

Alderman Lu

Here.

Alderman Harriott-Gathright

Harriott-Gathright, Clerk, present.

Alderman Kelly

I am present.

Alderman Laws

I am here.

Alderman O'Brien

Present.

Alderman Harriott-Gathright

Is anyone else present?

Mayor Donchess

We have various staff members that are available to explain things and they will come forward as the items come forward, but I don't think there are any other members of the Board of Aldermen.

Alderman Harriott-Gathright

Dan Kookan is in attendance, Purchasing Manager.

Alderman Klee

Excuse me, did we need to say why we were doing this remotely and why we are home and if we are alone?

Mayor Donchess

We are thinking that the Executive Order takes care of that.

Alderman Klee

OK thank you very much.

Mayor Donchess

The Emergency Order #12, the one we referenced.

PUBLIC COMMENT - None

COMMUNICATIONS

From: Mayor Jim Donchess

Re: Emergency PO Request - \$94,400 for Change Order 2 for 2019 Asphalt Testing from S.W. Cole Engineering, Inc.

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AUTHORIZE THE EMERGENCY PURCHASE ORDER REQUEST FOR CHANGE ORDER 2 FOR 2019 ASPHALT TESTING IN THE AMOUNT OF \$94,400 FROM S.W. COLE ENGINEERING, INC. BY ROLL CALL

ON THE QUESTION

Mayor Donchess

Alright we did cover this last night but I believe Mr. Hudson is on to explain, if anybody has any questions. Is Mr. Hudson on?

Dan Hudson, City Engineer

Thank you, Mr. Mayor. So this is a higher actually the work of an existing consultant that does our testing, quality assurance testing for the paving program. That's to make sure that we are getting the specified products and that they are being installed correctly and to spec. So this work that we need done and it is a specialized service and we are asking to add on to their existing contract.

Mayor Donchess

Discussion? Could the Clerk please call the roll?

Alderwoman Lu

Excuse me, I did have a question. I missed the discussion so I will vote yes. I just wanted to make sure I could be heard, you got my vote, yes.

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

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

Nay: 0

MOTION CARRIED

Mayor Donchess

This morning I was at one of these meetings and the echo was so severe that it was almost like we were underwater.

From: Bruce Codagnone, IT Director
Re: Annual Software Maintenance

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AUTHORIZE THE ANNUAL SOFTWARE MAINTENANCE REQUIRED FOR THE CONTINUED OPERATION OF THE LAWSON APPLICATION BY ROLL CALL

ON THE QUESTION

Mayor Donchess

I believe either Ms. Kleiner or Mr. Cadognone is on this? This is the annual software maintenance contract for the main software package.

Kim Kleiner, Administrative Services Director

Yes Mr. Mayor this is Kim Kleiner.

Mayor Donchess

Can you speak to this briefly?

Kim Kleiner, Administrative Services Director

Yes certainly. So Lawson is our main software package and it includes all of our financials, all of our purchasing as well as several administrative functions. This is an annual maintenance cost that before has not always been brought to the Board, but because of the amount we thought it would forthwith to bring it forward.

Mayor Donchess

Are there any questions? Would the Clerk please call the roll?

Alderwoman Lu

Can you hear me?

Alderman Harriott-Gathright

What is your vote Alderwoman Lu?

Alderwoman Lu

I don't even know what we are voting on. I saw you couldn't hear me and I've been trying to fix my phone.

Mayor Donchess

Well we are voting on Item #2 which is the annual software maintenance.

Alderwoman Lu

Yes.

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

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

Nay: 0

MOTION CARRIED

From: Kim Kleiner, Director of Administrative Services
Re: D.L. King & Associates, Chamber Renovations, Change Order

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AUTHORIZE THE CHANGE ORDER FOR CHAMBER RENOVATIONS IN THE AMOUNT OF \$12,358.06 FROM D.L. KING & ASSOCIATES BY ROLL CALL

ON THE QUESTION

Mayor Donchess

Ms. Kleiner is here to update us on this change order.

Kim Kleiner, Administrative Services Director

Good evening Mr. Mayor. So we have had a number of change orders that have come through at the beginning, it had been estimated in putting drawers on the sides of the desks for the mayor and for Legal Counsel that had side drawers. One they were installed, we noticed the limited leg room, so we asked for those to be altered. Additionally, we had some change orders for some additional rugs that needed to be done, additional outlets that needed to be installed and a table in the back that is normally used for the news media.

Mayor Donchess

Any questions or discussion.

Alderman Harriott-Gathright

Alderwoman Lu had a question, I don't know if she is having problems again.

Alderwoman Lu

Its ok, I am all set I just wanted to know what it was for, thank you.

Alderwoman Kelly

I have a question. Perhaps I missed it in the packet but was there a number involved with the change orders? It just doesn't have it in the

Alderman Harriott-Gathright

The financial? The \$12,358.06.

Alderwoman Kelly

Thank you.

Mayor Donchess

Alright, I think we are partially through the roll, if not could we start again?

Alderman Harriott-Gathright

Yes.

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

Yea: Alderman Klee, Alderwoman Lu, Alderman Harriott-Gathright, Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess	7
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Nay:	0
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MOTION CARRIED

From: Dan Kookan, Purchasing Manager
 Re: FY21 Unleaded Fuel Contract – City of Nashua (Value Estimated \$337,986), Department: 186
 Transportation; Fund: Various Department's General Funds and Grant Funds

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AWARD THE FY21 UNLEADED FUEL CONTRACT – CITY OF NASHUA - IN THE AMOUNT OF \$337,986 TO GLOBAL MONTELLO GROUP CORP. FUNDS ARE AVAILABLE IN DEPARTMENT 186 TRANSPORTATION; FUND: VARIOUS DEPARTMENT'S GENERAL FUNDS AND GRANT FUNDS, BY ROLL CALL

ON THE QUESTION

Mayor Donchess

Director Marchant is here on this, correct?

Sarah Marchant, Community Development Division Director

Correct, thank you. So the FTA dollars that are associated with the Transit Funds require us to go out to bid for unleaded fuel. We went back out to bid this spring and this contract came in as the lowest bidder. But the fuel used here will be used for all different departments.

Mayor Donchess

Because the FTA requires bidding, to bid on everything together right?

Sarah Marchant, Community Development Division Director

Correct.

Mayor Donchess

Questions?

Alderman Laws

I have a question Mayor. Forgive me for even asking but I mean fuel costs have gone down so much in recent weeks. Is this priced into this contract we are getting?

Sarah Marchant, Community Development Division Director

There is a provision that we added into the contracts so that if they were to drop that we could still take advantage of the drop.

Alderman Laws

Excellent thank you.

Mayor Donchess

Further discussion? Would the Clerk please call the roll?

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

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

Nay: 0

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: Contract for Professional Services with Property Valuation Advisors (Value: \$35,000) Department: 132
Assessing; Fund: General Fund – Overlay

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AWARD THE CONTRACT FOR PROFESSIONAL SERVICES FOR CONSULTATION AND APPRAISAL SERVICES IN THE AMOUNT OF \$35,000 WITH STEPHEN TRAUB OF PROPERTY VALUATION ADVISORS. FUNDS ARE AVAILABLE IN DEPARTMENT 132 ASSESSING; FUND: GENERAL FUND – OVERLAY, BY ROLL CALL

ON THE QUESTION

Mayor Donchess

Alright, I believe Ms. Kleiner is here on this.

Kim Kleiner, Administrative Services Director

Good evening Mayor. This contract actually went through Legal Department. As many of you know, the Legal Department handles many of our appeals that go to either the Board of Tax & Land Appeals or to the Superior Court. Mr. Traub is a very well-known expert especially when it comes to the valuing of commercial properties and he is working with our Legal Counsel on those appeals.

Mayor Donchess

Questions? Anything. Could you please call the roll Madam Clerk?

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

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

Nay: 0

MOTION CARRIED

From: Dan Kooken, Purchasing Manager
Re: Contract for Aquatic Invasive Species Control and Management (Value \$91,567) Department: 181 Community Development; Funds: General \$22,547 and Grant \$35,196; 177 Parks & Recreation; Fund: Trust \$33,824

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AWARD THE CONTRACT FOR AQUATIC INVASIVE SPECIES CONTROL AND MANAGEMENT IN THE AMOUNT OF \$91,567 TO SOLITUDE LAKE MANAGEMENT. FUNDS ARE AVAILABE IN DEPARTMENT: 181 COMMUNITY DEVELOPMENT; FUNDS: GENERAL \$22,547 AND GRANT \$35,196; 177 PARK & RECREATION; FUND: TRUST \$33,824, BY ROLL CALL

ON THE QUESTION

Mayor Donchess

I think I saw Ms. Chisholm here, is that correct?

Deb Chisholm, Environmental Scientist/Waterways Manager

I am here.

Mayor Donchess

Welcome to our virtual meeting.

Deb Chisholm, Environmental Scientist/Waterways Manager

Thank you.

Mayor Donchess

Can you give us ... it's pretty self-explanatory.

Deb Chisholm, Environmental Scientist/Waterways Manager

It's pretty self-explanatory. It is something that we do every year. We hire a contractor, Solitude, to go out and spray herbicides over the Nashua River north of the Mine Falls Dam. This year we are doing the Mill Pond behind DPW and the Conway Arena and we are doing the canal.

(Phone Ringing)

Alderwoman Harriott-Gathright

I am trying, sorry.

Deb Chisholm, Environmental Scientist/Waterways Manager

We do the Mill Pond and the Canal every other year; we do the Nashua River every year. So far, we have been doing Sandy Pond every year as well. So all three of those locations will be done fairly simultaneously this summer.

Mayor Donchess

Questions or discussion?

Alderman Klee

I have a question Mr. Mayor. You said that you do the Mill Pond and the Nashua Canal every other year. Is this keeping it under control by doing that? And you said some other ones you are doing every year. Is this contract, does that include all of those plus the Mill Pond and the Nashua Canal right? That's what I am seeing, the Nashua Canal?

Deb Chisholm, Environmental Scientist/Waterways Manager

Correct. This contract includes all three of those locations. We evaluate at the end of each season; we evaluate what we are going to need for the following season. And so far, doing the Mill Pond and the Canal every other year seems to be working. If it doesn't seem like it is working then we can try to switch it to being an annual basis.

Alderman Klee

Thank you very much.

Deb Chisholm, Environmental Scientist/Waterways Manager

You're welcome.

Alderman O'Brien

Mr. Mayor, may I speak.

Mayor Donchess

Of course.

Alderman O'Brien

Ok, Ms. Chisolm, perhaps maybe it would help the rest to explain, we may eradicate or temporarily eradicate one particular species such as the water chestnut, but then we may groom for another invasive species to come in and repopulate that particular zone. This is why we suggest to people to good boating practices, not to bring these contaminated species into our waterways, but we are kind of passed that. But this kind of a never-ending battle to try to mitigate this, to save our waterways. If you want to enlighten a little bit more on that?

Ms. Chisholm

Well you are right Alderman O'Brien, it is really a maintenance thing and it is something that we will be doing every year, forever. And you are right about the water chestnuts, the water chestnuts we don't necessarily treat with an herbicide, we did have mechanical harvesting going on a few years ago. That took out most of the water chestnuts. We now have a volunteer group that goes out; we team up with the Nashua River Watershed Association and get volunteers to go out. I think we are scheduled hopefully, fingers crossed, we are scheduled to go out in July with two groups to pull them by hand, which I will let you all know when that is happening and you are all welcome to join us to see how the invasive species eradication actually works.

Alderman Laws

Mr. Mayor I've got a question. I am just going to go ahead. Ms. Chisholm, it might be a ridiculous question, but the fact that we are doing this in perpetuity, and that I mean it does cost a significant amount of money. Is there a job opportunity that we could hire someone on full-time and thereby save the City some money by paying a contractor to do this?

Deb Chisholm, Environmental Scientist/Waterways Manager

Well the reason that we hire the contractor on is that the spraying of the herbicides, whether it is aquatic or land-based, has to be done by a licensed professional. This particular company is the only one that is available to this for us, that is why we are sole sourcing it to Solitude. So they have extensive knowledge. You know, could we hire somebody on, I suppose that we could. We've been very successful with getting grant money from the State. I see some familiar faces who were at the Human Affairs Committee Meeting when we accepted the grant money. We got about \$35,000.00 which was about maybe 40% of what our total cost is, is being paid by the State. So we were able to get some grant money, this year we got some grant money, last year, so the Invasive Species Group at the NH DES has been very good about helping us out with this program.

But I suppose if you were that interested in actually hiring somebody on, that is a possibility. But I think with the way things change up there as Alderman O'Brien had referenced that there are different species out there, you would have to be very specific about who wanted to hire on, somebody that was very knowledgeable about the different types of invasive species and what is the best herbicide to use on them.

Alderman Laws

My fiancé is available and she can't keep grass alive, so you just let me know. I'll sublet her out to you. Thank you very much for your answer.

Deb Chisholm, Environmental Scientist/Waterways Manager

Well you can tell her she's welcome to come and do the water chestnut pulling in July.

Alderman Laws

Certainly.

Mayor Donchess

Any other discussion? 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 7

Nay: 0

MOTION CARRIED

From: Dan Kooken, Purchasing Manager
Re: 2019 CIPP Program - Change Order 2 (Value: \$1,500,000) Department: 169 Wastewater; Fund: Bond

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE 2019 CIPP LINING PROJECT – CHANGE ORDER 2 IN THE AMOUNT OF \$1,500,000 TO KENYON PIPELINE INSPECTION. FUNDS ARE AVAILABLE IN DEPARTMENT: 169 WASTEWATER; FUND: BOND, BY ROLL CALL

ON THE QUESTION

Mayor Donchess

Mr. Hudson.

Dan Hudson, City Engineer

Thank you, Mr. Mayor. So in 2019 we have been at this work, this is our pipe inspection and lining program for sewer pipes, important work. We are looking at and evaluating sewer pipes that haven't been looked at in maybe 100 years and finding problems and fixing them before they become bigger problems where we have sink holes and things like that to deal with. So it has been a successful program. Kenyon has done what we feel to be a good job and they have agreed to hold their '19 pricing. So we are asking to expend their contract to continue work in 2020.

Mayor Donchess

We would get about 10 miles of it, is that right? 10 miles of sewer lining?

Dan Hudson, City Engineer

Yes, that's correct. To date we have inspected about 27% of the City's 313 miles of sewer system, this will help us continue that work and you know, the downtown areas, the older sewers. But this is, as I said, we feel as though this is a good program and is going well and we want to continue that.

Mayor Donchess

Questions or comments?

Alderman Klee

I have a question Mr. Mayor. Mr. Hudson, this is in addition to the current sewage project that's going on. So for instance I know they are going to be doing a big job on Orange Street. This would be in addition to what we have already been planning for this year?

Dan Hudson, City Engineer

Yes, so we do two things in parallel. This program is a video inspection and lining, where it is a no-dig project. That other work, we are actually digging up and replacing pipe. So that work is much more invasive, whenever we can, it is in the City's best long-term interest to line pipes because it is much more cost-effective. So we are trying to do as much of this lining as we can to get ahead of things. But that other work needs to be done and we are doing it in parallel.

Alderman Klee

Thank you.

Alderwoman Lu

I have a question. Thank you. Mr. Hudson, do our employees perform this work?

Dan Hudson, City Engineer

So we work hand-in-hand. We actually have three different entities that are doing video inspection around the City. We do some in-house through our forces. We have other inspection folks that are working through our engineering consultants. This contract, these folks, Kenyon, is working directly with us. They are the ones doing the work. The others are doing inspection and cleaning work. But yeah, we work hand-in-hand with them. Everyday they are out working on pipes and we are monitoring that, we are working closely with them. When they give us video, we assess it, see what needs to be repaired and work together on getting that done.

Alderwoman Lu

It is my understanding that the lining process is a little controversial and that there are questions about the safety of the process for the people, well definitely for the people who are doing that. Can you talk to that point?

Dan Hudson, City Engineer

I am not the best resource for that, I am sure there is a lot of information online and we could probably provide information about that. It is a process that is done routinely, you know, throughout the whole country and the world. So it's not like we are doing something that nobody else is doing. It is a pretty standardized process at this point. I can certainly provide additional information about that if folks are interested.

Alderwoman Lu

Well how long have we been including this process in our streets program?

Dan Hudson, City Engineer

We have been doing some lining going back as far as 2004 from our records. But we certainly have ramped our efforts over the last year and then this year will be another big effort. So we are definitely ramping up to try to catch those pipes before they become bigger problems.

Alderwoman Lu

Is there any danger to you know pedestrians walking by?

Dan Hudson, City Engineer

I don't believe there is, like I said, we can get some additional data, product data and what not if that is of interest to people. But again, (inaudible) around as much as possible when people are working regardless of the type of work. But no, it is a standard process and it is done lots of other places as well.

Alderwoman Lu

Well thank you. Feel free to forward me any you know further information. I have a couple of people in my Ward who have expressed concern about it. So, thank you.

Dan Hudson, City Engineer

Yeah, I know one of the parts here is you do see like steam because they have to heat the liners up so people will see things coming out of the pipe. That doesn't mean that that's necessarily dangerous, it is just part of the work that they do.

Alderwoman Lu

Oh no, I'm sure the steam doesn't. Thank you.

Alderwoman Kelly

Mr. Mayor I have a question. This is actually more about the way that we are approaching it, not necessarily the need to update the sewers because I know they are very old. But you know the last program we authorized, we went through and then from the notes it seems like we realized that there was more deterioration. So at what point does it stop being a change order and we look at and evaluate it as a larger program?

Dan Hudson, City Engineer

Do you want me to address that Mr. Mayor?

Mayor Donchess

Yes.

Dan Hudson, City Engineer

I think we are actually finding fewer pipes that need lining than we anticipated. Brick sewers especially are in pretty good shape and that is surprising because those go back to the 1800's. I guess, you know, they did a good job back then.

Some of our concrete pipe is in pretty bad shape so that is what we are focusing on. But Kenyon, as I said, is doing most of the lining but we are looking at a lot more pipes with our other inspection crews as well. So we are looking at a lot of pipe, but you know in the last ... this will be about 10 more miles of line and last year we did about 9. So overall, we are, I would say we are doing pretty well comparatively.

Alderwoman Kelly

Can I ask a follow up please?

Mayor Donchess

Yes, of course.

Alderwoman Kelly

So you said you did 9 miles last year, 10 miles this year, are you anticipating another 10 miles the following year?

Dan Hudson, City Engineer

Yeah probably, I mean of course it depends a lot on what we sign, but we have been looking at the downtown area prioritizing that area. As we get further away from downtown, sewers are newer, you are going to see more PVC sewer and we wouldn't expect to find nearly the amount of problems with those as we have with you know, hundred-year-old concrete pipes. So next year I expect we will be requesting additional inspection work and lining work. But I can't, you know, I can't know exactly what the long-term scope of this is.

The benefit of this program it is right now is we look at it and if we find something that needs to be lined, this contract has lining included so we can quickly move and line the pipe before it becomes a problem. So we are able to be responsive and cover a lot of ground with this contract so we feel this is money very well spent; prudent in the long-term, cost interest in the City. So that's why we are recommending that the work continue.

Alderwoman Kelly

Yeah, I agree with you 100% and I think it is work that needs to get done. Mr. Mayor I am sort of thinking about like the paving program where we planned out a number of years with different milestones each year that we are trying to hit. Would it give us any cost savings or any benefit of potential planning if we were to approach this this way instead of year by year, just kind of adding on another 10 miles.

Mayor Donchess

I do see there is one difference with the paving or maybe more but the paving the condition is apparent. With an inspection of all streets in Nashua (inaudible) cataloged the paving condition index with respect to every street and that's an ongoing process that a renewed evaluation that is done periodically and that's what you use to decide how to pave. But really it is somewhat of a year by year process because tentative lists of paving can change based upon new inspection of streets. Sometimes streets deteriorate more quickly than others.

In this situation, the condition of the pipes (inaudible) inspection is part of the contract. It is a much more laborious process with cameras and trying to (inaudible). It's yard by yard really, right? (inaudible) a City Engineer so the City Engineer may be able to correct me or elaborate on that.

Dan Hudson, City Engineer

Thank you, Mr. Mayor, I agree, I mean I don't have a level of comfort until we have looked in the pipes and some of these pipes haven't been looked at in a long time or never. So this is a good program, let's see what we have. We actually haven't been doing it at this level years and years ago but I don't think that was, you know, it is a good time to do it and things are going well and we want to continue it because the better we can plan our long-term work. And some of that, you know, some of that will be digging and we will need to plan that out over time if we can as well. We are trying to get ahead of it, meaning be proactive, not be reactionary to these things. So yeah. I think like you said, you can't see inside the pipe until you go look inside the pipe. We are looking at every section of road at least once every three years and of course people are driving on them every day too. So maybe we are playing catchup on getting our inventory identified but

this is something that is good to do and we would like to continue at this level until we get the core of the downtown at least looked at.

Alderwoman Kelly

Thank you.

Mayor Donchess

Further discussion. 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 7

Nay: 0

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: Purchase of Replacement Warehouse Box Truck (Value \$45,728) Department: 181 Community Development;
Fund: Trust, Activity: CERF

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AUTHORIZE THE PURCHASE OF REPLACEMENT WAREHOUSE BOX TRUCK IN THE AMOUNT OF \$45,728 TO GRAPPONE FORD. FUNDS ARE AVAILABLE IN DEPARTMENT: 181 COMMUNITY DEVELOPMENT; FUND: TRUST, ACTIVITY: CERF, BY ROLL CALL

ON THE QUESTION

Alderman Klee

I have a question Mr. Mayor. I am having a hard time hearing you.

Mayor Donchess

Can you hear me now?

Alderman Klee

Yes, I can. I have a question on this. I see that there are 2 vehicles that are going to be – and my question will be the same for both. What do we do with the older ones? I was trying to look through it and I didn't see ... I know a lot of times we put them up to auction but I didn't know if we would be reusing these, if they were going up to auction. I don't know if I was just missing it but I tried looking a few times.

Mayor Donchess

Now is Ms. Marchant on here?

Sarah Marchant, Community Development Division Director

Yes, this isn't mine.

Mayor Donchess

This is a mistake; the Agenda is wrong. So this says these are Community Development Vehicles, but these are really in the Parks Department, excuse me, in the School Department, sorry. So is Shaun on here? It says Community Development but it is really schools, right?

Shawn Smith, Plant Operations Director (School Department)

Yes for both of them.

Mayor Donchess

I don't know why this says Community Development. But this is Shaun Smith, he doesn't often come before us, but he is the head of Grounds & Maintenance for the School Department.

Shawn Smith, Plant Operations Director (School Department)

This is my maiden voyage on this sort of platform so bear with me.

Mayor Donchess

So could you fill us in on what is going to happen with the vehicles that are being replaced?

Shawn Smith, Plant Operations Director (School Department)

Yes so, we have done two things, typically when I first replace vehicles they go into my stand-by fleet and I use those for when a regular trades or grounds vehicle needs to go into the shop for any sort of repair. I also use them in the summertime when our ranks swell and we bring on summer grounds personnel. But at any one time, I have two vehicles typically sitting on the side that have been replaced with new vehicles. So what is going to happen this time, is those two vehicles I have currently have sitting on the sideline will either go in as part of a trade to reduce the cost or go to Mr. Kooken. A couple weeks ago he suggested that we go with the City Auction, which I am certainly willing to do.

Mayor Donchess

So the answer is the current replacement vehicles will either be traded in or auctioned to either reduce the purchase price or bring in some funds, correct

Shawn Smith, Plant Operations Director (School Department)

That's correct.

Alderman Klee

So Mr. Mayor, may I have a follow up then? So you said that they would go in as a possible trade-in or we would do the auction. If we did the auction obviously it would be after we purchase this. So if we did the auction, would that money go into revenue, would that come back to the CERF Funds, how would that be handled? If we didn't do it as a trade-in.

Mayor Donchess

Good question. I think that it would actually come to the General Fund. It could be redirected into CERF if the Board of Aldermen voted that way, but otherwise it would go into the General Fund.

Alderman Klee

That's fine, thank you.

Mayor Donchess

Any other questions or comments? Now we are on still the first one, the warehouse box truck. Is there any other discussion? Would the Clerk please call the roll?

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

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

Nay: 0

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: Purchase of Replacement Grounds Maintenance Vehicle (Value \$46,039), Department: 181 Community Development; Fund: Trust, Activity: CERF

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AUTHORIZE THE PURCHASE OF REPLACEMENT GROUNDS MAINTENANCE VEHICLE IN THE AMOUNT OF \$46,039 TO GRAPPONE FORD. FUND ARE AVAILABLE IN DEPARTMENT: 181 COMMUNITY DEVELOPMENT; FUND: TRUST, ACTIVITY: CERF, BY ROLL CALL

ON THE QUESTION

Mayor Donchess

So Community Development on this one is also wrong, this another school Department vehicle which Mr. Smith already ... but are there any other questions or comments? Could you please call the roll?

Alderwoman Lu

I do have a question, I'm sorry. Thank you. Isn't the reference to Community Development in that reading simply stating that the funds are available in Community Development? OK I misunderstood. Alright.

Mayor Donchess

I think it is a mistake because the funds are coming from the Capital Equipment Reserve Fund and these are clearly School Department vehicles. So I don't know, I think there was just an error in the Agenda as it was prepared.

Alderwoman Lu

Ok thank you.

Mayor Donchess

So we are talking about money coming from CERF, Capital Equipment Reserve Fund to purchase this School Department Grounds Maintenance Vehicle. Any other discussion or questions? 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, Alderwoman Kelly, Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: Contract with Caterpillar for Certified Rebuild for Compactor #52 (Value: Not-To-Exceed \$500,000), Department: 168 Solid Waste; Fund: Solid Waste

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE CONTRACT WITH CATERPILLAR FOR CERTIFIED REBUILD FOR COMPACTOR #52 IN A NOT-TO-EXCEED AMOUNT OF \$500,000 TO MILTON CAT. FUNDS ARE AVAILABLE IN DEPARTMENT: 168 SOLID WASTE; FUND: SOLID WASTE, BY ROLL CALL

ON THE QUESTION

Mayor Donchess

For our landfill, Superintendent is here.

Jeff Lafleur, Superintendent of Solid Waste

Yes Mayor, thank you so much. This is for the rebuild of our compactor, our 1999 compactor. It is no longer in service. Right now we are using our dozer as a back-up. The back-up dozer is not heavy enough to compact trash the way we like to or we need to. So this \$500,000.00 will completely strip the 1999 compactor right down to the frame, repaint it, put in all new parts and pieces and give us a four-year warranty on it.

Mayor Donchess

As I recall in our discussion, the rebuild compactor is as good as a new one. A new one would cost \$1 million dollars.

Jeff Lafleur, Superintendent of Solid Waste

That is correct and it seems like we get even a better warranty on it. A new compactor we would only get a three-year warranty. With this rebuild, we'd be getting a four-year warranty.

Mayor Donchess

What this thing does is clamps down the trash as you bring in every day.

Jeff Lafleur, Superintendent of Solid Waste

Exactly, it is the big steel-wheeled loader that we have.

Mayor Donchess

Any questions or comments? If not, 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, Alderwoman Kelly,
Alderman Laws, Alderman O'Brien, Mayor Donchess 7

Nay: 0

MOTION CARRIED

From: Dan Kooken, Purchasing Manager
Re: Contract for (Value \$1,271,700) Department: 170 Hydroelectric Operations; Funds: Bond

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AWARD THE CONTRACT FOR TURBINE REPLACEMENT AT JACKSON FALLS IN THE AMOUNT OF \$1,271,700 TO MAVEL AMERICAS, INC. FUNDS ARE AVAILABLE IN DEPARTMENT 170 HYDROELECTRIC OPERATIONS; FUNDS: BOND, BY ROLL CALL

ON THE QUESTION

Sarah Marchant, Community Development Director

Good evening, thank you all. So this is a project we've been before you several times with. Deb is here with me too if we have more complicated questions that I can't answer off the top of my head. But last June we were here before you for the Bond Approval for Hydroelectric Facilities which included the rebuild of the Jackson Turbine. It also included funds for the relicensing process of Mine Falls which we are well underway with. So this contract to rebuild Jackson Falls, this is one of the three parts that go along with this. We were before you in January to bring on Turner Construction who is our Construction Engineering Firm. This contract with Mavel is for the actual widget, the giant widget of the new turbine. It was a long process with amazing help for Risk and Legal and Turner and certainly all of our efforts to get us here it is a bit of a different kind of widget than we normally buy. But we are very much looking forward to this product, it is the best from

our RFP Process and it will be the best fit for us overall. It is a long process from approving a contract to getting a product in the facility and so we really need to get moving on this. I'd be happy to answer any questions that you have.

Mayor Donchess

Questions or comments?

Alderman O'Brien

Alderman Mike O'Brien Mayor, can I ask a question?

Mayor Donchess

Of course.

Alderman O'Brien

Throw it out to the both of you, while we are doing this particular work at over \$1 million dollars, we will still – it seems to me unfortunately at the 1-megawatt capacity. And is that the top, because I am really hoping at the State Level if we can get that together, that we could do better than current 1 megawatt standing. And I just want to know if changing the turbine, the propeller, you know go to this or versus another type of thing. Would that increase the flow rate and would this be the time to do that in anticipation? Because we are going to solve the problem at the State Level to increase our megawatt capacity. Can you just speak on that, please?

Sarah Marchant, Community Development Director

I can. So this facility, one of the really critical things that saves us a lot of money and headache is this facility does not have to be licensed. So we have to replace this turbine in-line with the current approvals that we have. If we go beyond what we have, then we would have to go and apply for a licensing process like we are doing at Mines Falls which is a many, potentially millions of dollars of work and licensing that has to be re-done every 30 years and opens us up to very expensive studies and processes. So we are maximizing everything we can but we are staying within the limits of our non-license on this facility at this time. The Mine Falls Dam we are greatly forward to taking advantage of the improvements that will be coming from the State as you spoke about. But as a one megawatt we are enjoying that metering at that facility right now.

Alderman O'Brien

Thank you for your answer.

Mayor Donchess

Any other questions or comments? Alright, will you 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 7

Nay: 0

MOTION CARRIED

Mayor Donchess

That concludes our communications. Unfinished business we have none. And thank you everybody for participating and coming to the meeting. The Alder people are not through yet but I think everybody else is, so thank you very much.

UNFINISHED BUSINESS – None

NEW BUSINESS – RESOLUTIONS - None

RECORD OF EXPENDITURES

MOTION BY ALDERMAN HARRIOT-GATHRIGHT THAT THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD FROM MARCH 27, 2020 TO APRIL 9, 2020, BY ROLL CALL

ON THE QUESTION

Alderman Lu

I have a couple of questions about that.

Mayor Donchess

Go ahead.

Alderman Lu

Thank you. General Fund under Financial Services, are several charges to revenue funds, motor vehicle revenue funds and I wondered if anybody there has the or can look at Page #4 in the most recent week and just help me understand that.

Mayor Donchess

How large is the check? What is the amount?

Alderman Lu

Well together they are about \$3,000.00. There's about 12 of them.

Mayor Donchess

I don't think Mr. Fredette is here or Mr. Griffin, are you?

John Griffin, CFO

Mayor, can you hear me?

Mayor Donchess

Yeah this is Mr. Griffin, the CFO.

John Griffin, CFO

Yeah that question has come up before, Alderman Lu, that's probably refund checks. But we can definitely get you the specifics of these 12 items.

Alderman Lu

Oh that makes sense, right motor vehicle. Thank you. Can I ask another question? Do we do all of our own snowplowing with City workers?

John Griffin, CFO

No.

Alderman Lu

No, oh we hire out also?

Mayor Donchess

It is a combination of City Workers, but also we have contract plowers.

Alderwoman Lu

I see.

Mayor Donchess

The Streets and the Parking Lots are also plowed via contract.

Alderwoman Lu

I see, OK. I was just curious about a payment to rent school, for the schools to rent them. I just didn't know that. If we use the schools, we pay rent?

Mayor Donchess

If the City uses a School for a City Meeting or anything else, we do not have to pay rent. But if a private party wants to use a School Building for some reason, which occasionally does happen, they do pay a rental fee. Because the City doesn't pay for the use of a School Building.

Alderwoman Lu

But why would it appear in the record of expenditures?

Mayor Donchess

What page?

Alderwoman Lu

Page #17. It's Elite Performance Challenge and Spirit of Dance Performance?

Mayor Donchess

Who is the check written to?

Alderwoman Lu

Oh well I think it is Elite Performance Challenge.

Mayor Donchess

This is a School Department issue so we would have to check into this, which we would be glad to do. Mr. Griffin can talk to the School Department and find out exactly what that is.

Alderwoman Lu

Oh that's fine, it just didn't seem logical to me.

Mayor Donchess

Mr. Griffin, you probably don't know exactly what that check is, do you?

John Griffin, CFO

No but we can certainly check into it and provide it for the Members of the Committee. So is that on Page 17.

Alderman Lu

Let me see, I think I already turned the page, just one second.

Mayor Donchess

It was Page 17.

Alderman Lu

Yes.

Mayor Donchess

We can definitely check into that and get back to you.

Alderman Lu

Ok I just have I think one more question. In the expenditures from the previous period, there's a \$12,000.00 charge and it is to an asset account and that just kind of confused me to see. I thought all of the accounts would be expenses.

Mayor Donchess

This is not the current record of expenditures? It is the previous one?

Alderman Lu

Correct.

Mayor Donchess

Do you have what page on the previous one it was?

Alderman Lu

Page 1.

Mayor Donchess

What is the item?

Alderman Lu

It's the first one. It's the very first item. It says the account is overlay, prior year asset, no prior year, not prior year asset.

Mayor Donchess

What the overlay is, is that is a reserve account that is used to resolve tax abatement cases.

Alderman Lu

Oh OK.

Mayor Donchess

There is always a discussion or a negotiation that takes place. Sometimes a lawsuit. But let's just suggest in this case there's a settlement and the taxes for a year or more are reduced or the assessment is reduced pursuant to the appeal, then the taxes that were paid by the tax payer on the higher assessment get refunded down to the level of the new assessment. So if the taxpayer says they want to appeal their assessment, that's called "Apply for an abatement" they still have to pay the taxes that are billed to them. Then, if they are successful either in settling the case to resolve the

assessment at a lower level or litigation, the amount of the taxes that they have paid that are due that were paid on the amount of the assessment over the agreement, those taxes get refunded. And that is an on-going process. There are some millions of dollars in the overlay; \$3 to \$4 million.

Alderman Lu

Ok thank you. If it's a company then it is probably somebody that assisted in that process, correct?

Mayor Donchess

It could be the taxpayer but the payment could be made to a representative or a lawyer or something like that to their trust account. It would depend (inaudible).

Alderman Lu

Thank you, I have only one question more. In the most recent record, under the School Department, there were a couple of charges that totaled \$50,000.00. They were to Eversource, but they went to an account that is water. Just wondering if that was a mis ...

Mayor Donchess

That's in the current record of expenditures?

Alderman Lu

Correct, Page 13.

Mayor Donchess

Mr. Griffin could you take a look at that?

John Griffin, CFO

Certainly.

Alderman Lu

It's the \$10,000.00 and the \$40,000.00 figure.

Mayor Donchess

Eversource doesn't provide water so I don't know, they provide electricity obviously. Can you, again it is a School Department item, which we can investigate. Mr. Griffin can you make sense of that, just right off the bat?

John Griffin, CFO

Yeah it looks like, I'm not sure where the water comes in but it looks like the subject of the check went to electric expense but I'll have to check.

(Inaudible, people speaking over each other)

Alderman Lu

Yeah, the account number – yeah. That's water correct, water expense?

John Griffin, CFO

The 54141 I'll check it but you've got Eversource.

Mayor Donchess

The utilities are kind of kept together.

John Griffin, CFO

I mean I can definitely check it.

Alderwoman Lu

Alright, those were my questions, thank you for taking note.

John Griffin, CFO

I'll check that out as well.

Mayor Donchess

Ok Mr. Griffin will check the two School Department items and get back to you.

Alderwoman Lu

That would be fine.

Mayor Donchess

There's nothing wrong with asking the questions during the meeting, but if you have these questions before the meeting, you could direct them to Mr. Griffin and he will have an answer for you at the meeting or even before.

Alderwoman Lu

Yeah, I'll try to do that.

Mayor Donchess

It is your choice which was to go. But if you wanted to get an answer before the meeting or at the meeting, if you ask Mr. Griffin or just e-mail him. He can investigate these things or answer your questions at the meeting or beforehand, however you wish. Alright, I think that's all for the questions, right? So the pending Motion is to approve the Record of Expenditures. Any other discussion.

Alderman Klee

Mr. Mayor I just have a question about procedure. We were sent the signature page; did we actually need to sign that and send that in or is this roll call going to be sufficient for our signature.

Mayor Donchess

Mr. Griffin, we have to sign, right?

John Griffin, CFO

Yeah typically we still have to figure out with Donna how to do that, Donna Graham.

Alderman Klee

I mean I can easily sign mine, but other than mailing it. I mean I can scan it in.

Mayor Donchess

Why don't we get back to you on this? This is the first virtual Finance Committee Meeting and normally we were there to sign this document, so we will have to figure out what needs to be done. With that, will 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	7
Nay:	0

MOTION CARRIED

GENERAL DISCUSSION - None

PUBLIC COMMENT - None

REMARKS BY THE ALDERMENAlderman Harriott-Gathright

I just want to say, thank you guys for being patient with me on my first go at this.

Mayor Donchess

Well you were very good. There were no problems, other than sometimes people were muted, they muted themselves and forgot about it. Alright.

Alderwoman Lu

I had a quick question. Thank you very much Mayor Donchess. Do you see any, maybe this is kind of premature, I can understand if it is not something that you want to speculate on, but are you seeing any savings in any of our Departments due to this?

Mayor Donchess

Well I think the School, well first of all, the expenditures we know about those, a lot of money is being – you are talking about the COVID-19 crisis, correct?

Alderwoman Lu

Yes and I know there are a lot of new expenses, I just wondered if there any savings as well.

Mayor Donchess

I think there are some in the School Department, for example, substitute teachers. We are probably on gasoline to some degree. Probably saving on utilities to some degree as the building, you know, City Hall is really not fully operational. So there's electricity. We are probably saving on mileage reimbursements to the extent that we offer those to certain people who make house calls and things like that. So I mean nothing huge. Many people, our First Responders, our Essential Employees are all working, Fire, Police, Public Works, maybe even more than usual. That leaves pretty much City Hall. Some people in City Hall are working 7 days a week. I mean they are working than usual not less and we have a daily conference call 7 days a week on what is going on.

Then the other people are working remotely. So there may be some savings which we can document over time, but right now it is hard to quantify at all.

Alderwoman Lu

Thank you.

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 8:09 p.m.

Alderman Linda Harriott-Gathright
Committee Clerk