

MINUTES OF THE FINANCE COMMITTEE
CITY COUNCIL CHAMBERS
April 11, 2022 – 4:30 p.m.

Committee Members present: Councilor David A. Witham, Chair
Councilor Don Austin, Vice-Chair
Councilor Matt Gerding

Committee Member/s excused: Councilor Martin P. Dumont, Sr.

Staff/Others present: City Manager Bob Belmore
Finance Director Scott Smith
Director of Public Works Michael Bobinsky
City Engineer Amber Hall
Police Chief Timothy McLin
Fire Chief George Kramlinger
Deputy City Clerk Ammy Ramsey
Councilor Richard Michaud
Jenne Holmes

Chairman Witham called the meeting to order at 4:30 p.m.

MINUTES OF THE PREVIOUS MEETING

Councilor Austin made a motion to approve the minutes of the March 21, 2022 meeting. The motion was seconded by Councilor Gerding and passed 3-0.

APPROVAL TO PRE-ORDER BUDGETED POLICE DEPARTMENT VEHICLES

City Manager Belmore explained that this is for one un-marked and one marked SUV police cruiser. Belmore also stated that the one un-marked vehicle that is going to be replaced is in need of costly repairs and that is why they are requesting to pre-order the vehicles that were approved for the FY 2022-2023 Budget Year.

Councilor Witham mentioned that this time of year many Towns get their budgets approved and order vehicles. So he believes if we pre-order the vehicles we may not have to wait as long to receive the vehicles.

Councilor Austin inquired about the time frame to receive the vehicles. Police Chief McLin stated the un-marked vehicle is usually quicker because we buy it right off the lot, but the marked cruiser could take around six months. Councilor Witham asked if we use the State Bid list for these purchases. Chief McLin responded yes, the marked cruiser is right off the State's Bid list, and for the un-marked cruiser the dealerships always agree to meet the State Bid list price.

Councilor Austin made a motion to sponsor a Resolution to approve Pre-Ordering two (2) Police Cruisers, one Un-Marked and one Marked SUV. The motion was seconded by Councilor Gerding and passed 3-0.

ACCEPT NH DEPT. OF SAFETY, DIV. OF HOMELAND SECURITY/EM, EOC EQUIPMENT AND GENERATOR GRANT FOR THE NEW FIRE STATION

City Manager Belmore stated that the City received a grant in the amount of \$125,000.00 to purchase equipment for the new Fire Station. The City is allowed to use the cost of the new Fire Station as the City's match toward the grant.

Councilor Witham confirmed with Chief Kramlinger if these items were included in the soft costs for the new Fire Station. Witham also thanked the Chief for applying for this grant.

Councilor Austin made a motion to sponsor a Resolution to Accept the NH Department of Safety, Division of Homeland Security/EM, EOC Equipment and Generator Grant for the new Fire Station. The motion was seconded by Councilor Gerding and passed 3-0.

SUPPLEMENTAL APPROPRIATION FOR THE ROCKY HILL RD. CULVERT REPAIR

Councilor Witham inquired about where the City is with this project.

Manager Belmore pointed out an e-mail prepared by Director Smith listing the additional amounts needed for the Rocky Hill Road culvert replacement.

Director Smith informed the Committee that the City previously budgeted \$150,000 for this project, \$135,000 in the General fund, and \$15,000 in the Water Fund. Based on the bids received we will need additional funding to complete the project.

Councilor Witham asked if the Cable Fund funds could be used to help offset the supplemental appropriation that is needed. Director Smith confirmed there was sufficient funds available in the Cable Fund.

There was also some discussion pertaining to including contingency funding and Public Works Director Mike Bobinsky suggested another 10% for contingency as well. Smith also explained that staff did include \$10,000 to address any cost increases for materials in this present environment. The consensus of the Committee was to include this additional 10% funding as a project contingency.

Councilor Gerding made a motion to sponsor an Ordinance for a Supplemental Appropriation for the Rocky Hill Rd. culvert project. The motion was seconded by Councilor Austin and passed 3-0.

REPORTING

Finance Director Smith presented the Committee with some reports to review and mentioned that the estimates show that a transfer ordinance most likely will be needed for the Fire Department Overtime Replacement portion of the budget.

City Manager Belmore mentioned that we have had a number of payouts due to recent retirements. He also mentioned that we have money available in the accrued benefit liability fund and asked the Committee if they would consider supporting the use of some of those funds to cover the payouts if need be. The consensus of the Committee is that this may make sense, and requested that if need be the Councilors would sponsor a Resolution to do so.

MISCELLANEOUS

City Manager Belmore mentioned the Government Operations Committee voted to support an Ordinance for the Non-Union Employee's to receive a 2.5 % Cost of Living (COLA) Raise that will go to the full Council. Councilor Witham agreed to also be a sponsor for that Ordinance Amendment.

ADJOURNMENT

Councilor Gerding made a motion to adjourn. The motion was seconded by Councilor Austin and passed 3-0. The meeting adjourned at 4:46 p.m.

Respectfully submitted,

Ammy Ramsey, Deputy City Clerk