

MINUTES OF THE FINANCE COMMITTEE
EXECUTIVE CONFERENCE ROOM
July 12, 2017, 8:00am.

Committee Members present: Councilor David A. Witham, Chairman
 Councilor Martin Pepin
 Councilor Jennifer G. Soldati

Administration/Staff present: City Manager, Bob Belmore
 Director of Public Works, Michael Bobinsky
 Finance Director, Scott Smith
 City Clerk, Trish Harris

The meeting called to order by Chairman Witham at 8:05 AM.

Councilor Sprague was not in attendance.

APPROVE PAST MEETING MINUTES

Councilor Pepin, seconded by Councilor Soldati, made a motion to approve the minutes of the previous meeting; the motion passed 3-0.

INDIGO HILL ROAD CHANGE ORDER – CURBING/DRAINAGE

There is a concern of water runoff and drainage caused by a steep grade to Indigo Hill Road. Director Bobinsky presented curbing options to Public Works and Environment Committee. Based on the rough numbers that were presented, asphalt curbing was the recommendation of the Public Works and Environment Committee.

Since the PWE meeting, Director Bobinsky worked with Severino for cost proposals.

- Asphalt curbing: \$9,822.00
- Slope granite: \$11,691.00
- Vertical granite: \$13,731.00

Councilor Soldati asked how much under budget the project is at this point, could they go with the granite curbing. It was confirmed that the granite curbing could be covered within the budget.

Councilor Pepin stated that he has seen asphalt, in the winter; it is easily torn up by plows.

Councilor Soldati, seconded by Councilor Pepin, made a motion to endorse the change order and endorse the spending of \$13,731 to use vertical granite curbing on the section of Indigo Hill Road. The motion passed unanimously.

REPORTING

Finance Director Smith said they are in the process of closing 2017 and starting 2018; nothing new to report at this time. They are getting ready for the audit.

There was brief discussion about fund balance.

MISCELLANEOUS

City Manager Belmore reported that the fire department is in the 3rd year of 4 year plan to replace the portable radios. This is in the CIP. 2-Way Communication is the company that has been providing the services. This requires a Resolution.

Councilor Witham said he is fine with using 2-Way Communications.

Councilor Pepin, seconded by Councilor Soldati, made a motion to endorse a Resolution to purchase portable radios for the Fire Department at an amount not to exceed \$33,915. The motion passed unanimously.

There was brief discussion about equipment lease purchases. These will be presented at a future date.

There was discussion about the bid for road work; repaving Maple St, Blackwater Road, Green Street from Franklin to Washington, and other spot repair. Bids are due August 3

The complete streets Engineer RFP will be sent out this week.

There is a meeting in Concord on Monday for the TAP grant.

Staff will be conducting interviews with engineering firms for the removal of the building on the Bretton's Cleaners property.

Councilor Pepin, seconded by Councilor Soldati, made a motion to adjourn at 8:20am.

Respectfully submitted,

Trish Harris, City Clerk