

REPORT OF THE FINANCE COMMITTEE

NOVEMBER 16, 2022

A meeting of the Finance Committee was held on Wednesday, November 16, 2022, at 7:00 p.m. in the Aldermanic Chamber.

Mayor Jim Donchess, Chairman, presided.

Members of the Committee present: Mayor Jim Donchess
Alderman Patricia Klee, Vice Chair
Alderman Alex Comeau
Alderman Tyler Gouveia
Alderman-at-Large Ben Clemons
Alderwoman-at-Large Gloria Timmons

Members not in Attendance: Alderman-at-Large Melbourne Moran, Jr.

Also in Attendance: Amy Girard, Purchasing Manager
Matt Sullivan, Community Development Director
Nick Miseirvitch, Chief Information Officer
Bill Mansfield, Radio Systems Manager
Robert Page, NPD Captain
Jill Stansfield, Parking Manager

PUBLIC COMMENT - None

COMMUNICATIONS

From: Amy Girard, Purchasing Manager
Re: Clear Sky Management Services in the amount of \$270,000 funded from 54428 Technology Operations/General Fund

MOTION BY ALDERMAN COMEAU TO APPROVE THE CONTINUATION OF THE REMOTE APPLICATION MANAGEMENT SUPPORT SERVICES AGREEMENT WITH CLEARSKY IN THE AMOUNT OF \$270,000 (\$90,000 PER YEAR, \$7,500 PER MONTH)) FOR A 36 MONTH PERIOD STARTING JULY 1, 2022. FUNDING WILL BE THROUGH DEPARTMENT 122 INFORMATION TECHNOLOGY; FUND: 54428 TECHNOLOGY OPERATIONS/GENERAL FUND

ON THE QUESTION

Mayor Donchess

Mr. Miseirvitch?

Nick Miseirvitch, Chief Information Officer

Thank you Mr. Mayor. This contract helps support the Lawson environment. This company installs all the necessary patches, helps us with support of the product, and provides some minor programming assistance as needed. They are the ones that built the environment from scratch when we converted from the UNIX environment that was hosted off-site a number of years ago. Miss Girard brought to my attention that last year it was only brought in as a single-year contract so that's why we are here now to make it a multi-year contract.

Mayor Donchess

Questions/comments?

MOTION CARRIED

From: Amy Girard, Purchasing Manager
Re: Biodiesel Fuel in the amount not to exceed \$100,580 funded from 61307 Diesel Fuel/General Fund

MOTION BY ALDERMAN COMEAU TO APPROVE THE PURCHASE OF BIODIESEL FUEL USING THE NEW HAMPSHIRE STATE CONTRACT WITH SPRAGUE OPERATING RESOURCES IN AN AMOUNT NOT TO EXCEED \$100,580. FUNDING WILL BE THROUGH DEPARTMENT 186 TRANSIT; FUND: 61307 DIESEL FUEL/GENERAL FUND

ON THE QUESTION

Matt Sullivan, Community Development Director

Good evening Mr. Mayor and members of the Committee. As you can see in front of you, this is a not to exceed \$100,580 contract for the use of biodiesel within seven vehicles within the Nashua Transit System fleet. You'll see that the gallon usage is from 15,000 to 20,000 gallons within the FY23 fiscal year.

Just I would note one item here and that is we have elected to use the State bid price for this iteration or this Fiscal Year for pricing. Particularly this was done to, at least as an attempt to avoid volatility in market pricing, that we anticipated going to traditional bid process. Obviously, it's clear within the Special Purchasing Procedures we are permitted to use a State bid contract but this is an alternative approach from what we've done in the past. However, we are comfortable that the amount not to exceed budget here will be adequate for the use of our vehicles in the FY2023 year. Thank you.

Mayor Donchess

Anyone? Alderwoman Timmons?

Alderwoman Timmons

Thank you Mayor. Director Sullivan I do have a question. I don't know the difference between biodiesel, and regular diesel, and what's the cost difference?

Matt Sullivan, Community Development Director

That's a great question. So the cost difference is I wouldn't say it's substantial. I actually don't know the current diesel rate off the top of my head but essentially, the origins of biodiesel are a more bio-friendly product than your traditional diesel fuel that's being used. So when we look at our fleet, this is considered a more clean burning and less environmentally impactful fuel. I can't speak at this point to the differential between the diesel rate currently and what's proposed in the current contract.

I would note for the record as a response to your question though that with a State bid contract, this is a fluctuating rate that goes along with it so it's a bit more volatile in that sense. So really on a day-to-day basis, the differential between the diesel rate and the biodiesel may be a bit different under the proposed contract here.

Mayor Donchess

Alderwoman Klee?

Alderman Klee

Thank you Mr. Mayor. Just quick question. I know that we have some of the CSG, am I saying it properly?

Matt Sullivan, Community Development Director

CNG.

Alderman Klee

CNG. How many do we have? Here it says we're running seven off of biodiesel?

Matt Sullivan, Community Development Director

That's correct. The seven biodiesel that are referred to here are some of our larger fleet vehicles. We do have several vehicles running on CNG as well. We also have DPW vehicles running on CNG. I was here a few months ago, if I recall

correctly, presenting the CNG contract. I can't say over the total fleet in the City how many CNG vehicles we have but we do have several within the Transit System that we currently use.

Alderman Klee

Okay, thank you.

Alderwoman Timmons

Could I have a follow-up?

Mayor Donchess

Of course.

Alderwoman Timmons

Thank you. I have just one question. How long have you been using the biodiesel?

Matt Sullivan, Community Development Director

That's a great question. Actually, I can't answer that question for you. I believe these fleet purchases were made several years ago but I can't recall whether that was approximately 3, to 4, or 5 years ago. I'd be happy to follow-up with answer to that question.

MOTION CARRIED

From: Amy Girard, Purchasing Manager

Re: Replacement Radios in the amount of \$3,499,998 funded from 81300 Machinery & Equipment/Capital Projects Fund, Radio Communications Upgrade

MOTION BY ALDERMAN COMEAU TO APPROVE AND AWARD THE SOLE SOURCE REQUEST FOR THE PURCHASE OF POLICE AND FIRE PORTABLE RADIOS ALONG WITH ACCESSORIES TO MOTOROLA SOLUTIONS, INC., IN THE AMOUNT OF \$3,499,998. FUNDING WILL BE THROUGH DEPARTMENT 157 CITYWIDE COMMUNICATION; FUND: 81300 MACHINERY & EQUIPMENT/CAPITAL PROJECT FUND, RADIO COMMUNICATIONS UPGRADE

ON THE QUESTION

Mayor Donchess

Mr. Mansfield?

Bill Mansfield, Radio Systems Manager

Good evening. Bill Mansfield. I'm the Radio Systems Manager for the City. We manage all radio communications with Police, Fire and anybody who pretty much has a radio within the City we're responsible for those. Here this evening to look to award a contract for about \$3.5 million to Motorola, Inc. for the purchase of specifically Fire and Police radios. There was a bond approved in June of this year to cover the cost of this replacement.

Just as a refresher to some of you, these radios have been in service for almost 10 years. The radios are getting old, they're breaking. A lot of the radios are non-repairable at this point, especially the Fire radios because they can't get the proper seal necessary to become intrinsically safe. That's what this purchase is this evening. We're looking at purchasing 171 radios for the Fire Department. We're looking at replacing 186 radios for the Police Department. The cost of the radios with this contract, we started negotiations on this in September, and we're finally to the point of coming before you today. We were able to get the price reduced by over a million dollars through the negotiations. Each individual radio costs just under \$8,000. That's an average between Police and Fire. Fire radios are a little more expensive because of what's in them.

Included in the purchase is also chargers for each individual, holders, There's bank chargers for fire hoses in different areas in the Police Department, speaker microphones that are compatible with the new radios. We're also upgrading and

purchasing a server to be able to pass encryption over the air to the radios that are out there and change the encryption keys on a regular basis. Also, we're adding additional safety software to both Police and Fire. On the Police side, it's going to be location services where if an officer pushes the talk or activates his panic button, it can come up on a map and we know exactly where he was. On the Fire side, its accountability software that's in these radios. When firefighters are at the scene of a fire, every 20 minutes they have to go through roll call and that takes a long time to wait for every person to answer, especially at a large fire scene. This software sends a tone out to the firefighter. That firefighter then clicks his microphone and basically says he's okay. It's within a split second that that happens. It's a big safety issue for Fire on the Fire side.

So this is a sole source purchase. We requested it to be sole sourced because none of the other manufacturers offer, especially the accountability software that is out there today. They also don't offer the over-the-air programming of encryption for the radios either so. Are there any questions anybody has?

Mayor Donchess

When do you expect delivery?

Bill Mansfield, Radio Systems Manager

Knowing Motorola, the radios will be on our doorstep probably on December 31st. It will take months to unpackage, inventory, engrave, and set-up templates for each of these different radios. We're looking at probably June of next year for deployment and training for all firefighters and police officers. All the training will be done by myself and the other gentlemen that works with me in the Communications Division.

Mayor Donchess

Remind us what the useful life of the radios is likely to be?

Bill Mansfield, Radio Systems Manager

The way it's going today, we're looking at approximately 7 to 8 years for useful life of radios because of the technology that's out there.

Mayor Donchess

Questions/comments?

Bill Mansfield, Radio Systems Manager

If I could? I did want to say that the radios that we're removing from the line with Police and Fire are now going to be recycled and pushed down to eight departments within the City - Public Works Department, School Department, and they're going to be able to utilize these radios. If they break and we can't get them repaired, then we'll have plenty of spares to get them in the future so.

Mayor Donchess

Alderwoman Klee?

Alderman Klee

Thank you. You did answer one of my questions. I was going to ask if we got a rebate from the old ones or if we were going to be using them elsewhere, so thank you for that.

The other thing is more of a comment. I appreciate the signal for Fire that we know they're safe just by pressing of the button. But the other question is for some reason they can't press the button, they need to make a call, is there another way of them doing it? Is it voice activated so they can respond in some way or no?

Bill Mansfield, Radio Systems Manager

So on the firefighters radios, you have to push to talk on the speak microphone which is usually up here, probably right underneath the jacket. They also have the radio on their hip that has a push to talk. On the Fire other than the push to

talk, they also have an emergency button on both the portable radio and speaker microphone itself. So we hope that they can get to one of those items.

Alderman Klee

Okay, thank you.

MOTION CARRIED

From: Amy Girard, Purchasing Manager

Re: NPD HVAC Project Change Order #4 in the amount of \$30,011.86 funded from 81200 Buildings & Improvements

MOTION BY ALDERMAN COMEAU TO APPROVE THE NPD HVAC PROJECT CHANGE ORDER #4 TO TURNSTONE CORPORATION IN THE AMOUNT OF \$30,011.86. FUNDING WILL BE THROUGH DEPARTMENT 150 POLICE DEPARTMENT; FUND: 81200 BUILDINGS & IMPROVEMENTS

ON THE QUESTION

Mayor Donchess

Captain?

Robert Page, NPD Captain

Good evening Mr. Mayor, members of the Committee. I am Captain Rob Page head of the Services Bureau. I'm here tonight to speak to the HVAC project change order #4. We're not looking for additional money for this. This money will be paid for within the current bond. There are six changes specifically under this change order - two of which were credits for work that did not need to be completed. For everybody's information as far as this bond, he's also covering our locker project which got underway today. There is still money within the bond to pay for any changes in the locker project. Thank you.

Mayor Donchess

When do you think the HVAC project will be totally done?

Robert Page, NPD Captain

So at this point, it's about 99% done. All the work that was originally in the plans has been done. At this point, we are waiting on a couple of parts that came damaged that is all covered. Unfortunately there is such a backorder for all these parts, we are literally just waiting for a couple parts to come in so they can fix what we have. However, the system is 99% effective and working great.

Alderwoman Timmons

I have a question.

Mayor Donchess

Alderwoman Timmons?

Alderwoman Timmons

Thank you Mayor. So the building is completely open now? I know at one point you couldn't go through this area, that way. You can do all that now?

Robert Page, NPD Captain

Correct, yes. There's some equipment that's left in a couple of the mechanical rooms. However, the Department is open again, yes.

Alderwoman Timmons

Okay. Thank you.

MOTION CARRIED

UNFINISHED BUSINESS - None

TABLED IN COMMITTEE

MOTION BY ALDERMAN COMEAU TO REMOVE FROM THE TABLE A COMMUNICATION FROM AMY GIRARD, PURCHASING MANAGER, RELATIVE TO THE SNOW REMOVAL IN THE AMOUNT NOT TO EXCEED \$45,000 FUNDED FROM 54207 SNOW PLOWING SERVICES/GENERAL FUND
MOTION CARRIED

From: Amy Girard, Purchasing Manager

Re: Snow Removal in the amount of in the amount not to exceed \$45,000 funded from 54207 Snow Plowing Services/General Fund

MOTION BY ALDERMAN COMEAU TO PLACE ON FILE AND APPROVE THE CONTRACT FOR SNOW PLOWING AND OPTIONAL SAND/SALT TREATMENT AND SNOW REMOVAL SERVICES FOR 18 PARKING LOTS UNDER THE RESPONSIBILITY OF THE PARKING DEPARTMENT TO THE DOTY GROUP, INC. OF HOLLIS, NH, IN AN AMOUNT NOT TO EXCEED \$45,000. FUNDING WILL BE THROUGH: DEPARTMENT 166 PARKING; FUND: 54207 SNOW PLOWING SERVICES/GENERAL FUND

ON THE QUESTION

Mayor Donchess

Miss Stansfield? Have you been here before?

Jill Stansfield, Parking Manager

Yes.

Mayor Donchess

So everybody knows you?

Jill Stansfield, Parking Manager

I believe so, yes. Good evening Jill Stansfield, Parking Manager. This is an extension for a contract that was passed last year for snow removal in our 18 parking lots downtown. The contractor has held his pricing so under the original contract, we had it in the contract that we do one year extensions as long as pricing didn't change. So again, this is for our 18 downtown parking lots snow plowing. The City removes but the contract does actually also in the event that the City is inundated with snow removal, there is a provision in there that we can actually hire them to also help with snow removal as well.

Mayor Donchess

Questions? Alderman Gouveia?

Alderman Gouveia

Thank you Mr. Mayor. Looking over the contract here, under the parking lot snow removal priority list, I was looking at the different lots that this covers and 14 the School Street lot that's not a lot anymore, correct?

Jill Stansfield, Parking Manager

That is correct.

Alderman Gouveia

Okay. So would that change the pricing and all of what the plowing is done now that we're subtracting a lot of that list of 18 to 17?

Jill Stansfield, Parking Manager

Nope, that would not change the price. It's an hourly price rate.

Alderman Gouveia

Gotcha. Okay.

Mayor Donchess

Alderwoman Klee?

Alderman Klee

Thank you. To the School Street lot - I keep seeing this large building going up but I know there is parking underneath. Is there any kind of maintenance that we have to do for that as far as any snow? It's not an underground thing it's just below, correct? So is there snow removal within there at all?

Jill Stansfield, Parking Manager

So we should not have to do any snow removal inside hopefully because it's going to be enclosed.

Alderman Klee

Okay that's what I'm saying. So it is enclosed?

Jill Stansfield, Parking Manager

Yes.

Alderman Klee

I wasn't sure. I keep looking at the big building and forgetting to look down so thank you.

Mayor Donchess

All right. Anyone else?

MOTION CARRIED

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 OCTOBER 28, 2022 TO NOVEMBER 10, 2022

MOTION CARRIED

GENERAL DISCUSSION - None

PUBLIC COMMENT - None

REMARKS BY THE ALDERMEN

Alderman Timmons

Thank you Mayor. I just want to say that the June Caron Senior luncheon was a success. It was fun, it was great all seniors out having a good time. It was just a wonderful event and the fact that seniors normally get overlooked. This time they were out there and they were happy. It was just a great event. I'm glad I went and everyone said they would go again next year. I think we really need to thank our seniors for everything that they do. I wish you guys were there. You might have felt a little out of place because you're so young. It was really, really nice. I'm sure that they would have been glad to see you guys there. It was a very nice event and it gave away a lot of prizes, a lot of prizes which made them even happier. So thank you to the City for putting this on for us older folks that we sometimes feel overlooked.

Mayor Donchess

Good. Alderman Klee?

Alderman Klee

Thank you Mr. Mayor and thank you Alderman Timmons. I do meet the age category so. The rest of them may be too young but not me.

Alderman Timmons

You don't look it.

Alderman Klee

I'll be 62 next week.

Anyways, this weekend I felt privileged enough to attend the Welcoming City Certification Ceremony that we had over at the Adult Learning Center. I know that Alderman Thibeault made the comment "some people keep thinking a Welcoming City is the same as Sanctuary City" and it is not. So for the general public, it's completely different. It just means that we have resources and so on that make people feel welcome whether it's language type of programs and so on. So I'll leave it at that. But it's a privilege. I'd like to thank Miss Ibarra, Celia, for all the work that she did to get us beyond just saying this is a piece of paper to actually having the audits done and be certified by this group of individuals. She worked hard on it beyond. As she started it as COVID hit and then had to restart all over again, and all those people that interviewed, and so on thank you very much for doing that.

I'd also like to send my condolences to the Moran family. Alderman Moran's father-in-law passed away and that's why he's not here today. So condolences to them. I know it's hard to lose a parent. So thank you.

Mayor Donchess

Any other remarks? If not, Alderman Klee

ADJOURNMENT

**MOTION BY ALDERMAN KLEE TO ADJOURN
MOTION CARRIED**

The Finance Committee meeting was adjourned at 7:22 p.m.

Alderman Alex Comeau, Committee Clerk