

REPORT OF THE FINANCE COMMITTEE

JANUARY 7, 2026

A meeting of the Finance Committee was held on Wednesday, January 7, 2026, 7:00 p.m. in the Aldermanic Chamber and duly noticed in two places, including the City's website, in accordance with the requirements of RSA 91-A:2 II.

Mayor Jim Donchess, Chairman, presided.

Members of the Committee present: Mayor Jim Donchess
Alderman Patricia Klee, Vice Chair
Alderman-at-Large Lori Wilshire
Alderman Thomas Lopez
Alderman John Sullivan
Alderman Vengerflutta Smith

Members not in Attendance: Alderman-at-Large Ben Clemons

Also in Attendance: Alderman Paula Johnson
Amy Girard, Purchasing Manager
Mark Saunders, Deputy City Engineer
Michael Rush, Superintendent of Fleet
Jeff LaFleur, Superintendent of Solid Waste
Bryan Conant, Superintendent of Parks (via Zoom)

ELECTION OF COMMITTEE CLERK

Mayor Donchess called for nominations for the Committee Clerk for the 2026-2027 term.

ALDERMAN KLEE NOMINATED ALDERMAN LOPEZ AS THE FINANCE COMMITTEE CLERK

MOTION BY ALDERMAN WILSHIRE TO CLOSE THE NOMINATIONS

MOTION CARRIED

MOTION TO VOTE ON ELECTION OF ALDERMAN LOPEZ AS THE FINANCE COMMITTEE CLERK FOR THE 2026-2027 TERM

MOTION CARRIED

PUBLIC COMMENT

COMMUNICATIONS

From: Amy Girard, Purchasing Manager
Re: Engineering services for sewer and drainage rehabilitation in the amount not to exceed \$430,000 funded from Bond/53-Professional & Technical Services

MOTION BY ALDERMAN KLEE TO ACCEPT, PLACE ON FILE, AND APPROVE AN ENGINEERING CONTRACT WITH IMEG, INC. , FOR PROFESSIONAL ENGINEERING SERVICES FOR THE 2026 SEWER & DRAIN REHABILITATION PROGRAM IN THE AMOUNT NOT TO EXCEED \$430,000. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: BOND/53-PROFESSIONAL & TECHNICAL SERVICES

MOTION CARRIED

From: Amy Girard, Purchasing Manager

Re: Factory Street Sewer Separation Engineering Service Amendment #1 in the amount not to exceed \$110,120 funded from Bond/53-Professional & Technical Services

**MOTION BY ALDERMAN KLEE TO ACCEPT, PLACE ON FILE, AND APPROVE AMENDMENT NO. 1 TO THE ENGINEERING SERVICES CONTRACT WITH IMEG, INC. , FOR PROFESSIONAL ENGINEERING SERVICES FOR DESIGN AND BID PHASE SUPPORT FOR THE FACTORY STREET SEWER SEPARATION PROJECT IN THE AMOUNT NOT TO EXCEED \$110,120. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: BOND/53-PROFESSIONAL & TECHNICAL SERVICES
MOTION CARRIED**

From: Amy Girard, Purchasing Manager

Re: Factory Street Sewer Separation Structural Engineering Services Amendment #1 in the amount not to exceed \$15,996 funded from Bond/53-Professional & Technical Services

**MOTION BY ALDERMAN KLEE TO ACCEPT, PLACE ON FILE, AND APPROVE AMENDMENT NO. 1 TO THE ENGINEERING SERVICES CONTRACT WITH HOYLE TANNER & ASSOCIATES, INC., FOR STRUCTURAL ENGINEERING SERVICES FOR DESIGN AND BID PHASE SUPPORT FOR THE FACTORY STREET SEWER SEPARATION PROJECT IN THE AMOUNT NOT TO EXCEED \$15,996. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: BOND/53-PROFESSIONAL & TECHNICAL SERVICES
MOTION CARRIED**

From: Amy Girard, Purchasing Manager

Re: 2024 Castings Change Order #2 in the amount not to exceed \$240,900 funded from Bond/54-Property Services

**MOTION BY ALDERMAN KLEE TO ACCEPT, PLACE ON FILE, AND APPROVE CHANGE ORDER 2 FOR THE PURCHASE OF CASTINGS FROM EJ PRESCOTT, INC., IN THE AMOUNT NOT TO EXCEED \$240,900. FUNDING WILL BE THROUGH DEPARTMENT: 169 WASTEWATER; FUND: BOND/54-PROPERTY SERVICES
MOTION CARRIED**

From: Amy Girard, Purchasing Manager

Re: Undercarriage repairs for John Deere 850L Dozer in the amount not to exceed \$30,621.80 funded from Solid Waste Fund/54-Property Services

**MOTION BY ALDERMAN KLEE TO ACCEPT, PLACE ON FILE, AND APPROVE THE UNDERCARRIAGE REPAIRS FOR THE SOLID WASTE LANDFILL JOHN DEERE 850L DOZER THROUGH MILTON CAT IN THE AMOUNT NOT TO EXCEED \$30,621.80. FUNDING WILL BE THROUGH DEPARTMENT: 168 SOLID WASTE; FUND: SOLID WASTE FUND/54-PROPERTY SERVICES
MOTION CARRIED**

From: Amy Girard, Purchasing Manager

Re: Four Hills Landfill Phase IV Stage 1 Construction Change Order #3 in the amount not to exceed \$118,725 funded from Bond/54-Property Services

**MOTION BY ALDERMAN KLEE TO ACCEPT, PLACE ON FILE, AND APPROVE CHANGE ORDER #3 WITH CHARTER CONTRACTING COMPANY FOR THE PHASE IV, STAGE I LANDFILL CONSTRUCTION IN THE AMOUNT NOT TO EXCEED \$118,725. FUNDING WILL BE THROUGH DEPARTMENT: 168 SOLID WASTE; FUND: BOND/54-PROPERTY SERVICES
MOTION CARRIED**

From: Amy Girard, Purchasing Manager

Re: 2026 Portable Toilet Rentals Change Order 6 in the amount not to exceed \$61,760 funded from General Fund/54-Property Services

MOTION BY ALDERMAN KLEE TO ACCEPT, PLACE ON FILE, AND APPROVE CHANGE ORDER #6 TO THE PORTABLE TOILET RENTAL AGREEMENT WITH UNITED SITE SERVICES IN THE AMOUNT NOT TO EXCEED \$61,760. FUNDING WILL BE THROUGH DEPARTMENT: 177 PARKS; FUND: GENERAL FUND/54-PROPERTY SERVICES
MOTION CARRIED

From: Amy Girard, Purchasing Manager
Re: Riverfront Project: Renaissance Park Art Mural in the amount not to exceed \$105,000 funded from Riverfront TIF Fund/70 Project Contingency

MOTION BY ALDERMAN KLEE TO TABLE RIVERFRONT PROJECT: RENAISSANCE PARK ART MURAL IN THE AMOUNT NOT TO EXCEED \$105,000 FUNDED FROM RIVERFRONT TIF FUND/70 PROJECT CONTINGENCY
MOTION CARRIED

From: Amy Girard, Purchasing Manager
Re: Authorization of Emergency Purchase Order – Replacement boiler for Station 3

There being no objection, Chairman Donchess accepted the communication and placed it on file.

NEW BUSINESS – RESOLUTIONS - None

NEW BUSINESS – ORDINANCES – None

TABLED IN COMMITTEE - None

RECORD OF EXPENDITURES

MOTION BY ALDERMAN KLEE THAT THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD FROM DECEMBER 12, 2025 THROUGH JANUARY 1, 2026
MOTION CARRIED

GENERAL DISCUSSION

PUBLIC COMMENT

REMARKS BY THE ALDERMEN

ADJOURNMENT

MOTION BY ALDERMAN KLEE TO ADJOURN
MOTION CARRIED

The Finance Committee meeting was adjourned at 7:32 p.m.

Alderman Patricia Klee
Acting Committee Clerk