

MINUTES OF FINANCE COMMITTEE MEETING
EXECUTIVE CONFERENCE ROOM
April 29, 2016 @ 9:30 a.m.

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

Administration/Staff present: City Manager, Bob Belmore
 Finance Director, Scott Smith
 Director of PW/Utilities, Mike Bobinsky
 WWTP Chief Operator, Greg Kirchofer
 Director ED/Planning, Shanna Saunders (arrived 9:51a.m.)
 Police Chief Dean Crombie
 Deputy City Clerk, Elise Brelis

Other:

Chairman Witham called the meeting to order at 9:40 a.m.

MINUTES OF THE PREVIOUS MEETING

Councilor Sprague, seconded by Councilor Pepin made a motion to approve the minutes of the March 8, 2016 meeting. The motion passed, 4-0.

AWARD BID FOR LAGOON CLEANING-WATER TREATMENT PLANT

City Manager Belmore reported on the recommendation by the Director of Public Works and Utilities to award the lagoon cleaning bid to Resources Management, Inc. Because they need additional sand to replenish the lagoons, they are over budget by \$7,512. Greg Kirchofer described the process and benefits of doing this now. He said they have had good success with this company since 2010 and that they recycle the sludge rather than plugging landfills.

Councilor Pepin, seconded by Councilor Sprague, made a motion to send a resolution to the full Council to award this bid to Resource Management, Inc. The motion passed, 4-0.

POLICE DEPARTMENT SERVER PROJECT

Chief Crombie reported that the Police Department server which runs everything is completely full. Finance Director Smith recommends awarding the purchase to Back Bay Network.

Councilor Pepin, seconded by Councilor Soldati, made motion to award the bid for the Police Department Server Purchase to Back Bay Network in the amount of \$9,484. The motion passed, 4-0.

TE GRANT CHANGE ORDER

City Manager Belmore reported that Greg Bakos of VHB is requesting a change order in the amount of \$5,300 for the finalization of the downtown project. A bike rack near Teatotalers, flowers along areas of the downtown, unraveling thermo plastic tape, etc., were mentioned as items to consider before closing out the project. Mr. Bobinsky can look into Councilor Sprague's question about a list of what qualifies for TE money.

Councilor Sprague, seconded by Councilor Pepin, motioned that the additional \$5,300 be paid to VHB to cover amended project costs. The motion passed, 4-0.

MEMORIAL DRIVE/ HIGH STREET PEDESTRAIN LIGHTS

CM Belmore said that the Mayor asked that this be considered by the Public Works and Finance Committees. Captain Russell Timmons, Chair of the Traffic Safety Committee, reported to the Mayor and Council the discussion leading to a recommendation of crosswalk lighting and adding a "crosswalk in use" indicator, "Hawk" at this location near the Middle and High Schools. He provided data on accidents, including a student fatality in 2000. Mike Bobinsky presented very initial costs, (\$40,000-\$50,000), saying that they will need to do engineering designs, etc. Councilor Sprague mentioned safety enhancement funds, etc., which may be available at the state or federal level. He suggests tying projects together by doing other locations, as well. Mr. Bobinsky said that Safe Routes to School, (for instance,) is a great program. Dean Crombie left the meeting at 10:09 am. Councilor Sprague thinks the Memorial Drive drainage issue may be more than expected. Councilor Witham wants staff to pursue with due diligence; he said that this needs to be done right.

SUPERFUND SOLAR PROJECT

Finance Director Scott Smith said that market power is cheaper now than buying back. Right now, any developer would encounter the same problems. The consensus was to put out another RFP. Councilor Sprague said we need to know if this is a sustainable project. The Committee discussed whether they could provide power to City property with this project. This has been explored to some extent and there are impediments to it. Councilor Sprague, seconded by Councilor Soldati, made a motion that the Finance Committee to send this back to the full Council after July 1st, endorsing the development of a new RFP for the solar project.

REPORTING

The Finance Director said that they will probably do a transfer ordinance to cover payments for retiring public safety officials, two from the Fire Department and one from the Police

Department. After a couple of questions from Councilor Soldati, Mr. Smith answered that the bottom line of what is spent from the budget at the end of the fiscal year is usually 97-98%

MISCELLANEOUS

The Oaks is proposing a solar array at their facility.

ADJOURNMENT

Councilor Pepin moved to adjourn. The motion was seconded by Councilor Soldati and the meeting adjourned at 10:30 a.m. The motion passed, 3-1.

Respectfully submitted,

Elise B. Breilis, Deputy City Clerk