

MINUTES OF THE FINANCE COMMITTEE
EXECUTIVE CONFERENCE ROOM

March 13, 2019 at 4:15pm

Committee Members present:	Councilor David A. Witham, Chairman Councilor Dale R. Sprague, Vice Chair Councilor Martin Pepin Councilor Martin P. Dumont, Sr.
Administration/Staff present:	Bob Belmore, City Manager Scott Smith, Finance Director Kelly Gagne, Deputy City Clerk Shanna Saunders, Dir. of Development Services
Other:	Sarah McGraw, Conservation Commission Treasurer Scott Orzechowski, Conservation Commission Chairman Courtney Forester, Representative from WasteZero

The meeting called to order by Chairman Witham at 4:15 PM.

APPROVE PAST MEETING MINUTES

Councilor Pepin, seconded by Councilor Dumont, made a motion to approve the minutes of the February 15, 2019 meeting. Motion passed 4-0

ORDINANCE NO. 16-19, CH. 7.4, SOLID WASTE & RECYCLING FEES

The Mayor referred this Ordinance back to this Committee. Chairman Witham explained that the proposal is to add \$.15 to each bag; \$.05 would be to pay for the distribution fee associated with the proposed WasteZero contract which would allow for the bags to be shipped directly from WasteZero, \$.10 would be a surcharge to help offset the solid waste and recycling overage.

At the City Manager's request, the Committee decided to move onto the next topic as it pertains to the proposed distribution contract.

WASTE ZERO CONTRACT FOR RETAIL STORE DISTRIBUTION

Manager Belmore updated the Committee that there was a discussion held with Courtney Forester, Director Smith and himself regarding the proposed distribution contract..

Director Smith explained we have some questions regarding the contract, specifically the requirement to use a custodial bank account. We have questions if this type of custodial bank account complies with State Law. The account that WasteZero requires the City to open would have

to be in South Carolina and State law has certain requirements to utilize a bank in this situation that isn't provided for in the agreement. Director Smith stated he will be investigating this further.

Courtney Forester stated that the City of Concord is currently using WasteZero as a supplier. She had reviewed their contract and didn't notice anything that stuck out to being different than other contracts. She is going to do more research and will get back to City staff with an answer.

There was discussion on quality control, including the type of bag that is used and the thickness of the bag.

Councilor Pepin, seconded by Councilor Dumont made a motion to support a Resolution to authorize the City Manager to contract with WasteZero of Raleigh, North Carolina to distribute specially marked bags to authorized vendors as part of the city's pay-per-bag program. Motion passed 4-0.

CONSERVATION COMMISSION PROPOSED PURCHASE OF CONSERVATION PROPERTY

Manager Belmore stated that he has received a proposal from the Conservation Commission to purchase conservation property located in the Lily Pond/Salmon Falls River Watershed area. The current owner has sought to develop the land several times however the land has significantly wetlands, also Blue Heron Drive is a private drive and would need to be brought up to City standards should a housing development be approved. Chairman Witham gave an overview of prior development applications that had been before the City's Planning Board.

Director Saunders stated the land fits well into the preservation corridor for this watershed and our drinking water wells. The Conservation Commission has discussed this with the Southeast Land Trust who has spoken to the DES. The DES is excited for us to apply for the NHDES Drinking Water Fund grant in the fall that will pay 50% of acquisition costs. In addition, there is potential for us to apply for the Great Bay Resource Protection Partnership for the survey, appraisal and closing costs. The Conservation Commission has approximately \$126,635 in the Conservation Fund to also help cover any acquisition costs.

There was discussion on the land, if any of it was buildable, to which there are 3 buildable lots that are 1 acre each.

Councilor Sprague asked if the family has been spoken to regarding this. Director Saunders stated yes through the realtor marketing the property

Councilor Pepin stated that he doesn't want a boat launch on Lily Pond allowed in the future for the public, the Committee agreed.

Councilor Pepin, seconded by Councilor Sprague made a motion to move forward to apply for the two grants and continue negotiations to purchase the Conservation land property. Motion Passed 4-0.

125TH ANNIVERSARY BANNERS

Manager Belmore stated that we have an estimated twenty 125th Anniversary banners left. We would like to suggest donating them to the Summersworth Historical Society to allow them to sell them as a fundraiser. The City would like to have one banner framed and hung in the Council chambers.

Councilor Dumont, seconded by Councilor Pepin made a motion to support donating most of the 125th Banners to the Historical Society to sell for a fundraiser. Motion passed 4-0.

GOVDEALS SERVICES – DISPOSAL OF SURPLUS PROPERTY

Manager Belmore stated that he and Director Smith had conversations with Scott MacFarland from GovDeals. GovDeals is a program that sells surplus Government property in an online auction format. The City of Dover and other surrounding communities in NH and across the country use this company.

Director Smith stated that GovDeals can also attach a buyer's premium to the auction, so it is no additional cost to the City.

Councilor Sprague asked if would include land, Belmore made it clear that it was not real estate property but other surplus items owned by the City. Manager Belmore stated that no real estate property can be sold without Council authorization. Director Smith used the card catalog files from the Library as an example of what can be added to the online auctions.

The Committee had no objections and supported this disposal avenue.

REPORTING

Director Smith stated that he has the same report from the State of the City Address. City staff is still watching the Human Services Department, Fire and Department of Public Works specifically the solid waste disposal line for recycling collection and disposal.

ADJOURNMENT

Councilor Pepin, seconded by Councilor Dumont made a motion to adjourn at 4:52 PM. Motion passed, 3-1. Councilor Sprague opposed.

Respectfully submitted,

Kelly Gagne, Deputy City Clerk