

**CITY COUNCIL BUDGET WORKSHOP MEETING**  
**May 19, 2015**  
**COUNCIL CHAMBERS**  
**7:00 PM**

**MEMBERS PRESENT**

Councilor Bogan  
Councilor Collins  
Councilor Gates  
Councilor Gray  
Councilor Hamann  
Councilor Keans  
Councilor Lachapelle  
Councilor Larochelle  
Councilor Lauterborn  
Councilor Torr  
Councilor Varney  
Councilor Walker

**MEMBERS EXCUSED**

Mayor Jean

**OTHERS PRESENT**

City Manager Dan Fitzpatrick  
Deputy City Manager Blaine Cox  
Roland Connors, Assistant Finance  
Director  
Mark Sullivan, Sr. Staff Accountant  
Chris Bowlen, Director of Recreation  
Deborah Shigo, Conservation Commission  
Chair  
Michael Kirwan, Conservation Commission  
Member  
Seth Creighton, Chief Planner  
Lisa Clark, Office Manager of  
Public Works  
Michael Bezanson, Acting Director of  
Public Works  
Shane Tufts, Acting Director of Buildings  
and Grounds  
Terence O'Rourke, City Attorney  
Ray Barnett, Resident  
Greg DeNobile, Resident  
Rick Lundborn, Chair of Economic  
Development

**MINUTES**

**1. Call to Order**

Deputy Mayor Varney called the City Council Workshop Meeting to order at 7:00 PM. Assistant City Clerk Nancy Carignan took a silent roll call. All members were present, with the exception of Mayor Jean, who was excused.

**2. Public Input**

Ray Barnett, resident of 14 Crimson Lane, addressed the City Council about the Assessors report. He wanted more information about the one hundred and seventeen abatements. He explained that there has been no mention of how many had been approved or denied

Mr. Barnett also stated his displeasure with employee salaries and the collective bargaining agreements. He said that he did not agree with employees medical deductible of \$250 being reimbursed where the employees health benefits are covered by eighty percent. He wanted to see the reimbursement go away.

Greg DeNobile, resident of Chesley Hill Road, thanked the City Council for the repairs that are currently being done on this road. He questioned the assessments and asked about the criteria on the review of the assessing.

Mr. DeNobile asked about Mayor Jean's goals on making Rochester more affordable, which was addressed during the State of City presentation. He felt that an Ad-Hoc Committee should be formed, which he would like to be part of. He thanked the City Council for their time.

Deputy Mayor Varney closed public input at 7:06 PM.

### **3. Presentation: Conservation Commission**

Seth Creighton, Chief Planner, who works as a liaison with the Conservation Commission, introduced Deborah Shigo, Chair of the Conservation Commission, and Michael Kirwan, member of the Conservation Commission. He explained that they were going to show the City Council a PowerPoint presentation on properties within the City that the Conservation Commission have worked on, helping to conserve land. Ms. Shigo explained that this is the first ever update that they have given to the City Council and this presentation represents 2012 to 2015. Ms. Shigo touched base on such properties as Dr. Alexander Smith's property, located on Estes Road; Clement Conservation Easement, located on Bickford Road; Hope Farm, located on Peaslee Road; and the Laverdiere Farm, located on Ten Rod Road.

Ms. Shigo explained that they are currently working on conservation mapping throughout the City.

Councilor Varney congratulated the Conservation Commission on the success of their project.

### **4. Communications from the Deputy City Manager/Budget Presentations**

Blaine Cox, Deputy City Manager, updated the City Council on changes that had come about since the Budget Workshop meeting on May 12, 2015. He said that the City and County are currently \$6.00 under the Tax Cap and the School Department is \$13,550 under the Tax Cap. Mr. Cox stated that as a Committee of the Whole there were only two changes with a net zero change to the City Manager's Budget.

#### **4.1 Recreation Department**

Chris Bowlen, Director of Recreation, addressed the City Council on his FY16 budget. He explained that he did not have a PowerPoint presentation and he gave the City Councilors various handouts, one which was for the Recreation Department's Master Plan. He will not be addressing the Master Plan, but he wanted the Councilors to have the information. He said that one of the handouts was a graph indicating how far they have come with their programs. He noted that his staff has made this possible.

Mr. Bowlen briefed them on the operating budget, which can be found on pages 139 through 143. He explained there was a 1.78% adjustment made in salaries.

Councilor Keans asked about line item 533000 in the amount of \$9,200. Mr. Bowlen explained that this amount represents hiring referees for sporting events and doing background checks for outside volunteers.

Mr. Bowlen explained that under Issues and Options, page 66, that he was proposing a Recreation Management Software System, which would integrate with the current MUNIS program. He explained that he wanted to amend the \$20,000 amount by half, dropping it to \$10,000, and split this amount between the Arena and the Recreation Department, \$5,000 for each department.

Councilor Larochelle asked if this \$10,000 is supported, because the way it is listed in the CIP. Mr. Bowlen stated that there is a little confusion and it made it through to the CIP. He explained this further, that it is listed as \$10,000 per each department, but should be cut to \$5,000 each. Councilor Torr asked if this was on a wish list. Mr. Bowlen said it was not.

Councilor Varney asked if there was an annual cost associated with this software. Mr. Bowlen said that the annual operating cost would be approximately \$1,200 to \$3,000 per year.

The City Council referred to pages 78 for the Recreation Department and 151 for the Arena of the CIP budget for the Management Software. Councilor Walker **MOVED** to cut \$5,000 from the CIP. Councilor Keans seconded motion, The Committee of the Whole **ADOPTED** the motion by a unanimous voice vote.

#### 4.2 Arena Department

Mr. Bowlen discussed the Arena Operation Budget listed on pages 168 and 169. The Arena is showing a 10% increase, which is due to bond, principal and interest; however, the cash CIP, which was \$10,000, will now be adjusted to \$5,000.

Mr. Bowlen explained that utility rates have increased significantly, especially the electrical rate. Mr. Bowlen reiterated a majority of the increases are due to bond, principle, and interest.

Deputy Mayor Varney questioned the line item for redemption of principle where he did not see the line item for interest. Mr. Bowlen explained that it was listed under, Other Goods and Services.

Deputy Mayor Varney asked if they needed to make another motion to reduce the \$10,000 listed under CIP to \$5,000. Mr. Cox stated that they do need to adjust it in that manner.

The City Council referred to page 151 for the Arena of the CIP budget for the Management Software. Councilor Walker **MOVED** to cut \$5,000 from each. Councilor Lachapelle seconded the motion. The Committee of the whole **ADOPTED** the motion by a unanimous voice vote.

Deputy Mayor Varney asked about the Arena's hourly rates. Mr. Bowlen explained that the Arena rates are on the high side for a municipality run arena.

Councilor Lauterborn asked about line item 532200, where it has fluctuated quite a bit. Mr. Bowlen said that there are a lot of transfers within this line item. He said that there are years that they have increased snow removal from the parking area, as well as the roof, which cost \$14,000 this year. Councilor Lauterborn asked about the \$700 amount. Mr. Bowlen said that they will need a contingency line and he went on to explain they he will need to pull from other line items to make up the difference.

Councilor Larochelle questioned some of this cost and Mr. Bowlen explained that they are dealing with an old ice arena that was built in 1972 and needs upgrades.

Councilor Torr questioned the snow removal in the amount of \$4,500, paid to SUR. Dan Fitzpatrick, City Manager, explained that the Department of Public Works could not accommodate the Arena at that time due to their workload; the DPW workers were working eighteen hour shifts to keep up with the snow during this time.

The City Council reviewed the Issues and Options found on page 68 with Mr. Bowlen. Mr. Bowlen explained that he was asked to bring forward to the City Council the issues of the budget operations for the Arena's Enterprise Fund, current and long term CIP debt.

Mr. Bowlen said that they are looking at three areas in regards to the enterprise fund: first, keeping things as they are currently; second, absorbing the enterprise fund within the Recreation General Fund; and third, contribute an amount equal to the current annual and future debt payments. To keep it as an Enterprise Fund was the most logical to explain; they will need to track this on a yearly basis.

Councilor Lauterborn said this was not included in the City Manager's budget and she asked if the money is there someplace. She felt that the way it currently reads they have to do something. Councilor Lauterborn said there appears to be no option.

Deputy Mayor Varney stated that the debt service is \$140,000. He asked if they could make some of that up. Mr. Bowlen explained that some could be offset by operating revenue.

City Manager Fitzpatrick said that the debt service is in the Operating Budget. He said that under Issues and Options there was discussion for a policy going forward for future finance of the Arena, which could be General Fund or Enterprise Fund; however, they want to go with this. The City could approach this as an Enterprise Fund with an annual contribution from the General Fund.

Councilor Larochelle liked it as an Enterprise Fund structure and the CIP would be funded separately. He did state that the issues pertaining to the roof would be over the top and could possibly be put in bonding if there is some relief they can see in the future. Mr. Bowlen said that there could be relief in the year 2020 with the retirement of a bond and again in 2024 when another bond will drop off. Councilor Larochelle asked if this will help with the CIP until there is relief. Mr. Bowlen agreed, but he did not want to lose sight that some of the projects that they are currently paying for will be outside the scope of what the budget can handle and help is needed now.

Councilor Lauterborn questioned if the debt service funds are in the budget now. Mr. Fitzpatrick said the principle and interest were in the Operating Budget.

Councilor Walker explained that during a Finance Committee meeting it was discussed to taking the Arena's entire CIP and absorb it into the General Fund and leave the Operating Budget in the Enterprise Fund.

Mr. Cox discussed the Operating Budget with the City Council. He referred to the redemptions on page 169 "Other Goods/Services." He also explained the revenue portion on page 20. Deputy Mayor Varney asked with that information would \$30,000 make the budget whole. Mr. Cox discussed this further with the Councilors.

Deputy Mayor Varney asked if they would need to transfer from the General Fund to pay for everything and ending in a surplus. Mr. Bowlen agreed.

Deputy Mayor Varney felt that Mr. Bowlen should have brought some of his past budget information for the City Council to review. He felt that without assistance the Arena will not make it much longer. Mr. Bowlen expressed his concerns as well. He stated that with the infrastructure that they need it is a very true statement.

Mr. Fitzpatrick said that the Arena budget is whole in regards to the current debt service and through FY16 it is solid. Mr. Bowlen said that was a fair statement, but they need to keep what they currently have Mr. Bowlen is looking for improvement in the coming years. Deputy Mayor Varney asked if they supplement as needed every year. Councilor Walker felt that they were transferring from the General Fund yearly. Mr. Fitzpatrick reiterated that this FY16 budget is solid. Councilor Varney asked Mr. Bowlen with the current debt service that they have will he be able to pay for everything going

forward. Mr. Bowlen said no, just the current year. Councilor Gray asked if they exclude the CIP for FY16 would they negative. Mr. Bowlen discussed that issue further with the Councilor's.

The City Council asked Mark Sullivan, Sr. Staff Account, what the figure was that was coming out of the General Fund. It was confirmed that the figure was \$140,000. Councilor Gray asked if that is excluded with the CIP budget, will the Arena be positive or negative. Mr. Sullivan said that the cash flow is negative.

Councilor Lauterborn expressed that she was hoping that the rest of the Councilors understood the budget being whole was when it is short \$140,000 through next year. It was explained that budget is whole due to the transfer from the General Fund to the Arena Fund and they need to have a policy discussion going forward. The City Council discussed having a separate fund that they could transfer money into and that the Finance Department will need to make this clearer.

Councilor Larochelle asked about the CIP numbers. He said they are looking at \$750,000 for the roof and \$100,000 for the front of the building. Deputy Mayor Varney asked Mr. Bowlen if this \$850,000 is correct. Mr. Bowlen stated it was, but they also had the \$5,000 for the software. Councilor Larochelle asked how the \$750,000 was going to affect the CIP budget. Mr. Sullivan explained that it would not be affected until they go out to bond. Councilor Larochelle asked if they take the roof from the General Fund will that help them for FY17. Mr. Fitzpatrick said that dealing with this issue is the same as dealing with roads. He said you will see principle and interest kick in within twelve to twenty-four months.

Councilor Larochelle felt that this was an opportunity to take on big projects one at a time based on their merit and this would help to assist in taking some of the load off. Deputy Mayor Varney cited that the Arena is already \$140,000 short now and adding \$60,000 when the bond kicks in they then would be looking at a shortage of \$200,000 in the future, more or less. Deputy Mayor Varney asked if this has been an ongoing deficit. The Councilors discussed the negative cash flow. Councilor Varney said that old projects get more costly when not fixed in the early stages.

Mr. Bowlen reviewed the CIP project for the front of the Arena, where the old YMCA used to lease. He handed out diagrams for the City Council to review. The Recreation Department would like to rehab this area so that they can offer more programs in that area of the building. Mr. Bowlen said in the past year they have increased programs about one thousand hours and they are running out of room at the Community Center so transitioning more programs to that location would be beneficial. At the Community Center there are some interruptions because of the space and this would not be the issue at the Arena. He explained that for FY16 the CIP request is for \$100,000. He went on to explain this site is usable, likable and attractive.

Councilor Keans questioned the remodel diagrams. She asked Mr. Bowlen for clarification. He proceeded to review the diagrams with the Councilors. Deputy Mayor

Varney questioned if these renovations will bring the building up to code. Mr. Bowlen said that code might be an issue at this time and they are just looking to refurbish the area for now. Eventually they would have to get the entire area up to code.

Mr. Bowlen handed out a diagram of the roof, which is listed in the CIP for \$750,000. He explained that he is dealing with a 1972 pre-engineered metal building, which is not compatible to the snow accumulations of this area. The Arena is constantly paying to have snow removed from the roof. He said when there is a safety issue they need to close the Arena, which is a loss of revenue.

Mr. Bowlen explained that they are doing an independent analysis on a product that may help. He said that this new application for roofing might work on this type of building. He understood that fixing the roof was going to be a large project, where they need to start from the bottom up. Due to the programs running out of the Arena he felt that it would not be scheduled much before April of FY16.

Councilor Keans questioned Mr. Bowlen if using solar panels on the roof could be an option. He felt that it would be a nice application and they have been talking to vendors.

Councilor Larochelle asked Mr. Bowlen about the snow load and the snow removal. Mr. Bowlen and the City Council discussed various ways of snow removal.

Mr. Bowlen asked for a **Sense of Council** for the Recreation Department to hire extra summer staff. He referred to the lifeguards and camp councilors needed for the summer programs. Mr. Bowlen explained that the funds are already in the budget. It was determined by a unanimous voice vote that this is acceptable.

#### 4.3 Public Works Department

Michael Bezanson, Acting Director of Public Works, notified the City Council that it was "National Public Works Week." He mentioned that the City was in the fifteenth year of the "Green Initiative Program." Mr. Bezanson explained that this program reflects green projects, such as planting trees. He gave all Council members hats, which support this program.

Mr. Bezanson explained that he was there to review various budgets as well as Public Buildings, which was not listed on the Agenda. He did not have many comments and felt that his staff did a great job with the budget, keeping with the City Manager's tax cap. Mr. Bezanson wanted the City Council to know that there were several members of his staff present should they have further questions.

Deputy Mayor Varney asked about the \$20,000 listed in the budget for "Contracted Services." Mr. Bezanson explained that this line item amount was for temporary engineers brought on when needed. He also explained that there are various transfers from this line item, some of which were revised in FY15.

Deputy Mayor Varney asked if they needed to increase the line item for rubbish collection. Mr. Bezanson felt that they did not need to.

Councilor Lachapelle questioned the CIP where year to year there was a zero percent increase. Mr. Cox explained that this was an adjustment, a \$16,000 decrease, and he explained that the Finance Department would bring these back in a week or two.

Mr. Bezanson commented that after further review the DPW is looking to make a few adjustments when it comes to the Franklin/Adams Street project, which is split between: Water Works, Sewer Works, and DPW. The original request was \$450,000 and now with a ninety percent estimate they are looking at a ten percent increase of \$110,000 bringing them to \$560,000.

Deputy Mayor Varney asked if this included the side streets. Mr. Bezanson said yes, all numbered side streets were included. He explained that DPW will need to address the culvert, which they tried to get around, but they will need to take care of this because of the utilities.

Councilor Larochelle questioned the \$110,000 increase for highway, water, and sewer. Mr. Bezanson explained that this increase is just on the highway side.

Mr. Bezanson wanted to inform the City Council of some good news. He explained that the Strafford Square project, which was slated for seven million dollars, is now revised to five million. This change has come after receiving further information. He mentioned one such change came from Eversource where the quote came in a lot lower.

Councilor Walker asked about the Lowell Street culvert. Mr. Bezanson said that it is considered a bridge by the Department of Transportation and they have requested State money [Bridge Aid]. The timing from the application is unclear as to when they will get aid.

Councilor Varney asked about the sewer project on the Salmon Falls and Milton Roads. He wanted to know if they were running the lines to the industrial park. Mr. Bezanson said yes, and explained further. Councilor Varney asked if the \$150,000 is an adequate amount. Mr. Bezanson felt that it was adequate. Councilor Varney questioned if it needed to be done in FY16. He thought it could be pushed off. Mr. Bezanson will review the project further.

Councilor Keans asked about the Colonial Pine project. Mr. Bezanson said that it was in the budget under a sewer project.

Councilor Walker questioned the Flat Rock Bridge and Milton Road project and asked if this will get tied into the Kodiak Court development. Mr. Bezanson explained that he has not gone through the complete process on this and it is still in the works.



Deputy Mayor Varney wanted more information on the installation of the traffic light from Twombly Street to North Main Street. He asked if they would need one on the other end to accommodate trucks. Mr. Bezanson will look into that project. Deputy Mayor Varney asked what was included in the \$350,000. Mr. Bezanson explained that it included the construction and other improvements that they were looking at.

Deputy Mayor Varney asked about State funding for the Strafford Square Roundabout. Mr. Bezanson briefly touched on this issue. He felt that they need to do Twombly Street first. Councilor Torr said that it will be hard for an eighteen wheeler to turn off Twombly. Mr. Bezanson explained that there is more work to be done in this area.

Deputy Mayor Varney asked about the two street sweepers that are requested. Mr. Bezanson explained that they are currently using one of the sweepers for parts and the other one is just being kept alive.

Deputy Mayor Varney felt that the light at Wakefield Street and Columbus Avenue could be part of the Wakefield Street reconstruction. Mr. Bezanson said that they could look at that as a carryover item.

Councilor Keans asked about the Ward Two project, which is Rochester Hill Road and Colonial Pines. She said that it was listed under "sewer" and she felt that it should be divided between the departments. Deputy Mayor Varney said that there will be roadway improvements as well as drainage.

#### **4.4 Public Buildings**

Mr. Bezanson asked the City Council if there were any questions regarding the Operating budget. There were no questions at that time.

Mr. Bezanson discussed the CIP Budget and explained that the server room located in the Police Station needed an upgraded fire suppression system and this server room is the City primary server. This current system is a wet suppression, which is not a good system for a server room. Deputy Mayor Varney asked why do we have two server rooms. Mr. Bezanson said that is a question for Dennis Shaffer, Systems Supervisor. He explained the Police Station server is the HUB.

Deputy Mayor Varney asked about the request for a generator. Mr. Bezanson explained that this generator will be dedicated to the Fire Department. Councilor Torr asked if the City's generators get tested regularly. Lisa Clark, Office Manager of DPW, explained that the generators get tested weekly and they maintain records. She also explained that general maintenance is done twice a year.

Deputy Mayor Varney wanted more information on the electronic sign board. Mr. Bezanson explained that this is in the CIP budget. The City Council questioned why the

City would need this electronic sign. Mr. Fitzpatrick said that would be a subject of debate as to where the sign would be located. Councilor Lachapelle felt that it was not an essential item. Mr. Fitzpatrick agreed, but he felt that it could be part of the City's branding. It will act as an announcement board for the City's events.

The City Council briefly discussed the orange trailer signs. They concurred that these signs are for traffic control only.

Councilor Keans felt that this electronic sign should be located at the Community Center, where that sign needs to be remodeled.

Mr. Bezanson wanted to address the ductless heating and cooling system in the CIP budget. Currently it is in the budget for \$10,000 and he would like that increased to \$20,000. He said the original amount was for the City Clerk's Office and now they would like to incorporate the Finance Office as well. The City Council discussed the installation of this project. Mr. Bezanson explained that the City currently has one of these ductless systems in the Building, Zoning, and Licensing Services Office.

#### **4.5 Community Center**

Councilor Walker asked about line item "other equipment." This line is up \$16,900; he wanted to know why. Mr. Bezanson explained that this cost was for vacuums, floor scrubbers, and wall pads for the gym, which need to be replaced.

Councilor Walker asked about the contingency line item being up \$13,000. Mr. Bezanson explained that this is not a new line item. He explained that monies get transferred from this line.

Deputy Mayor Varney asked Mr. Bezanson if he could find cheaper floor scrubbers. Mr. Bezanson will check on this.

Deputy Mayor Varney asked if the sound board panels for the gym were for the ceiling. Mr. Bezanson explained that this is for sound proofing to improve the acoustics. Shane Tufts, Public Buildings, said that these are currently wall panels from when the building was originally built. They are deteriorating and making a mess on the floor. Mr. Tufts said newer ones will hang from the rafters. Deputy Mayor Varney wanted Mr. Bezanson to check into the cost on this project as he felt \$50,000 was a little high.

#### **4.6 Water Works**

Councilor Walker asked why the cost for repair and maintenance was up. Mr. Bezanson explained that a lot of this was for the treatment of the waste water lagoon as well as the water treatment plant. He explained the process to the Councilors when it comes to maintaining the lagoon. Deputy Mayor Varney asked the Finance Department if they had considered this, because it is a big change.

Councilor Walker questioned \$20,000 under "other equipment." Mr. Bezanson stated that this was spread out through a couple facilities. He explained further that they have some remote watershed areas, so they will be split between water and sewer.

Councilor Keans asked about the contingency fund for FY16. It was her understanding that in previous years it got transferred out. Mr. Bezanson explained that in previous years money has been transferred from this line.

Mr. Bezanson wanted to brief the City Council on the Franklin Street project, which he explained was in the area of the Chamberlain Street connection. It is currently in the CIP at \$650,000, however the project will need an additional \$350,000 for a total of \$1,000,000.

Deputy Mayor Varney asked for a summary for each part of this project so they can review what is going on with each section. He said that it appeared that this project is turning out to be much larger than anticipated. Mr. Bezanson will get those numbers for the City Council.

Councilor Lachapelle asked about the Granite State Business Park Loop in the amount of \$750,000. He thought that this project had already been discussed previously. Mr. Bezanson said that this continues to be a desirable project. Councilor Walker felt that they should be looking at grants.

Councilor Walker wanted clarification on the \$20,000 for other equipment. He said that it did not look like it was being equally divided. Mr. Bezanson, along with Ms. Clark, clarified this for Councilor Walker. Mr. Bezanson explained which equipment is split.

Councilor Walker asked about the ATV for \$9,500. Mr. Bezanson said that at this time they are looking to use the piece of equipment for the watershed. Councilor Larochelle asked if they could use a small four wheel truck instead of an ATV. Mr. Bezanson said it would not be convenient for these areas where they are remote and the terrain is not good.

#### **4.7 Sewer Works**

Deputy Mayor Varney asked about \$679,000 transferred to CIP, which is a large change. Mr. Cox discussed this briefly with Deputy Mayor Varney.

Deputy Mayor Varney asked about other professional services. Mr. Bezanson stated that this was for the agreement with the EPA. They had to have a couple studies done. Deputy Mayor Varney mentioned that this was to mitigate the permit.

Councilor Gray asked about the additional funds for the sewer for the Franklin Street project. Mr. Bezanson said that those funds are still sufficient and the pump station is included in the full project.

Deputy Mayor Varney asked how many pump stations are currently under renovation. Mr. Bezanson said it was basically River Street.

Councilor Torr asked when the Route 125 pump station was going to be finished, as it is behind schedule. Mr. Bezanson stated that the contractor has told them that it would be finished by the end of July.

Councilor Collins stated that he had been impressed with Peter Nourse, the former Director of Public Works, and he is equally impressed with the quality of work that Mr. Bezanson has done since Mr. Nourse had left.

Mr. Bezanson complimented his support staff and they should all be commended for their help.

#### **4.8 Tax Increment Financing Districts**

Mr. Cox addressed the City Council on the Tax Increment Financing Districts. He explained that he has sent them a memo to review and he briefly addressed the three districts with the Councilors. After Mr. Cox's review of the information, Deputy Mayor Varney suggested that they tackle each TIF District differently.

Rick Lundborn, Chair of the Economic Development Commission, gave a detailed PowerPoint presentation to the City Council regarding the TIF Districts.

Councilor Walker questioned the Granite State Industrial Park. He asked if they are looking for more lighting; are they referring to decorative lights as the downtown area has. Mr. Lundborn stated no, just traditional lighting. Councilor Walker asked about their sidewalk request as this could get costly. He wanted to know how far they wanted to run the sidewalk. Mr. Lundborn said to the end of the cul-de-sac.

Councilor Lachapelle said that sidewalks need to be plowed so getting equipment to that area would be difficult. Councilor Gray mentioned that maybe they need to put the sidewalks on the private property. Councilor Walker agreed that they need to look at that as well.

Mr. Lundborn suggested to addressing the street lights, because they are important for safety.

Councilor Keans asked if there was any mention of bicycles for transportation. Mr. Lundborn said that there was no discussion on them because there are more walkers than cyclists.

Councilor Keans and Mr. Lundborn discussed the COAST bus route. It is determined that the bus stops at the park, but it is on the other side of the street.

Deputy Mayor Varney asked if the TIF revenue could be in conflict with State RSA. He read the RSA 162-K, which he explained his interpretation was that the revenue returns to the tax list. He suggested that it be handled that way.

Councilor Keans asked if there is a budget put in place for the Granite State Industrial Park. Mr. Bezanson explained that in FY15 it was approximately \$14,000. He gave some further detail.

Deputy Mayor Varney and Mr. Cox discussed separating expenses for each TIF district.

Mr. Bezanson addressed Sterling Drive, where the City maintains the street. Councilor Varney suggested separating this out for each TIF district. Mr. Cox stated that you would have to separate the DPW revenue.

Councilor Torr wanted to see plans on the Route 11 TIF District. Mr. Bezanson will get him that information. The Councilors discussed future development for that area.

Councilor Torr asked about the lights for the Little Falls Bridge Road and Route 11 intersection. He would like to know who is paying for that project. Mr. Bezanson will check on the specifics and get the information to him.

## **5. Department Reports**

There were no discussions on department reports at this.

## **6. Other**

Councilor Gray asked Mr. Cox if he had a forthcoming announcement on "Bridging the Gaps" project and, if so, could he brief the City Council. It was discussed that the project had been awarded Federal funding for this year, which would pay for six months.

Councilor Gray asked if they had a Coordinator in place. Mr. Cox said that they have a person of interest, but who had not signed an employment agreement yet.

Councilor Gray addressed the 501:C3 status. He reviewed the status of how the 501:C3 would run and depending on how "Bridging the Gaps" would work they may not need to be listed as a 501:C3.

## **7. Non-Meeting/Public Session**

### **7.1 Non-Public Session, Land, RSA 91-A**

Councilor Lachapelle **MOVED** to enter Non-Public session [Land, RSA 91-A] at 9:37 PM. Councilor Walker seconded the motion. The **MOTION CARRIED** by a

unanimous roll call vote. Councilors Bogan, Collins, Varney, Walker, Lachapelle, Gray, Larochelle, Torr, Hamann, Gates, Keans, and Lauterborn, all voted yes.

Councilor Lachapelle **MOVED** to exit Non-Public Session and seal the minutes indefinitely at 9:53 PM. Councilor Walker seconded the motion. The **MOTION CARRIED** by unanimous voice vote.

## **8. Adjournment**

Councilor Lachapelle **MOVED** to **ADJOURN** the Workshop Meeting at 9:54 PM. Councilor Walker seconded the motion. The **MOTION CARRIED** by unanimous voice vote.

Respectfully submitted,

Nancy Carignan  
Assistant City Clerk