

REPORT OF THE FINANCE COMMITTEE

SEPTEMBER 7, 2022

A meeting of the Finance Committee was held on Wednesday, September 7, 2022, at 7:00 p.m. in the Aldermanic Chamber.

Mayor Jim Donchess, Chairman, presided.

Members of the Committee present: Mayor Jim Donchess  
Alderman Alex Comeau  
Alderman Tyler Gouveia  
Alderman-at-Large Ben Clemons  
Alderwoman-at-Large Gloria Timmons  
Alderman-at-Large Melbourne Moran, Jr.

Members not in Attendance: Alderman Patricia Klee, Vice Chair

Also in Attendance: John Griffin, CFO/Comptroller  
Cheryl Lindner, Treasury Management Officer  
Kim Kleiner, Administrative Services Director  
Amy Girard, Purchasing Manager  
Nick Miseirvitch, CIO, Information Technology  
Dan Hudson, City Engineer

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PUBLIC COMMENT - None

COMMUNICATIONS

From: Amy Girard, Purchasing Manager  
Re: Software maintenance for Tyler Technologies in the amount not to exceed \$92,757.67 funded from 54407  
Software Maintenance/General Fund

**MOTION BY ALDERMAN COMEAU TO PLACE ON FILE AND APPROVE THE ANNUAL SOFTWARE MAINTENANCE REQUIRED FOR THE CONTINUED OPERATION OF TYLER TECHNOLOGIES MUNIS PROPERTY TAX AND UTILITY BILLING/CITIZEN SELF SERVICE WITH TYLER TECHNOLOGIES, INC., IN AN AMOUNT NOT TO EXCEED \$92,757.67. FUNDING WILL BE THROUGH: DEPARTMENT: 122 INFORMATION TECHNOLOGY; FUND: 54407 SOFTWARE MAINTENANCE/GENERAL FUND**

ON THE QUESTION

Kim Kleiner, Administrative Services Director

Good evening. This is a normally budgeted software maintenance item you'll find in the Information Technology budget. This does include the Munis property tax module, including the bridge which comes from the Assessing camera system over to the tax system. It also includes a citizen self-service that you find on our website. Like I said, it's a normal scheduled budget item.

Mayor Donchess

Anyone?

**MOTION CARRIED**

From: Amy Girard, Purchasing Manager  
Re: 2022 Sewer Rehabilitation in the amount not to exceed \$1,173,000 funded from 81700 Infrastructure Improvements/Bond

**MOTION BY ALDERMAN COMEAU TO PLACE ON FILE AND APPROVE THE CONSTRUCTION CONTRACT FOR SIPHON REHABILITATION WITH INSITUFORM TECHNOLOGIES, LLC, OF CHESTERFIELD, MO, IN AN AMOUNT NOT TO EXCEED \$1,173,000. FUNDING WILL BE THROUGH: DEPARTMENT: 169 WASTEWATER; FUND: BOND; ACTIVITY: SEWER INFRASTRUCTURE IMPROVEMENTS**

ON THE QUESTIONDan Hudson, City Engineer

Thank you, Mr. Mayor. Thanks to the Committee for allowing me to attend tonight. This project is to address issues with sewer siphons. Sewer siphons run under waterways, under rivers and that sort of thing. Usually at each crossing locations, there's multiple siphon barrels or pipes. We have been cleaning and CCTV inspecting them. We found 14 that needed some form of rehabilitation work. Due to cracks, erosion, cement lining, holes, and rebar and so the effort here is to line them with cast in place pipelining methods similar to other sewer lines that we do this with. We did this project out in July and received two bids. Insituform is the low bidder. We are suggesting or recommending awarding to them.

**MOTION CARRIED**

From: Amy Girard, Purchasing Manager

Re: 2022 Sewer Siphon Rehabilitation Construction Services in the amount not to exceed \$192,876 funded from 81700 Infrastructure Improvements/Bond

**MOTION BY ALDERMAN COMEAU TO PLACE ON FILE AND APPROVE THE CONSTRUCTION ADMINISTRATION CONTRACT FOR SEWER SIPHONS REHABILITATION WITH HAZEN AND SAWYER, PC, OF MANCHESTER, NH, IN AN AMOUNT NOT TO EXCEED \$192,876. FUNDING WILL BE THROUGH: DEPARTMENT: 169 WASTEWATER; FUND: BOND; ACTIVITY: SEWER IMPROVEMENTS**

ON THE QUESTIONDan Hudson, City Engineer

Yes thank you Mr. Mayor. So the is the engineering support services needed to accomplish the project that you recently approved. Hazen Sawyer is the one that designed these repairs and they have the expertise to oversee construction. So we're seeking to contract with them for that work.

Mayor Donchess

Anybody?

**MOTION CARRIED**

From: Amy Girard, Purchasing Manager

Re: Change Order 1 for the 2022 Paving Program in the amount not to exceed \$125,000 funded from 81704 Paving Bond/Bond

**MOTION BY ALDERMAN COMEAU TO PLACE ON FILE AND APPROVE CHANGE ORDER NO. 1 WITH SUNSHINE PAVING CORPORATION OF HUDSON, NH, IN AN AMOUNT NOT TO EXCEED \$125,000 FOR THE INCREASED COST OF LIQUID ASPHALT CEMENT. FUNDING WILL BE THROUGH: DEPARTMENT: 161 STREETS; FUND: BOND; ACTIVITY: PAVING**

ON THE QUESTIONDan Hudson, City Engineer

Thank you Mr. Chair. So this is a change order to the paving program. Each year when we bid out paving, we include an allowance to address potential fluctuations in the cost of liquid asphalt cement which is key component in production with the pavement - the binary agent that is used in the pavement. Carrying this allowance allows us to remove speculation a little bit otherwise bidders would have to each predict what the market is going to do and pricing that risk. In this case, we take on that risk by carrying this allowance but we're finding that we're running short this year on the allowance because there has been a slip an increase in the cost of liquid asphalt cement. So we're asking for a \$125,000 increase to that allowance item to allow us to pay the differential for the contract.

Alderman Moran

Thank you, Mr. Mayor. I'm voting no on this as a matter of principle with some issues that I've had with Sunshine Paving. Can I explain?

Mayor Donchess

Yes.

Alderman Moran

So back when Alderman Cathy resigned, I inherited a few Ward 7 complaints to assist in addressing concerns of Sunshine Paving. I've also met with DPW a couple weeks ago regarding another matter and we talked about this as well. They did tell me that Sunshine Paving is the best that the city has had in regards to paving which is great. I don't disbelieve them but the issue I had was that constituents had property damage that wasn't in the right away that was caused by Sunshine Paving. They acknowledged that they damaged the properties and they said that they would pay them relatively quickly but that never happened. It took months and one occasion over six months.

I did reach out to Engineer Hudson and the DPW Director and I did catch Sunshine Paving essentially lying to the city – Lauren Byers and the constituents. So out of out of a principle because they jerked taxpayers around and paid them months later after promising them that they would pay for the damage to their property, I'm gonna vote no on this.

Mayor Donchess

Anyone else?

Alderman Clemons

What would be the consequence if this didn't pass?

Dan Hudson, City Engineer

I'd be happy to address that. We would default on a contractual obligation potentially if we run short of total contract funds. The contract is structured to, you know, when there's paving done and increased costs, the contract is structured for the city to meet its obligation. I do respect Alderman Moran's position. I will affirm that Sunshine has been the best paving contractor that we work with and that our previous contractor, we were dealing with issues two years post issue discovery. So certainly addressing residential issues is something that all contractors struggle with and Sunshine is no exception. We've tried to build in additional teeth in our contracts to help us address that but it is something that we do have trouble with on occasion.

Alderman Comeau

Yes, thank you Mr. Mayor. If I could ask through you to Director Hudson. Is this something that's incredibly time sensitive or is this something that we could potentially table until next month and give Sunshine a chance to make right with the constituents that Alderman Moran referenced?

Dan Hudson, City Engineer

I believe Sunshine has made right with him. Alderman Moran can confirm that but I believe the issue has been addressed or the issues have been addressed. It is unfortunate. I don't recall if the magnitude of those issues why it was in the hundreds of dollars. Certainly no resident should be waiting for what appears to be simple resolution of that sort of an issue. So we do sympathize with them and we try to do what we can coordinate those resolutions. Sunshine has a lot going on. It's no excuse but on occasion, there have been some that have slipped through the cracks for whatever reason.

Alderman Moran

Yes they have been paid finally which is great. I do appreciate that they paid them. Just as Mr. Hudson said, even a few hundred dollars is a lot to a lot of people, especially in Ward 7 in my neighborhood. We're small homes. We have precious lawns that we take care of and when stuff like this happens, it's a big deal. Even though they have been paid and again, I don't disagree with anyone who wanted to support this to make sure paving continues to happen but just out of those constituents that came to me, I just want them to know I told them I wouldn't vote for it and I'm not going to.

Alderman Comeau

Thank you just to follow up. So hearing that the situation's been made right so to speak, I hate to see that sort of thing

happened but I'm glad to hear that Sunshine has taken care of them.

With respect to the contract, we're in a tough spot because we are under contract with this company. I hate to hold up, you know, the rest of the obligation that we have with them. Certainly, this is something that we can consider when awarding the next contract. With respect to this contract that we are already under obligation with, I'd hate to do anything good to hold it up or have the city default. So I will vote to approve the change order.

Alderman Clemons

I agree with everything. My colleague from Ward 6 just said and I will be supporting it. I'm also equally as glad to hear that those issues were resolved.

Alderman Gouveia

Thank you, Mr. Chairman. Yeah I agree with my colleague who was clerking tonight. Alderman Comeau I think now is kind of a tough time to go against a contract but definitely as we bring up future projects, I think it's something we have to look at. I got a lot of complaints from people in Ward 9 just because I used to live there. I grew up in Ward 9 so a lot of people still know me from the old neighborhood. So they had complaints about paving as well, which was also Sunshine. So it's not the first I've heard with complaints about it. So I think it just kind of builds up and something to look at when the next big contract comes up to be awarded.

Mayor Donchess

And what kind of complaints you getting?

Alderman Gouveia

I got everything from just traffic being a mess to unprofessional behavior from employees was really a lot of what I got from people and it was on - I can't think of the main road. No, it will come to me. I can't think off the top of my head. I will Google map it and I will let you. Yeah, it was right off a Harris yes.

Mayor Donchess

Anyway, all right. Anyone else?

Alderwoman Timmons

No I just agree with everybody.

#### **MOTION CARRIED**

From: Mayor Jim Donchess

Re: Emergency PO Request – Boiler Replacement

Mayor Donchess

The boiler at the Hunt building failed. There's delivery delays and we were afraid that we could not get a boiler by winter. So Building Maintenance reached out and figured out who could actually deliver in four to six weeks. We found one vendor that could and therefore, we on an emergency basis made the order. We're hoping the boiler comes in within six weeks.

I don't know if anybody has any questions or thoughts not we'll just go to – Ms. Kleiner was involved as well.

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

UNFINISHED BUSINESS - None

TABLED IN COMMITTEE - None

NEW BUSINESS – RESOLUTIONS – None

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 AUGUST 12, 2022 TO SEPTEMBER 1, 2022**  
**MOTION CARRIED**

GENERAL DISCUSSION - None

PUBLIC COMMENT - None

REMARKS BY THE ALDERMEN

Alderman Comeau

Thank you, Mr. Mayor. I was contacted by our new City Clerk yesterday who let me know that there were a couple of people in the Ward 6 election process that had previously committed to volunteering on primary days - moderator, things like that that have had to back out and has left Ward 6 a little bit short handed. So I posted this on my Facebook page but for anybody who's watching if you're in Ward 6 and you're interested in helping out on primary day, we need some people to come down and work at the polls. So you can contact me or you can contact the City Clerk's office and we'll get you in touch with the right people.

Mayor Donchess

There is compensation for that.

Alderman Comeau

Okay.

Mayor Donchess

It's not a totally volunteer thing.

Alderman Gouveia

Thank you, Mr. Chairman. Just to finish my last thought. It was East Dunstable and Harris where they conjoined and that would have been I believe 2020/2021. It was not this past summer. It would have been the summer before.

Other than that, the State Primary next Tuesday. Get out and vote.

Alderman Moran

Thank you Mr. Mayor. Some monumental day on September 9<sup>th</sup>. It's my daughter Autumn's second birthday and I would like to wish her a happy birthday. She's not listening right now. She wouldn't pay attention but happy birthday to my youngest child.

Mayor Donchess

Well congratulations. It's a nice occasion. Anyone else? No birthdays, anniversaries? Nothing. All right.

ADJOURNMENT

**MOTION BY ALDERMAN CLEMONS TO ADJOURN**  
**MOTION CARRIED**

The Finance Committee meeting was adjourned at 7:16 p.m.

Alderman Alex Comeau  
Committee Clerk