

MINUTES OF FINANCE COMMITTEE MEETING  
EXECUTIVE CONFERENCE ROOM  
March 8, 2016 @ 4:00 p.m.

Committee Members present:       Councilor David Witham, Chair  
  Councilor Martin Pepin  
  Councilor Jennifer Soldati  
  Councilor Dale Sprague

Administration/Staff present:       City Manager, Bob Belmore  
  Finance Director, Scott Smith  
  Code Enforcement Officer, Tim Metivier  
  Superintendent, Jeni Mosca  
  City Clerk, Trish Harris

Other:                                 Councilor Denis Messier, JBC Rep  
  School Board Member Ken Bolduc, JBC Rep.

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Chairman Witham called the meeting to order at 4:09 p.m.

MINUTES OF THE PREVIOUS MEETING

Motion by Councilor Pepin, seconded by Councilor Sprague, to accept the minutes of the meeting of February 1, 2016 as presented. Motion carried by a unanimous vote of 4-0.

JLG LANDSCAPING, 2 YEAR CONTRACT EXTENSION

City Manager Belmore presented the Public Works Mowing Contract from JLG Landscaping of Somersworth. This went out to bid a few years back, and the contract recently expired. City Manager Belmore talked with JLG and they are willing to hold their price on both contracts. Councilor Witham said their work on the ballfield is exceptional.

***Councilor Soldati, seconded by Councilor Pepin, made a motion to accept both contracts from JLG. The motion carried a unanimous vote of 4-0.***

EMERGENCY GENERATOR BID FOR CITY HALL

The City has received 3 bids for an emergency generator. Tim Metivier conducted background checks of the companies who submitted bids. Our Electrical Inspector Hank Feenstra assisted in developing the bid specifications.

Tim Metivier entered at 4:13pm. He said the generator will be located where the shed is now. The plan is to operate most of the outlets on the second floor and to continue power to the server

for email and Channel 22; communications would remain open during power failures. The generator is not sufficient to power the whole building.

There was discussion about power outages at City Hall in the past. There have been several outages over the last couple of years.

***Councilor Pepin, seconded by Councilor Soldati, made a motion to award the bid to Basix Automation Integrator, of Dover NH, at the price of \$25,000, to be paid out of the Comcast Cable Fund. The motion carried a unanimous vote of 4-0.***

#### MAPLE STREET CULVERT REPAIR BID

Director Bobinsky gave a brief overview of the plan to replace the culvert on Maple Street. The City received 5 proposals. The lowest bid was from Manter Co., out of Danvers MA for \$154,000.

Councilor Pepin asked if sewer lines would be addressed in this repair. According to the plans, the proposal includes a sewer line and manhole.

There was discussion about notifying the neighbors, schools, Fire Department and American Ambulance about the construction and possible road closures.

Project is intended to start in June, based on approval of the Council and the level of the creek level.

***Councilor Pepin, seconded by Councilor Soldati, made a motion to endorse the acceptance of the bid for the Maple Street Culvert Repair from Manter Co. of Danvers, MA for \$154,000. The motion carried a unanimous vote of 4-0.***

#### REPORTING

Finance Director, Scott Smith said an extensive report was given at the State of the City Address the previous night. We will be seeing the audit soon and the auditors will present again possibly in April.

#### MISCELLANEOUS

Superintendent Jeni Mosca, Councilor/JBC Member Denis Messier and Ken Bolduc, School Board/JBC Member was in attendance. The roof on of the Career Technical Center needs to be replaced. The roof was constructed in 1986. There are 40 new penetrations on the roof, increasing the possibility of a leak.

The cost of Roof replacement will be \$371,000. Councilor Sprague asked why they are just now seeing this as we now are unable to receive State Aid. Superintendent Mosca said the request for

State Aid focused on CTC programming and was submitted several years back. The State is concerned about programing and what is offered to students.

***Councilor Witham, seconded by Councilor Sprague, made a motion for the committee to sponsor a supplemental appropriation not to exceed \$371,000 to cover replacement of the roof at the Career Tech Center. The motion carried a unanimous vote of 4-0.***

**ADJOURNMENT**

Councilor Soldati moved to adjourn. The motion was seconded by Councilor Sprague and the meeting adjourned at 4:46 p.m. The motion passed, 4-0.

Respectfully submitted,

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Trish Harris, City Clerk