

REPORT OF THE FINANCE COMMITTEE

SEPTEMBER 16, 2020

A meeting of the Finance Committee was held on Wednesday, September 16, 2020, at 7:00 p.m. via teleconference.

Mayor Jim Donchess, Chairman, presided.

Mayor Donchess

As Chairman of the Finance Committee, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04 and subsequent extensions, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

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

To access Zoom, please refer to the agenda or the City's website for the meeting link.

To join by phone dial: 1-929-205-6099

Meeting ID: 828 5148 4104

Passcode: 100380

The public may also view the meeting via Channel 16.

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

We previously gave notice to the public of the necessary information for accessing the meeting, through public postings. Instructions have also been provided on the City of Nashua's website at www.nashuanh.gov and publicly noticed at City Hall and Nashua Public Library.

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

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

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

In the event the public is unable to access the meeting via the methods mentioned above, the meeting will be adjourned and rescheduled. Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

Let's start the meeting by taking a roll call attendance. **When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-To-Know Law.**

The roll call was taken with 7 members of the Finance Committee present: Alderman Patricia Klee, Alderwoman Elizabeth Lu, Alderman Linda Harriott-Gathright, Alderwoman-at-Large Shoshanna Kelly, Alderman-at-Large Brandon Michael Laws, Alderman-at-Large Michael B. O'Brien, Sr., and Mayor Jim Donchess.

Also in Attendance: Alderman Richard A. Dowd
Kim Kleiner, Administrative Services Director
Kelly Parkinson, Purchasing Manager

Mayor Donchess

So is the Clerk with us, Alderman Harriott-Gathright, are you her?

Alderman Klee

Mr. Mayor, she seems to be having some problems, she said she is going to try to come in by phone. Did you want me to call the roll?

Mayor Donchess

That would be great thank you.

Alderman Klee

I'm here, I am alone and I can hear everybody. Alderman Lu?

Alderman Lu

I am here, I am alone and I can hear everyone.

Alderman Klee

Thank you. Alderman Harriott-Gathright is not with us yet. Alderwoman Kelly?

Alderwoman Kelly

I'm here, I am alone and I can hear everyone.

Alderman Laws

I'm here, I am alone and I can hear everyone.

Alderman Klee

Mr. Mayor, I believe we have quorum. Mr. Mayor?

Mayor Donchess

I'm here, I am alone in the room and Alderman Harriott-Gathright is trying to join us we understand, but may not be able to. Before we go to Public Comment I just wanted to mention to Committee Members that I have recovered from COVID-19.

I have been officially cleared by Public Health, I get my discharge notice today saying I have completed my 10 days of isolation. Having been symptom-free for quite a while, I am free to resume normal activities, which I intend to do but with the appropriate degree of caution.

Anyway, thank everyone for all of your kind words and everything, all the nice things that were said during my illness and I do think I was fortunate to have a mild case. I had flu symptoms but that was it; nothing more serious than that.

Alderman Klee

Mr. Mayor, I apologize, I omitted, I was looking at the list and I did not see Alderman O'Brien's name. Alderman O'Brien?

Alderman O'Brien

I am present and I am alone and I can hear the proceedings and thank you for remembering me.

Alderman Klee

That gives us 6 members.

PUBLIC COMMENT - None

COMMUNICATIONS

From: Kelly Parkinson, Purchasing Manager

Re: Renovations of City Hall due to Covid 19 Social Distancing Requirements

MOTION BY ALDERMAN KLEE TO ACCEPT, PLACE ON FILE, AND AWARD THE RENOVATIONS TO CITY CLERK'S OFFICE, MOTOR VEHICLES, TAX & ASSESSING DEPARTMENTS TO CREATE WORKSPACES THAT COMPLY WITH CDC SOCIAL DISTANCING PROTOCOLS IN THE AMOUNT OF \$913,343.24 TO DL KING, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

And I believe Ms. Kleiner is here to address this?

Kim Kleiner, Director of Administrative Services

Good evening Mayor, Members of the Committee. So you may remember back in July we brought forth a contract with Dennis Meyers who was hired to perform some space assessments, meet with staff and design some drawings and specifications for building modifications that needed to occur in order for City Departments to comply with the CDC Social Distancing Protocols. Back in June, the Safety Committee that worked with the Emergency Operations Center did some assessments of City Hall and other City Buildings and they made some recommendations that three Departments have some modifications to them. They are Motor Vehicle and Tax, Assessing and City Clerk's office.

Working with Dennis Meyers he put together these bid set drawings, we went out to bid for the first time back on July 17th. We received three bids but then realized that the RFP had not been advertised and had some deficient language for Federal Funding. So we pulled it back and then re-issued it with the appropriate language on August 19th. A mandatory walk-through was conducted; we had a number of firms attend and proposals were due by August 31st.

As you will see in Ms. Parkinson's Memo, we did initially receive three bids for the job; only two of them after proper review were rejected because they were non-conforming; so non-conforming in they were missing required documentation. Some had failed to list subcontractors, didn't have qualifications statement or did not include the property Federal Provisions. That left DL King for \$913,343.24. This bid was reviewed by a Committee of City Staff. I'd like to thank Director Marchant for sitting in with us, with her significant building knowledge and that bid was found to be brought forward to you this evening.

I would like to say that this past week we have removed all furniture from the areas, preparing for construction which we hope to start on Monday, after a start-up meeting to go over proper rules and procedures with the contractor. I'd like to thank Jen Deshaies and her team for overseeing the moving of all that furniture, the moving of packs to the Finance Area. We are ready to start construction if the Committee so sees.

Mayor Donchess

Comments, questions? Oh and now Alderwoman Harriott-Gathright is with us I believe. Hello Linda.

Alderwoman Harriott-Gathright

Yes, hello sorry about that, I had a hard time tonight, it's been a long day.

Mayor Donchess

Ok any questions or comments on the City Hall? Alderman O'Brien.

Alderman O'Brien

Well thank you Mr. Mayor. Mine is just really a comment. It seems to be prudent while City Hall is in a shut down at this particular time, this is the proper time to do this type of work and to get it prepared. I think when we open it back up hopefully the work will be completed, and City Hall will be more accessible and a better place and a safe place it seems, going with the CDC Guidelines and everything. So I think timing is everything and I compliment you for doing it now, less disruptive to the citizens, thank you.

Mayor Donchess

Anyone else, questions comments?

Alderwoman Kelly

I have a question, my hand was up.

Mayor Donchess

Oh sorry, who is speaking?

Alderwoman Kelly

Alderwoman Kelly.

Mayor Donchess

Alderwoman Kelly?

Alderman Kelly

Thank you. Thank you for bringing this forward, obviously COVID-19 precautions are prudent. I just wanted to know two questions I wanted to know; what the timeframe for getting this done is. It may have been in the notes but I just wanted to reiterate it?

Director Kleiner

Sure so ... sorry Alderman Kelly?

Alderman Kelly

No I was trying to decide if I should ask both my questions. My other question was just like can you just for everybody listening, like give a quick overview of what things are being done. So you said they are moving the furniture, but are there other big pieces?

Director Kleiner

Certainly. So the construction time line, Assessing and Motor Vehicles and Tax, because of where they are situated in City Hall, one right over another. Those two areas will be done simultaneously. So we should see Assessing and Motor Vehicles and tax completed in mid-November. The City Clerk office will be done after that. There's a few thoughts there. Motor Vehicles is currently located in our Auditorium and servicing our residents very well, actually. We have a system that has been designed between Risk Management and Motor Vehicles. We have an appointment system and residents are being able to come in and conduct business in Motor Vehicles in that Auditorium.

Having said that, there is nowhere to move the City Clerk's Office at this time in order for them to conduct the very necessary work of the election. So once Motor Vehicles is complete in Mid-November, they will be moved back to their area and the City Clerk will then proceed to the Auditorium. So that's one reason for the phasing. We expect the City Clerk to be done by the end of the year which also includes the widening of the doorway leading from the main hallway with the Aldermanic photos, into the general rotunda. So you will notice that that doorway is very, very narrow. And that does not meet CDC Social Distancing Protocols. So while we are working on the City Clerk's Office, we will be also working to expand that doorway. But hopefully everything will be done by the end of the year.

Mayor Donchess

Alderman Kelly, do you have follow up?

Alderman Kelly

Yeah I do actually. So I just want to make sure I understood you clearly. So the reason we are not doing the City Clerk's Office first is that putting them in the Auditorium will disrupt their ability to conduct the work that needs to be done for the election?

Director Kleiner

Mayor if I may. So the Motor Vehicle Department has been in the City Auditorium for some time now, a couple of months. We needed to open up Motor Vehicles so that our residents could register their cars. The only place that we could do that was the City Auditorium and we actually hired the same vendor, DL King to come in and create some temporary socially distant areas for those Motor Vehicle Clerks to service our residents. So that was done back in July and they've been up there. It didn't make sense to not have Motor Vehicles operational and serve our residents. The City Clerk indicated that it may be best for her to actually move after the General Election; so that was the train of planning there.

Mayor Donchess

Alderwoman Kelly?

Alderwoman Kelly

I'm good.

Mayor Donchess

Alderwoman Kelly and Alderman Laws are only on video and I can't see an electronic hand, I don't have it on my screen for some reason. So if you want to ask a question or something, just speak up. The other people I can see so the other people you can just raise your hand I can see you on video. I think Alderwoman Lu had a question.

Alderwoman Lu

Yes I do, thank you Mr. Mayor. One of my questions is when we get an incomplete bid, I just don't know the process. So are we not able to – like does this process work such that if the bid does not conform then we can't coach them on what they need to do? The reason I am asking this, it just – you know I notice it seems frequently you know we might have a situation like this where we have you know one bidder or one conforming bidder. So my question is, is that the way it is, is we can't just go back and ask them; to fix something or conform to the requirements?

Director Kleiner

No normally we would not. So there's a couple things to consider here. The bidding process within the City is a very public process. So once bids are received they are posted on our City Web Site and all the bidders have access to the other bidder's information. So a bid has to be complete when submitted. It would really give an unfair advantage if one bidder saw other bidder's information and then we went back and asked them to change certain things. It would give an unfair advantage. So the bids must be complete, we specify that, we are very clear in our language on that. And these individuals, we do reach out, we do talk to them after about exactly why their bids were rejected and hope that they will bid on future projects.

Mayor Donchess

When you don't follow the rules strictly there can easily be litigation over whether the bid was improperly awarded. And especially when there's Federal money involved, there are Federal Requirements that you bid it and you only considering conforming bids.

Alderwoman Lu

Thank you. I just have a couple of other questions if I could.

Mayor Donchess

Yes.

Alderwoman Lu

I can't find the schedule it's like a chart where you see what is starting and what is ending, you know, when it starts and when it ends. I thought I saw it but if anyone knows what page it is on. My question is just several of these times take two months, several of these departments will be two months you know under construction it looked to me. And that just seems excessive.

But then the other question is do we feel, are we trying to get the ADA compliancy done at the same time or is that required by Federal Requirements because we have some Federal Funding that we also have to take care of any non-conforming ADA issues? So that's two, sorry.

Director Kleiner

So yes, it is required that when we are making the building modifications that we also conform to ADA requirements. So yes, that will be completed both in Motor Vehicles and in Assessing. They will have ADA functioning service counters. And all doorways, all access areas into those spaces will have ADA access. And then the other for the timeline, I apologize on the bid on page ...

Alderman Klee

Page 49.

Director Kleiner

Mine is not page numbered but certainly Alderwoman Lu we could send that out to you.

Alderwoman Lu

That's ok.

Director Kleiner

Some of the time is of these work stations that we are putting in Motor Vehicles and in Assessing, these need to be constructed by subcontractors. They will be specifically designed and that takes that account for some of the lead time is these specific counter areas that need to be constructed in mill. The other thing is that we will be working on updating some our HVAC and some our lighting. We hope to reach out and work with our Energy Manager Doria Brown to get some feedback on if we can qualify for some energy credits due to the project as we are updating some of the lighting involved. So it's a significant project and that leads to the significant time.

Alderwoman Lu

Thank you. No I can go back on those minutes, thank you Alderman Klee, because I guess you can get the page numbers on that City Web Site, it just doesn't print out on the printout I don't think.

Alderman Harriott-Gathright

Yes it does, it prints out.

Alderwoman Lu

Oh alright, well the reason I asked, I understand, I mean it's great we are doing the ADA but I wanted to just clarify, I think for some people in the audience, you know, they are concerned, I would think their concern is "Why can't we do this for less money". So that's why I asked the question about the ADA, it's not that we are just electing to take care of these other issues, it's that when we use the Federal Funds, we need to do that.

Director Kleiner

We are required to.

Alderwoman Lu

Ok, thank you.

Mayor Donchess

Any other questions/comments? Alderwoman Klee.

Alderman Klee

Thank you Mr. Mayor and thank you Alderwoman Lu for bringing up the ADA and the requirement, I think that was a good point to make to the audience. Director Kleiner, I see that there is Fire Protection that's going to be changing and the HVAC you mentioned. Will the HVAC I am glad to see that we are going to try to do energy efficiency, but would that also increase the recirculation and the air and therefore even help with the virus. Will we be peaking it up sort to speak or will we be kind of replacing, the HVAC areas that we are talking about here?

Director Kleiner

Good question Alderwoman Klee. We will be looking at the air circulation as it relates to the guidelines that have been set forth. We know that as you are completing any building project now, the air circulation within your building, our Public Health Department tells us all the time, that's one of the most important things that you can do. One of the reasons our duct work will need to be changed is there is a significant moving of walls. There's a creation of a new room outside of Assessing where a significant amount of our duct work on the lower level. So those areas will all need to be looked at and have a redistribution.

Alderman Klee

Mr. Mayor I have a couple more questions.

Mayor Donchess

Yes?

Alderman Klee

Thank you so much. So relative to the fire protection, that would the same thing, we are going to be moving walls and doing things like this, so we need to ensure that that is working safely and upgrade if necessary to meet any kind of standards, is that correct?

Director Kleiner

That is correct.

Alderman Klee

Ok and then my next question is a little bit more to some of the e-mails and comments that we have received. One of them was relative to a "kitchen" that was being put in and that it was kind of wasteful. But when I look at everything I see that there's possibly an upgrade to a break room (audio cuts out) with cabinetry and so on. Is that again also to create social distancing or is that just because it happens to be near a space that we are working on?

Director Kleiner

Great question. So there is a room by the City Clerk's Office in-between City Clerk and Finance. That will be made into a break room. There is currently very limited break room space in City Hall. It would be impossible for our City Hall departments to socially distance with the current break room space that we have. There is one small room in Motor Vehicles that serves all Motor Vehicle Staff and all Tax Staff. That in itself is a small room with a significant amount of employees. HR, City Clerk, Finance, my office, there's no room for them to go into except for the room that is in the basement area and that is handled by the staff in Assessing, Purchasing, Accounts payable. So unfortunately for social distancing purposes you have to create another break space.

Alderman Klee

Thank you Director Kleiner, just one more comment Mr. Mayor. Thank you, Director Kleiner, I appreciate that. Every place I've worked, we've always had a break room and it was to allow people to get away from their desks without necessarily leaving the confines of the building which tend to increase longer breaks than they would have expected, because it's hard to come and go and so on. So I truly appreciate that you are doing this, maintaining social distancing. I don't believe it is a waste or extravaganza expense. So thank you for keeping that in mind when you were all developing this plan. Thank you.

Mayor Donchess

Anyone else? Could the Clerk please call the roll?

Alderwoman Lu

I'm sorry Mr. Mayor, I thought of something else, if I could just ask.

Mayor Donchess

Yes.

Alderwoman Lu

Is it common or is it general practice at this point in time to install bullet proof protection? So I am concerned about the cost of that.

Director Kleiner

So Mayor if I may. You know I was on a phone call today where someone that we were dealing with from another City brought up a shooting that occurred in two different municipalities within New Hampshire. Is it common these days? Yes, I would say it is common unfortunately and I find that unfortunate. But is our responsibility to protect not only our employees, but our citizens at all times. You'll find this type of glass installed in many different public areas, stores, banks, anything that has access to the public. So these days, this is not unordinary and I do consider it a safety measure.

Alderwoman Lu

How expensive is it?

Director Kleiner

Relatively speaking, it is not that much more expensive than the alternative that we were given. But we felt that it was necessary, it was adding somewhere around \$30,000.00 to \$40,000.00 overall in the project.

Alderwoman Lu

Ok, alright, thank you.

Alderwoman Kelly

Mr. Mayor, if I could.

Mayor Donchess

Alderwoman Kelly.

Alderwoman Kelly

Thank you, through you to Director Kleiner, I was just wondering if there any renovations being done to the Aldermanic Chamber. I know we just renovated it and I know that some of the renovations were not COVID friendly and I would love to eventually get back into our Chamber.

Director Kleiner

I would love you to be back in your Chamber. So to that point, the Chamber came out, in my opinion very well. And I'd certainly like to thank our City Building Staff for that and that was DL King so we are very proud of that. At this time, it does not include any modifications to the Chamber which would be somewhat difficult with the limited space. We had difficulty fitting in the new counter areas for the horseshoe with the limited space that you have within that room. We do have some modifications that will be coming, they are not directly connected to this project, but some modifications to Room 208 in a future project so we can create some additional meeting space. Meeting space within the City Hall Building is a challenge, it's a challenge for City Staff as well as outside organizations and we realize that.

Mayor Donchess

Anyone else? Could the Clerk please call the roll?

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

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

Nay: 0

MOTION CARRIED

Mayor Donchess

Now if you don't mind, Director Tim Cummings is here on the third item. He's got childcare duties tonight so he has a young son, who needs fatherly care. So if we go to the third item which would be the snowplowing contract?

From: Kelly Parkinson, Purchasing Manager
Re: Snow Plowing Contract FY21

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE EXTENSION FOR SNOW PLOWING AND OPTIONAL SAND/SALT TREATMENT AND SNOW REMOVAL SERVICES IN THE AMOUNT NOT TO EXCEED \$40,000 TO ACCURATE DIMENSIONS, LLC, OF BEDFORD, NH, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Mr. Cummings?

Tim Cummings, Director of Economic Development

Yes thank you Mr. Mayor; for the record Tim Cummings, Director of Economic Development. This is an annual contract that you've seen in the past. A year or two ago we went out for an RFP, this is just following along with that three-year contract where we are looking to amend it for its second year. The terms have not changed from our previous awarding of the contract in any great manner. So we are just looking to get this approved, so we can have our outside vendor in place for the snowfall season coming up this year.

Mayor Donchess

Questions or comments?

Alderwoman Kelly

I have a question. Thank you. I'll keep it short I know you have fatherly duty. I just wanted to ask you if this includes sidewalk snow removal?

Director Cummings

If I may, Mr. Mayor. So it wouldn't be prohibited from it but that is not the main thrust of this contract; this contract is for parking lots predominantly throughout the City. The City Staff itself does the sidewalks in certain select areas in the downtown solely. But if needed be, could we call on the group to help us? The answer is yes.

Alderwoman Kelly

I'd like to follow up. Thank you. Thanks for that answer, I know you guys all work hard, I definitely have heard from downtown businesses that more snow removal especially on the sidewalks would be helpful. So I'm sure we can talk about that at a different time. But I just wanted to ask if it was included in this contract. Thanks.

Mayor Donchess

Any other questions/comments? Alderwoman Lu.

Alderwoman Lu

Thank you. Did we get a credit from snow removal last year or is that just not the way these contracts are set up, I would think it's not.

Director Cummings

No these contracts are not set up so that we get a credit. We don't the issue the money upfront.

Alderwoman Lu

We don't pay the money up front, is that what you said/meant?

Director Cummings

Correct. There was no credit.

Alderwoman Lu

Right, but it's a – this contract is for – it's a flat fee?

Director Cummings

No.

Alderwoman Lu

Oh it's not, I see.

Mayor Donchess

It's up to a certain number, up to \$40,000.00, it could be less, depending on snowfall.

Alderwoman Lu

Thank you.

Mayor Donchess

Anyone else? Alderwoman Harriott-Gathright, would you please call the roll?

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

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

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Transit Van Purchase

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT TO ACCEPT, PLACE ON FILE, AND APPROVE THE PURCHASE OF ONE (1) LOW FLOOR CUTAWAY VAN TO REPLACE A NASHUA TRANSIT VAN THAT WAS TOTALED ON 4/30/20 IN THE AMOUNT OF \$123,521 TO NEW ENGLAND WHEELS, INC. THIS PURCHASE WILL BE FUNDED BY THE FY21 CERF ACCOUNT, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

I believe Ms. Deshaies is here on this? Or you Ms. Parkinson, I don't know who is covering this?

Kelly Parkinson, Purchasing Manager

Yes it's me, Ms. Marchant e-mailed and asked me to cover tonight for her on this.

Mayor Donchess

Ok, go ahead.

Ms. Parkinson

Sure, this is for a van that was totaled in April for the transit. It was reimbursed for \$63,865.00 by Risk to the Capital Reserve Fund. The balance was approved by the Budget Review on August 5th. It's a like for like replacement.

Mayor Donchess

Questions? Alderman O'Brien.

Alderman O'Brien

Thank you, Mr. Mayor. I know the answer because we have these situations that have occurred before. As with anything else, you put a vehicle on the road, you can expect an accident to happen. But however I am referring to an e-mail that I think all of us Aldermen have gotten by one concerned citizen that was basically, I don't know if it was accusatory, but the question was raised. And maybe they didn't completely understand our process. So I am going, for that particular person and to the general public, when we do have part of the City equipment that is involve in an accident such as this and when it is appropriate, if we can get insurance money that money, can you just reaffirm that that money does somehow travel back and get into CERF and replace the cost to that particular item. I'll throw it out there if somebody can just verify that is our procedure.

Mayor Donchess

Well Ms. Deshaies is here from Risk but basically the amount that we can recover from insurance yes goes into CERF but it doesn't necessarily cover the entire cost of replacement, a new vehicle.

Alderman O'Brien

Well I am good thank you.

Mayor Donchess

In this case, I think we recovered \$63,000.00 or something like that. What was the number, Ms. Deshaies?

Ms. Parkinson

I have it, it's \$63,865.00.

Mayor Donchess

That is what we recovered from the insurance carrier. Alright can the Clerk please call the roll?

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

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

Nay: 0

MOTION CARRIED

From: Kelly Parkinson, Purchasing Manager
Re: Monopole Tower & Foundation Installation

Mayor Donchess

And we have Mr. Mansfield who is going to address this Communications Tower.

Alderwoman Lu

I just thought I'd check in with you. Ok. Alright. (inaudible)

Bill Mansfield, Radio System Manager

Thank you, Mayor. Bill Mansfield, I am the Radio System Manager for the City of Nashua.

Mayor Donchess

Ms. Lu, we can hear you talking on the side.

Alderwoman Kelly

Sorry, was the Motion for the Records of Expenditures or the tower?

Alderman Harriott-Gathright

This is for expenditures, did I miss, that's what my next one was and then we go into, well we do have other stuff later, but that's the way this is written and I am following the outline that was sent out today.

Alderwoman Kelly

Alderman Harriott-Gathright, maybe just because you went out of order, I think there was an additional piece of business.

Alderman Harriott-Gathright

What?

Mayor Donchess

We have done Items 1, 2 and 3 at this point.

Alderman Harriott-Gathright

Alright, alright, I see, 1, 2, 3 oh I am sorry, should I read it now. You're right, you're right. Ok.

MOTION BY ALDERMAN HARRIOTT- GATHRIGHT TO ACCEPT, PLACE ON FILE, AND AWARD THE TOWER FOUNDATION AND INSTALLATION OF AN 88' MONOPOLE PUBLIC SAFETY COMMUNICATIONS TOWER IN THE AMOUNT OF \$109,970.00 TO GREEN MOUNTAIN COMMUNICATIONS, BY ROLL CALL.

ON THE QUESTION

Mayor Donchess

Alright, Mr. Mansfield, now we are on the right item.

Mr. Mansfield

Bill Mansfield I am the (audio cuts out). A few weeks ago before the Finance Committee to purchase an 88 Monopole Tower and that was approved at that point in time. This tower, just to revisit the project for Kessler Farm Drive to where our communications equipment on top of the water tank, owned by Pennichuck Water Works and moving it on to a tower at that site. A few weeks ago, the Purchasing Department went out to bid requesting bids from various vendors to basically construct the foundation of the tower and to put the tower and the antenna mounts on the tower.

Last week we received three bids. One of them was from Nexxus, they were disqualified due to the fact that they were missing documents in their bid. The next low bidder was Green Mountain Communications from Pembroke, New Hampshire and they had a bid of \$109,970.00 and that is to basically hammer the ledge that's up at that site, pour a foundation and then assemble and get the tower operational to include the light on top which is required by the FAA.

The funding for this is going to be provided by City Wide Communications Capital Projects Account. I know that was missing off another document, but this was pulled together kind of quickly and I apologize for that.

Mayor Donchess

Ok and maybe just fill people in on what the communications, what the tower will do for emergency communication?

Mr. Mansfield

So currently the antennas for the all the public safety, radio communications as a matter of fact it's not just public safety, it's all radio communications that are associated with the City. That is where the three tower sites or one of the three sites that we have in the City. If we lose this particular site for any reason we would lose a quadrant of the City's radio communications. So that would involve Police, Fire, EMS, and it would also include the Public Works Department, Sewer Department, anybody in the City that has a radio, would be affected by this. It is important that we get the antennas off of this tower as soon as possible; I'm sorry – off the water tanks as soon as possible so Pennichuck can continue with replacing the water tank at that site. Does that answer your question, Mr. Mayor?

Mayor Donchess

Yeah I just wanted to make sure that I understand what this was all about. Any questions or comments? Could the Clerk, please call the roll?

Alderman Klee

I'm sorry, Mr. Mayor, I think Alderman Dowd did have a comment.

Mayor Donchess

Oh Alderman Dowd, I didn't see you. Sorry.

Alderman Dowd

Just real quick, all the other parts of the tower project have been approved and this is required by the City and this is just for the foundation. So I recommend approving it.

Alderwoman Lu

Yeah, this is just for the foundation? This isn't the whole thing.

Mr. Mansfield

No, we met if I may, Mayor.

Mayor Donchess

Please.

Mr. Mansfield

A few weeks ago we had already received approval for the tower manufacturing itself. This is just for constructing the foundation for the tower and assembling the tower on site and having it ready to have the antennas mounted on it.

Alderwoman Lu

So I'm sorry, what percentage of the total cost is this?

Mr. Mansfield

The total cost of the entire project?

Alderwoman Lu

Yeah I thought this was the total project. So if you could just help me understand what part of the total project is this?

Mr. Mansfield

This would probably total about half the project.

Alderwoman Lu

Ok, thank you.

Mayor Donchess

Anyone else? Could the Clerk please call the roll?

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

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

Nay: 0

MOTION CARRIED

UNFINISHED BUSINESS - None

NEW BUSINESS – RESOLUTIONS - None

NEW BUSINESS – ORDINANCES - None

RECORD OF EXPENDITURES

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT THAT THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD FROM AUGUST 28, 2020 TO SEPTEMBER 10, 2020, BY ROLL CALL

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

GENERAL DISCUSSION - None

PUBLIC COMMENT

Lori Ortolano 41 Berkeley Street, Hello? Hello? Can you hear me?

Alderman Harriott-Gathright

Yes.

Mayor Donchess

Is this Public Comment?

Lori Ortolano Yes, you move too quickly.

Mayor Donchess

Alright, I didn't know that there was anyone even on. Go ahead.

Lori Ortolano That's because I'm going through my phone. Lori Ortolano, 41 Berkeley Street and I am aware that it is a 5-minute public comment. Just quickly I tuned in a few minutes late, so I don't know if this was discussed. But, I am concerned at the amount of money being spent for the COVID renovations is really more about a City Hall renovation. I don't know if you talked about it, but I would be interested in knowing how many other City Halls are closing down for such an extended period of time to deal with COVID renovations, like Manchester. Some of these towns that have older City Halls. One of the concerns I have is I know and you all know that I have been actively involved in gathering information out of the Assessing Office, but also other offices as well. And I know that the Director told the Board of Assessors a couple of meetings ago that City Hall would be closing around September, I mean excuse me, the Assessing Office would be closing for renovations around September 10th. And that was the end of the discussion.

You know, for people like me and other members of the public, we want to know when City Hall is going to be open and not just a little open, actually open like other towns around us. And I want to know when the Assessing Office is going to be open and more importantly, while it's closed, does that mean we don't have access to any records anymore at all? What is available to the Public while City Hall is closed? Are property record files available? I would like your Administrators to think about us when they speak about these issues. Because for somebody like me to have to write letters in and send e-mails asking what information is available now and when it will be open. For me, it is particularly painful because it becomes a numbered correspondence that goes up to the Legal Office, it's addressed by the Legal Office. It is put in a file and used in litigation against me. And I don't want to be in that situation. I want my City Officials to just give complete information when you are out there talking.

Now for the last three weeks, I've had to drive to Hudson to get documents notarized because City Hall is so closed up in Nashua that we don't have a Notary or a place that I can walk in and use a Notary in City Hall. And I don't know why I can go to Londonderry, Litchfield and Hudson and walk in with a mask on and get my documents notarized but I can't do it in Nashua.

I just went up north to north country and walked into a Town Hall to get a document addressed. I mean I really want to know when City Hall is going to be open and mostly I want to know that our ability to obtain information isn't shut down for the next three months because we are doing such an extensive renovation. Thank you.

Mayor Donchess

Thank you very much.

REMARKS BY THE ALDERMEN

Alderman O'Brien

Thank you Mr. Mayor. I would just like to say that in my years with the City and dealing a lot with City Hall. I remember when the last major project was started in City Hall and that was the addition, in I think about 1982, that's the back section and that's where some of the building permits and everything. But I am glad that we are doing these renovations. I think if the citizens when City Hall does become opened up maybe we should have a tour to get to see some of the offices that we ask our City Employees to work in. Some of them are almost like a closet, you know what I mean? Yet these people do their diligence and do their job and they do it commendably.

You've got to remember the building was built, our City Hall was built, I think part of the WPA Project that was going on during the Great Depression. A lot of modernized things didn't exist, nobody really knew some of the things that the future would lend itself into. So maybe in the future it's time to talk maybe a new City hall or something like that, but I like the old building, I think it has character, it adds to the Main Street. It is identifiable and it works right now. But like everything else, you don't paint the house, it don't look as good. So I support these projects that go on. I would also like to thank the men and women of our City who do work in cramped spaces. I think they're doing a fine job. Thank you.

Mayor Donchess

Any other remarks by Aldermen? Alderwoman Klee.

Alderman Klee

Thank you, Mr. Mayor. I would like to kind of tag on to what Alderman O'Brien said. Tours - how about after COVID is gone and done and then we can do some tours. But I want to thank Alderman Linda Harriott-Gathright for joining us, the public had to listen to me try to fill in for her for a very short period of time. And you've done them a good service by coming and they didn't have to listen to me anymore. So thank you for doing that. I also want to thank everybody for all the work that they've done on this design and so on. I want to see our City Hall open but considering that we have just had a few employees that had tested positive, including you Mr. Mayor, I think it's important for us to move slowly and that we don't put the public in harm's way. And so I appreciate us doing things as much as possible as we are. I also appreciate the fact that we have been doing more and more things on-line to allow residents to have access to different types of information. So thank you so much.

Alderwoman Lu

Thank you, I never thought I'd want to say this but I am going to echo Ms. Ortolano. Sometimes she can express herself more clearly than I can but I think that when we, I think that when we are rehabbing City Hall, we have to keep in mind that we are in the middle of a very uncertain financial situation and everyone that is paying taxes in Nashua is very concerned about additions to our spending. There are a lot of people who are not able to or willing to use the internet for conducting business with City Hall and I don't understand why we can't continue to have parts of City Hall open while other parts are being rehabbed. I think Ms. Portolan's comments are felt by many people and you know we can – I think we have to take them into consideration. That's all, thank you.

Mayor Donchess

We do take them into consideration. The parts of City Hall are open, people are going in for automobile registration and other issues. Other things are being done remotely. Yes, Nashua has been more cautious than some other communities like Manchester. They opened their pools, we did not. Of course, there have been outbreaks at pools, there was criticism around that and then there were outbreaks right around here and they had to close the pools in other places.

In addition, we stopped running the Fixed Route Bus System for a time for quite a while; Manchester did not. On the other hand, we have fewer cases than Manchester, a lot fewer than Manchester. Now maybe some of that is due to the efforts we have taken. Now in terms of City Hall, two or three weeks ago we were being asked, "Well why is City Hall not fully opened, there hasn't been an outbreak in City Hall". Well now there has been. So we don't know when exactly an outbreak is going to occur; that doesn't mean that Manchester is more open than we are that they will have an outbreak, but they could. I can testify to the fact that it can sneak in, in unexpected ways that you don't even think are possible.

So in trying to balance the needs of servicing the public with public safety, we are following the recommendations of the Health Department, of the CDC, of medical experts, in terms of trying to make sure that everyone including City Employees, but maybe most importantly or equally important, the public, that everyone is safe. If you know someone whose family has been affected by this, not like me, mine wasn't that serious but in a serious way, like a fatality which some of us know. I can guarantee you that if you ask those families, are we being too careful, I think the answer clearly is "no we are not". So we are trying to reach an appropriate balance and of course there's going to be criticism but I think, in my opinion, the majority of citizens believe that we are acting responsibly, that we are concerned about their welfare and that we should continue to consider the science as we move forward. Anyone else?

NON-PUBLIC SESSION

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT THAT THE FINANCE COMMITTEE GO INTO NON-PUBLIC SESSION BY ROLL CALL PURSUANT TO RSA 91-A:3 II (e) CONSIDERATION OR NEGOTIATION OF PENDING CLAIMS OR LITIGATION WHICH HAS BEEN THREATENED IN WRITING OR FILED BY OR AGAINST THE PUBLIC BODY OR ANY SUBDIVISION THEREOF, OR BY OR AGAINST ANY MEMBER THEREOF BECAUSE OF HIS OR HER MEMBERSHIP IN SUCH PUBLIC BODY, UNTIL THE CLAIM OR LITIGATION HAS BEEN FULLY ADJUDICATED OR OTHERWISE SETTLED. ANY APPLICATION FILED FOR TAX ABATEMENT, PURSUANT TO LAW, WITH ANY BODY OR BOARD SHALL NOT CONSTITUTE A THREATENED OR FILED LITIGATION AGAINST ANY PUBLIC BODY FOR THE PURPOSES OF THIS SUBPARAGRAPH, BY ROLL CALL.

SECONDED BY ALDERMAN KLEE

A Viva Voce Roll Call was taken, which resulted as follows:

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

Nay: 0

MOTION CARRIED

The Finance Committee went into non-public session at 8:00 p.m.

The Finance Committee came out of non-public session at 8:29 p.m.

MOTION BY ALDERMAN HARRIOTT-GATHRIGHT THAT THE FINANCE COMMITTEE SEAL THE MINUTES OF THE NON-PUBLIC SESSION BY ROLL CALL UNTIL SUCH TIME AS THE MAJORITY OF THE COMMITTEE VOTES THAT THE PURPOSE OF THE CONFIDENTIALITY WOULD NO LONGER BE SERVED BY ROLL CALL

A Viva Voce Roll Call was taken, which resulted as follows:

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

Nay: 0

MOTION CARRIED

ADJOURNMENT

MOTION BY ALDERMAN KLEE TO ADJOURN BY ROLL CALL

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

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

Nay: 0

MOTION CARRIED

The Finance Committee meeting was adjourned at 8:30 p.m.

Alderman Linda Harriott-Gathright
Committee Clerk