

MINUTES OF THE FINANCE COMMITTEE
EXECUTIVE CONFERENCE ROOM
May 1, 2018 at 8:30am.

Committee Members present: Councilor David A. Witham, Chairman
 Councilor Dale R. Sprague, Vice Chairman
 Councilor Martin Pepin
 Councilor Martin P. Dumont, Sr.

Administration/Staff present: City Manager, Bob Belmore
 Director of Public Works, Michael Bobinsky
 Finance Director, Scott Smith
 Deputy City Clerk, Kelly Gagne
 Interim Superintendent, Lori Lane (entered at 8:32 am)
 Business Administrator, Katie Krauss (entered at 8:32 am)

Other:

The meeting called to order by Chairman Witham at 8:30 AM.

APPROVE PAST MEETING MINUTES

Councilor Pepin, seconded by Councilor Dumont, made a motion to approve the minutes of the March 30, 2018 meeting; the motion approved 3-0, Councilor Sprague abstained.

Chairman Witham requested that they address agenda items in the order as shown below.

DRAFT SOMERSWORTH-DOVER INTERMUNICIPAL EMERGENCY WATER AGREEMENT

Director Smith stated that in the proposed agreement page 3, section 4.6 needs to be reviewed. He stated that the issue is cost sharing and how it is developed. Currently in the agreement it states that Somersworth and Dover will share equally all of the costs of design, engineering, construction, operation, maintenance, replacement and repair. When you share the cost based on users, the cost is more for Somersworth users because we have less users than Dover.

Councilor Sprague stated that if we take the financials out of it, does this benefit Somersworth more than Dover? Director Smith answered it is mutually beneficial. The lack of pressure in Dover has made this more expensive because their pressure is less. Somersworth has more pressure because it is higher in elevation.

There was some discussion regarding where the water source in Somersworth comes from and how to address this with Dover.

The Finance Committee agreed that future costs should be pro-rated in some fashion and asked staff to continuing to work with Dover and address this issue on a pro-rated basis.

SCHOOL FY18 BUDGET & CIP BONDING

Interim Superintendent Lane shared there will be a presentation on Monday at the Council meeting. She has asked for any feedback from the Committee that would be helpful.

The presentation was passed out by Business Administrator Krauss. The presentation started with how the shortfall occurred, and then moved onto how they have made budget adjustments to make up for that shortfall. It ended on what they have done to avoid this in the future. They have reinstated the School Board Budget Committee and each has been given a binder with all the budget information.

Councilor Witham pointed out that this was a great way to capture the history of the issue and how we were able to fix it.

Councilor Sprague stated that it highlights what he has heard. The School Board is working harder and he appreciates it.

There was lengthy discussion regarding the SAU.

Councilor Sprague asked Krauss for a breakdown of where the SAU's fund balance was 2 years ago and where we are now.

Lane stated that special education fund is overspent significantly. She is unsure of a specific number now, but that it will be a large amount. There was discussion on special education funds for FY 17-18 and FY 18-19. She will come up with some figures to address the deficit to present at the Council meeting.

Interim Superintendent Lane & Business Administrator Krauss left at 9:14am.

UNDERGROUND FUEL TANK REMOVAL AT WWTP

Director Bobinsky stated that there was an odor discovered by Wright-Pierce engineers' environmental geotechnical engineer. The engineer stated that the 5,000 gallon tank should be removed.

He received a quote from Lakes Region Environmental Contractors Inc. with an estimate of \$15,675.00.

Councilor Dumont, seconded by Councilor Pepin, made a motion to sole source this project and allow City Manager to contract with Lakes Region Environmental to remove the 5,000 gallon tank located at the WWTP. Approved 4-0

TAX DEEDED PROPERTY - SALE PROCESS

Manager Belmore explained that RSA 80:80 gives the City approval to move forward with payment arrangements on properties that have been deeded due to unpaid taxes. We currently have some properties in this position, and City Attorney has advised City Council take action to authorize the City Manager to make these arrangements in accordance with RSA 80:80 indefinitely.

Lengthy discussion on the process of tax deeded properties.

Consensus by Committee was to put on the City Council agenda for the May 7, 2018 meeting, to vote to allow the Finance Committee to offer for sale tax deeded properties by auction, sealed bid, or otherwise as justice may require in accordance with RSA 80:80.

FIRE STATION BUILDING PROJECT CONSULTANT

Manager Belmore stated by way of background information that there has been a recommendation for the City to look at alternative methods and locations for a new Fire Station. There was a recommendation to look near the location of the Police Station and Public Works Facility and centralizing these locations. He noted he has reached out to Municipal Resources (MRI) of Meredith, NH to inquire if they could provide consulting services in this area.

Manager Belmore explained that MRI is NH consultant that would cost less than a national firm. If we move forward with this we believe we have funds available in this year's budget. There are funds left over from the City Hall cooling tower budget

Councilor Pepin, seconded by Councilor Dumont, made a motion to authorize the City Manager to begin drafting an agreement with MRI Consulting for the Fire Station Building Project. Approved 4-0

BUY LOCAL POLICY

Manager Belmore explained that there was a Resolution passed in 2010 for Somersworth to become a local economy community. The Resolution stated that the preference for award shall be given first to any bidder who is located within the City of Somersworth. If none of the bidders are in Somersworth, then preference shall be given to a bidder within New Hampshire.

There was lengthy discussion regarding the local policy and how to choose companies for Somersworth projects. City Manager and Staff will develop some guidelines for Committee consideration.

REPORTING

Director Smith updated the Committee stating the budget looks good on the City side.

Councilor Witham applauded staff for their diligence.

MISCELLANEOUS

Councilor Dumont asked moving forward is there a desire to continue with joining the budgeting process with Joint Commission City Council School Board Committee? Councilor Witham stated he is open to the conversation.

Councilor Witham told Councilor Dumont that we will wait until the next meeting to speak about the elderly exemption.

Manager Belmore updated the Committee that David Campbell called because of the Rocky Hill Rd subdivision. He thinks that a new subdivision in that area may require the installation of a signal crossing light at the railroad tracks. If Railroad petitioned State of NH to require signalization it would qualify the project for grant, 90 % federal funds and 10% private or local funds.

City Manager informed the committee that Attorney Beliveau is coming to the May 7th Council meeting to speak of superfund landfill closure & solar project updates.

ADJOURNMENT

***Councilor Dumont, seconded by Councilor Pepin made a motion to adjourn at 9:48am
Motion passed 3-1. Sprague opposed.***

Respectfully submitted,

Kelly Gagne, Deputy City Clerk