

MINUTES OF THE FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
March 1, 2023 – 5:00 p.m.

Committee Members present: Councilor David A. Witham, Chair
Councilor Don Austin, Vice-Chair
Councilor Matt Gerding
Councilor Robert Gibson (arrived at 5:20 p.m.)

Administration/Staff present: City Manager Bob Belmore
Finance Director Scott Smith
Director of Public Works Michael Bobinsky
Deputy City Clerk Ammy Ramsey

Chairman Witham called the meeting to order at 5:04 p.m.

MINUTES OF THE PREVIOUS MEETING

Councilor Austin made a motion to approve the minutes of the February 15, 2023 meeting. The motion was seconded by Councilor Gerding and passed 3-0.

FUNDING FOR:

- A. Resolution No. 34-23 Road Resurfacing
- B. Resolution No. 35-23 Sidewalk Repairs

Councilor Witham stated that Resolution 34-23 is to authorize the City Manager to contract with GMI Asphalt, Inc. of Belmont, NH for fiscal year 2023 road resurfacing improvements and remains in first reading until the next City Council meeting on March 6th.

City Manager Belmore explained Finance Director Smith's memorandum concerning Resolutions 34-23 project amounts, contingencies, and balances. Manager Belmore mentioned that the road resurfacing will need \$15,000 for asphalt testing and approximately \$50,000 for crack sealing, and the total amount to support this Resolution is in the amount of \$1,341,241, which includes \$48,000 from the Water Fund to repair trenches due to water main repairs. After subtracting out the amount needed for the road resurfacing projects, it will leave a balance of \$24,241 in the road resurfacing budget.

City Manager Belmore stated that Resolution 35-23 references sidewalk repairs and explained that \$100,000 is the amount currently budgeted for 2022/2023 and that \$40,000 will be funded by the Highway Block Grant Fund. After this project is complete the amount left in the Highway Block Grant Fund will be \$154,085.

Councilor Witham mentioned that when the Public Works & Environment Committee supported these Resolutions the Committee did not feel comfortable expending the entire fund for the road resurfacing.

Councilor Austin made a motion to sponsor Resolution 34-23 and Resolution 35-23. The motion was seconded by Councilor Gerding and passed 3-0.

CRACK SEALING BIDS

City Manager Belmore mentioned that City Engineer Hall was not able to make the meeting but forwarded the information regarding the Fiscal Year 2023 Crack Sealing Bid results. Manager Belmore stated that Superior Sealcoat of Wilmington, MA was the low bidder with an amount of \$54,778.

Public Works Director Bobinsky informed the Committee that all the references provided were favorable for crack sealing as well as other types of projects.

Councilor Austin inquired about the difference in linear feet that the three companies quoted. Finance Director Smith stated that the companies receive the bid request and there may be a difference on how each company calculates their measurements. Councilor Austin confirmed with Finance Director Smith that the linear feet difference would not change the amount quoted even if the calculation is an error on their part. Councilor Witham also mentioned that some companies may drive the roads and some may use google maps to measure linear feet.

Councilor Gerding made a motion to sponsor a Resolution to full Council to contract with Superior Sealcoat of Wilmington, MA. For an amount not to exceed \$54,778 for crack sealing. The motion was seconded by Councilor Austin and passed 3-0.

LINE STRIPING & PAVEMENT MARKINGS

City Manager Belmore stated that a memorandum was provided by Public Works Director Bobinsky describing the details of the collaboration between the City of Dover and the City of Somersworth over the past few years for pavement lines and traffic marking painting services. Manager Belmore mentioned that the City used K5 Corporation last year because they were the only bidder during the Dover-Somersworth bid process. K5 Corporation stated they offered to provide pavement lines using the same unit price they use for the City of Dover. Manager Belmore also mentioned that the bid process will need to be waived in order to extend the current contract with K5 Corporation.

Public Works Director Bobinsky mentioned that there was a concern with K5 Corporation and the timeline the work will be completed, and he stated that the concern has been addressed with K5 Corporation and they assured the City that those problems have been corrected by new staff, equipment, and scheduling program updates.

Councilor Witham mentioned that he feels K5 Corporation has done good work but project or work can be drawn out, however he is pleased that they will hold the price on the paint.

Director Bobinsky stated we also received a quote from K5 to do the pavement markings in the amount of \$31,190. Spots on Lots, the company that did our pavement marking last year is willing to keep their price at \$21,031. Councilor Witham also mentioned that Spots on Lots also submitted a bid and they are good as well but has concerns with traffic control, signs, and safety cones. He also noted that they are a local company, and have done a good job for the City.

Councilor Gibson entered the meeting.

City Manager Belmore suggested giving the selected bidder a plan of action for the season. Councilor Gerding agrees with providing a plan in order to save money.

Councilor Witham mentioned that this amount is within the spending authority of this Committee.

Councilor Austin made a motion to award waive bidding requirements and award a contract to K5 for line striping for an amount of \$24,524 and waive the bidding requirements and award a contract to Spots on Lots for pavement markings in an amount of \$21,031.00. The motion was seconded by Councilor Gerding and passed 4-0.

REPORTING

Finance Director Smith stated he doesn't have any reporting this evening, but will run an update for the next Finance Committee meeting.

MISCELLANEOUS

City Manager Belmore mentioned that he received an email concerning the Plaza parking lease proposal which will be brought to the Economic Development Committee for discussion. There was continued discussion pertaining to spots that are available and the times that they are not available. Manager Belmore inquired if the amount of \$20.00 a spot per month is suitable. The consensus of the Committee is to maintain the same price for everyone who leases a parking space from the City.

Councilor Gibson mentioned that he has received complaints concerning sidewalk plowing on the streets on the Hill particularly at apartments at the former Hilltop School. Public Works Director Bobinsky stated that this sidewalk has not been plowed for some time unless there are blizzard conditions and some other streets still are not passable by the sidewalk plow. Bobinsky stated he has reached out to the Chinburg management people to see if they would plow this section of sidewalk.

ADJOURNMENT

Councilor Austin made a motion to adjourn. The motion was seconded by Councilor Gibson and passed 4-0. The meeting adjourned at 5:45 p.m.

Respectfully submitted,

Ammy Ramsey, Deputy City Clerk