

**Committee of the Whole Budget Workshop
May 19, 2020
Meeting Conducted Remotely
6:55 PM**

COUNCILORS PRESENT

Councilor Abbott
Councilor Belken
Councilor Bogan
Councilor Gray
Councilor Hainey
Councilor Hamman
Councilor Hutchinson
Councilor Lachance
Councilor Lachapelle
Councilor Rice
Councilor Walker
Deputy Mayor Lauterborn
Mayor McCarley

OTHERS PRESENT

Blaine Cox, City Manager
Katie Ambrose, Deputy City Manager
Terence O'Rourke, City Attorney
Todd Marsh, Welfare Director
Lauren Krans, Assistant Director of
Recreation & Arena
Chris Bowlen, Director of Recreation
and Arena
Jim Campbell, Director of Planning
Jim Grant, Director of Building, Zoning
and Licensing
Sonja Gonzalez, CIO
Chief Paul Toussaint, Rochester Police
Mike Scala, Director of Economic
Development

Minutes

1. Call to Order

Mayor McCarley called the City Council Workshop meeting to order at 6:55 PM. The preamble, which she read prior to the Public Hearing preceding the workshop, is as follows:

Good Evening, as Chairperson of the City Council, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and services, which are vital to public safety and confidence during this emergency.

As such, this meeting will be conducted without a quorum of this body physically present in the same location.

a.) **Providing public access to the meeting by telephone:** At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting. The public can call-in to the below number using the conference code. Some meetings will allow live public input, however you must have pre-registered online, otherwise, the meeting will be set to allow the public to "listen-in" only, and there will be no public comment taken during the meeting. [Public Input Registration](#)

Phone number: 857-444-0744

Conference code: 843095

b.) **Public Access Troubleshooting:** If any member of the public has difficulty accessing the meeting by phone, please email PublicInput@RochesterNH.net or call 603-332-1167.

c.) **Public Input:** Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for public input, while still ensuring participant safety and social distancing. In lieu of attending the meeting, those wishing to share comments, when permitted, with the City Council (Public Hearing and/or Workshop settings) are encouraged to do so by the following methods:

- **Mail:** City Clerk/Public Input, 31 Wakefield Street, Rochester, NH 03867 (*must be received at least three full days prior to the anticipated meeting date*)
- **email** PublicInput@rochesternh.net (*must be received no later than 4:00 pm of meeting date*)
- **Voicemail** 603-330-7107 (*must be received no later than 12:00 pm on said meeting date in order to be transcribed*)

Please include with your correspondence the intended meeting date for which you are submitting. *All correspondence will be included with the corresponding meeting packet (Addendum).*

d.) **Roll Call:** Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their name (and/or ward), also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law. (Additionally, Council members are required to state their name and ward each time they wish to speak

Deputy City Clerk Cassie Givara had taken the roll call prior to the Public Hearing preceding the City Council Workshop. All Councilors were present and indicated that they were alone from the location from which they were connecting.

2. Public Input

Tom Kaczynski, resident, connected via conference line. Ms. Kaczynski addressed Council regarding salaries of City Staff during COVID-19. He also spoke to Council regarding the tax cap and the budgetary process.

3. Communications from the City Manager

City Manager Cox gave an update on outdoor dining at restaurants which was recently allowed under the Governor's COVID-19 guidance. City Manager Cox stated that City Staff has been working restaurants over the past week and he has already signed off on 15 restaurants having outdoor dining at their establishments. Staff is currently working with other restaurants with calls from other interested establishments still coming in every day.

Councilor Lachance asked if the outdoor dining works well and becomes successful if there is a possibility that that outdoor dining could be made permanent. City Manager Cox said the decisions on permanent outdoor dining would be made on a case by case basis with City ordinances and codes in mind. Councilor Lachance inquired who has the authority to make the decision on allowing a restaurant to have outdoor dining. City Manager Cox answered that there are land use ordinances which need to be complied with and a application process which needs to be approved through the City to allow outdoor dining. Councilor Lachance indicate that this discussion should be workshopped by Council. Mayor McCarley concurred.

Councilor Rice asked who incurs the cost for the jersey barriers and the seating areas which have been set up around some of the outdoor dining areas downtown. City Manager Cox answered that it's the responsibility of the restaurants to pay for any renovations or upgrades to their outdoor areas to allow for dining. City Manager Cox also said that SUR Construction had supplied jersey barriers for this purpose, although he was not sure what the cost to the restaurants had been. Mike Scala, Director of Economic Development, reported that SUR

Construction had donated the Jersey barrier.

Mayor McCarley asked if there was a fee charged to restaurants for outdoor dining. City Attorney Terence O'Rourke clarified that there is a fee for outdoor dining as laid out in the City Ordinances, although that fee is currently being waived to allow for the reopening of restaurants in this manner due to COVID-19.

4. Communications from the Mayor

Mayor McCarley said that due to COVID-19, Rochester had made the decision to cancel the Memorial Day ceremony and veteran's parade. She said that the Tri-city mayors are working on an idea to film a Memorial Day event with a representative from veteran's organization from each City. This video will then be distributed to each city to air on their government channel. Mayor McCarley said they are also asking that all of the churches in the tri-cities ring their bells at 10:00 AM on Memorial Day.

Councilor Rice suggested that maybe the City could look into having a parade or veteran's event to coincide with the Fourth of July, dependent on how things have progressed with COVID-19. Mayor McCarley said there are a number of decisions that are still being discussed regarding the Fourth of July, and the parade or veteran's event is something they can also consider.

Councilor Lachance asked for an update on where the City stands on the Fourth of July fireworks. City Manager Cox said City Staff has been meeting regularly to discuss this matter and although the fireworks haven't been canceled as of yet, the food and entertainment portion of the celebration have been canceled. He said there will be a determination made within the next few week about whether or not the fireworks will take place.

Councilor Lachance spoke in favor of the City hosting the fireworks display and gave several suggestions on location and parking which could be utilized for viewing. City Manager Cox said that because other communities have already cancelled their fireworks, there is a concern that there would be increased numbers of people coming from out of town to see the Rochester fireworks if they are the only ones scheduled in the area and the crowd may be difficult to manage; there are also still mandates in place which limit gatherings of more than 50 people.

Councilor Lachance asked if a resident chose to have their own event on private land with crowds, if they would be subject to the same restrictions as the City and would it be a violation of law to hold such a gathering. City Manager Cox stated that it would be contrary to the law and would be a violation of the governor's executive orders. Councilor Lachance emphasized the need to relay

this message to residents to avoid any trouble.

City Manager Cox reported that City Staff does hope to be able to provide a fireworks display. He also said that the pyrotechnics vendor the City uses is very flexible and will allow additional time to decide if necessary.

Councilor Hamann asked for an update on the cases of COVID-19 in the area. Chief Klose gave an update on COVID-19 occurrences and deaths within the state, stating that the death rate for NH is above the national average. Councilor Hamann asked if that was due to the low test numbers. Chief Klose answered that the test numbers have actually increased, and they have shown that there are many asymptomatic people in the community testing positive.

5. Debt Service Update

Mark Sullivan, Deputy Finance Manager, presented a PowerPoint to update Council on the debt service. He explained the flow of how a proposed CIP project gets adopted by Council to then become authorized debt. Once the project is complete the bond issuance occurs which doesn't become debt service until the following year. He outlined what was currently on the books for bonded debt.

Mr. Sullivan outlined the 4-3-4 plan for bonded projects which recommends that departments keep their CIP requests within no more than \$4 million from the General Fund, \$3 million from the Water Fund, and \$4 million from the sewer fund. He explained the goals of this plan and stated that this guidance can be challenging during some fiscal years, but as long as the amounts average over the course of several years the outcome will be the same.

Mr. Sullivan summarized that the debt is elevated, but manageable which is reflected in the ratings from bond agencies. The General fund debt limit is good, and the Tax cap and user rate impacts will be mitigated by retiring bonds in the next 5 fiscal years as well as staying within the 4-3-4 plan.

Councilor Lachance inquired about the 4-3-4 plan and if the \$1.94 million request for fire apparatus replacement within the fire department budget would effectively use half of the \$4 million limit from the General Fund. Mr. Sullivan said that while the guidance suggests staying within \$4 million each year and this fiscal year the CIP requests total 7 million, the City would look to reduce the amounts over the next several years to average \$4 million over time.

6. CIP Budget Presentations (Continued)

6.1. Department of Public Works

Peter Nourse, Director of City Services, presented the CIP budget for four of the divisions of the Department of Public Works. He stated that in light of Covid-19 and anticipated shortfalls of revenues, the budget has been reviewed by finance and the scope of projects involving the general fund have been reduced. The water and sewer projects are below normal levels as well.

Mr. Nourse directed Council to page 16 for Public Buildings and Grounds. He said that originally there had been 8 projects, but it has been reduced to just one due to concerns of decreased revenues. The remaining priority project is for a vehicle replacement for truck 105.

Councilor Walker said that the vehicle which is proposed to be replaced has 69,000 miles on it, which is far below the level at which vehicles are usually replaced. Mr. Nourse reported that the truck is rusted out and there are holes in the frame.

Director Nourse referred Council to the Highway division on pages 46-80 of the CIP book. He stated that this budget was reduced by \$2,020,000 from the original proposed budget; with cash at \$470,000 and bond remaining unchanged at \$5,255,000 for a total of \$5,725,000.

Mr. Nourse said that the proposed sidewalk rehab projects were cash and have been removed from the budget. The finance department advised that DPW may be able to ask for a supplemental appropriation for sidewalk rehab projects over the summer if financial conditions are right. Potentially, the City may have to suspend pavement in the upcoming fiscal year which will further effect conditions for when the project does take place.

Councilor Walker inquired about the project for a traffic signal upgrade which references upgrades to cameras. He asked if there are normally cameras at intersections in Rochester. Mr. Nourse stated that there are not currently cameras at the intersections. The project is meant to modernize the traffic signals throughout the city and transition into smart technology and replace aging equipment. He clarified that this would not include facial recognition technology and would not read license plates, but rather these cameras would count traffic in efforts to optimize traffic flow, reduce emissions, streamline amount of vehicles and the efficiency of intersections.

Councilor Lachance asked if the poor condition of the vehicle proposed to be replaced is due to the department not having the facilities to properly clean these vehicles regularly and having to store them outside. He also asked if the new DPW facility would allow for better care and storage of the vehicles. Mr. Nourse

indicated that the vehicle being replaced is actual stored inside most of the time it's not in use, but that the nature of the job puts a lot of wear and tear on vehicles with of stop and go driving and exposure to salt. Mr. Nourse did say that the new DPW facility is designed to house most of the larger vehicles inside and also includes a wash bay.

Councilor Lachapelle observed that 5 of the projects for FY21 are listed as "desirable" and asked if there are any which can be postponed for a year or two. Mr. Nourse answered that there is potential to postpone some of these projects, but some involve funds split across multiple budgets and years which makes it more difficult.

Councilor Walker inquired about the \$100,000 bond project for Union Street parking lot reconstruction. Mr. Walker referenced the study which was proposed in the Planning Budget to explore the possibility of a parking garage in the Union Street lot. Councilor Walker stated he would rather not spend money to reconstruct the parking lot if it will be torn up shortly thereafter for a garage. Councilor Lachapelle agreed with this assertion. Mr. Nourse gave some background on the project which was resultant from an EPA charrette which saw this as an opportunity to improve the lot's functionality, treatment of storm water and its layout. Ms. Nourse stated that he does acknowledge that the plans may change dependent on what happens with the parking study.

Councilor Lachance clarified that the parking garage is not a definite and the Council has not voted on such a decision; and when voting does occur, nothing is likely to be built for several more years. He stated that if the parking lot is reconstructed and used for another five years, he felt that the \$100,000 is not a large investment for the primary parking lot downtown. City Manager Cox agreed that there have only been preliminary discussions on the parking garage, but there will not be anything in the near future.

Councilor Walker asked about the 10-wheel dump truck included in the vehicle replacement program which shows mileage of 36,800. Mr. Nourse said he would have to verify the mileage, but reported that this dump truck has large holes in the floor of the cab which have already been welded more than once, as well as significant rusting in the dump bed, chassis and exhaust.

Councilor Walker asked for clarification on which vehicles had been removed from the proposed replacement program following the reevaluation due to COVID-19. Mr. Nourse outlined the vehicles which had been removed from the request. Mr. Nourse stated that originally the request was for \$590,000; there was then \$150,000 cut for the sidewalk tractor, \$15,000 cut for the SUV for the Assistant City Engineer (1/3 of the total price with the remaining 2/3 being split between other divisions of public works), and \$5,000 cut for the tandem roller.

Mr. Nourse directed Council to pages 100-121 for Water. He reported that the cash proposed \$265,000 and the bond is \$1,410,000 for a total of \$1,675,000. This figure is down significantly at 50% of the previous year's budget.

Councilor Walker referred to the Mandela Drive Water Main Extension on page 102 of the CIP book. Councilor Walker asked if all the residents on the street had indicated that they wanted City water. Mr. Nourse said that 9 of the 13 residents had submitted a petition through the City Council last year. The representative for the residents on that street had indicated that they were under the impression that if the petition was accepted by the Council that the City would put in water on their street; that is contrary to the ordinance and there is a greater process in place in order to have water service installed. Mr. Nourse said that the project was placed in the CIP at request of the previous Deputy Mayor. This is an item which may be revisited through the proper channels in the future.

Councilor Lauterborn **MOVED** to switch the Mandela Drive Water Main Extension to FY22. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote with Councilors Hamann, Walker, Hutchinson, Belken, Lachance, Abbott, Gray, Rice, Bogan, Hainey, Lachapelle, Lauterborn, and Mayor McCarley all voting in favor.

Director Nourse referred Council to pages 122-140 for the sewer department CIP. He said the proposed cash is \$200,000 and the proposed bond is \$1,760,000; however this amount could be reduced because Council is currently considering a supplemental appropriation of \$600,000 for NPDES permit for technical legal assistance. If this is enacted, it would reduce the bond by \$500,000.

Councilor Walker inquired about the Vehicle Replacement Program on page 128 which included a light SUV which, in earlier discussions, had been reported as being removed from the budget. Deputy Finance Director Sullivan stated that the water and sewer portions the SUV cost had not been removed from their budgets.

Councilor Walker **MOVED** to remove the 1/3 cost allotment for the light SUV from both the Water and Sewer budget. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote with Councilors Hainey, Lauterborn, Abbott, Hutchinson, Rice, Lachapelle, Walker, Gray, Bogan, Hamann, Belken, Lachance, and Mayor McCarley all voting in favor.

Councilor Walker asked for more information on the request on page 130 for \$50,000 for a "Work Force Study." Mr. Nourse stated that the wastewater treatment facility has been staffed by a crew of the same number for many years. They currently have millions of dollars of infrastructure, new technology and new facilities coming down the pike and they are looking to do a comprehensive study

of staffing to ensure the staff size and command structure is correct as well as dealing with individual employees' tasks and job descriptions to make the facility more efficient. It was discussed that there is a work force study for the Water Department on page 107 for \$25,000. Mayor McCarley asked if these two studies would be performed simultaneously. Mr. Nourse stated that doing the studies simultaneously is a possibility, although they would need to research the logistics further because there are separate consultants for each facility.

Councilor Lachance asked when such a study as last completed. Mr. Nourse said DES had done a study in 2007, but it was brief, not comprehensive, and was done at no cost. Councilor Lauterborn indicated that she felt these departments already had good management to offer these insights, and she **MOVED** to cut the study in both the water and sewer department decreasing the budget by \$75,000 cash. Councilor Rice seconded the motion. Councilor Rice concurred with Councilor Lauterborn that the water and sewer departments both have capable employees who are able to convey what staffing they need and make suggestions on improvement; he felt it is not fiscally responsible to spend the \$75,000 on the studies when the intent can be carried out in-house with the current management staff. Councilor Gray cautioned that the study is due to the oncoming facilities and new technology of which current water and sewer employees may not have experience or the expertise with using the equipment and what is needed ongoing. Councilor Gray indicated if the expert, Mr. Nourse, is asking for this study he is likely more aware than Council of the departments' needs and what can and cannot be accomplished with current staff.

Councilor Lachance **MOVED** to table the motion to remove \$75,000 cash for the water and sewer studies. Councilor Bogan seconded the motion. The **MOTION FAILED** to table the motion by a 7 – 6 roll call vote with Councilors Belken, Bogan, Lauterborn, Hailey, Lachance, and Mayor McCarley voting in favor and Councilors Rice, Walker, Lachapelle, Hamann, Abbott, Gray and Hutchinson voting opposed.

The original motion to remove the \$75,000 cash for the water and sewer studies is back on the table. The **MOTION FAILED** by a 7 – 6 roll call vote with Councilors Belken, Rice, Lauterborn, Hutchinson, Walker, and Abbott voting in favor and Councilors Gray, Hamann, Hailey, Lachapelle, Lachance, Bogan and Mayor McCarley voting opposed.

Mr. Nourse directed Council to page 129 regarding Wastewater Treatment upgrades; National Pollution Discharge Elimination Permit. Mr. Nourse stated that the FY21 request of \$525,000 is to support the anticipated upgrades of \$15 million to treat total nitrogen, but he stated due to unknown timelines or certainty on the permits, this can be pushed out a year. Councilor Lachapelle **MOVED** to push the item out to FY22. Councilor Lauterborn seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote with Councilors Rice, Walker, Belken,

Bogan, Lachapelle, Hamann, Lauterborn, Hainey, Abbott, Gray, Hutchinson, Lachance, and Mayor McCarley all voting in favor.

6.2. Fire Department

Tim Wilder, Deputy Fire Chief, introduced the fire department's CIP budget. Mr. Wilder directed Council to page 31 for the Apparatus Replacement Program and a bond request of \$1,900,000 in FY21 for a new fire engine and ladder truck. The engine falls in line with the previously developed replacement programs. Councilor Lachapelle referenced previous apparatus requests which had been made with cash. He inquired if it would save interest fees if one or both of these apparatuses were changed to cash. Deputy Finance Director Sullivan answered that the lead time it takes for these vehicles to be built is a year or sometimes longer; although they were put in as bond requests due to the tax cap implications, the funding source can always be changed fund balance prior to the delivery of the vehicles. Councilor Rice agreed that using cash to pay for the vehicles would work better and avoid bonding these items for longer than their potential useful life. There was a brief discussion on which of the fire department's vehicles were being replaced and why.

Councilor Rice asked if there would be any money recouped from the ladder truck being replaced, whether in the form of trade-in, private sale or scrap cost. Deputy Chief Wilder confirmed that there could be some money recouped through scrap or sale.

Councilor Lachance considered a motion to change the funding source from bond to cash. Councilor Lachapelle clarified that the vehicles would not be bonded for over a year, so the Council at that time can make the necessary changes. Councilor Lachance asked about the possibility of establishing a capital reserve fund for the fire department and placing \$2 million in this account for the apparatus purchases. Councilor Rice stated he would second if such a motion was made. City Manager Cox indicated that the creation of a capital reserve fund is statutorily a different process requiring public hearing and notifications, so such a motion would not be in order during this budget process. Councilor Lachance **MOVED** to push the vehicle replacement request to FY22. Councilor Walker clarified that the payment does not need to be made until the delivery of the vehicles in FY22, at which time the funding source can be changed. There is no action that currently needs to be taken on this item.

Deputy Chief Wilder directed Council to page 32 to the Mobile and Portable radio replacement program request for \$80,000. Deputy Chief Wilder explained that there are 3 levels of radios; the portable which are physically on the bodies of fire fighters, the mobile radios which are located within apparatus such as engines, and the radios at base stations such as dispatch or in fire stations. This

request is for the middle tier radio replacements. He explained that following last year's approved CIP request for radio infrastructure upgrade, the City has been moving to a digital platform which will phase out the applicability of many of the current radios being used in the vehicles.

Deputy Chief Wilder directed Council to pages 33-37 to 4 multi-year CIP requests established in the previous fiscal year for various personal protective equipment and rescue gear. Councilor Walker said there was an O&M request for Firefighter Gear totaling \$41,500 and asked if this CIP request for \$50,000 was additional to the O&M request or related. Deputy Chief Wilder clarified that the money in the O&M budget was in part to accommodate the acquisition of gear for two new firefighters proposed to start in January of 2021. He explained that the gear in the CIP is the ongoing effort to provide each employee with two sets of compliant gear that can be alternated and laundered as needed. He explained that not all employees currently have two sets of gear due to the cost, but the ongoing program maintains and replaces second gear as needed. Councilor Lachapelle referred to page 33 and the purchase of new Personal Protective Equipment and page 37 of Fire Gear Replacement. Councilor Lachapelle said the descriptions of these requests overlap and seem to include the same items. Deputy Chief Wilder clarified that the PPE on page 33 is replacement gear for new hires whereas the request for fire gear on page 37 is Maintenance and replacement of gear for current staff.

Councilor Rice asked about Technical Rescue situations on page 35 for \$15,000. He stated that the indication was that the NH Fire Academy is not providing trainings this year and asked if this funding was for a specialized school for new hires. Deputy Chief Wilder stated that it is primarily for purchase and replacement of technical rescue equipment as well as hosting training within Rochester as needed. Councilor Rice asked if it is reasonable to request neighboring communities participating in these trainings cover some of the costs associated. Deputy Chief Wilder stated that these are primarily maintenance trainings to keep up with skills already acquired as opposed to certification trainings.

Deputy Chief Wilder referred to the request on page 36 for the PPE Washer Extractor. He stated that in the previous fiscal year, the Council had taken the \$30,000 request for two machines and separated it into two purchases over two fiscal years. Last year, the purchased was made for a washer extractor at central station. The current request is for \$15,000 to replace the commercial washing machine at Station 2 in Gonic. Deputy Chief Wilder explained that these are the industrial washing machines which are used to clean the potential carcinogens and blood-borne pathogens off fire gear following calls.

Chief Klose referred to page 38, a \$130,000 request for 2 pickup trucks as

part of the ongoing vehicle replacement program. He explained the state of disrepair and significant maintenance and functionality issues of both vehicles being replaced. Councilor Walker asked for information on the mileage of the vehicles proposed to be replaced. Chief Klose gave specifics on the years and mileage of the individual vehicles.

Councilor Walker requested information on the usage of the swift water rescue boat approved in the previous fiscal year. Chief Klose stated he could gather that information and get back to Council.

7. Discussion: Budget Adjustments

Councilor Lachance **MOVED** to include \$24,670 for a Victims witness advocate for the legal department. Councilor Belken seconded the motion. The **MOTION CARRIED** by a 10 – 3 roll call vote with Councilors Hainey, Abbott, Hutchinson, Rice, Gray, Bogan, Hamann, Belken, Lachance, and Mayor McCarley voting in favor and Councilors Lauterborn, Lachapelle, and Walker voting opposed.

Councilor Rice **MOVED** to reduce the Public Buildings and Grounds account #561031 for chemicals by \$6800 for a new amount of \$0. Councilor Lauterborn seconded the motion. The **MOTION CARRIED** by a unanimous voice vote with Councilors Hamann, Walker, Hutchinson, Belken, Lachance, Abbott, Gray, Rice, Bogan, Hainey, Lachapelle, Lauterborn, and Mayor McCarley all voting in favor.

Councilor Walker referred Council to page 43 of the O&M book under Economic Development line item 589044. Councilor Walker **MOVED** to remove the \$20,000 for Community Services, which includes an additional \$5,000 for the arts program. Councilor Lauterborn seconded the motion. Councilor Lauterborn stated that she supports the public arts program, but to her knowledge there have not been any proposals for the \$5,000 already budgeted for the Arts Program and there doesn't appear to be a reason to double the current budget. Councilor Lauterborn also spoke against the funding for temporary staff for Rochester Main Street as well as the uncertainty of upcoming programs due to COVID-19. Mayor McCarley spoke about maintaining this money in the budget with the idea of bringing the communications, press and marketing from Main Street and transitioning it into an in-house position within the City. Mayor McCarley said she would like more time to consider this before voting. Councilor Lachance agreed with Mayor McCarley about the potential of developing a new City position to handle press and communications. He suggested removing the \$51,000 for Guilfoyle and combining with the \$6,800 which was removed for pool chemicals as well as the several other reductions; Councilor Lachance stated that he would be moving to create a new position within the Economic Development department of a Community organizer/public relations director. Councilor Lachance made suggestions of specific salary and benefits as well as budgeting for the position's

duties. Councilor Lauterborn agreed with bringing the Public Relations for the City of Rochester to an in-house position, but cautioned against cutting any money for Rochester Main Street until there was a specific alternative proposed. Councilor Hamann agreed that the funding for Rochester Main Street should remain in the budget until there is a suitable alternative in-house. Councilor Lauterborn clarified that she did not believe Rochester Main Street should be phased out. She suggested keeping the City Funding for Main Street at \$35,000 and the Arts Program at \$5,000 without increases. The **MOTION CARRIED** by a 11 – 2 roll call vote with Councilors Hamann, Walker, Hutchinson, Belken, Lachance, Abbott, Gray, Rice, Bogan, Hainey, and Lauterborn voting in favor and Councilor Lachapelle and Mayor McCarley voting opposed.

Councilor Rice referred Council to the Police Department Issues & Options. Councilor Rice **MOVED** to change the two new police officer positions from half-year to full year by increasing the request to \$98,640. Councilor Bogan seconded the motion. Mayor McCarley clarified that this motion would mean that the new officers would become effective July 1, 2020 as opposed to January of 2021. Councilor Lachapelle indicated it may not be realistic to be able to hire new officers by July 1, and even if the officers were hired, there may not be availability for them to attend the Police Academy if the academy even takes place. Councilor Rice stated that the hiring process is 6-month plus with everything involved; if the hires become effective January 1 then they will be waiting another 6 months to attend the academy and start active work with the City. Councilor Gray said that the budget as it stands currently already allows what Councilor Rice is suggesting; the officers would be hired and trained and go through all the necessary testing prior to being put on the payroll which would likely take several months, bringing the logical start date to January 1. Mayor McCarley reported that the Chief had indicated the department had received applications from officers who are already certified; in these cases, if the City does not take advantage and hire these officers to start as soon as possible, they may miss out on the opportunity to hire. Councilor Hamann requested input from Chief Toussaint on whether it would be beneficial to hire non-certified employees in July if they would not be able to attend training for several months. Chief Toussaint confirmed that there would be no benefit to having untrained, uncertified officers starting in July because there would be no opportunity to attend the Academy until January and these officers would not be able to work until their training and academy has been completed. However, Chief Toussaint said he has received applications from fully certified officers. There was discussion regarding the demand for positions at the Academy and the probability of being wait listed. The **MOTION CARRIED** by a 8 – 5 roll call vote with Councilors Belken, Hamann, Rice, Hainey, Hutchinson, Lachance, Bogan, and Mayor McCarley voting in favor and Councilors Gray, Lauterborn, Lachapelle, Walker and Abbott voting opposed.

Councilor Lauterborn asked for an accounting from the finance department

prior to the next Council meeting of where the budget stands in relation to the tax cap.

8. Department Reports

No discussion.

9. Other

No discussion.

10. Non-Public/Non-Meeting

10.1. Non-Public Session – Land, RSA 91-A:3, II (d)

Councilor Lauterborn **MOVED** to enter into a non-public session at 9:06 PM under RSA 91-A:3, II (d). Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote with Councilors Hainey, Lauterborn, Abbott, Hutchinson, Rice, Lachapelle, Walker, Gray, Bogan, Hamann, Belken, Lachance, and Mayor McCarley all voting in favor.

Councilor Lauterborn **MOVED** to exit the non-public session at 10:01 PM. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote with Councilors Walker, Belken, Lachance, Abbott, Gray, Rice, Bogan, Hainey, Lachapelle, Hutchinson, Lauterborn, Hamann, and Mayor McCarley all voting in favor.

**Addendum A, non-public meeting minutes*

11. Adjournment

Mayor McCarley **ADJOURNED** the City Council Workshop meeting at 10:02 PM.

Respectfully Submitted,

Cassie Givara
Deputy City Clerk