

MINUTES OF FINANCE COMMITTEE MEETING
EXECUTIVE CONFERENCE ROOM
July 21, 2016, 8:00 a.m.

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

Administration/Staff present: City Manager, Bob Belmore
 Finance Director, Scott Smith
 Fire Chief, Keith Hoyle
 Public Works Director, Mike Bobinsky
 Deputy City Clerk, Elise B. Brelis

Other: DuBois & King, Scott Bourcier, PE

Chairman Witham called the meeting to order at 8:05 a.m.

MINUTES OF THE PREVIOUS MEETING

Councilor Witham called for an edit to the minutes of the June 30, 2016 minutes. The first line of the Nonpublic Session minutes should read as follows: “Councilor Soldati, seconded by Councilor Pepin, made a motion to go into Nonpublic session @ 9:29 am. The motion passed by roll call vote, 4-0.”

Motion made by Councilor Soldati, seconded by Councilor Pepin, to accept the minutes of the meeting of June 30, 2016, as amended. Motion carried by a vote of 3-0, (Sprague abstained.)

ROAD RESURFACING BIDS

City Manager Belmore would like Committee members to consider suspending Council Rules at the next City Council meeting, July 25, 2016, to allow a second reading because they want to get this project moving forward as soon as possible

PW Director Bobinsky reported that they received only one bid for the proposed road resurfacing work from Severino Trucking. He offered several reasons why there were not more bids including the time of year, aggressive time frame and the quantity questions. Severino is willing to participate in “value engineering” so that various savings might be achieved during the course of the project; already early numbers have decreased from \$2.357M to \$2,066M. Contingency, perhaps 5% will need to be added to the proposed cost. Severino Trucking is ready to start as soon as the project is authorized by Council. The project may be broken into two parts or it may

be done, leaving final paving for the spring of 2017. Severino representative, Bernie Le arrived at 8:15 am.

Finance Director Smith went over financing options. Only \$861,000 has been appropriated at this time, but funds could be available from Enterprise Water Funds for piping, etc, Transportation Funds, Sidewalk Capital Reserve Funds, etc. He expressed reluctance regarding use of a supplemental appropriation or bond issue.

Councilor Witham agreed, as did Councilors Pepin and Sprague. Councilor Sprague wants a better idea of numbers by the Council meeting Monday and suggested that perhaps we might hire a full time engineer again.

Director Bobinsky outlined the general scope of the work. There was discussion about applying for a TAP grant, Transportation Alternatives Program, to address pedestrian improvements. Bernie Le answered questions that Councilors had regarding the work. He said that when they reclaim road, it increases the volume, so that (the school parking lot) will get higher. They talked about having sidewalks flush with parking and Councilor Sprague suggested using a brick stamp to differentiate. Mr. Bobinsky reminded them that this is their first foray into using the Complete Streets approach. ROW issues were discussed.

Councilor Sprague, seconded by Councilor Pepin, made a motion to support the draft resolution provided to the Committee regarding road and utility improvements, as well as other associated resolutions needed to access funds. The motion passed, 4-0.

Councilor Witham would like the breakdown of funding sources for Monday's meeting.

Mr. Bobinsky explained deferring the High Street project until next year so that they can do more design work over the winter. Mr. Le reassured the committee that Severino got what they needed from Scott McGlynn to understand the scope of the project. He said it was adequate for what they needed. He then left the meeting at around 8:45 am.

CIP FIRE PURCHASES: PORTABLE RADIOS, SCBA, AND FIRE HOSE

CM Belmore asked the committee to support CIP purchases for the Fire Department, Resolutions No. 3-17 for portable radios, and No. 4-17 for SCBA and hose purchase which is within the committee spending authority. The hose bids are through the Massachusetts State bid because there is no NH bid program.

Councilor Pepin, seconded by Councilor Soldati made a motion to support Resolution No. 3-17. The motion passed, 4-0. (This has also gone through the Public Safety Committee.)

Councilor Pepin, seconded by Councilor Soldati made a motion to support Resolution No. 4-17, SCBA purchase for \$41,612. The motion passed, 4-0.

Councilor Pepin, seconded by Councilor Soldati made a motion to support the hose purchase in the amount of \$15,000. The motion passed, 4-0.

WRIGHT PEIRCE ENGINEERING WORK FOR WWTP

CM Belmore said that staff is comfortable with Wright Pierce after their work on the WWTP facility capacity study. They see value in not switching engineers at this time and it is allowable. Councilor Witham thinks that makes sense. *Councilor Pepin, seconded by Councilor Soldati, made a motion to stay with Wright Pierce for the engineering work on the WWTP. The motion passed, 4-0.*

FY2017 WATER & SEWER REPLACEMENT VEHICLE PURCHASES

Director Bobinsky recommends Ford products and utilizing State bid purchasing for the purchase of the two proposed replacement vehicles, one for water and one for sewer. He explained the benefit of a hydraulic “Tommy gate” for helping lift equipment.

Councilor Pepin, seconded by Councilor Soldati, made a motion to support resolutions to purchase these two vehicles. The motion passed 4-0.

REPORTING

Director Smith said that there is nothing out of the ordinary to report.

MISCELLANEOUS

CM Belmore said the solar RFP will be re-issued tomorrow.

Councilor Pepin, seconded by Councilor Sprague, made a motion to adjourn at 9:00 am. Motion carried unanimously.

ADJOURNMENT

Respectfully submitted,

Elise B. Brelis Deputy City Clerk