

MINUTES OF THE FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
March 21, 2022 – 4:30 p.m.

Committee Members present:	Councilor David A. Witham, Chair Councilor Don Austin, Vice-Chair Councilor Matt Gerding Councilor Richard R. Michaud
Committee Members excused:	Councilor Martin P. Dumont, Sr.
Administration/Staff present:	City Manager Bob Belmore Finance Director Scott Smith Director of Public Works Michael Bobinsky City Engineer Amber Hall Deputy City Clerk Ammy Ramsey

Chairman Witham called the meeting to order at 4:52 p.m.

Mayor Dana S. Hilliard temporarily appointed Councilor Richard R. Michaud to the Finance Committee for this meeting.

MINUTES OF THE PREVIOUS MEETING

Councilor Austin made a motion to approve the minutes of the February 24, 2022 meeting. The motion was seconded by Councilor Witham and passed 4-0.

PAVEX ROAD RESURFACING UPDATE

City Manager Belmore stated that he along with City Staff met with the owner of PAVEX and was reassured that they are not going out of business or filing for bankruptcy, but will not be able to handle the paving contract with their staff. They have requested an extension to accept the notice to proceed and have requested to conduct the paving work using a sub-contractor. Belmore stated that the City would consider approving a subcontractor provided the City will not see an increase in cost and will have final approval of the sub-contractor chosen. Belmore also mentioned that he had decided to give PAVEX until Friday March 25th to sign the notice to proceed. Belmore stated if PAVEX is unable to secure an acceptable sub-contractor and sign the agreement, the City will attempt to move to the next lowest bidder, GMI asphalt, but their bid is approximately \$82,000 higher, however there is no guarantee they are even available to perform the work this construction season.

Councilor Witham agreed that he hopes this will work out with PAVEX because if this does not they may have trouble finding another company that will have the time in their schedule for this construction season.

Councilor Witham inquired if we allow the use of a sub-contractor will the City be able to ensure the workmanship of the project will be acceptable. City Engineer Hall responded in the affirmative, that in

addition to herself and DPW staff checking the work daily, we utilize the services of S.W. Cole for independent testing of the quality of the asphalt used.

Finance Director Scott Smith informed the Committee that included in the contract the City hold's back 10% in retainage to ensure the quality of the work is acceptable. Once the contract is completed, the City retains 5% of the total for one year in the event there are deficiencies, and if the contractor doesn't correct the deficiencies we use that money and have it corrected.

It was the consensus of the Committee that staff should continue to work with PAVEX in effort to resolve the issue.

ROAD PAVEMENT MARKINGS BID

City Manager Belmore stated that the City participated in a joint bid with the City of Dover for Long Line Pavement Markings and received a bid from K5 Corporation. K5 Corporation will paint existing long lines for the amount of \$24,523.85. Director Bobinsky recommends moving forward with this bid, and informed the Committee that based on the bid there will be a shortfall of \$3,554.85 in the Paint for Roads account.

Councilor Gerding made a motion to award the Long Line Pavement Painting to K5 Corporation in the amount of \$24,523.85. The motion was seconded by Councilor Austin and passed 4-0.

ROCKY HILL RD CULVERT BIDS

City Manager Belmore explained that the City requested bid for the replacement of the Rocky Hill Road culvert, received two bids, and Wickson Construction of Rye, NH was the apparent low bidder. He also informed the Committee that the bid received is approximately \$270,000 more than funds we have available.

Councilor Witham stated that the Public Works & Environment Committee recommends doing this project because it has been temporarily repaired but needs to be replaced. There was also some discussion pertaining to the difficulty of the culvert replacement because there are sewer and water lines that are above and under the existing culvert.

Councilor Austin inquired about the line item on the bid paperwork about acknowledgement of all addendums and that not being acknowledged by Wickson Construction. Finance Director Smith stated that the City released an addendum including a line item in the amount of \$10,000.00 for materials contingency because of the concern brought forward by the contractors concerning potential price increases, and Wickson Construction was not aware of the addendum at the time of bid tabulation. When reviewing the bids, we included that in the total bid amount, and Wickson is still the apparent low bidder.

Councilor Austin made a motion to sponsor a Resolution to contract with Wickson Construction for the Rocky Hill Road Culvert Replacement pending further staff evaluations of the references. The motion was seconded by Councilor Gerding and passed 4-0.

Financial Director Smith informed the Committee that once staff has an opportunity to break the project costs down by fund, we will return for consideration of a supplemental appropriation for the Committee's review.

CONSTITUTIONAL WAY / MAIN STREET COMPLETE STREETS

Councilor Witham stated that an update was received and there are some funding opportunities available from CWSRF (Clear Water State Revolving Fund) and ARPA (American Rescue Plan Act) which could present an opportunity to start this project.

City Manager Belmore stated that CWSRF and ARPA funds were applied for from the State but part of this project is in an amount would need to be bonded, but the City doesn't have any expiring bonds until 2026.

Staff informed the Committee that the City may want to consider inspecting the sewer mains and storm drain lines to determine their condition. The sewer main was installed in the 1980's but is generally thought to be in good condition and may not need to be replaced. However, the drain lines are old brick lines and not sure what condition they are in and what the City's options are to repair or replace. Wright-Pierce Engineers received a proposal from Vortex Services LLC for CCTV (closed captioned television) inspections of the mainline sewer and storm pipes in the amount of \$39,206.75.

Councilor Witham stated that the Public Works & Environment Committee are in favor of moving forward with the inspections. Witham also mentioned that this project is in the CIP for the future but we can have the inspections done now to start the preliminary work, because the City is not in a position to obtain an additional bond at this time. Discussion continued pertaining to the age of the sewer line and how long they last, and the value of the information that will be provided from the inspections. It was the consensus of the Committee to move forward with the CCTV inspections.

WASTE MANAGEMENT INC. CONTRACTS

City Manager Belmore stated that Waste Management submitted a contract amendment requesting approximately 7% increase for solid waste, recycling and sludge disposal. Belmore informed the Committee that they could reject the amendment, submit a counter amendment offer, or approve the amendment.

Councilor Witham mentioned that there are not many solid waste disposal providers to choose from and suggested working with them to show them that we are willing to continue the business relationship.

Finance Director Smith provided the Committee cost estimates, one if we accept Waste Management's request of a 7% increase effective July 1, 2022, and the second if we phase it in over 2 years at 3.5% percent effective July 1 2022 and 2023 respectively.

Members of the Committee continued to discuss the options presented and the advantages of working with Waste Management. The consensus of the Committee is to submit the counter offer that was presented to them to increase the collection and disposal costs 7% over two years.

Councilor Gerding suggested looking at a way for the residents to participate in composting which will decrease the disposal costs.

Councilor Gerding made a motion to sponsor a Resolution for an amendment to the Waste Management contract phased in over two years. The motion was seconded by Councilor Austin and passed 4-0.

SALE OF SURPLUS VEHICLES/PROPERTY

City Manager Belmore stated that they have a few surplus vehicles that he would like to put up for bid on GovDeals possibly along with a few other items. This will need to go to full Council for approval.

MISCELLANEOUS

City Manager Belmore informed the Committee of a radio and antenna issue at the Police Department that is in need of repair. Belmore stated that he had approved the repair for \$14,752.00.

ADJOURNMENT

Councilor Austin made a motion to adjourn. The motion was seconded by Councilor Gerding and passed 4-0. The meeting adjourned at 5:44 p.m.

Respectfully submitted,

Ammy Ramsey, Deputy City Clerk