

**ROCHESTER CITY COUNCIL WORKSHOP**  
**May 16, 2017**  
**CITY COUNCIL CHAMBERS**  
**7:05 PM**

**COUNCILORS PRESENT**

Councilor Abbott  
Councilor Barnett  
Councilor Bogan  
Councilor Gates  
Councilor Gray  
Councilor Keans  
Councilor Hamann  
Councilor Lachapelle  
Councilor Lauterborn  
Councilor Torr  
Councilor Varney  
Councilor Willis  
Mayor McCarley

**OTHERS PRESENT**

Daniel Fitzpatrick, City Manager  
Blaine Cox, Deputy City Manager  
Mark Sullivan, Senior Accountant  
Roland Connors, Deputy Finance Director  
John Storer, Director of City Services  
Lauren Krans, Assistant. Director of  
Recreation and Arena  
human, Resident  
Tom Kaczynski, Resident and State  
Representative of District 22

**MINUTES**

**1. Call to Order**

Mayor McCarley called the City Council Workshop to order at 7:05 PM. Marcia Roddy, Deputy City Clerk, took a silent roll call. All members were present.

**2. Public Input**

Lauren Krans, Assistant Director of the Rochester and Arena Department, spoke on the Issues and Options portion of the department's budget regarding signage in and around the Community Center. The matter was brought to the attention of the Public Works - Buildings and Grounds Division through a petition signed by Community Coffee, a monthly meeting group consisting of Rochester Community Center tenants who meet to network and discuss various issues.

One of the major issues at the Community Center is the absence of direction and signage to assist in finding one's way around the parking area. What is there is limited and confusing in nature, or no signage at all. This is causing potential danger to pedestrians and students who use the facility.

In addition to the outside signage issues, Ms. Krans said that inside the building there is a lack of accurate signage directing people to the various offices and organizations with offices there. She said that various offices are often interrupted with questions of location of other tenants in the building.

human, resident, commented on a recent *Foster's Daily Democrat* article regarding an upcoming trip to Las Vegas by the Economic Development Department Manager for the purposes of seeking new businesses to locate in Rochester, a concept that he disagrees with.

Tom Kaczynski, resident and State Representative from District 22, spoke on the Amazon Park issue. He quoted Bible passages and equated the actions of the park's owner with that of someone who cares for the residents of the park.

Mayor McCarley closed public input at 7:18 PM.

### **3. Communication from the City Manager**

The City Manager had no communications.

### **4. Communications from the Mayor**

Mayor McCarley read two proclamations: Kids to Parks Day (May 20, 2017); and Plant Something NH (May 20, 2017).

### **5. Budget Presentations:**

- 5.1 Public Works**
- 5.2 Public Buildings and Grounds**
- 5.3 Community Center**
- 5.4 Water Works**
- 5.5 Sewer Works**

John Storer, Director of City Services, presented the Operating Budgets (O & M) for his departments with PowerPoint slides.

Mr. Storer began with the salaries and benefits of the employees of the Department of Public Works ("DPW"). He said that there is no control over the salaries and benefits as they are established through collective bargaining. He highlighted last year's figures as compared with the next fiscal year's figures. In all of the budgets there is a slight increase due to rises in insurance costs.

Councilor Varney questioned the Community Center's budgeted amount for a folder insertion machine. He wanted to know what that has to do with the Community Center. Mr. Storer said he would look into that.

The bottom line on the Community Center budget shows an overall impact of about \$5,700 increase.

Mr. Storer brought forward the Issue and Option that Lauren Krans had talked about in public input regarding signage at the Community Center in the amount of \$15,000. Councilor Varney asked why that is not part of the Wayfinding project that has already been budgeted for. The City Manager said this is not part of the bigger project, but rather just a signage issue at the Center.

The next item that Mr. Storer discussed was streetlights. New LED lights are being installed throughout the City. He said that there will be a yearly savings of about \$90-95,000. With approximately 50% of the installations expected to be complete by the end of the year there should be a half year savings of \$45,000.

The Buildings and Grounds budget reflects a full year of work at the Annex.

Mayor McCarley asked what chairs are being replaced in the Council Chambers that are noted in the budget. Mr. Storer said they are the chairs that are in place for the public to use at meetings.

The Department of Public Works - Highway budget shows funds that have been shifted around. One significant change was for insurance due to the number of vehicles in the fleet. Also, more salt needed to be purchased; however, all of it was not used and will be available for use during the next winter.

The Water budget is showing an increase of \$7,500 to fund its share of the gage station. There was a problem with the disinfectant byproducts testing that necessitated a transfer of money from "chemicals". Mr. Storer went on to explain how different testing procedures are being done that require additional funding, so the total increase in the budget is approximately \$28,000.

The Wastewater (sewer) budget shows an approximate increase in \$10,000, which is about a 1.38% increase. By taking out the Primex changes it would be less than a 1% increase.

Councilor Keans asked for an explanation of the Dig Safe service. Mr. Storer said it is a subscription service wherein there is one number that would be called in case of an emergency or other problem that would involve water, sewer, natural gas, power, etc.. It has been a subscription service (a one-call system) that has been used for several years, as has other municipalities.

Councilor Keans asked about the GIS position. Mr. Storer said there is a person employed in the GIS position who is working in the DPW office. The budget book indicates the position is vacant, which is an error.

Councilor Keans asked why the Construction Engineer position seems to be eliminated. Mr. Storer said that there is a lot of duplication of efforts with several inspectors and engineers doing the work at the large projects. Councilor Varney asked about the elimination of the Construction Engineer and the function of the GIS position and said it looks like there will be two GIS employees. Mr. Storer explained that the person who is currently working in the GIS position will ultimately be transferred to an office in City Hall at a higher grade, while the other position would be a GIS field worker, thus eliminating the Construction Engineer position based at the Public Works building.

Councilor Varney wanted to know why there is a need for two people in the GIS field. Mr. Storer explained that it is due to the workload. Councilor Varney also commented on having contract engineers inspecting City projects and disapproved of it. Mr. Storer said that there is City oversight and the contract engineers are not left on their own to inspect projects.

Councilor Varney asked about some of the paving projects, especially the Woodman/Myrtle Streets and Wakefield Street. Mr. Storer said there will be grinding and paving of those streets done this summer.

Councilor Torr said there will be a problem with grinding down 4 inches and paving Wakefield Street. He said that is too far to go down. Mr. Storer agreed and said that the plan is actually to go down about an inch or so as there is so much in the base of the street and this would work very well.

Mr. Storer went on to discuss the CIP budget. He started with the Community Center, which was minimal. He pointed out that Mike Riley, Municipal Services Supervisor, is working to improve the looks of the building.

Mr. Storer talked about the TIF districts. Public Works has worked on the design and installation at the Business Park. There has been restriping along the eastern side of the road to create a walkway. There was money budgeted in FY16 and FY17 that is left over for use on the lighting and the FY18 budget will add the additional funds needed for the project.

Councilor Varney asked about the Route 11 pump station and whether or not that will be built. Mr. Storer said that will depend on what types of businesses are added to the Ridge Marketplace and what the ultimate need would be. That is being put on hold for the time being.

Councilor Varney said he was against spending money on tearing down a building unless there is a developer interested in the parcel.

Mr. Storer said the LED lights are being installed and replacing the lights throughout the City. There are several in place in the downtown area.

As the Legal Department will be moving to City Hall once the Annex is complete, Mr. Storer said that there will be ductless air conditioning installed in the offices the department will be using, similar to that which was installed last year in the Finance Office, Human Resources, and the City Clerk's office.

There is money being budgeted for new carpet in the Library and for some cosmetic work around the Opera House (paint, rusting steel, etc.).

Mr. Storer said there is a truck that needs to be replaced that is a 2006 Chevy Colorado and he said they would like to replace it with another pickup truck. In answering Councilor Varney's question regarding the truck passing inspection, Mr. Storer said yes, it is hanging in there.

Councilor Keans asked if the newly planted trees are being watered and cared for. Mr. Storer said yes.

Councilor Varney said that he received comments from the Opera House regarding the condition of the ladies room in City Hall and would like to see the project moved to FY18. Mr. Storer said that will be considered.

Mr. Storer went over the Public Works Department's CIP budget, pointing out that the budget shows an approximate \$15 million budgeted amount. He said that the "big ticket" item is the DPW facility.

Mr. Storer said that some projects need to go forward, such as Strafford Square. Some projects are being pushed out, namely North Main Street and Twombly Street. He is proposing putting the Wakefield Street overhead utilities project on hold. If everything is eliminated except for the DPW facility at \$9 million and the paving the bottom line would be \$760,000. The largest part of that amount would be for vehicle replacements.

Councilor Varney questioned the Twombly Street project. He said that was supposed to be incorporated into the Strafford Square project with no traffic light at Twombly Street. Mr. Storer said the project had been modified to make all legs of the round-about fully functional with no need for traffic lights.

Councilor Willis asked where the Strafford Square project is in terms of the budget. Mr. Storer said Strafford Square is fully funded in the budget; however, he has been asked by DOT not to go out to bid for the construction of the round-about itself until October or November of this year (2017) for their funding cycle. He said that this summer the underground utility work will begin by Unitil, Eversource, and Fairpoint. The projected start of the construction is spring of 2018.

Mr. Storer said that regarding vehicle replacement it has been determined through studies that the department should be budgeting between \$350,000-370,000 per year. This year it is proposed to purchase a new 10-wheel plow and sander. This

would be a new plow that would be replacing the road grader on a plow route, which is putting a lot of wear and tear on the grader. A disadvantage of the grader is that it does not have a salt spreader to spread as it is going down the road, so another truck has to retrace the route to spread salt. A truck would allow for faster recycle times.

Councilor Willis asked how many 10-wheelers the City currently has. Mr. Storer said there are 2 10-wheelers and 12 6-wheelers; this would be a 15th truck. The grader would be kept for use on dirt roads exclusively. Councilor Willis recalled that when the grader was purchased it was expected to have a 25-30 year "life" expectancy. Mr. Storer agreed, but its current use is taking a toll on it. He said that if the grader should become unusable that it would not make sense to replace it given the small amount of dirt roads in Rochester. It would make more sense to contract out for anything that would need a grader.

Councilor Torr asked why buy a new 10-wheeler; what is wrong with using 6-wheelers? Mr. Storer said it comes down to hauling snow the bigger trucks can carry much more than the smaller trucks.

Councilor Varney questioned the amount budgeted for the truck, asking if there was more than one vehicle in the total. Mr. Storer said yes, it should be broken down as follows: \$230,000 for the new 10-wheeler, fully equipped; \$8,000 for a new bucket for use in cleaning parking lots; \$9,000 for a new hydraulic plow; and \$33,000 for a small pickup truck (such as a Colorado).

The next item to be addressed was the Water Department. Councilor Willis asked about proposed projects of redirecting some of the pipelines. Mr. Storer explained the issues and the need for new pipes in some of the critical areas.

Councilor Varney asked about the watershed management program and if the City has spent any money on it. Mr. Storer said no, there are still ongoing assessments of the plan regarding forestry and water management.

Mr. Storer presented the Sewer Department CIP budget. One item that stands out is a failed sewer pipe on Salmon Falls Road that will need either a liner or an open cut by SUR for repair work. The Colonial Pines is still under a three year phasing.

There is a need for an intermediate lift pump that will pump from the equalization lagoon to the waste activated sludge process. There is a design being worked on for a sludge de-watering facility. Mr. Storer said the department is looking into various system upgrades for more efficiency.

Mr. Storer showed an aerial view of the Water Treatment Plant and pointed out several areas where additional work can, or should be, done.

Councilor Varney brought up the issue of demand metering that should be in place at all times. Mr. Storer agreed and pointed out that the Water Treatment Plant is the greatest user of electrical power in the City's facilities.

Councilor Gates asked if the company that the City had hired to evaluate the road surfaces throughout the City finalized the list with a numerical list of the order of need. Mr. Storer said the engineer will be coming again to the Public Works Committee meeting to walk the committee through the report. There will be a presentation on the rankings involved and the costs associated with the paving projects. Councilor Gates suggested having the list made public to the citizens so they can see where their street falls in the rankings and when they can expect it to be paved.

Councilor Varney pointed out that the traffic control on Wakefield Street has been terrible and the traffic backup is bad. Mr. Storer said he will check with Unitil as to how long the project will continue and ask if the flaggers can do a better job.

## **6. Department Reports**

Mayor McCarley asked if anyone had any questions regarding the department reports. There were none.

## **7. Other**

Councilor Lauterborn thanked Mr. Storer on how he put his presentation together and commended him for his knowledge of the details of so many projects. Mayor McCarley agreed and thanked him also.

Councilor Hamann said there would be no Safety Committee meeting on Wednesday, May 17, 2017.

Mayor McCarley said that the Non-Meeting that was scheduled would happen after the Workshop adjourned as there was no additional business for the City Council.

## **8. Adjournment**

Councilor Lachapelle **MOVED** to **ADJOURN** the City Council Workshop at 8:43 PM. Councilor Bogan seconded the motion. The **MOTION CARRIED** by unanimous voice vote.

Respectfully submitted,

Marcia H. Roddy, CNHDCC  
Deputy City Clerk