

MINUTES OF THE FINANCE COMMITTEE

June 23, 2021 @ 4:30 p.m.

Committee Members present: Councilor David A. Witham, Chairman
Councilor Donald Austin, Vice-Chairman
Councilor Martin Dumont
Councilor Martin Pepin

Administration/Staff present: City Manager Bob Belmore
Finance Director Scott Smith
City Clerk Jonathan Slaven
Public Works Director Mike Bobinsky
City Engineer Amber Ferland
Fire Chief George Kramlinger
Debbie Evans, Executive Director of Somersworth Housing

Authority

The meeting was called to order by Chairman Witham at 4:30 p.m.

APPROVE PAST MEETING MINUTES OF MAY 27, 2021

Councilor Dumont made a motion to approve the minutes of the May 27, 2021 meeting. The motion was seconded by Councilor Pepin and passed 4-0.

SOMERSWORTH HOUSING AUTHORITY PILOT-RAD PROJECT

Manager Belmore explained that the Somersworth Housing Authority's Rental Assistance Demonstration (RAD) program created a new partnership through a limited liability company in order to qualify for financing, thereby temporarily transferring ownership of the property to this new partnership. This new partnership is not a tax-exempt organization, therefore the Somersworth Housing Authority (SHA) now received property tax bills for their properties.

The intent of this new partnership is to make improvements to the properties, but the mission of the SHA is the same, and after 15 years the SHA retains ownership of the properties. In order to continue to utilize the PILOT agreement with the SHA, the City Council will need to vote to allow them to continue with the Payment in Lieu of Taxes (PILOT) agreement dating back to April 9, 1980 with the inception of the SHA. Manager Belmore distributed a similar Resolution from the City of Dover which accomplished this for the Dover Housing Authority, which has completed a similar RAD project.

Councilor Pepin made a motion to sponsor a Resolution allowing the Somersworth Housing Authority to remain in a PILOT program. The motion was seconded by Councilor Dumont and passed 4-0.

WATER TRENCH REPAIRS – CONTINENTAL PAVING

Director Smith reported that no bids were received for necessary repairs to a number of water trenches in place because of water main repairs. Staff contacted Continental Paving, who are currently doing paving work throughout the City, and they have provided an estimate of \$25-35k for the change order. Staff is recommending the City contract with Continental Paving to make these trench patch repairs.

Councilor Austin made a motion to authorize Continental Paving to repair the water trench patches for an amount not to exceed \$35,000. The motion was seconded by Councilor Pepin and passed 4-0.

CEMETERY ROAD BUDGET UPDATE & DRAINAGE EASEMENTS

Manager Belmore stated he has been contacted by our consultant engineer, Wright Pierce, who informed him of a few items needing remediation related to the Cemetery Road project. Backfill is needed due to encountering clay and two easements are necessary. The clay remediation change order is approximately \$60k and the easements are expected to also incur a cost. Director Smith mentioned that this project is being funded through a \$3.8 million dollar bond and with these new change orders it puts the project approximately \$95k over budget. Councilor Witham asked if the remediations will come from the general fund. Director Smith replied that the easements will come from the general fund, however the change order for the clay removal will come from both the general fund and the water/sewer fund. Councilor Witham asked if the project has gone past the point where we would be able to address extending the sewer line on Cemetery Road. Manager Belmore replied that we would have around 7-10 days, depending on the speed of the contractor in completing the sewer line work. After a brief discussion on potential costs and logistics for extending the sewer service, the Committee reached a consensus to remain with current project's plan while researching the specifics and costs for the extension in order to provide a well-educated response to the residents on Cemetery Road.

WWTP PROJECT UPDATE

Manager Belmore detailed change orders necessary for work being done to the wastewater treatment plant which amount to \$150k. There are two items specifically, there was some HAZMAT cleanup early in the project due to an old oil spill which cost approximately \$100,000. To remove "dirty dirt". Additionally, there was substantially more debris in the aeration basin than was anticipated when that was taken off line and the City's engineer was able to negotiate a 50-50 split of that cost with our contractor. That cost will be an additional \$50,000. He stated the project is around 75-85% complete and has \$12,000 left in contingency after the latest change orders.

FIRE PUMPER APPARATUS BID RECOMMENDATION

Chief Kramlinger detailed his process for providing non-vendor specific specifications for a new fire pumper apparatus as well as how he and the Department's Apparatus Committee scored the received bids. Chief Kramlinger said it is a similar pump to the one he has now, with upgrades. Pierce provided a bid in the amount of \$736,782 and was clearly the company who delivered a bid, closest to what was requested in the bid documents and Chief Kramlinger stated he has a narrative on why the other manufacturers bids did not meet the bid specifications. Councilor Pepin noted how important it is to have this apparatus fit the needs of our fire department as it goes out on many different kinds of calls. Councilor Austin raised a question of the timeline to fund the apparatus. Director Smith stated it was a lease to purchase agreement with first payments pushed until the next fiscal year. Smith said the lease to purchase term would be sought at the 5 or 7-year timeline.

Councilor Pepin made a motion to sponsor a Resolution to award the contract for the Fire Apparatus to Pierce in the amount of \$736,782. The motion was seconded by Councilor Austin and passed 4-0.

Councilor Dumont made a motion to sponsor a Resolution for a lease-purchase agreement of 5 or 7 years for the fire pumper apparatus based on staff recommendation. The motion was seconded by Councilor Austin and passed 4-0.

The Committee briefly discussed a new offer of \$6k for the old Engine 2 and consensus was to take the new offer.

Councilor Dumont made a motion to approve the sale of Engine 2 for \$6,000. The motion was seconded by Councilor Pepin and passed 4-0.

ORDINANCE NO. 20-21, ELDERLY PROPERTY TAX EXEMPTION

Councilor Witham detailed a resident request to increase the elderly income levels to qualify for a tax exemption amount for those who are married. Director Smith stated that the language for elderly exemptions comes from New Hampshire statute adding that the statute aims to recognize the incremental increase in life cost of married individuals as it compares to single individuals. Smith said every community does this differently and we are not dissimilar from neighboring towns/cities. Councilor Dumont stated he has always been a supporter of the elderly, but does not think the wording or amount of relief provided is unfair or needs changing. Councilor Witham stated he is inclined to leave the wording and numbers where they are as well, especially since the wording mirrors State of NH law.

Councilor Dumont made a motion to recommend no changes to Ordinance No. 20-21. The motion was seconded by Councilor Austin and passed 4-0.

MISCELLANEOUS

No miscellaneous items were discussed.

ADJOURNMENT

Councilor Pepin made a motion to adjourn. The motion was seconded by Councilor Austin and passed 4-0. The meeting adjourned at 5:28 p.m.

Respectfully submitted,

Jonathan Slaven, City Clerk



City of Somersworth

Fire Department

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June 21, 2021

To: Mr. Robert Belmore, City Manager

Re: Fire Apparatus Bid Recommendation

The City of Somersworth Fire Department recommends selection of the custom-built Pierce pumper at a cost of \$736,782. The Pierce custom pumper bid submission best meets our requirements and clearly stands above the other three bid submissions after a comprehensive assessment and scoring.

Over the past year, the fire apparatus committee and myself have worked extremely hard to define our minimum requirements and produce a streamlined specification that is not specific to any one vendor. Our specification provides requirements for a fire pumper apparatus that is nearly identical to our current front-line pumper with the addition of minor improvements in safety and operational effectiveness within the cab.

Two bid submissions fall well short of meeting our specifications. One bid submission met some of our specifications but is a distant second in scoring to the strong bid submitted by Pierce for a custom-built Enforcer model pumper.

The custom-built Pierce Enforcer bid submission best meets our specifications, offers the strongest chassis, and Pierce is best postured to provide the most responsive logistical support over the lifetime of the apparatus.

Respectfully,

George D. Kramlinger