

REPORT OF THE FINANCE COMMITTEE

JUNE 17, 2020

A meeting of the Finance Committee was held on Wednesday, June 17, 2020, 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, 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:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Zoom through the City's IT Department for this electronic meeting. All members of the Finance Committee have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen in to this meeting through dialing the following number 1-978-990-5298 and using the password 273974. The Public may also view this meeting on Comcast Channel 16.

b) Providing public notice of the necessary information for accessing the meeting:

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 Public Health Department.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

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

d) Adjourning the meeting if the public is unable to access the meeting:

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.**

Alderman Klee

Thank you. This was for the initial onset of the narrowing of downtown or is this the additional changes that have had to be made?

Mayor Donchess

Both.

Alderman Klee

Both? Ok so it is in total is \$55,700.00 and when we went out to bid, we had them as high as \$104,000.00 is that correct, what I am seeing here?

Mayor Donchess

That's is correct.

Alderman Klee

Thank you, that was just my question, I wanted to clarify that.

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

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

MOTION CARRIED

From: Dan Kooken, Purchasing Manager
 Re: FY21 Purchase of Polymer from Polydyne (Value: \$412,000) Department: 169 Wastewater; Fund: Wastewater

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AUTHORIZE THE FY21 PURCHASE OF PLYMER IN THE AMOUNT OF \$412,000 TO POLYDYNE. FUNDING THROUGH DEPARTMENT 169: WASTEWATER; FUND: WASTEWATER, BY ROLL CALL

ON THE QUESTION

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Mayor Donchess

And Mr. Boucher is here to explain this item.

David Boucher, Wastewater Superintendent

Yes, this item is for the annual purchase of a chemical polymer used in two different processes at the Wastewater Plant. It is used to thicken sludge and separate water. This is the company we used last year and they are willing to hold their cost through Fiscal Year '21. It is a product that's worked very well for us, so we like to continue to use it.

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

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

6

Nay:

0

MOTION CARRIED

From: Dan Kookan, Purchasing Manager

Re: Purchase of NPD Hazard Device Unit ScanX Digital X-Ray System (Value: \$30,523) Department: 150
Police; Fund: Justice Assistance Grant \$5,388 and General Fund \$25,135

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AUTHORIZE THE PURCHASE OF NPD HAZARD DEVICE UNIT SCANX DIGITAL XRAY SYSTEM IN THE AMOUNT OF \$30,523 TO SCANNA MSC, INC. FUNDING THROUGH DEPARTMENT: 150 POLICE; FUND: JUSTICE ASSISTANCE GRANT \$25,235.00 AND GENERAL FUND \$5,388.00, BY ROLL CALL

ON THE QUESTION

Mayor Donchess

Now I think Ms. Smith is here, maybe someone else from the PD just to explain this.

Captain Paulson

Good evening, Mayor. Captain Paulson of the Nashua Police Department, sitting in my office, alone, practicing social distancing this evening.

Mayor Donchess

Thank you for joining us.

Captain Paulson

It's a pleasure to be here, thank you. The purchase is to replace an aging and no longer supported digital x-ray system. The model and proposal that you have before you is the current standard in the explosive industry I should say. In our attempts to avoid any explosions going off that is the prescribed piece of equipment for us to be able to carry out our mission. It's sole source funded item and just as a point the funds are reversed between the Justice Assistant Grant and the General Fund. Actually the Grant is going to pay the \$25,135.00 and the Police Fund would be the \$5,388.00 amount.

Mayor Donchess

Thank you for clarifying that. So if you find something that may be an explosive device you use this to determine whether it is or not, I take it.

Captain Paulson

Correct, it is an x-ray source. It is a standard piece of equipment for any accredited bomb squad through the Federal Bureau of Investigation and it is one of our primary tools for diagnosis.

Mayor Donchess

Alderwoman Klee.

Alderman Klee

Thank you, Mr. Mayor. If I may ask, obviously it is only going to cost the City \$5,388.00 and the grant will take care of the over \$25,000.00 so it seems like an obvious that we should get it. But my question is, how often have we used something like this that we have to go and x-ray something here in Nashua or is it more often that we are kind of going out to other communities?

Captain Paulson

Alderwoman Klee, thank you. It is mixed use as far as our response. As you know, there are only two bomb squads in the State of New Hampshire; ourselves and State Police. We have the technology and the accreditation through the FBI that if we were requested, we will respond out to assist. On nearly every run that we make, an x-ray is utilized, in the performance of our duties. To give you an idea, our current x-ray system we have had in inventory since 2005 which was also a grant purchase. There is longevity in our equipment, typically, unless there is some type of catastrophic failure which we hope to avoid. But other than that, it should be around for a good, long time.

Alderman Klee

Thank you. May I follow up one more question, Mr. Mayor.

Mayor Donchess

Yes.

Alderman Klee

Thank you. So have we had to use anything like this in Nashua? I guess I am just curious as to – I am glad we are certified, I am glad that we are doing outsourcing and so on. But I was curious if we have ever had to use it here in the City in the past couple of years?

Captain Paulson

Yes, Ma'am. I am not, off the top of my head, I am not sure how many calls for service we get per year. It is usually 10 to 15, if we took an average. And nearly ever call for service, we use that piece of equipment. I will tell you that on Monday evening, we were requested for mutual aid out in Milford for what was described as a Civil War Era cannonball. We probably took 12 different x-rays that evening.

Alderman Klee

Thank you very much.

Captain Paulson

You're welcome.

Alderwoman Lu

I'd just like to let you know that I'm in the meeting. Elizabeth Lu.

Mayor Donchess

Yes, thank you. So the record should reflect the fact that Alderwoman Lu has joined the meeting. Alderman Laws?

Alderman Laws

So I am grateful that Captain Paulson is here because when I was going over the Agenda I felt a little apprehensive about this particular item, mainly because of the questions that Alderman Klee asked "how often is it used" and then couple that with the State Police have one and they are not that far away. And the current economic crisis and the financial constraints that the City is facing; but thankfully Captain Paulson is here and told us that those numbers were reversed and I feel a lot more comfortable supporting this, knowing that the City is only paying \$5,000.00 for it and they are getting \$25,000.00 granted. So I just wanted to share that, thank you.

Alderwoman Lu

Thank you. If I could just get up to speed. I apologize, I was on the phone but nobody could hear me, I guess. I know that we are talking about the hazard device unit scan digital x-ray system. Did I hear that it is actually the Justice Assistance Grant would be \$25,135.00?

Mayor Donchess

Yes, the numbers were reversed when the Agenda was prepared.

Alderwoman Lu

I just had a question about the Justice Grant. Is that money that we have in an account here from a prior receipt or is there something recent that's being offered?

Mayor Donchess

Captain Paulson, can you answer that?

Captain Paulson

Yes, Mayor and Ms. Smith who is also listening can chime in. I believe it is from FY17 JAG Funding that was left over. We have other sources of funding to carry out JAG initiative for directed patrols, a variety of different initiatives that we have in the City. But this is older funding and doesn't put any of our current initiatives in jeopardy.

Alderwoman Lu

Thank you.

Captain Paulson

You're welcome.

Mayor Donchess

Anyone else?

Alderwoman Lu

Could I just follow up on my question?

Mayor Donchess

Of course, yes.

Alderwoman Lu

I think it might have been asked, I apologize again. But do we have one of these already and is it just that we need two?

Captain Paulson

What we have now Alderwoman Lu is an outdated no longer supported digital x-ray system that was also grant purchased back in 2005 for roughly \$25,000.00 through a different grant. That unit has served us very well; it is at the end of its service life. It is no longer supported by the company. The ScanEx Model that is proposed this evening is the current standard in the hazardous device community.

Alderwoman Lu

Thank you.

Captain Paulson

You're welcome, Ma'am.

Mayor Donchess

Anyone else? I don't see anyone else; would 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, Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess	6
Nay:	0

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: FY20 Pavement Markings Contract (Value: \$248,750) Department: 161 Streets; Fund: General \$100,000 and Prior Year Escrow \$148,750

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AUTHORIZE THE FY20 PAVEMENT MARKINGS CONTRACT IN THE AMOUNT OF \$248,750 TO HI-WAY SAFETY. FUNDING THROUGH DEPARTMENT: 161 STREETS; FUND: GENERAL \$100,000 AND PRIOR YEAR ESCROW \$148,750, BY ROLL CALL

ON THE QUESTION

Mayor Donchess

Alright, now I thought I saw Jon Ibarra on here, but I don't see him now.

Jon Ibarra, Superintendent of Streets

I'm here, Mayor. I am happy to answer any questions.

Mayor Donchess

Can you just give us a brief explanation?

Mr. Ibarra

Sure, so this is the pavement marking Citywide which would include thermoplastic, so arrows, turn signal or turn only, stop bars, painted cross walks throughout the City and our long line program as well. Our pricing was going to increase this year, is what forced us to go out to bid. Highway Safety was the lone bidder on the project and as luck would have it, they have been doing the City striping for the past several years. So we are going to award this to Highway Safety again. They are familiar with the City and know the work. Any questions?

Mayor Donchess

Alderwoman Klee?

Alderman Klee

Thank you, Mr. Mayor. And John I don't know if you have the documents in front of you but when I was looking through the documents, the contract for independent contractor and I went to Page 2 of it, called AG 2 of 3. There's Item 4 where it talks about compensation of the independent contractor agrees to perform the work for a total cost not to exceed the \$248,570.00. But then underneath it, for some reason in parenthesis it says, \$247,720.00. I don't know if that would be for Mr. Ibarra or Mr. Griffin. But I do see that the contract is for the \$248,570.00. But I was just a little confused on that where it talks about it. Was that just a typo or....?

Mayor Donchess

Mr. Ibarra do you ...

Alderman Klee

Or Mr. Griffin?

Mayor Donchess

Do either of you follow that question and can answer it?

John Griffin, CFO

Let me check into it, Mayor. It's probably a typo.

Mayor Donchess

Yeah, I think it's a typo.

Alderman Klee

Yeah, I just wanted to make sure that the contract was for the \$248,000.

Mayor Donchess

750.

Alderman Klee

Yeah, and not the \$247,720.00. I just wanted to get that straight and actually while I have the floor for a moment, the correction to that other Memo that will take place and be reflected in the minutes? Is that correct? The one that switched the grant to the City money. I just want people to understand that that was switched.

Mayor Donchess

That will definitely be reflected in the minutes.

Alderman Klee

Ok great, thank you. And if we can just get this kind of checked on that and in our documents, it is called AG 2 of 3. It's that page, Contract for Independent Contractor City of Nashua Pavement Markings Program. I think it's the ISB. It's on Page 2 of it.

Mayor Donchess

So Mr. Griffin, could you check that out please?

Mr. Griffin

Yes.

Alderman Klee

I appreciate that, thank you so much.

Mayor Donchess

Anyone else? Alderwoman Lu?

Alderwoman Lu

Thank you, Mr. Chairman. Is this just for the streets that have been repaved this year or that are being repaved? Can you hear me?

Alderman Klee

We can hear you. I don't know if Mr. Ibarra is still there, we might have lost him.

Mayor Donchess

The answer is it is not just for the streets that are being repaved. There's repainting that is going on. For example, I think this was the same contract, we just repainted two crosswalks on East Dunstable Road.

Alderwoman Lu

Did you?

Mayor Donchess

Yes.

Alderman Lu

Wonderful, that's a good spot to work. And also why is the company not named on the Agenda? What is the company name again?

Mayor Donchess

Mr. Ibarra?

Alderman Harriott-Gathright

It said Highway Safety.

Mr. Ibarra

Highway Safety.

Alderman Klee

It's on there, it does say "Highway Safety".

Alderman Lu

Ok, thank you, all set.

Mayor Donchess

Alright, any other comments, questions? Madam Clerk, could you 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
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Nay:		0
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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 MAY 29, 2020 TO JUNE 11, 2020, BY ROLL CALL

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

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

Nay: 0

MOTION CARRIED

GENERAL DISCUSSION

Mayor Donchess

I would just like to say that I know that Dan Kooken our Purchasing Manager is on the call. He is retiring and you got a Memo about his replacement. But I just wanted to wish Mr. Kooken well and thank him for his service to the City of Nashua.

Dan Kooken, Purchasing Manager

Well thank you. I've enjoyed it and I am pleased that my wife arrived at our new home today and soon I'll be there too.

Mayor Donchess

Anyway, thank you for all your help.

Mr. Kooken

You're welcome.

Mayor Donchess

Alderman O'Brien.

Alderman O'Brien

Thank you, Mr. Mayor. I would like to echo the sentiments. Being the former Clerk of this Committee, I truly enjoyed working with Mr. Kooken and I wish him the best wishes in his retirement.

Mr. Kooken

Thank you.

Mr. Ibarra

Mr. Mayor, can you hear me?

Mayor Donchess

Yes.

Mr. Ibarra

This is Jon Ibarra, I apologize, I got disconnected somehow, but I am back.

Mayor Donchess

I think we covered everything that we needed.

Mr. Ibarra

Alderman Klee was asking me a question when I lost my connection.

Mayor Donchess

I think we were able to answer it.

Mr. Ibarra

Ok, well very good, my apologies.

Mayor Donchess

No problem. It goes with the territory of Zoom Meetings.

Mr. Ibarra

Alright, well thank you.

Mayor Donchess

Someone else had an item, I think.

Alderman Kelly

I did.

Mayor Donchess

Alderman Kelly.

Mayor Donchess

Thank you. I just also wanted to wish Mr. Kooken well on his retirement and move to somewhere slightly warmer than here. As a former Clerk as well, I will miss saying your name 85 times the night.

Mr. Kooken

Thank you.

Mayor Donchess

Any other General Discussion? Any Remarks by the Aldermen? Alderman Lu?

REMARKS BY THE ALDERMEN

Alderwoman Lu

Thank you, Mr. Chairman. I also enjoyed working with Mr. Kooken and I wish you a great retirement. I hope you have a wonderful first year and enjoy your new home. I wonder if we could just go back, I had a question about something, part of the meeting that I missed. Simply did we buy the barriers or are we leasing them?

Mayor Donchess

Leasing.

Alderman Harriott-Gathright

Leasing.

Alderwoman Lu

This is the cost to lease. Ok.

Mayor Donchess

Correct. We believe that we can get reimbursement out of the so-called GOFERR.

Alderwoman Lu

Right. Thank you.

Mayor Donchess

Other discussion? While we are on this subject, we were very early in doing this and I think as a City we did very well with this. The reviews on this and the feedback is very positive. And I know that there was a call with the Governor today and Portsmouth was asking about the possibility of whether GOFERR funds would cover them if they were to use barriers to expand outdoor seating areas, which means they haven't even done it yet. And there were complaints last night that Portsmouth has been so slow. So not that I have anything against Portsmouth, but I just want to say that Nashua as a community, Public Works, Board of Aldermen, Economic Development did a very good and efficient job on getting this approved and in place. Alderwoman Klee?

Alderman Klee

Mr. Mayor, before I call for the adjournment, I had raised my hand, I don't think you can see me. But I also wanted to wish Mr. Kooken a happy retirement and to tell him don't do what many of us did when we retired, stay home, stay quiet.

Mayor Donchess

In other words, don't run for public office.

Alderman Klee

Exactly. But I also wanted to comment about the downtown. I have received so many positive phone calls and I can honestly say I have not received one negative call. And as a person who goes back and forth on Main Street, I can tell you that other than the construction that they've been doing up by Library Hill and so on, it is very smooth. If I see a little bit of traffic, I just take Water Street and go in through the back. And I am also seeing an increase on the Broad Street Parkway and I think that's wonderful, that people are starting to use that a little bit more and avoiding the Main Street.

And the one thing that I keep getting people asking is, “are we going to do this again next year and the year after that” and so on. And I keep telling them, “fingers crossed”. So I hope we do.

Mayor Donchess

Any other Remarks by Aldermen?

Alderman Harriott-Gathright

Yes.

Mayor Donchess

Alderman Harriott-Gathright.

Alderman Harriott-Gathright

Best wishes to Mr. Kooken again, I did say that earlier, but just want to make it known that – take it easy for the beginning of your retirement. I’m sure you will be very busy in the south.

Mr. Kooken

Thank you. And I’ll think about all of you next winter.

Alderman Harriott-Gathright

I also have an announcement, can I do that now, Mr. Mayor?

Mayor Donchess

Yes, this is a good time.

Alderman Harriott-Gathright

Alright, Nashua Community Conversation on Race and Justice will be having another Citywide conversation by Zoom next Thursday from 5:00 p.m. to 7:00 p.m. We will be putting that information out within the next couple of days, but I just want the community to know that we are going to have a conversation around race and justice again. The plan now is to possibly be doing it for a while, maybe once a month. So more to come about that.

Mayor Donchess

Thank you. Anyone else? If not, Alderwoman Klee?

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, Alderman 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 7:31 p.m.

Alderman Linda Harriott-Gathright
Committee Clerk