give you a little background on this, over the last year we've had several heat waves. All of our computer equipment is housed here in City Hall. We had our AC unit that cools off the server room couldn't keep up with the demand. Essentially if any of this computer equipment gets too hot, it will begin to fail. We were getting to a critical stage last year where we almost had to shut everything down; which would mean just shut down all the applications that run the City which would really be devastating. I actually ran out to Lowes and bought two stand-alone AC units just so that we could cool the room down to 85 degree to get us through the heat wave. Obviously in the past 6, 7 or 8 months it has been relatively cool; it is winter and we've got a cool spring. But we are entering into now a critical phase. We need to get this moving, get the vendor to schedule it so that we can get it in place.

Alderman Klee

Yes thank you and I appreciate the heat unit, I worked in an IT Department when I worked for the Department of Veteran's Affairs. But how long is this going to take for them to get it in?

Mr. Codagnone

It is going to take a while; they have to change all the duct to work. They bring in a crane to drop the equipment up on the roof. We are going to have a redundant systems in case there is a failure, that means we switch over.

Alderman Klee

Follow up? So this will be, it won't be working with the other one, it will work in case the other one ...?

Mr. Codagnone

No they will work together.

Alderman Klee

They will work together, OK.

Mr. Codagnone

But one of them on its own should be able to run the entire server room; but it won't tax them both if they are both running in conjunction with each other.

Alderman Klee

Thank you.

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: Long Term Management of Wastewater Biosolids Contract

MOTION BY ALDERMAN O'BRIEN TO ACCEPT, PLACE ON FILE AND, CONTINGENT UPON BOARD OF ALDERMEN APPROVAL, AWARD THE CONTRACT TO RESOURCE MANAGEMENT, INC., IN AN AMOUNT NOT-TO-EXCEED \$1,507,050. FUNDS ARE AVAILABLE IN DEPARTMENT 169, WASTEWATER

ON THE QUESTION

Mayor Donchess

Mr. Boucher, the Superintendent of the plant to explain this item, I am sure.

David Boucher, Superintendent of Wastewater

Yes. Good evening, Dave Boucher, Wastewater Super intent. Bio-solids is a byproduct of wastewater that is a beneficial reused product. This is for a 3 year contract for Resource Management to manage the distribution of our solids. What they do is they truck it out of the wastewater plant and they deliver it to farms and spread it on farm lands throughout New Hampshire, Maine and Massachusetts. It is a 3-year contract.

MOTION CARRIED

Mayor Donchess

If the Committee doesn't mind, since Mr. Boucher is here, we have several other items regarding wastewater and rather than have you jump up and down, maybe we will just run through those.

Mr. Boucher

I think one other is mine and then two of them are paid for out of wastewater but engineering will explain them.

Mayor Donchess

Which one is yours?

Mr. Boucher

The CSO Flow Monitoring.

Mayor Donchess

So we will skip one and we will go to the CSO Flow Monitoring Service if no one on the Committee objects.

From: Dan Kookan, Purchasing Manager
Re: CSO Flow Monitoring Services – Amendment #2

MOTION BY ALDERMAN O'BRIEN TO ACCEPT, PLACE ON FILE, AND APPROVE AMENDMENT #2 TO THE CONTRACT WITH FLOW ASSESSMENT SERVICES IN THE AMOUNT OF \$56,100. FUNDS ARE AVAILABLE IN DEPARTMENT 169, WASTEWATER

ON THE QUESTION

Mayor Donchess

Questions, discussion? Well why don't you just give us a brief explanation.

Mr. Boucher

So Flow Assessment is a company we hired; they have rain gauges and flow meters within 11 sites in Nashua that measure flow whenever it rains that leaves our combined sewer overflow locations. Monthly they give us a report that we can send to regulator. So this is a company we had been using; this is an extension of their contract for another year.

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: Contract Award for Emergency Notification System

MOTION BY ALDERMAN O'BRIEN TO ACCEPT, PLACE ON FILE AND, CONTINGENT UPON BOARD OF ALDERMEN APPROVAL, AWARD THE CONTRACT TO ONSOLVE, LLC, IN THE AMOUNT OF \$66,000. SOURCE OF FUNDING IS DEPARTMENT 156, EMERGENCY MANAGEMENT; GENERAL OPERATING FUND

ON THE QUESTION

Mayor Donchess

And Mr. Kates is here, the Emergency Preparedness Director, would you explain this item please?

Justin Kates, Emergency Management Director

Sure good evening, so I am happy to be here to explain a little bit about this contract. We are working through the process for our third round of contract renewal with ONSOLVE. This is for the Code Red System that we have within the City. In order to ensure that we don't have a lapse in service, we are pushing forward with this contract at the same rate that we've been paying for the last 3 years. 3 years ago we were able to bring the price down from \$36,000.00 down to \$22,000.00 per year. I am happy to announce that I think we have an opportunity to work with the State of New Hampshire; we are working currently with them to negotiate a project where we will actually leverage their service also through ONSOLVE. It will eliminate this entire contract.

Essentially what we are trying to do right now is ensure that we don't have a lapse in service in the event that the State contract doesn't work. But we are very confident that our partnership with the State will enable us to leverage their ONSOLVE platform with no real change in service for any of our public safety, public health or other government departments for the type of service that they provide through Code Red currently.

Mayor Donchess

So what you are saying is this is only Plan B which you want to be approved as the Plan B in case the State system does not materialize?

Mr. Kates

Yes.

Mayor Donchess

Is it the July 1st that it would be operative?

Mr. Kates

Yeah so July 1st is the date that we would look to have the State system implemented. Currently our office is working with the different departments that currently have credentials on the Code Red System to ensure that they have access on the State system. We will do some testing over the next few weeks to ensure that it has all the same functionality that we currently have with the goal by July 1st to have completely transitioned over to the State system.

Alderman Klee

When you say that we would be leveraging the State and that this contract would go away, what would the cost be from the State or would there be a cost?

Mr. Kates

There would be zero cost.

Alderman Klee

There would be zero cost, so this \$22,000.00 that you negotiated down would go away.

Mr. Kates

No longer exist.

Alderman Klee

Good, thank you.

MOTION CARRIED

From: Dan Kooken, Purchasing Manager
Re: 2019 Pavement Markings Contract – Change Order 1

MOTION BY ALDERMAN O'BRIEN TO ACCEPT, PLACE ON FILE AND APPROVE CHANGE ORDER #1 TO THE CONTRACT WITH HI-WAY SAFETY SYSTEMS IN THE AMOUNT OF \$82,000. SOURCE OF FUNDING IS DEPARTMENT 161, STREETS; PRIOR YEAR ESCROW

ON THE QUESTION

Mayor Donchess

Our Street Superintendent is here to explain this one.

Jonathan Ibarra, Superintendent of Streets

Good evening Aldermen, Jon Ibarra Superintendent Street Department. So these monies that I am seeking to encumber in our change order are escrowed funds that were designated for a striping program and will be utilized in implementing our bike routes and bike lanes. It is just a change to the contract from those fundings.

Mayor Donchess

Where will these bike lanes be?

Mr. Ibarra

Numerous locations such as Main Street and other designated areas through the City.

Alderman Klee

Actually more just a comment; I am glad to see more bike lanes going through. I am seeing more and more bikes not just the VeoRides but more and more bikes. I have seen the kids going back and forth to school and so on, on the bikes so I'm glad to see this.

MOTION CARRIED

From: Dan Kooken, Purchasing Manager
Re: Contract Extension for Single Stream Recycling

MOTION BY ALDERMAN O'BRIEN TO ACCEPT, PLACE ON FILE AND APPROVE AMENDMENT #1 TO THE CONTRACT WITH CASELLA RECYCLING, LLC, IN THE AMOUNT OF \$400,000. FUNDS ARE AVAILABLE IN DEPARTMENT 168, SOLID WASTE

ON THE QUESTION

Mayor Donchess

We have our landfill superintendent to explain this one.

Jeff Lafleur, Superintendent of Solid waste

Sure Jeff Lafleur, Superintendent of Solid waste. So this is just a one year extension to the contract that we currently have with Casella Waste Hauling or Recycling. We don't think that this is a terrible deal right now with the way the markets are and they way that recycling is going on. We decided unanimously through the division, Sally Hyland my Recycling Coordinator and Director decided to ask Casella to extend it for one more year to see what the markets are going to do.

Mayor Donchess

Discussion? I guess I would add the last time we went out to bid there was only one bidder anyways.

Mr. Lafleur

Exactly.

Alderman O'Brien

Thank you Mr. Mayor. I too think this is not a bad to keep the status quo. But are we putting our heads together trying to look at long-term solutions and if you could explain that please?

Mr. Lafleur

Yeah absolutely - well one of the solutions that we came up with last year was putting up that tent at the landfill, you see a big tent, that is covering our recycling as you know. That is helping to reduce the weight of recycling going out. Unfortunately we have no control on the costs of recycling for shipping; it is depending on what the US and the World is actually doing with recycling. I fully intend next year to try to go out to bid again to see what the feelers are. We are afraid that if we go out to bid this year no one will bid on it. So that is why we kind of took the opportunity to stay with Casella, we were glad that they extended it for another year with us.

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: 2018 Sewer Replacement – Harvard Street – Change Order 3

MOTION BY ALDERMAN O'BRIEN TO ACCEPT, PLACE ON FILE AND AUTHORIZE CHANGE ORDER #3 TO THE CONTRACT WITH NORTHEAST EARTH MECHANICS IN THE AMOUNT OF \$150,000. SOURCE OF FUNDING IS DEPARTMENT 169, WASTEWATER

ON THE QUESTION

Mayor Donchess

Thank you very much.

Peter Kohalmi, Deputy City Engineer

Good evening Mayor and Committee Members, my name is Pete Kohalmi, I am the Deputy City Engineer. I am here to talk to you tonight about some work we need to do on Chase Street. This is in addition to our Harvard Street Sewer Rehab Contract. We added Chase Street after we found out that the sewer pipe was in real bad shape. The contractor did a good job putting in the pipe over the winter; however Chase Street is a very short and narrow street. The pipe was very deep and they ended up doing a lot of unavoidable damage to the street; not because they did something wrong but just because the pipe was so deep and there were so many connections to the houses. There is really nothing left of the road base and this money would help to reconstruct the road and the sidewalk on Chase Street.

Mayor Donchess

Chase Street is Ward 7 believe.

Alderman Caron

Yes it is and Harvard Street. I am glad to see that we are going to replace, especially the sidewalk and the street there because that is near the Infant Jesus School. So there is a lot of walking traffic for there and also for Dr. Crisp. So I think this is needed and to think we have an 1888 sewer pipe. So I can imagine what else is out there. So I am all for it. I think while we are there get it done.

Alderman O'Brien

Thank you. I too support this but if I may ask the question Mr. Mayor on the intersection that I'm kind of familiar with, Bower Street and Harbor Avenue, I know that floods out with the summer rain and stuff. Are we looking into that situation too, because it is like a combination system there, correct?

Mr. Kohalmi

A combined sewer system; it probably is. Alderman at this time I am not aware of any work in the plans at that location but we are looking at sewer pipes every single day. We are videoing them, we are looking at them and trying to find out which pipes need the help the quickest.

Alderman O'Brien

Follow up if I may. Probably for the people at home, can you explain the combined system so that they are familiar with it and have a better understanding of what, old Nashua and new Nashua?

Mr. Kohalmi

Right, initially when the sewer pipes were built in the late 1880's it was what we call a combined system, it handled sanitary sewer from your house or building and it also handled storm water. So the water that goes into catch basins when it rains, it goes into the same pipes. Then in around the 1950's we decided that it was not a good idea to dump all that flow into the Merrimack River, and that it was a better idea to separate sanitary sewer from storm sewer. So around the 1950's, 60's we started putting in separate pipes for sanitary flow and storm flow.

Alderman O'Brien

Very good, thank you.

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: 2019/2020 Sewer Rehabilitation – Engineering Services

MOTION BY ALDERMAN O'BRIEN TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO HAYNER SWANSON IN THE AMOUNT OF \$393,075. FUNDS ARE AVAILABLE IN DEPARTMENT 169, WASTEWATER; SEWER INFRASTRUCTURE IMPROVEMENTS BOND FUNDS

ON THE QUESTIONMr. Kohalmi

Ok this is a contract we are looking to award to Hayner Swanson. We are currently working with this firm; we've been happy with their service. We have, as you all know, we have a substantial sewer rehabilitation program in the City. We are already managing many millions of dollars' worth of work and we need some help to identify what needs work for next year and to manage that work as well.

So the work includes identifying pipes that need to be rehabilitated and then putting together contract documents, plans, specifications, and then overseeing the construction of those pipes next year.

Alderman Caron

Thank you. So are they looking to tell you which pipes need to be looked at first? Not considering those pipes that just fail for whatever reason?

Mr. Kohalmi

Yes they are assisting us in identifying the worst pipes in the City, yes.

MOTION CARRIED

UNFINISHED BUSINESS – None

NEW BUSINESS – RESOLUTIONS

R-19-136

Endorsers: Mayor Jim Donchess
Alderman-at-Large Lori Wilshire
Alderdwoman Mary Ann Melizzi-Golja
Alderdwoman-at-Large Shoshanna Kelly
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Linda Harriott-Gathright
Alderman Patricia Klee
Alderman-at-Large Brandon Michael Laws
Alderman Jan Schmidt

**AUTHORIZING THE FORMATION OF TWO VOLUNTARY NONPROFIT CORPORATIONS UNDER
RSA 162-G FOR THE PERFORMING ARTS CENTER**

- Board of Aldermen held Public Hearing on 5/20/2019

MOTION BY ALDERMAN O'BRIEN TO RECOMMEND FINAL PASSAGE

ON THE QUESTION

Mayor Donchess

Discussion?

Alderman Klee

Not so much discussion as much comment. In order for the project to move forward, we do need these two non-profits to basically extricate the City from the property sort to speak in some ways to get the New Market Tax Credits and so on. It doesn't mean that the City has completed handed the property over to anybody. It creates these non-profit organizations for the New Market Tax Credit, just for those that are listening.

MOTION CARRIED

R-19-145

Endorsers: Mayor Jim Donchess
Alderwoman Mary Ann Melizzi-Golja
Alderman Jan Schmidt
Alderman Richard A. Dowd
Alderman Linda Harriott-Gathright
Alderman Tom Lopez
Alderman-at-Large Michael B. O'Brien, Sr

**AUTHORIZING THE CITY OF NASHUA TO ENTER INTO AN AGREEMENT FOR EMERGENCY
AMBULANCE SERVICES WITH AMERICAN MEDICAL RESPONSE, INC.**

Mayor Donchess

We have Chief Rhodes here if we need him to answer any questions.

MOTION BY ALDERMAN O'BRIEN TO RECOMMEND FINAL PASSAGE OF R-19-145

ON THE QUESTION

Mayor Donchess

Discussion - and what we are doing here of course is renewing the ambulance contract with our ambulance company, AMR. We are including a new feature that will generate \$350,000.00 in income to the City thereby offsetting the cost of additional dispatchers that the Fire Department is going to add?

Brian Rhodes, Fire Chief

Correct, Brian Rhodes, Fire Chief; yes we are looking to receive compensation for services that we have historically provided to whoever the ambulance provider was. In this case it is AMR. This is also to include access to our computer aided dispatch program. I think the other thing to this is it is a 5 year contract with the potential 5 1 year extensions, which is the potential of \$4 million dollars of revenue to the City to help us offset the cost of providing that service to AMR.

Mayor Donchess

And because the amount escalates, the amount of payments escalates as we get into the contract.

Chief Rhodes

Correct the first year is \$350,000.00 and there is a 3% escalator each year thereafter.

Mayor Donchess

Discussions/questions?

Alderman O'Brien

From my familiarity with this, when I started we had American Ambulance and Rockingham and now AMR. I am very supportive of this now that we are finally getting some, I don't want to say rollback, but helping and assisting with the dispatcher. I think this is good negotiations and I think it is perfect and I could totally support this. This will help out particularly like you say in alleviating some of the things that have gone on in fire alarm and hiring the 3rd dispatcher and increasing the betterment of services to the public; so totally supportive, thank you Chief.

MOTION CARRIED

Mayor Donchess

Thank you very much Chief; and great job negotiating with AMR. This was all the Fire Department's doing, so they did a great job on this.

NEW BUSINESS – ORDINANCES - None

RECORD OF EXPENDITURES

MOTION BY ALDERMAN O'BRIEN THAT THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD MAY 10, 2019 TO MAY 30, 2019

MOTION CARRIED

GENERAL DISCUSSION - None

PUBLIC COMMENT - None

REMARKS BY THE ALDERMEN

Alderman Harriott-Gathright

I would just like to mention to the public that this week we are celebrating our bicentennial for the State and that folks should really go to the State Website and look at all the activities that are going on through Saturday I believe. We just had the New Hampshire Superior Courts literally had a case presented at the State House yesterday. So there's a lot of things going on; there's Lunch on the Lawn tomorrow. And it would be good if you have young kids that aren't in school, to bring them up to the State House over the next couple days.

Mayor Donchess

Was the case interesting?

Alderman Harriott-Gathright

Yeah it was quite interesting, surprised to a lot of people and it really focused on verbiage, what you use in your RSA's and your laws. And how differently they can be interpreted depending on who is reading it. It was quite interesting.

Alderman Klee

To add to what she had said, one of the things about the court case was that it brought home; and it works for us here too. Everything that you do, words truly matter. It's not just the "shall" and the "may" it is when you are changing one RSA and you forget to add, which is what happened here, one simple line that changed the whole thing. This is a live, actual court case going on right now that was being litigated in front of us. It was quite, quite interesting. On Saturday are free tours of the State House and then the closing ceremonies. So it has been quite interesting.

Alderman Harriott-Gathright

Just to follow up with that, you can actually watch the video of the case because it is on the State House web site.

Alderman Klee

And I just wanted to add one thing. This has nothing to do with the Finance but I'd like to thank the parents and the volunteers around Pennichuck Middle School who have been volunteering to help do some walking the children across the street. We are having, throughout the entire City, we are having crossing guard issues. They are trying to work on it; it's very difficult because it's only an hour day/half a day. But my post is up there for those who still want to continue to volunteer, we need some dates filled. I've been out there playing pseudo crossing guard, walking the kids across this school and we've had a lot of parents that are willing to kind of step up too, so thank you.

Alderman O'Brien

Thank you Mr. Mayor. To echo my fellow Aldermen and State Representatives, you can tell by my lapel pin, it is the contributions you purchase the pin and it goes to a lot of the functions that are going on. I am quite excited to be a member of the House at such a historic event with this 200th Anniversary. It's the same House; it is the longest serving Legislature in the Country in this same building. So it's quite historic; those of us who use the bathroom that it's the same building, but it is something.

Mr. Mayor I have some hopefully good news to bring to you tomorrow. Tomorrow, we've got our fingers crossed, our toes crossed, tomorrow is going to be discussion on the Senate Bill to increase the budget to put in the \$4 million dollars for the rail study. And I know Nashua has a great delegation of 27 representatives that are for this and I am hoping maybe tomorrow at this time we will bring back good news to you.

Mayor Donchess

Great. That sounds very exciting. Thank you. Any other discussion. There is not.

NON-PUBLIC SESSION – None

ADJOURNMENT**MOTION BY ALDERMAN O'BRIEN TO ADJOURN
MOTION CARRIED**

The Finance Committee meeting was adjourned at 7:36 p.m.

Alderman-at-Large Michael B. O'Brien, Sr.
Committee Clerk, Pro Tem