

REPORT OF THE FINANCE COMMITTEE

MAY 4, 2022

A meeting of the Finance Committee was held on Wednesday, May 4, 2022, at 7:00 p.m. in the Aldermanic Chamber and via Zoom. The meeting link information can be found on the agenda.

Alderman Patricia Klee, Vice-Chairman, presided.

Members of the Committee present: Alderman Patricia Klee, Vice Chair
Alderman Alex Comeau
Alderman Tyler Gouveia
Alderman-at-Large Ben Clemons (via Zoom)
Alderman-at-Large Melbourne Moran, Jr.

Members not in Attendance: Mayor Jim Donchess
Alderman-at-Large Gloria Timmons

Also in Attendance: Kim Kleiner, Administrative Services Director
Kelly Parkinson, Purchasing Manager
Cheryl Lindner, Treasury Management Officer
Karen Smith, NPD Business Office Manager
Robert Page, Police Captain
David L. Boucher, Superintendent of Wastewater
Jason Toohey, IT Manager, Project/Development
Nick Miseirvitch, CIO, Information Technology
John Stewart, Superintendent of Street Department
Dan Hudson, City Engineer
Tim Cummings, Economic Development Director
Jennifer McCormack, Library Director

PUBLIC COMMENT

Laurie Ortolano

Laurie Ortolano, 41 Berkeley Street. I just want to speak in support of the funding for the software maintenance from Mimecast for \$41,000. This I discovered is being purchased and it allows cloud based storage for our e-mail system. I have a couple of questions that I would be interested in understanding and is the space and is the purchase of this cloud system only for e-mails or folders too exactly what digital data is being stored? My understanding is that the storage is being purchased so that e-mails are stored for 366 days, one year plus one day. What happens after 366 days? Are they automatically deleted permanently? I understand we're still maintaining a tape system to do back-ups, but I don't know if that is going to be a permanent thing because that is an older archival system and I don't know if we're trying to transition out of there.

And the other thing is, do we have the ability with this contract if we want to hold e-mails in certain departments for a longer period of time that may be subject to litigation, more frequent litigation, and I'm thinking of Assessing because I have addressed this with the City. Abatements and abatement appeals can last for two years or three years. I know talking to a couple of Assessing Departments, they hold electronic data for three years. If we wanted to hold it longer, would we have the ability to do so within a department or extend those e-mails (just roll them for another year)?

Those are my few questions, but I would encourage the Finance Committee to support this. I think it helps us align us with e-mail storage and retention policies under RSA 33:A for correspondence in the furtherance of official duties of a city. Thank you.

Acting Chairman Klee

Is there anyone else in the gallery in the audience here? Seeing none. Is anyone on Zoom? Seeing none.

COMMUNICATIONS

From: Kelly Parkinson, Purchasing Manager

Re: HVAC Project Change Order #2 in the amount not to exceed \$29,259.36 funded from 81200 Buildings & Improvements (Police Dept.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE CHANGE ORDER #2 TO UPDATE REQUIREMENTS FOR THE HVAC UPGRADES AT THE NASHUA POLICE DEPARTMENT WITH TURNSTONE CORPORATION IN AN AMOUNT NOT TO EXCEED \$29,259.36. FUNDING THROUGH DEPARTMENT: 150 POLICE DEPARTMENT; FUND: 81200 BUILDINGS AND IMPROVEMENTS, BY ROLL CALL

ON THE QUESTION

Alderman Klee

Is Miss Smith here? I don't see her here, is she online?

Robert Page, Captain, Nashua Police Department

This is Captain Robert Page of the Nashua Police Department. Can everybody hear me?

Acting Chairman Klee

Yes Captain we can.

Robert Page, Captain, Nashua Police Department

I apologize the video is not working. In the room with me is Karen Smith our head of Finance and I'll be speaking to the HVAC project change order #2 in the amount of \$29,259.36. We are not looking for additional money. This money will be paid within the current bond. There are five changes specifically under the change order. Change #6, which is ceiling grid and tiles for our CID area, locker rooms, and interview room, these will replace some of the original tiles from 1979 that are falling apart.

Change #7, which is the completion of the firing range lighting which was started in the first change order, this is the completion of it. Again we are replacing old original halogen lighting system with new green energy efficient LED lights. We are upgrading lighting system in conjunction with the HVAC project.

Change #8 was a firing range lighting credit as the lights for that area and the firing range were ordered and one was not needed. It was returned and we received a credit of \$960.

Change #9 was ceiling grid and tiles for the records area and reporting writing area. Once again, same problem with the other area - the tiles are the originals from 1979 and they are falling apart as they're removed and we needed new tiles and a grid to hold them in place.

Final change #10 is an electrical upgrade in report writing room which is being done in conjunction with the HVAC project. Thank you.

Acting Chairman Klee

Thank you. Since 1979, it's time to update those tiles. Are there any questions here from the members? Seeing none. As we have someone on Zoom we'll have to do a roll call. Could you please call the roll?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons,
Alderman Klee 5

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Billboard Advertising in the amount not to exceed \$55,010 funded from accounts Grants/61250 Marketing & Promotion (Public Health)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE CONTRACT TO CREATE VINYL PRODUCTIONS AND INSTALLATION FOR BILLBOARD AD DISPLAYS IN THE GREATER NASHUA AREA FOR ONE YEAR WITH OUTFRONT MEDIA ADVERTISING COMPANY IN AN AMOUNT NOT TO EXCEED \$55,010. FUNDING THROUGH DEPARTMENT: 171 COMMUNITY SERVICES; FUND: 61250 MARKETING & PROMOTION

ON THE QUESTION

Acting Chairman Klee

I do not see Director Bagley here. I want to make note too starting the original meeting I apologize. I want to say that here in the gallery is Mr. Miseirvitch, Tim Cummings, Dan Hudson, Jason Toohey, Kelly Parkinson, Jenn McCormack and how could I forget Cheryl Lindner. I do not see Director Bagley here, but I know this is one we do every single year. It's the same one. I can't answer - maybe if Miss Parkinson is here, she could answer. I apologize Miss Kleiner and Mr. Boucher are online. But relative to this contract whether or not this goes out to bid or do we do a sole source on this. Miss Parkinson do you know?

Kelly Parkinson, Purchasing Manager

It is a sole source. It's a renewal of the same agreement that we got last year and several years. I believe it's the only billboard provider in the area.

Acting Chairman Klee

Any questions? Alderman Moran?

Alderman Moran

What is the billboard going to say?

Acting Chairman Klee

Director Bagley is not here but I do believe that these are PSA's that we have put out in the past and so on. I don't know specifically which ones it is. Do you have anything specific as to what we put on those PSA's Miss Parkinson?

Kelly Parkinson, Purchasing Manager

I don't. I believe they vary. There is some information in the packet and I can't recall off the top of my head, but they vary by kind of what's happening and what public health needs to get out for information.

Acting Chairman Klee

Okay so some of the things that they have right here in their packet is its to support media campaigns provided by multiple grants received by the Department of Public Health, including but not limited to COVID-19 response funds, PSNH grants. Oh, I'm sorry these are the funds that would come to it. I apologize for that. It works with health promotions and communications specialist. I believe in the past that we've put up basically how to contact us when we've done things like during the periods of COVID, how to get a hold of Public Health, is that correct?

Kelly Parkinson, Purchasing Manager

I believe you are correct.

Acting Chairman Klee

Yes. I remember seeing them. I just don't remember specifically what they said. I'm sorry that I can't answer more.

Alderman Moran

So how does – so I don't – maybe I'm not comfortable voting on it if Director Bagley is not here to answer these questions because I would like to know exactly what the City is paying for to be advertised and I understand the public health very intimately. I would just like to know exactly what is being advertised. So first thing, I want to make sure it's evidence based.

Acting Chairman Klee

Miss Parkinson is this something that needs immediate approval or can it wait to the next?

Kelly Parkinson, Purchasing Manager

It can wait until the next. I believe we're covered through this fiscal year anyway. I think this is for next fiscal year.

Acting Chairman Klee

Okay. Before you make that motion that I know you want to make, I believe that Alderman – and once you make that motion, it's non-debatable so no one else can talk about it. You had a question Alderman Comeau?

Alderman Comeau

I don't expect with Director Bagley not here, I don't know if we can get an answer. I was just curious looking at the contract why we're putting a billboard in Merrimack and Milford. So maybe that's something.

Acting Chairman Klee

I can answer that. That's because it's the Greater Nashua Public Health. We work out into Milford, Merrimack, Amherst, Hollis.

Alderman Moran

Yeah, it's the Greater Nashua Public Health Region and we receive funding from those surrounding towns.

Alderman Comeau

I assumed there was a good answer to that question, so that's all I have. Thank you.

Acting Chairman Klee

Alderman Gouveia do you have a question?

Alderman Gouveia

I'll yield back because it seems like I'll have another opportunity at a later date.

MOTION BY ALDERMAN MORAN TO TABLE THE CONTRACT TO CREATE VINYL PRODUCTIONS AND INSTALLATION FOR BILLBOARD AD DISPLAYS IN THE GREATER NASHUA AREA FOR ONE YEAR WITH OUTFRONT MEDIA ADVERTISING COMPANY IN AN AMOUNT NOT TO EXCEED \$55,010. FUNDING THROUGH DEPARTMENT: 171 COMMUNITY SERVICES; FUND: 61250 MARKETING & PROMOTION, BY ROLL CALL

Acting Chairman Klee

And that is an order and it's non-debatable. Alderman Comeau could you please take the roll?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons,
Alderman Klee 5

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Biosolids Management – Multi Year Contract in the amount not to exceed \$2,940,000 funded from 54221 Disposal Services/Wastewater Fund (Wastewater Dept.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE THREE YEAR CONTRACT IN AN AMOUNT NOT TO EXCEED \$2,940,000 WITH RESOURCE MANAGEMENT, INC., OF HOLDERNESS, NH, FOR MANAGEMENT OF BIOSOLIDS AT THE WASTEWATER TREATMENT FACILITY. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: WASTEWATER; ACCOUNT CLASSIFICATION: 54 PROPERTY SERVICES, BY ROLL CALL

ON THE QUESTION

Acting Chairman Klee

Mr. Boucher?

David L. Boucher, Superintendent of Wastewater

Yes, thank you. David Boucher, Wastewater Superintendent. Just for a little background on this. The wastewater facility produces roughly 8,000 wet tons of sludge per year. It is a by-product of clean wastewater. We haul it offsite daily and currently we have Resource Management hauling it offsite. Once its offsite, they have to find a place to dispose of it. Currently they have farmlands throughout New Hampshire and Massachusetts permitted for placing on farmland. This is a three year contract with RMI. They were the low bidder for the contract. What they do is not just haul but they're in charge of it once it leaves our gate, they have to manage it, keep track of it, do all the analysis on it, permitting and dispose of it per State and federal requirements. I'll take any questions if you have any.

Acting Chairman Klee

Thank you Mr. Boucher. Just to add to this, today up in the State House there were a number of questions and one of them was the sludge and leche. Is that what it's called? Those are a couple of the questions and they asked me and I was like a deer in the headlights and I gave them Director Fauteux's name and said please contact her. Are there are any questions here? Alderman Clemons do you have any questions?

Alderman Clemons

No.

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons,
Alderman Klee 5

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Software Maintenance - Mimecast in the amount not to exceed \$41,250 funded from 54407 Software Maintenance/General Fund (IT Dept.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE RENEWING THE MIMICAST LICENSING THROUGH NEW ERA TECHNOLOGY OF PORTSMOUTH, NH, FOR THE AMOUNT OF \$41,250. FUNDING THROUGH DEPARTMENT: 122 INFORMATION TECHNOLOGY; FUND: 54407 SOFTWARE MAINTENANCE/GENERAL FUND, BY ROLL CALL

ON THE QUESTION

Alderman Klee

Mr. Miseirvitch would you like to speak to this and if you wouldn't mind, I don't know if you remembered any of the questions that were asked? I wrote some of them down so we can go over them.

Nick Miseirvitch, CIO, Information Technology

Nick Miseirvitch, Chief Information Officer. Mimecast is the product that we use to deal with our e-mail. We actually use two of their modules - one for e-mail and spam filtering and the other for e-mail archiving. They were previously

purchased at two different times which is the reason why you probably didn't see it before because it fell under the Finance Committee thresholds. This is the renewal time and they want to co-term both products to renew annually at the same time so that throws us over the threshold.

The first question was this is only for e-mail storage not for files or any other sort of data. Really we're paying for the licenses to use the product. So there is no limit on storage.

Acting Chairman Klee

So I guess to answer the question she had asked, this will be 366 days. She also asked what happens after the 366 days, do we move it to another unit? I think tape was what was asked about or is it automatically dissolved.

Nick Miseirvitch, CIO, Information Technology

Automatically dissolved and that is done through the product. The only control we have is changing the retention date.

Acting Chairman Klee

And this is strictly e-mail and the spam contract?

Nick Miseirvitch, CIO, Information Technology

Correct. There is a litigation option. I will need to look further into that to confirm if it holds e-mails after that 366 day period. I will certainly get in touch with Miss Ortolano to put her mind at ease.

Acting Chairman Klee

If you could let the Board of Alderman know as well as whether or not there would also be an additional fee for that litigation.

Nick Miseirvitch, CIO, Information Technology

No, litigation – there's an option in there already.

Acting Chairman Klee

Thank you. If you could also let the full Board know that would be great.

Nick Miseirvitch, CIO, Information Technology

No problem. The 366 day is an all or nothing. I can't do one department one time, another department another time. It's just every e-mail that goes in. That's inbound e-mail, outbound e-mail, and internal e-mail across the grid.

Acting Chairman Klee

Thank you so much I appreciate that. Are there any questions here? Alderman Clemons do you have any questions? If I don't see have your hand up, I won't keep bothering you. Mr. Clerk would you please call the roll?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons,
Alderman Klee 5

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Vehicle Lift in the amount not to exceed \$74,532.97 funded from 71999 Miscellaneous Equipment/Streets Fleet Maintenance (Street Dept.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE PURCHASE OF ONE WIRELESS MOBILE LIFT SYSTEM FROM ARI PHOENIX, INC., OF LEBANON, OH, FOR A PRICE OF \$74,532.97 PURSUANT TO THE SOURCEWELL CONTRACT NUMBER 013020-ARP. FUNDING THROUGH DEPARTMENT: 161 STREETS; FUND: GENERAL; ACCOUNT CATEGORY: 71999 MISCELLANEOUS EQUIPMENT/STREETS FLEET MAINTENANCE, BY ROLL CALL

ON THE QUESTION

Acting Chairman Klee

Is there someone here to speak on this?

John Stewart, Fleet Manager

Yes. John Stewart Fleet Manager is here.

Acting Chairman Klee

Mr. Stewart, please go ahead.

John Stewart, Fleet Manager

These vehicles are intended to replace a set that we have currently that have failed all their safety inspections and they are not repairable as the company is no longer in business. So these lifts will replace that and give us much more functionality than the current lifts that they are replacing. We'll be able to use either 2 post, 4 post, or all 6 posts on several vehicles at a time.

Acting Chairman Klee

Thank you. Any questions? Mr. Clerk can you please call the roll?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons, Alderman Klee	5
Nay:	0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Engineering Services for Sewer Rehab Program in the amount not to exceed \$243,585 funded from accounts 81700 Infrastructure Improvements/ Bond (Engineering Dept.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE ENGINEERING SERVICES CONTRACT AMENDMENT WITH HAYNER/SWANSON, INC. OF NASHUA, NH, IN THE AMOUNT OF \$243,585 FOR PROFESSIONAL SERVICES FOR THE SEWER REHABILITATION PROGRAM. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: BOND; ACTIVITY: SEWER INFRASTRUCTURE IMPROVEMENTS, BY ROLL CALL

ON THE QUESTION

Acting Chairman Klee

Mr. Hudson?

Dan Hudson, City Engineer

Thank you. For the record, Dan Hudson, City Engineer. The Board of Aldermen recently approved a sewer bond resolution for continuing sewer rehabilitation work. That covers all of the CCTV lining and dig projects where we actually dig up and replace the pipes. It's an extensive program. We require some engineering support - outside support in order

to help manage that program and provide in-the-field oversight. So we have years past contracted Hayner/Swanson a local engineering company. They're the same ones that also oversee our paving programs so that also provides facility of improving coordination between the two programs. So we're requesting to approve this as shown for that support.

Acting Chairman Klee

Thank you very much. Are there any questions?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons, Alderman Klee	5
Nay:	0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Asphalt Testing Change Order #4 in the amount of \$63,795 funded from 81704 Paving Bond/ Bond (Engineering Dept.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE CHANGE ORDER NO. 4 TO THE ASPHALT TESTING CONTRACT WITH S.W. COLE ENGINEERING, INC. OF LONDONDERRY, NH, IN THE AMOUNT OF \$63,795. FUNDING WILL BE THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUND: BOND; ACTIVITY: PAVING, BY ROLL CALL

ON THE QUESTION

Acting Chairman Klee

Mr. Hudson?

Dan Hudson, City Engineer

Thank you. So this is to support the paving program. As noted, it's for asphalt testing. This year we intend to pave approximately 17 miles of roadway. It's very important that the product that is produced at the paving plant and placed in the field is up to specification. This is an independent entity who we contract with to provide that testing support. We feel that this is very important as I noted to ensure that we get what the City is paying for in terms of paving.

Acting Chairman Klee

And I really appreciate that. I know we did have an issue a number of years back. The fact that it's an independent entity, we're not doing it ourselves. We're not doing that. Thank you very much. Are there any questions? Alderman Gouveia?

Alderman Gouveia

Thank you Madam Chair. You answered part of it but has this been issue in the past we have had issues with the testing of the pavement that we purchased?

Dan Hudson, City Engineer

Yes. We have had projects where we've had issues and I've also seen that in other communities. The Mayor had spoken to it previously. This testing arrangement was put in place before I got here because of problems that were occurring and we haven't seen those problems since. You know clearly when somebody sees they're being watched, and you're measuring, and you're doing those things you should be doing, you're likely to get a better product and so we feel this is money well spent.

Acting Chairman Klee

I think to also add to your question, the year I think – and Alderman Clemons may know this better than I do - prior to my coming on I think just the year before that when the contractor first started, we were noticing that we had to go back and

repave certain things that just had been paved. We were doing testing, but I think we were testing it at the plant or something but by the time it actually got here, it wasn't quite what it was supposed to be. They did some plug testing in the roads and when they pulled it up, they saw that what we paid for wasn't really what we got. So this is going to stop all of that and I appreciate you doing it. Alderman Comeau?

Alderman Comeau

Yeah just a follow up to that, Mr. Hudson. Is this for spot testing samples before the paving activity occurs so that we have some sort of recourse with the manufacturer if it's not up to what we're expecting?

Dan Hudson, City Engineer

Yes, it's some of both. They do provide a person at the plant so as they're mixing it they're taking samples and testing it at the plant but then also it arrives on site is tested periodically. Obviously not every load and then there is also some cores taken after it's been paved and compacted so you can ensure compaction and also make sure the mix is performing as it should. So it's a full sweep from production through construction services that they provide.

Alderman Comeau

Thank you.

Acting Chairman Klee

I think its money well spent. I think (inaudible) – and I'm going to pronounce it improperly, I think we had to pay that one two or three times. So yes, it's definitely worth getting this. Are there any other questions?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons, Alderman Klee	5
Nay:	0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Pavement Preservation Program in the amount not to exceed \$383,928.50 funded from accounts 81704 Paving Bond (Engineering Dept.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE AWARD OF THE CONSTRUCTION CONTRACT FOR THE 2022 PAVEMENT PRESERVATION PROGRAM TO SEALCOATING, INC., OF BRAintree, MA, IN AN AMOUNT OF \$383,928.50. FUNDING WILL BE THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUND: BOND; ACTIVITY: PAVING, BY ROLL CALL ON THE QUESTION

Dan Hudson, City Engineer

So in addition to the paving work we're doing, we're trying to preserve roads that are in good condition. So this contract would do just that through crack sealing which seals the cracks so water can't get in. Obviously water as it penetrates it freezes. It's one of the most damaging factors for roadways. Think of the roof on your house. It's important to keep the top surface sealed.

In addition, we're piloting other methods FOG sealing where it's a sprayed application over the whole roadway kind of to rejuvenate the surface. Pavement does degrade through oxidation and then of course through action that vehicles put on it through travel. As I said, this paving preservation work tries to keep the good roads good. We're intending to crack seal as many miles as we're intending to pave this year. So with that I'd be happy to address any questions.

Acting Chairman Klee

Mr. Hudson when you say that "crack sealing", you just mean like if you literally put that rubbery type of stuff in there. It's where we see the black squiggles all over the road.

Dan Hudson, City Engineer

That’s right, yes.

Acting Chairman Klee

My technical term for it. Are there any questions? Alderman Moran?

Alderman Moran

Was this a competitive bid or someone we’ve worked with in the past?

Dan Hudson, City Engineer

It was put out for competitive bid. We did receive one sole bid and it was somebody that we’ve worked with the last couple of years.

Alderman Moran

Is it this company?

Dan Hudson, City Engineer

Yes, it is this company. Sealcoating Inc. doing business as Indus or vice versa. I forget which but it is a company we’re familiar with. They’ve done a lot of work in Manchester. They’re doing a lot of work for us and they’ve done a good job.

Alderman Moran

Great.

Acting Chairman Klee

Any other questions? Seeing none, Mr. Clerk please call the roll?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons, Alderman Klee	5
Nay:	0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Video Detection Cameras in the amount not to exceed \$161,580 funded from accounts Prior Year Escrow, Amherst Street Trust & Main Street Trust (Engineering Dept.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE PURCHASE AND INSTALLATION OF SIX TRAFFIC CAMERA SYSTEMS ON MAIN STREET BY ELECTRIC LIGHT COMPANY OF CAPE NEDDICK, MAINE, IN THE AMOUNT OF \$161,580. FUNDING WILL BE THROUGH DEPARTMENT: 161 STREETS; FUNDS: PRIOR YEAR ESCROW (\$130,420), ACCOUNT CATEGORY: 71 EQUIPMENT; DEPARTMENT 160 ADMIN/ENGINEERING; FUND: TRUSTS (AMHERST STREET \$14,580; MAIN STREET \$16,580); ACCOUNT CATEGORY: 71 EQUIPMENT, BY ROLL CALL

ON THE QUESTION

Acting Chairman Klee

Once again Mr. Hudson, thank you.

Dan Hudson, City Engineer

Thank you. We're getting there. So this is where opportunities arise or it makes sense, we're trying to eliminate loop detectors as vehicle detection methodology. Loop to cut in the pavement. It's a loop in the ground and it senses when a vehicle is over it. It does work and we still have a lot of them still but at our higher volume intersections, we're trying to go to video detection which is a camera placed above the roadway down facing that detects vehicles via video. The advantages to that are few. One is that it's very unlikely that it will get damaged. Loops get damaged all the time due to utility cuts, and paving, and other means, and they need to be repaired and replaced. So the cameras are less subject to that.

Plus these cameras have additional capability. We can collect turning loop accounts on a continuous basis so overtime we can learn better how an intersection operates or how the traffic balances and make timing adjustments. It also allows us to remotely connect into the intersection and view what's happening. If there's some sort of traffic incident that we are told about, we can view it from our desk and see what's going on and send out the right means to repair, verify the issue, and address it appropriately.

I did want to point out a couple of things that were asked by the Board of Public Works. One was is this being used for policing or anything like that? No it's not. This is purely for video detection for vehicular detection. The camera images are purposely downgraded so it's not a sufficient quality that you could zoom in and read somebody's license plate or anything like that. It's purely for traffic purposes. These cameras here – this is for six locations on Main Street. We did encumber some money last year for this purpose. Prices have gone up just like they've gone up for other things. So we didn't need to utilize some of the traffic corridor funds from Amherst and Main Streets. Those are funds are set aside by developers if they have a traffic impact that they aren't directly going to mitigate. They can contribute to that fund and that can be used for projects such as this. So I'd be happy to answer any questions about that.

Acting Chairman Klee

Just real quick for clarification, you said six locations on Main Street. Those are the only places that we're putting them on is Main Street or are they going to be through the Amherst Street corridor and so on?

Dan Hudson, City Engineer

No. So the Amherst Street corridor gets pulled in because it's Main Street, Amherst Street, Concord Street. That intersection is one of the intersections. The rest are south of there along Main Street. We already have a camera at Water Street. We have a camera at West and East Pearl. We have a camera at West and East Hollis and some other intersections. So this is kind of completing that Main Street picture from the top of Library Hill all the way down through Main Street proper.

There's been discussions about potentially making future changes about changing traffic patterns in downtown, reversing one-way streets, the impact of outdoor dining, traffic flows, and that sort of thing. These cameras will enable us to collect a whole bunch of data on a continuous basis to be able to better assess changes in the downtown.

Acting Chairman Klee

Good. I got a couple that I want turned around.

Alderman Comeau

Yes thank you. You had mentioned that this would not be used for policing. I take that to mean things like running red lights, and speeding, and things like that but will there be an opportunity for either the police or even insurance companies to use footage to investigate traffic accidents or things like that? God forbid there was like a hit and run with injury or something like that. Will the footage be available for things like that?

Dan Hudson, City Engineer

Currently no. We are not recording any video. So currently, no. At some point in time if that decision was made to change that, then we would but we're not implementing those for those purposes currently. It's only to support our traffic operations and that's the intent.

Alderman Comeau

All right, thank you.

Dan Hudson, City Engineer

You're welcome.

Acting Chairman Klee

I appreciate that. Any other questions?

Just a comment as far as recording. I know we've had some other issues with some cameras in certain intersections with people feeling privacy and so on. As you said, it's not quite up to the grade of policing so. Thank you very much. Alderman Comeau could you please call the roll.

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons,
Alderman Klee 5

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Bridge Repairs to the Canal Street Bridge in the amount not to exceed \$373,750 funded from 81300 Machinery & Equipment/81100 Capital Improvements/HW Block Grant (Engineering Dept.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE AWARD OF THE CANAL STREET BRIDGE REPAIRS CONTRACT TO NEW ENGLAND INFRASTRUCTURE, INC., OF HUDSON, MA, IN AN AMOUNT OF \$373,750. FUNDING WILL BE THROUGH DEPARTMENT: 160 ADMIN/ENGINEERING; FUNDS: GRANT AND CAPITAL: ACTIVITIES: HWY BLOCK GRANT AID FY18 AND FY18 BRIDGE REHAB, BY ROLL CALL

ON THE QUESTION

Acting Chairman Klee

Again, Mr. Hudson.

Dan Hudson, City Engineer

Canal Street Bridge obviously is a heavily-traveled bridge - over 30,000 vehicles a day. The bridge is on the municipally owned red list bridges list at DOT due to its condition. There are issues in the substructure with some of the concretes and small deterioration. This project would address that through repairing that concrete. We'll have to do a little coffer dam work, get set up, and then they can make repairs to the concrete. We understand once we do this, this will remove this bridge from the municipal red list which is beneficial because if it deteriorates further, then we're in a potential condition where we might have to load restrict it and things like that. So this is an important project. We did put it out to competitive bid, received two bids, and recommending awarding to the low bidder.

Acting Chairman Klee

Thank you and I have just have one quick question. I know today up in the State House we were fighting about the funding for red listed bridges and so on. Is there any federal funding that comes to this or is it still kind of stuck up in the State?

Dan Hudson, City Engineer

We are always open and looking for that, but the State is in a situation or has been aware the needs far exceed the funding that they have. So to the point that as of about a year ago, they weren't even accepting additions to their municipal bridge list. So my expectation is if additional funding is received at the State level, they will advance or accelerate work that they had planned to do overtime but it would be a long time before we got to the end of the list, which this bridge if it was added, would be at the end of the list.

Acting Chairman Klee

Thank you. Are there any other questions?

Alderman Comeau

Yes, thank you. Mr. Hudson is the four lane bridge of Rte. 111 that crosses the Merrimack River?

Dan Hudson, City Engineer

Yes. It's the stone bridge that overlooks it and what not.

Alderman Comeau

So what affect will this have on the plan to kind of redo that intersection with East Hollis and that whole area there?

Dan Hudson, City Engineer

That's a good question. It shouldn't have any effect on it. They're not going to disrupt traffic much during this construction because most of it is underneath and that project ends up terminating prior to this area. It doesn't extend through this area.

Alderman Comeau

Okay, thank you.

Acting Chairman Klee

Mr. Hudson this is the bridge that is just past BAE, correct?

Dan Hudson, City Engineer

Correct.

Alderman Comeau

It's not the one that crosses the river.

Dan Hudson, City Engineer

No.

Alderman Comeau

Okay, I just wanted to make sure.

Dan Hudson, City Engineer

It crosses the Nashua River.

Alderman Comeau

The Nashua River not the Merrimack River?

Dan Hudson, City Engineer

Correct. Not the bridge to Hudson. Sorry for the confusion.

Acting Chairman Klee

Any other questions? Seeing none, Mr. Clerk would you please call the roll?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons,
Alderman Klee

5

Nay:

0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Temporary Pedestrian Bridge in the amount not to exceed \$205,200 funded from 81100 Capital Improvements/Mine Falls Trust (Engineering Dept.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE AWARD FOR THE PURCHASE AND INSTALLATION OF A 120-FOOT LONG BY 6-FOOT WIDE PEDESTRIAN BRIDGE TO BECK & BELLUCCI, INC., OF FRANKLIN, NH, IN THE AMOUNT OF \$205,200. FUNDING WILL BE THROUGH DEPARTMENT: 177 PARKS & RECREATION; FUND: TRUST (MINE FALLS); ACCOUNT CATEGORY: 81 CAPITAL IMPROVEMENTS, BY ROLL CALL

ON THE QUESTION

Dan Hudson, City Engineer

So these last two items are related, but I'll address the first one first. A resident who happened to be an engineer contacted us with a concern about this bridge, which is located near Nashua High School South crosses the Nashua Canal. The resident observed some cracking on the bridge and was concerned. So we went out and looked at it, confirmed that there was an issue, and brought our bridge engineer down to take a closer look. Now this bridge engineer had also looked at this in 2021 because we did a look at all the city's pedestrian bridges in 2021.

At that point in time, there was a crack in the bridge. The bridge is a wooden bridge. It has two blue lam beams so a whole sandwich of wood arches on each side. They had noticed some cracking in that. But when they came back this year, they noticed that cracking had been exasperated quite a bit and the bridge is actually listing. One side being cracked as such is not able to provide sufficient support to carry it's half a load so to speak so the bridge is kind of tilting now. With their concurrence, we deemed that to be an unsafe condition and promptly closed the bridge to pedestrian traffic or any traffic.

So we are obviously going to look to replace this bridge. The bridge engineer has determined it to be unrepairable in any kind of economic way. As I noted, it has some deterioration that we're aware of prior to this year. So what we are going to need to do is design and order a replacement bridge and that will take some time. We'll need to go to some engineering permitting and then lead time on replacing bridges is on the order of 12 months to 18 months.

In the interim since this is such an important pedestrian way between the High School and Lincoln Park and just access into Mine Falls Park, we felt it important to provide a temporary measure for continued pedestrian travel. The bridge engineer was aware that there was a contractor, Beck & Bellucci, that was doing a job in Peterborough that was coming to a closure soon and they had a temporary bridge that they were looking to sell. There really aren't a whole bunch of temporary bridges available. We did a little bit of looking at that. Apparently during the hurricanes that occurred in the south, a lot of the temporary bridges went south to address issues there. So we jumped on this opportunity, talked to them, and now we have a proposal from them to supply the bridge and bring in a crane, stabilize, and remove the existing bridge and place this temporary bridge. It's a 120 foot long pedestrian bridge, 6 feet wide, and will serve to provide that continued access.

We do have some ideas about how that bridge can be used again in the future. We have another bridge in Mine Falls Park that we are keeping an eye on that's Whipple Street. So if we determine later that that bridge needs to be replaced, then maybe it can be used as a temporary pedestrian passage there and then we have some parks and whatnot that we may be able to relocate this bridge to or we could elect to see it some other entity that needed it. So a lot has happened quickly over the last couple of weeks here putting this in order, but we are proposing that this arrangement be entered into with Beck & Bellucci to provide the bridge and provide those services to help establish it.

Acting Chairman Klee

Thank you Mr. Hudson. I see that Alderman Clemons has his hand up, but before I call on him. Thank you so much for answering all of my questions. I did have a conversation and I'm glad to see that we could sell it if we need to or we could

use it in other places while we're fixing those bridges or something. So this is not a one and done and then it goes sitting in storage somewhere. So I'm glad that to see that we've thought of purposes and so on. Alderman Clemons you have your hand up?

Alderman Clemons

Yes, thank you. I definitely am going to support this. I think it's a good idea. That is an important walkway that's been closed so I'm looking forward to that having relief over there.

The other thing is I like the idea of us being able to use this in other places. I would even wonder if it would behoove us if there is a supply shortage if we're not using it rather than sell it to lease it out to other communities that may need it. Regardless, I think it's a good purchase and I'm happy to support it. Thank you.

Acting Chairman Klee

Thank you Alderman Clemons. Are there any other questions here? One other thing Alderman Comeau, I was going to ask that you mention where the funding is coming from because it's very important.

Alderman Comeau

When we get to the roll call I was going to add that. So the motion was split across two pages so unfortunately I missed the second sentence, so the entire Motion is to:

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE AWARD FOR THE PURCHASE AND INSTALLATION OF A 120-FOOT LONG BY 6-FOOT WIDE PEDESTRIAN BRIDGE TO BECK & BELLUCCI, INC., OF FRANKLIN, NH, IN THE AMOUNT OF \$205,200. FUNDING WILL BE THROUGH DEPARTMENT: 177 PARKS & RECREATION; FUND: TRUST (MINE FALLS); ACCOUNT CATEGORY: 81 CAPITAL IMPROVEMENTS, BY ROLL CALL

Acting Chairman Klee

Thank you. Just to add, I did speak to Mr. Hudson as well. There is sufficient funding in the Mine Falls Trust and that's kind of what this thing is meant for is to be able to help with issues within Mine Falls and so and so. Are there any other questions? Seeing none, Mr. Clerk would you call the roll?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons, Alderman Klee	5
Nay:	0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Engineering Consulting in the amount not to exceed \$150,000 funded from 53107 Architect & Engineering Services/Mine Falls Trust (Engineering Dept.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE ENGINEERING CONTRACT FOR MINE FALLS PARK BRIDGE ENGINEERING SERVICES WITH HOYLE, TANNER & ASSOCIATES, INC., OF MANCHESTER, NH, IN AN AMOUNT NOT TO EXCEED \$150,000. FUNDING WILL BE THROUGH DEPARTMENT: 177 PARKS & RECREATION; FUND: TRUST (MINE FALLS); ACCOUNT CATEGORY: 53 PROFESSIONAL SERVICES, BY ROLL CALL

ON THE QUESTION

Acting Chairman Klee

Mr. Hudson?

Dan Hudson, City Engineer

Thank you Madam Chair. So this is the engineering part required to both assist us with this temporary bridge placement. This engineer is going to help us a little bit of permitting and also design the temporary abutments that will be needed for that bridge. Their scope also is to help with the design of the new bridge. So, again, permitting, design. We need to probably design new abutments. The new bridge will be rated higher than the existing bridge just because of current standards. So there's a process we need to go to to determine what the new bridge will be and put that out to bid. They will provide that service.

The other thing they'll do is they'll help us take a look at Whipple Street Bridge - kind of go through an exercise of what type of bridge you want there because if we do need to replace that in the foreseeable future, we want an evaluation that would be just another replacement pedestrian bridge or should it potentially be widened to accommodate more vehicular traffic because of our athletic fields and access is kind of an issue out there. I wouldn't want to place a bridge without making sure that we think about what we want with the future use and how we might be able to improve upon the existing condition. So they'll help us look at that. So hopefully this engineering contract as I said will get the temporary bridge up and help us get to the point that we're ready to advertise for replacement at the high school bridge and then take another look at Whipple Street.

Acting Chairman Klee

Thank you Mr. Hudson. Also just to add, you brought up the point about being rated higher. When we talked, you talked about some of them being rated at grade 5 I think you said or rated a 5 level, which goes over my head and I apologize for that. One of the questions that we also talked about was that our bridges really aren't vehicular safe in case of emergency. We could come in through where the Millyard is for emergencies and so on where there is no bridge to have to cross over at that point. In the future when we build this, we would build it high enough so that if we had to get some kind emergency vehicle in there, not necessarily a fire truck which would have to be rated much higher, but something like an ambulance or something of that nature. We're going to look to something like that, is that correct?

Dan Hudson, City Engineer

That is my understanding, yes. The bridge adjacent to the high school from the historical records was originally rated for 5 ton. I understand the current standard is 10 ton so double. Yeah as we go through design process, we can evaluate what the emergency management needs are and other things and try to provide replacement bridges that meet those needs.

Acting Chairman Klee

And again, I just want to reiterate in our conversation one of the things that is very important is the high school does use this bridge when they're doing their track and field and meets that they have through there. So it is very important for us to get this done as quickly as possible. So I'm glad that you brought it through. Are there any other questions, comments? No. Would you please call the roll Mr. Clerk?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons, Alderman Klee	5
Nay:	0

MOTION CARRIED

Acting Chairman Klee

Thank you so much Mr. Hudson. I appreciate you answering all my questions today too.

From: Kelly Parkinson, Purchasing Manager
 Re: Filing System for the new DPW Building in the amount not to exceed \$95,016.76 funded from 71800 Furniture & Fixtures/DPW Facility (Economic Development)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE CONTRACT FOR THE DESIGN AND INSTALLATION OF STORAGE SOLUTIONS FOR THE NEW DPW FACILITY WITH DONNEGAN SYSTEMS, INC., OF NORTHBOROUGH, MA, IN AN AMOUNT NOT TO EXCEED \$95,016.76. FUNDING WILL BE

THROUGH DEPARTMENT: 183 ECONOMIC DEVELOPMENT & DPW ADMINISTRATION; FUND: 71800 FURNITURE AND FIXTURES/DPW FACILITY, BY ROLL CALL

ON THE QUESTION

Acting Chairman Klee

Director Cummings I see you there. Come on up.

Tim Cummings, Director of Economic Development

The communication before you is for the new DPW Administrative Office building that is currently under construction. This expenditure was anticipated. We have it within the current budget. It is a time-sensitive request in the fact that this \$95,000 expense if we don't issue a purchase order imminently will go up. This is actually file storage to help our City Engineer and his team to make sure that we have the right equipment on hand for the plans and necessary materials that we need to keep.

It was competitively bid. We are using an awarded contract through the Commonwealth of Massachusetts as allowed through our procurement process. I would ask for your favorable approval of this. This was recommended by the Joint Infrastructure and Board of Public Works Committee.

Acting Chairman Klee

Are there any questions?

Alderman Comeau

Not a question. I was just going to reiterate that we received a unanimous favorable recommendation from the Joint Committee as Director Cummings said.

Acting Chairman Klee

Perfect. Thank you so much. Questions or comments? Clerk could you please call the roll?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons, Alderman Klee	5
Nay:	0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Furniture for the new DPW Building in the amount not to exceed \$400,000 funded from 71800 Furniture & Fixtures/DPW Facility (Economic Development & DPW Admin.)

MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND APPROVE THE CONTRACT WITH OFFICE INTERIORS LTD OF DOVER, NH, FOR THE DESIGN AND PURCHASE OF FURNITURE FOR THE NEW DPW FACILITY THROUGH THE NH STATE CONTRACT NO. 8002618 IN AN AMOUNT NOT TO EXCEED \$400,000. FUNDING WILL BE THROUGH DEPARTMENT: 183 ECONOMIC DEVELOPMENT & DPW ADMINISTRATION; FUND 71800 FURNITURE AND FIXTURES/DPW FACILITY, BY ROLL CALL

ON THE QUESTION

Acting Chairman Klee

Again Mr. Cummings.

Tim Cummings, Director of Economic Development

This is, again, an anticipated expense that we did plan on as part of the DPW Administrative Office building construction project. We are now in a point of that construction project where we need to not only pick but also design first what we refer to as the “furniture and fixtures”. This is typically your type of cubical and office type of materials that you’d need within the building. This is a contract that has been previously awarded through the State of New Hampshire that we are piggybacking off of. The senior management team of the DPW got together. They toured a couple different furniture outlets and stores and they ultimately selected Office Interiors of Dover, NH. This is the beginning of the process. This is a not-to-exceed \$400,000 budget which we need to issue a purchase order so we can start the design process and then ultimately select the furnishings and have them delivered on time. This, again, was recommended by the Joint Board of Public Works and Infrastructure Committee.

Alderman Moran

Thank you, Madam Chair. So is this that we selected a company to buy and purchase the furniture on our behalf and then design the DPW building layout or whatever?

Tim Cummings, Director of Economic Development

That’s right. So they would do the design. Specifically the design of the layout of the office furniture, then they would procure it and install it.

Alderman Moran

So the design we’re talking is it altering the building or is it just like I want to put that couch in that corner?

Tim Cummings, Director of Economic Development

Correct, but if I may. It’s a little more complicated than that. So your architect will give you a typical furniture plan but then that furniture plan needs to be reconciled by the vendor. The vendor will take it to a higher level of detail so you want to ensure like your electrical outlets align with where the placement of the desk is so it all can work in harmony. So the design element at that level is what will occur and then once everyone is in agreement, a spec. will be issued and then it would ultimately be procured.

Alderman Moran

Forgive my ignorance on how government works but is this how we just contract out to have interior designers? The city I’m from, I don’t think they’ve ever used an interior designer.

Tim Cummings, Director of Economic Development

So this is not an interior designer.

Alderman Moran

Whatever it’s called.

Tim Cummings, Director of Economic Development

This is the actual office vendor that would actually provide the office equipment. We do have I mean the architecture firm that would be designing this building does have on staff interior designers that they could rely on that would be like a value added service that would be part of our architecture design but that’s not this specific contract.

Alderman Moran

So the furniture that we’re going to utilize fits perfectly in between these two beams, no safety issues whatsoever as opposed to a lay person saying put that couch over in the corner.

Tim Cummings, Director of Economic Development

That’s right which may be 2 feet too long and cause some problems.

Alderman Moran

Yes. So the whole exercise of this conversation was so that the people at home understand exactly why we're paying \$400,000 and why we need it to be very safe and a non-disjointed way. Thank you.

Acting Chairman Klee

I appreciate that Alderman Moran. I can tell you that the federal government at the VA Hospital quite often they would order the furniture because they wanted everyone's furniture to be alike and then they would look at it going it's not going to even fit through the doorway let alone inside that room. Then you scramble trying to get things that fit or the outlet is over there but the desk will only fit over here. So I appreciate taking all these pains especially seeing we're coming up from scratch. It's nice to have it work.

Director Cummings this also includes you said that cubical type of things too. So it's going to do the amount of space that each person would need without having them claustrophobic, and so on, and utilizing any kind of electricity through those kind of cubicles. Thank you so much. Any other questions or comments? Seeing none.

Tim Cummings, Director of Economic Development

Can I just add one more thing?

Acting Chairman Klee

Sure, please.

Tim Cummings, Director of Economic Development

So this is a not-to-exceed \$400,000. I want to be clear that we need to do this to start the next level of design. I would not anticipate us spending all \$400,000 on this furniture but this is the budget that we wanted to start with so we could actually get going and moving forward. When the spec. is actually issued - another way of saying that is the inventory list. When we actually procure it, we'll have a better understanding but we should be well beneath that \$400,000.

Acting Chairman Klee

Adding to that may I ask this must be also in essence time-sensitive because the longer it takes, the longer it takes to get the furniture and the chance that the prices are going to go up.

Tim Cummings, Director of Economic Development

That's correct. With the lead times, that's the most important thing here. A furniture company like this, an office supply company like this is not even going to issue anything until they have the purchase order in hand. They're not going to take the risk themselves.

Acting Chairman Klee

It took me 10 months to get a couch so I can understand that. Clerk could you please call the roll?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons,
Alderman Klee 5

Nay: 0

MOTION CARRIED

TABLED IN COMMITTEE

MOTION BY ALDERMAN COMEAU TO REMOVE FROM THE TABLE THE LIBRARY FACILITY ASSESSMENT IN THE AMOUNT NOT TO EXCEED \$88,830 FUNDED FROM 53999 OTHER PROFESSIONAL SERVICES/BLOOMFIELD TRUST (LIBRARY), BY ROLL CALL

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons,
Alderman Klee

5

Nay:

0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager

Re: Library Facility Assessment in the amount not to exceed \$88,830 funded from 53999 Other
Professional Services/Bloomfield Trust (Library)

**MOTION BY ALDERMAN COMEAU TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT FOR THE
LIBRARY FACILITY ASSESSMENT TO DESIGNLAB ARCHITECTS IN AN AMOUNT NOT TO EXCEED \$88,830.
FUNDING THROUGH DEPARTMENT: 179 LIBRARY; FUND: 53999 OTHER PROFESSIONAL
SERVICES/BLOOMFIELD TRUST ACCOUNT, BY ROLL CALL**

ON THE QUESTION

Acting Chairman Klee

I see we have Director McCormack here.

Jennifer McCormack, Library Director

Yes, thank you. Jen McCormack - I'm the Director at the Library. So I took the liberty of watching the last Finance Committee meeting that I was not at. So I brought a work sheet that maybe we'll go through the confusion over the amounts.

Acting Chairman Klee

Thank you very much if you wouldn't mind.

Jennifer McCormack, Library Director

So on the bid tabulation that I think might have been included in the packet, it was a little bit confusing. The amount that was included in that spreadsheet was their base bid plus a number of add ons and the Board of Trustees is not pursuing all of those. After we tabulated the bids, we went back to DesignLAB and asked if they could improve their proposal at all. So the \$88,830 that is included in my Memo is their base bid which they reduced by \$2,500. The only add on is the cost estimating from Harvey Construction and they also discounted that amount. So what was a \$92,230 package is now \$88,830.

Acting Chairman Klee

And the bottom line of this bid here you have \$82,730 but it's actually \$88,830?

Jennifer McCormack, Library Director

\$88,830, right. So really the column you want to look at is that column in red. They pulled down that \$82,730 to the total bid and left out the optional services. So it is possible as the assessment goes forward that we may need to bring in a structural engineer at which point I'd be back here with a change order but on their preliminary look at the building, it doesn't appear to be necessary.

Acting Chairman Klee

Okay thank you. Are there any other questions?

Alderman Comeau

So this was great. This answered the first question that I had at last meeting. The second question that I had was it looked like we got several bids from a couple different companies and one of them came in a little bit lower and that

company also had some experience in the city. I believe they worked on Nashua Community College and there was a couple of other buildings within the city. So I'm just curious what went into selecting DesignLAB as opposed to the company that we had used in a couple previous occasions?

Jennifer McCormack, Library Director

Right. I think you're referring to Dennis Myers and they were one of the companies that were interviewed. So DesignLAB was chosen. This is a memo that went to the Board. I'm just going to read a little of it. Because of their familiarity with buildings of a similar design and age, in particular they renovated the Carney Library at UMass Dartmouth which was built almost the same year that our building is and there are some unusual and exciting opportunities with a brutalist architecture building. And the other thing they are currently or at the time we went out to bid, they were working with the Boston Public Library on an assessment and master plan for one of the Boston Public Library buildings. So that similar experience with public library operations and buildings similar to ours was the foundation for that choice.

Alderman Comeau

Okay thank you very much.

Acting Chairman Klee

Any other questions or comments? Seeing none. Mr. Clerk would you call the roll please?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons, Alderman Klee	5
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Nay:	0
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MOTION CARRIED

UNFINISHED BUSINESS - None

NEW BUSINESS – RESOLUTIONS

R-22-028

Endorsers: Mayor Jim Donchess
Alderman John Sullivan
Alderman Patricia Klee
Alderman Richard A. Dowd
Alderman Derek Thibeault
Alderwoman-at-Large Gloria Timmons
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Lori Wilshire

AUTHORIZING THE CITY OF NASHUA TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF MANCHESTER REGARDING A WELFARE SOFTWARE APPLICATION

MOTION BY ALDERMAN COMEAU TO RECOMMEND FINAL PASSAGE, BY ROLL CALL

ON THE QUESTION

Jason Toohey, IT Manager, Project/Development

Jason Toohey from the IT Department. This Memorandum of Understanding is to allow the City of Manchester to purchase the welfare application that we developed in-house. We developed it about a year and a half ago for the Welfare Department to handle their welfare case management. It's a visual basic application with a Crystal reporting component with a Sequel database backend. The purchase price was derived based off of 50% of the total cost that it took to develop product in-house to begin with.

Acting Chairman Klee

Thank you Mr. Toohey. This product was developed within City of Manchester.

Jason Toohey, IT Manager, Project/Development

We developed it within the City of Nashua IT Department.

Acting Chairman Klee

Oh the Nashua IT Department, sorry. Thank you so much.

Alderman Moran

It's absolutely wonderful that you guys developed this in-house and now we're selling it to Manchester.

Jason Toohey, IT Manager, Project/Development

Yes. I think I should be first on the agenda since we're not spending any money.

Alderman Moran

Kudos to your team. I'm sure everyone knows this because I mention it all the time, I'm a social worker and I make referrals to see welfare all the time. That kind of software is definitely needed in helping people connect to resources in the community.

Jason Toohey, IT Manager, Project/Development

Great. If you know of any other communities that need a welfare application, feel free.

Acting Chairman Klee

One of the things that I do want to add is unlike the federal government when the federal government develops software, we have to put it out for free to the public. So when they develop their software for hospitals, Mass General was a recipient of it and then they update it and did theirs and so on. So it's nice that we can actually on a municipal level turn around.

Alderman Comeau

Yes, thank you. I just wanted to make a comment to Mr. Toohey and your team. It's a testament to a great job that you guys did. You've developed a product so good that neighboring towns want access to it. So kudos to you and your team.

Jason Toohey, IT Manager, Project/Development

Thank you.

Alderman Gouveia

Thank you Madam Chair. Once again, this is fantastic that we're actually at a Finance Committee accepting money. It feels nice. Where is the \$13,500 going? Do we know what fund that's going to?

Jason Toohey, IT Manager, Project/Development

I don't know if that's been determined yet. I'll have to talk to Miss Kleiner.

Acting Chairman Klee

I would assume but we can get that question and we can ask.

Alderman Moran

It would be great if it goes to city welfare.

Acting Chairman Klee

Yeah I have a feeling it probably goes to general fund. IT Department would like to get a bit of that too. I do see Miss Kleiner on. I don't know if she would know where it would be going. Director Kleiner?

Kim Kleiner, Director of Administrative Services

Yes, good evening Board. You are correct Alderman Klee. It would go to the general fund.

Acting Chairman Klee

I had that feeling that's where it would go. Just and perhaps Mr. Toohey or Director Kleiner you might be able to answer this. Are there any other prospects of somebody else wanting to buy it even outside of Nashua? Have we had any other nibbles?

Jason Toohey, IT Manager, Project/Development

We did have some interest from the City of Rochester. I'm not sure where that stood but we did send out information to them regarding it and offered a demo but I have not heard back as of yet.

Acting Chairman Klee

Good so if you get them to buy the other 50%.

Jason Toohey, IT Manager, Project/Development

There you go. It would be free.

Acting Chairman Klee

It pays for itself.

Kim Kleiner, Director of Administrative Services

If I may say, kudos to Jason and his team. They are extremely talented and doing a tremendous job for the city.

Acting Chairman Klee

Thank you so much and thank you Mr. Toohey. Are there any other questions or comments? Seeing none, Mr. Clerk could you please call the roll?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons, Alderman Klee	5
Nay:	0

MOTION CARRIED

Acting Chairman Klee

Thank you so much and thank you Mr. Toohey. You're right, we should have put you to the beginning but we wanted to save the best for last. We ended on a good note.

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 APRIL 15, 2022 TO APRIL 28, 2022, BY ROLL CALL

Acting Chairman Klee

Any questions relative to the expenditures. If not could you please call the roll Mr. Clerk?

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons, Alderman Klee	5
Nay:	0

MOTION CARRIEDGENERAL DISCUSSION - NonePUBLIC COMMENTLaurie Ortolano

Laurie Ortolano, 41 Berkeley Street. Thank you very much for addressing some of the questions I raised tonight. I really appreciate it. Nick was wonderful. Just one thing that was a sole-source contract and it's the first time that we're seeing it as a sole-source contract and I didn't think to ask, but one interesting question would be why was Mimecast picked? It's not that I think they did anything wrong but it would just be interesting to know. There's a lot of cloud based software programs out there. How did the hone in on Mimecast? I know they did last year with like a \$10,000 amount of money that didn't have to go through Finance. So they probably did some research but we don't know what it is. That would be a good question.

Secondly, I had addressed that I would love to see these finance letters coming to you marked off if they're sole-sourced. Well it turns out doing research sole-source is identified through NRO 5-84 and its number 4. A4 is sole-source procurement and it's supposed to be marked when you have something coming to the Finance Committee that is sole-sourced but they're not doing it consistently. So like when the package for the software to do the interface for Assessing, it wasn't marked as sole-source. It was a sole-source program and A4 I think should have been called out.

The billboard that I think got tabled it sounded like was sole-sourced, but it called out A7 "purchased under the extensions of a contract" but not A4. I think it should call out both because that is a great label and then you all know that there was no competitive bidding done. So I'd like to see a little more consistency there.

One last thing just in sitting in this meeting and researching looking up these NRO's so I can understand them, I ran into a Parks and Rec NRO regulation – NRO 215, Chapter 215, Article One, and it has a whole list of regulations for Park and Rec. One of the regulations is that no golf shall be played by any person in a park or on a playground. I'm going to tell you you're going to have to address that with the disc golf course because when I looked up accidents and liability issues that language is what got municipalities in trouble and lawsuits that had an accident occur. I happened to read the highlighted language that they had Parks and Recs rules that state "no golf will be played in a park or a recreation area". Well it just happen to stumble in, ours is the same thing and I think you're going to want to address that at some table...

Alderman Comeau

30 seconds

Laurie Ortolano

...to change that language to protect the City. Thank you.

Acting Chairman Klee

Thank you. Relative to the sole-source markings, Miss Parkinson – yes she's still here. Miss Parkinson could you address that if you wouldn't mind?

Kelly Parkinson, Purchasing Manager

Yes. As I understand it, my memos when I write them I need – that Ordinance is I need to verify why it didn't go out for

competitive bidding. It's not necessarily calling out all the reasons that it might not have gone out for bidding but it's the primary reason. It's why it didn't go out bid this time that we're sending it. It may have gone out to bid three years ago, or two years ago, and it may have been declared a sole-source when it initially happened but when I'm looking at it at this point, I'm looking at it to let you know why it's being presented to you without a bid.

Acting Chairman Klee

Thank you very much. I appreciate that. As far as the no golf and so on, I think that can be brought up with Public Works as Parks and Rec falls under there. We would have to change the Ordinance if in fact that needs to be done but we'd like it to come from them and they can determine whether or not disc golf is equivalent to golf that is referenced in that. I would leave it to them as the experts unless any of the Aldermen here or future Aldermen want to take that on.

REMARKS BY THE ALDERMEN

Alderman Clemons

Thank you Madam Chair. In regards to disc golf, disc golf is not golf. Its disc golf. It's a different game. It's played with a Frisbee. Just like I wouldn't call disc golf, golf. I wouldn't call ultimate Frisbee disc golf either just because - although they have the same name and although one is played with a Frisbee and one is played with a golf ball, they're very different games and so it doesn't meet the definition of golf just because the name is in the title. It is not golf. Golf is played with a ball. Disc golf is played with a Frisbee. Thank you.

Acting Chairman Klee

Thank you Alderman Clemons. I do appreciate that. I know comment was brought up that we have a "disc golf putting green" in Greeley Park on the Manchester Street side. That's been there for years. At one point, I think it was being used but now it's used by the LARPer and they use those, I believe, as dragons and so on when they do their LARPing.

Alderman Moran

Thank you. I just have a couple of quick remarks. One - I would like to thank Senator Maggie Hassan's office. Last week was school vacation week and I took my children and my wife also came along for a historic trip here on the east coast. We went to New York City, Washington, D.C. and up to Philadelphia. Senator Hassan's office was through a request gave us a tour of Congress. It was amazing. I recommend every citizen of Nashua if you're ever in D.C. reach out to your Senator's office or Congresswoman Kuster's office. There's a form you fill out to get - it's not a special access or anything like that. You just have to be a constituent there and they give you a tour. It was an amazing tour. You get a little bit more personalized conversation than with a large tour group. Ben was the intern who gave us the tour. He was phenomenal and he's from Lincoln, NH. He is actually a high school student from Phillips Exeter Academy. I guess they get to take one semester off to do stuff like that which is awesome. He is going to Columbia University next year. So it's great to see young New Hampshire residents have their intellect recognized at schools like Columbia. So every Nashua resident, please take advantage and reach out. Senator Hassan, Senator Sheehan, and Congresswoman Kuster - three strong, great women leaders that will give you a great tour of the Capitol.

Second - I'm coming back from vacation to learn a little of this Roby Park and things that were done by the previous Board. My only comment on it is safety is always in mind but I've got my kids in karate. My six year old wants to do MMA. People are going to get hurt when you play a sport. Whatever Parks and Rec does to limit, I don't even know how this sport is played. A Frisbee hitting someone? That's something that Parks and Rec has to work out but in general sports, you're going to get hurt. Baseball, basketball, football I've never seen outrage of those sports but I think the only concerning thing I had was it was impacting some of the wildlife. I just saw an e-mail from Commissioner Shea that might have helped alleviate some of those concerns. But that done, Roby Park it was done by the last Board of Aldermen. It seems to be set in stone as it is unless someone changes it here but I don't have an issue with sports. I'm pro sports. I'm pro kids going outside and playing and letting the parents decide if they're going to play a sport or be around something dangerous. I'm pro parent too on top of that. All right, thank you.

Acting Chairman Klee

To add to your comments, I think that the concern is not that the people playing it will be hurt but those that are walking within the area would be hurt and so on. I think those concerns will be addressed hopefully by Parks and Rec. I know I have reached out to Public Works and I'm going to have a meeting with them as well.

Alderman Moran

If you don't feel safe, stay home.

Acting Chairman Klee

I agree. I understand. Alderman Gouveia do you have any comments or remarks?

Alderman Gouveia

I'm all set.

Alderman Comeau

Speaking of being pro sports, go Bruins.

Acting Chairman Klee

Sometimes. I have some comments. It has absolutely nothing to do with Finance. This month is Suicide Awareness month. Sunday was the one year anniversary of my dear friend Evan taking his own life and we have a colleague here who lost her son also to suicide. I think it's something that's extraordinarily important. I've had seven family members - makes you wonder but the truth is in my family they've all been males. I think that there is a higher percentage amongst males and so on. We often say "see something, say something". Our police will do wellness visits. The State of New Hampshire - and I'm going to ask Alderman Moran if he will comment to this. The State of New Hampshire I don't believe - I think you referred to it as the A - the assessment.

Alderman Moran

DRT - mobile crisis.

Acting Chairman Klee

Not the mobile crisis but the...

Alderman Moran

Disaster Response Team.

Acting Chairman Klee

A wellness visit can be done but only a family member can do the commitment.

Alderman Moran

Oh, yes and if you don't mind, I can.

Acting Chairman Klee

Yes please if you would. Alderman Moran and Alderman Tom Lopez have been incredible helping me understand a lot of this. So thank you.

Alderman Moran

So in the State of New Hampshire when someone says to a therapist like myself or Alderman Lopez, "I want to kill myself". There's not much a regular everyday therapist can do in the State of NH. The hospital and the mental health center can petition for something called an "IEA". Absent of that, a therapist can call and ask for a wellness check and contact the emergency contacts because HIPA gets suspended in those emergencies like that and say to a family member "they just made these statements and don't want to go to the hospital." I think you should go down to Family Court and file something called an "IEA" or to any Justice of the Peace. Then you can make a statement in front of the Justice of the Peace. The Justice of the Peace stamps the form and then that compels the police to bring that person to the emergency room. There is due process involved with that. They need to see a judge within 72 business hours to not completely violate the rights.

In some instances, a private practitioner could do that if there was a Justice of the Peace around but it's very difficult for that to occur. So we completely rely on this IEA to be done. It takes hours, hours to have it done and in that time - actually you guys might remember how upon Route 3 a couple of years ago there was a suicidal man who got tackled by Massachusetts and State Troopers after he threatened to kill himself, and stole a car, and all this other stuff. A mental health center was in the process of petitioning for an IEA for that person. It took hours before it was actually signed and this man had done a lot of damage to the community trying to hurt himself. Much different in Massachusetts. Massachusetts I can fill out an open form as a licensed provider and can say bring this person to the emergency room and same thing 72 hours you have to see an attorney and all that stuff. But not up here. Up here everyone should be aware that if someone does not want to go to the hospital, there is due process that needs to happen either with a Justice of the Peace or through the Family Court or else no one is forcing anyone to the hospital here.

Acting Chairman Klee

And I'm very happy to see that there's due process but on the flip side, it's very difficult as well. Again, I brought up because of my family losses and the loss to one of our colleagues. There are suicide hotlines. There is a mobile crisis unit that can be called as well. We have them right here in Nashua, correct?

Alderman Moran

It is not a statewide telephone number and for anyone listening at home if you want to speak to a 24/7 health crisis support clinician, you're going to want to call 1-833-710-6477. You can also text that number or you can go to nh988.com and have can actually have a live chat on the computer.

Acting Chairman Klee

Thank you so much and I appreciate everybody indulging me in that. If there are no more comments or questions, Mr. Clerk.

ADJOURNMENT

MOTION BY ALDERMAN COMEAU TO ADJOURN, BY ROLL CALL

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

Yea: Alderman Comeau, Alderman Gouveia, Alderman Moran, Alderman Clemons, Alderman Klee	5
Nay:	0

MOTION CARRIED

The Finance Committee meeting was adjourned at 8:21 p.m.

Alderman Alex Comeau
Committee Clerk

