

MINUTES OF THE FINANCE COMMITTEE
EXECUTIVE CONFERENCE ROOM
March 30, 2018 at 3:00pm.

Committee Members present: Councilor David A. Witham, Chairman
 Councilor Dale R. Sprague, Vice Chairman
 Councilor Martin Pepin

Administration/Staff present: City Manager, Bob Belmore
 Director of Public Works, Michael Bobinsky
 Finance Director, Scott Smith
 City Clerk, Trish Harris
 Interim Superintendent, Lori Lane
 Business Administrator, Katie Krauss
 Director of Planning & Community Dev., Shanna Saunders
 Fire Chief, Keith Hoyle (entered at 3:47pm)

Other: Thomas McCallion, School Board Member

The meeting called to order by Chairman Witham at 3:00 PM.

APPROVE PAST MEETING MINUTES

Councilor Pepin, seconded by Councilor Witham, made a motion to approve the minutes of the March 14, 2018 meeting; the motion approved 3-0

SCHOOL DEPARTMENT – FUNDING REQUEST FOR HVAC REPLACEMENT

The HVAC equipment, which provides heat and ventilation to the High School kitchen, has failed.

Based on the bids received, the School Building, Grounds and Transportation Committee recommends Eckhardt & Johnson: \$39,627.

City Manager explained that the School had received a \$75,000 energy incentive rebate from Eversource when the Idlehurst School was built. The school department is requesting to use a portion of this rebate.

The consensus was to add a 5% project contingency, bringing the total project amount to \$41,627.

Councilor Pepin, seconded by Councilor Sprague, made a motion to support a resolution to full council to support the expenditure from this funding source to move forward with the school department and school board's recommendation to award the bid to Eckhardt & Johnson, for a total not to exceed \$41,627, for the High School HVAC project, using the Eversource rebate. Motion passed 3-0.

WATER TREATMENT PLANT LAGOON CLEANING – RMI PROPOSAL

City Manager Belmore explained that he received a letter from RMI, the company that has provided the cleaning and removal in the past. RMI will continue to haul and recycle the solids but they are no longer removing the actual waste product from the lagoons. They have sub-contracted this out in the past, and no longer want to do that.

Councilor Witham stated that he would like to stay with RMI for disposal. Question is to bid out cleaning and loading cost or is this something staff could complete. Discussion ensued. City Manager and Staff agreed to issue a new request for contractor equipment bid list ASAP.

Councilor Sprague, seconded by Councilor Pepin, made a motion to sponsor a resolution for RMI to provide disposal, and to use the contractor bid list for removal. Motion passed 3-0.

LWCF (LAND & WATER CONSERVATION FUND) GRANT MATCH – JULES BISON PARK

City Manager Belmore stated that the City has received a letter stating that the Jules Bison Park Improvement Project has received initial approval for funding, so long as the 2018 federal budget moves forward. This is a \$90,000 project, with a 50/50 match. This project will include a Basketball court resurface, pavilion, play area, improve handicap accessibility, and parking area.

Councilor Witham thanked staff for yet another grant, the LWCF grant is highly competitive. The State has really taken a look at these grants and has hardened their award criteria.

No decision as to City side funding was made; pending final notification of the Grant funds being issued to the City.

ELDERLY EXEMPTION TAX CRITERIA

There was brief discussion about the assessor's memorandum and example of increasing the criteria. The elderly exemption was last increased in 2015.

Councilor Sprague, seconded by Councilor Pepin, made a motion to table this discussion. The motion passed 3-0.

It was requested that the Assessor attend the next meeting.

REPORTING

Finance Director Smith said there was not much to report. They have pulled back the estimates for DPW, as winter seems about done. There was brief discussion about the solid waste recycling line.

MISCELLANEOUS

There was discussion about road striping to include all pavement markings. The City has been in contact with Highway Safety Systems. They are willing to extend their proposal and contract arrangement with no increase over last year per linear foot. Dover is using them as well without rebidding. Councilor Sprague suggested letting Highway Safety Systems complete all of the necessary work so that it is done more expeditiously than involving assistance of highway staff. Annual road paint/stripping is in the budget, but the expenditure will go over by including all the needed work.

Councilor Pepin, seconded by Councilor Sprague, made a motion, to contract all needed work with Highway Safety Systems for the re-stripping of the city roads. Motion passed 3-0.

Hoyle entered, 3:47.

Chief Hoyle updated the Committee that there will be a catastrophic occurrence drill on the river, at Mast Point Dam, on June 21st. This is a joint training for Somersworth and Berwick. There was not enough money in the outside agency's grant. Homeland Security of NH will be paying for the training, drill, and OT. No objection from the committee.

Director Smith informed the Committee of a home on Buffumsville Road that was recently tax deeded. The owners are interested in a payment arrangement. This arrangement is longer than typical, at about 24 months. They will be paying approximately \$1,125 a month, and the property owner will be responsible to pay City attorney fees to Draft a legal payment document. They will also need to keep current with full payment of any new taxes. Councilor Witham said he is fine with 24 months as that is what the court would most likely grant. All were in favor.

ADJOURNMENT

Councilor Pepin, seconded by Councilor Sprague made a motion to adjourn at 4:05pm Motion passed 3-0.

Respectfully submitted,

Trish Harris, City Clerk