

COMMITTEE OF THE WHOLE BUDGET WORKSHOP
May 23, 2017
CITY COUNCIL CHAMBERS
7:00 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
Kelly Walters, City Clerk
James Grant, Director of Building, Zoning,
and Licensing
James Campbell, Planning Director
Chris Bowlen, Director of Recreation and
Arena
Dennis Schafer, Systems Supervisor
Samantha Rodgerson, Senior Executive
Assistant
Todd Marsh, Welfare Director
Doreen Jones, Tax Collector
Mark Sullivan, Senior Staff Accountant

MINUTES

1. Call to Order

Mayor McCarley called the meeting to order at 7:03 PM. Marcia Roddy, Deputy City Clerk, took a silent roll call. All members were present.

2. Public Input

No one came forward to speak.

3. Budget Presentations

3.1 City Clerk

Kelly Walters, City Clerk, presented the Clerk's operating budget. She pointed out that there is an decrease in the salary line of \$2,000; an increase in postage; and an increase in the dog licensing line.

Councilor Varney asked Ms. Walters why she is asking for an additional \$5,000 in the part-time worker salary line when it was increased by \$5,000 in FY17 due to the number of elections held. Ms. Walters said that, as referenced in the Issues and Options book, this part-time salary amount was kept in due to the codification project. She is asking for an additional amount as the work load has increased substantially over the past few years since the part-time position had been cut. The City Clerk's office needs a true part-time employee, especially during the busier times such as dog licensing season. As such, this would reflect a part-time employee budgeted salary amount of \$8,000.

Councilor Willis asked for clarification of a request for a new software package for preparing the City Council Agenda and Packets. Ms. Walters explained that the goal toward a paperless society, although not totally attainable in its concept, would be something that should be tried. This would be a package that could be of use throughout the City's departments. Councilor Willis said the word "subscription" is a red flag as it indicates a sum to be paid on a yearly basis. Mr. Cox said that packages like this are hosted solutions and there is usually an annual subscription fee.

Councilor Keans said she could not understand why the departments who send information and documents for inclusion in the Council packet cannot send them in a format that is compatible with all of the documents in the packet. Ms. Walters said that this is being worked on; however, at this time many documents come in various formats and working with them can be problematic with the computers "freezing", for example. She pointed out the large size of some of the packets (200-300 pages). Mr. Cox said that even though the Clerk is working with a pdf format for the packet, if there is an error in a document from another department it is necessary to send it back to that department for correction and then e-mailed back to the Clerk.

Councilor Varney added that because the City is using Microsoft products (Word, Adobe) that all of the documents transmitted to the Clerk should be standard formats. He suggested contacting all departments to see that this is done. He said he is not in favor of investing a software package that is not necessary if there are other ways of addressing the problem. Ms. Walters said that this is not necessarily a Clerk's issue, but administration believed the best approach would be in the Clerk's budget.

Councilor Varney asked about the voting machines. Ms. Walters said the Clerk's office would not be budgeting for new machines at this point as the State has not made a determination on what new equipment would be used going forward. At this time, the AccuVote machines are still being used statewide. Rochester had an issue with one of the machines the day before an election and had to borrow a machine at the last minute. She has asked for permission to buy the machine out of this budgeted amount as it is so important to have a backup.

Councilor Gray, who serves on the State Senate Elections Committee, said there is no immediate plan to change the voting machines as there is a concentration on the

poll books to be used for electronic voting check-in. He does not see a change in the machines for approximately another three years.

3.2 Elections

Ms. Walters discussed the Elections budget and said that it is down somewhat this fiscal year as there is only one election. The reason the cost is higher in a municipal election is that the City has to pay for the ballots and for the testing of the machines.

FY 18 BUDGET DELIBERATIONS

[1] AMENDMENT TO THE CITY MANAGER'S PROPOSED [FY 18 CIP BUDGET]

City Clerk: "Agenda Setting and Packet Management" Software [REDUCE BY \$30,000]

Councilor Keans **MOVED** to **AMEND** the proposed City Manager's FY 18 CIP Budget by removing the City Clerk's "agenda software package" program [\$30,000] [*CIP: Page 19*]. Councilor Varney seconded the motion. The **MOTION CARRIED** by a majority 8-5 roll call vote. Councilors Torr, Keans, Varney, Gates, Barnett, Bogan, Willis, and Mayor McCarley voted yes. Councilors Hamann, Gray, Lauterborn, Abbott, and Lachapelle voted no.

[2] AMENDMENT TO THE CITY MANAGER'S PROPOSED [FY 18 O&M BUDGET]

City Clerk: "Part-Time Clerk Typist II" Position [INCREASE SALARY LINE ITEM BY \$7,400 & ROLLUPS BY \$600]

Councilor Lauterborn **MOVED** to **AMEND** the City Manager's proposed FY 18 O&M Budget by funding the extra part-time help requested in the City Clerk's budget [*Part Time Salary Line Item to increase by \$7,400 and roll-ups by \$600*] [*I&O Page 49 O&M Page 66*]. Councilor Bogan seconded the motion. Councilor Varney said he is not in support of this as the Clerk's office has had extra part-time help in the office over the past year and, instead of increasing the staff, they should be looking at ways to decrease the labor. He feels that adding a part-time position would probably just morph into a full-time position in a year and that is not necessary.

Councilor Barnett asked if the part-time position was just an hourly position without benefits. Mr. Cox said yes.

The **MOTION CARRIED** by majority roll call vote. Councilors Keans, Lauterborn, Lachapelle, Gray, Abbott, Hamann, Bogan, and Gates voted yes. Councilors Barnett, Willis, Torr, Varney, and Mayor McCarley voted no.

3.3 Building, Zoning, and Licensing

James Grant, Director of Building, Zoning, and Licensing Services (BZLS), gave a brief overview of the department's activities over the past fiscal year. The department has seen a lot of growth and building in the City and that is reflecting in the work load.

The department hiring a compliance officer who has found many compliance issues and has collected significant fines.

Mr. Grant said that the Board of Health has been re-established and will be having its first meeting on May 24, 2017.

Mr. Grant said that the BZLS department budget has a 1.6% increase over the current fiscal year.

Councilor Gray questioned the revenues and the projected revenues.

Mr. Grant said that the Prius vehicles need to have the batteries replaced. He is suggesting that one of the Prius vehicles be replaced by a pickup truck. He said that a Prius is a good vehicle for driving around town, but there are times when a pickup truck would be a better choice. He said that once the batteries start to deteriorate the gas mileage decreases.

Councilor Willis suggested swapping out vehicles with another department, such as Public Works, where a pickup truck is more than is needed and a car would be sufficient.

3.4 Planning

James Campbell, Director of Planning, said that the Planning Department's business has increased over the past year. The budget needs to be increased due to this increase.

Councilor Varney questioned the salary increases and asked if that was due to promotions. Mr. Campbell said that is because he is looking to promote Michelle Mears to a Planner II position which would allow her to do more in her position. This position has not gone before the Personnel Advisory Board for consideration, but the money is being set aside in the budget in case it is approved.

Councilor Willis asked what percentage of postage and mailing costs is paid for by the applicants and what percentage is paid for by the taxpayer. Mr. Campbell said that the packets that are mailed to the members of the Planning Board are funded by

the taxpayer. The fees paid by the applicants pay for advertising and postage fees for sending out certified mailing.

Councilor Lachapelle asked why the Planning Board members cannot pick up their meeting packets at City Hall instead of the department mailing them out at a significant cost. Mr. Campbell said that has been looked at. Councilor Gray said the Planning Department packet is difficult to transmit electronically due to the size of some of its content. He added that the Planning Board is a voluntary position and he suggests that in order to continue with their service the cost should be borne by the Planning Department.

Regarding the capital budget, Mr. Campbell said he is budgeting for some Master Plan updates. He would like to update two chapters in the Master Plan: one is the Transportation Chapter; and the other is Downtown Chapter. The transportation Master Plan will cost approximately \$125,000 and the Downtown Master Plan will cost approximately \$30,000. He said there is \$45,000 saved up over the past three years for the Master Plan updates. At the rate of saving \$15,000 a year for the updates it will take a significant amount of time to save up for these updates, so he is requesting at this time the remaining \$110,000.

Councilor Torr asked what the money would be used for. He said the Master Plan should be a collection of people in the City. Mr. Campbell said there would be people in the City involved, but there would be an engineering firm contracted out for the work. Councilor Torr argued that the Master Plan is in disarray and it is well known that it needs work.

Councilor Varney said that if two Master Plans are worked on in the same year that it will not work. He told Mr. Campbell to pick one for this year and suggested that the transportation plan is the most important.

Councilor Varney asked about impact fees. He said that an ordinance is in place but all that is needed is a fee schedule. He added that a consultant was hired to do the work, so why is there now a request for \$40,000. Mr. Campbell said that was ten years ago and should be revisited and updated.

Councilor Varney asked if the \$110,000 requested for the Master Plan could be cut down to \$80,000. Mr. Campbell said it could, but there is a lot of work involved. He said there are some funds available through grants that can be used to study the downtown density for apartments and living units.

Councilor Lauterborn noted that the implication of not doing the Master Plan work the City would continue to not collect impact fees. She said she was not aware that the impact fees were no longer being collected as there was an ordinance passed regarding same. Councilor Keans said the ordinance was passed but there was never a collection fee method in place. Mr. Campbell said without the methodology the impact fees cannot be collected.

Councilor Torr said a number of years ago there were some builders who paid the impact fees. He said that if the money is not used within a certain period of time the money is to be refunded. He said that never happened and to this date nobody knows where the money went. He cautioned on the re-implementation of the impact fees.

The Council discussed the impact fees further and Councilor Willis said the topic has been discussed at the Planning Board level and more work needs to be done.

[3] AMENDMENT TO THE CITY MANAGER'S PROPOSED [FY 18 CIP BUDGET]

Planning Department: "Master Plan Chapter Update/Creation" [REDUCE BY \$30,000]

Councilor Varney **MOVED** to reduce the FY 18 CIP request [*CIP: Page 34*] listed under the Planning Department titled, "Master Plan Chapter Update/Creation" project, from \$110,000 to \$80,000 [Reduce by \$30,000]. Councilor Lauterborn seconded the motion. The **MOTION CARRIED** by unanimous voice vote.

3.5 Recreation and Arena

Chris Bowlen, Director of Recreation and Arena, began his presentation of the budget for the Recreation and Arena Departments by reading its mission statement.

Mr. Bowlen said that there is and will continue to be a significant number of "baby boomers" retiring over the next fourteen years. Because of that, there is a need for additional senior programs. To that end, he is looking to expand and grow in that area.

Mr. Bowlen is looking to improve on customer service offered as his department is seen as the "face" of the Community Center.

Mr. Bowlen said there is an increase in the budget for summer programs as they have expanded, as well. He added that all of the increases in his budget have been reviewed and approved by the City Manager.

Councilor Keans asked Mr. Bowlen what is the Recreation Department's rent at the Community Center and the Arena. Mr. Bowlen said the rent at the Community Center is \$60,000 and the Arena is \$10,000, for a total combined rent of \$70,000. He explained that he is proposing a decrease of \$25,000 for the Community Center and an increase of \$25,000 for the Arena. This is for a more equal distribution of the rent funds.

Councilor Varney asked Mr. Bowlen how many part-time employees there are in the department and what if the average wage of the employees. Mr. Bowlen said that

depends on whether or not the employee is certified and trained; that can be from \$15.00 at the top end down to \$9 or \$10 an hour.

Councilor Willis asked Mr. Bowlen what percentage of the Department's programs have registration fees. Mr. Bowlen said that is approximately a 50-50 mix.

Mr. Bowlen addressed the Arena budget by pointing out the request for a \$7,500 to put in the back of the pick-up truck to help keep the parking lot cleared in the winter. It would consist of a sander/salter/poly-box spreader that would relieve the Public Works Department from managing the Arena's parking lot.

Councilor Gray said by putting a sander/salter in the back of the truck could cause rusting out in the bed of the truck. Councilor Varney asked if the truck would be left loaded all winter. Mr. Bowlen said no; plans would be made to fill it if it was necessary.

Councilor Varney asked if Mr. Bowlen's department employees would be doing the plowing of the lot. Mr. Bowlen said yes; they would be coordinating with Public Works for the installation and removal of the unit. He added that the truck has a spray-on liner that will protect the bed of the truck.

Councilor Torr voiced his concerns regarding employees other than those from the Public Works Department doing the plowing. He does not see why Public Works cannot pull through the parking lot and clear it while clearing the street. He has concerns about salt and how it can be problematic to all of the vehicles used in the City.

Mr. Bowlen discussed the need for a new ice resurfacers at the Arena. He said the current machines were purchased in the early 1990's. They are battery-operated machines and it is necessary to have a back-up machine in case the main machine fails. An arena cannot operate without an ice resurfacing machine.

Councilor Willis asked if the cost of the ice resurfacers would be a bonded item in the Arena budget. City Manager Fitzpatrick said the machines are generally funded out of the General Fund.

Mr. Bowlen described the need to replace the nearly 45 year-old cold floor at the hockey rink. He said that when that is done, all of the boards for the hockey rink are removed and stored at an off-site facility while the floor is being replaced. Once the floor is done, the boards are returned to the rink. He said that the boards that are currently being used do not have much more life in them. He is proposing an all-encompassing project to replace the floor, the boards, and the glass at the rink.

Mr. Bowlen said that there is a CDBG item requested for new lighting at the tennis courts. He said the funding will cover 2/3 of the project and he would be looking for additional funding from HUD to complete it. Julian Long from the Economic

Development Department will document the figures and process for obtaining the additional funds and how it will be put into the capital budget.

3.6 Assessing

Deputy City Manager and Finance Director Blaine Cox presented the budget for the Assessing Department. He said there are no CIP items and no Issues and Options. He provided an update on the RFP for contract assessing.

He said that the Council had approved the reclassification of the Chief Assessor position after a market analysis, so approximately \$23,000 of the increase in the salary line is for the reclassification of a Chief Assessor. He said the amount budgeted over the past year from contracted services will be moved back into the full time staff salaries. The part-time clerk position will be increased from 30 to 32 hours per week.

Additionally, due to anticipated revaluation in the coming year that there is overtime salary budgeted for that. This will also include after-hours meetings with taxpayers.

Mr. Cox pointed out that a software purchase request by the previous Chief Assessor was never followed through on, so that was removed from the budget. The vehicles being used by the Assessing Department are 12 and 13 years old and are requiring more maintenance necessitating additional funds for that.

Mr. Cox said that the postage and binding increase is due to the taxpayer notification that will be mailed out during the year.

Councilor Willis questioned the aging vehicles used by the Assessing Department. He asked what the policy is regarding repurposing vehicles from other departments, such as the Police Department. He said that other communities do that. Mr. Cox said that a few years ago a vehicle was repurposed for use by the Chief Assessor who had been using his own vehicle. However, within about six months that vehicle needed so much maintenance that the vehicle was "shelved" and the assessor went back to using his own vehicle. Mr. Cox said that experience has shown that when vehicles are recycled from the Police Department that they are pretty well spent and not very useful. Mr. Fitzpatrick added that all of the vehicles are repurposed on a case-by-case basis and some have more use in them and some do not.

Councilor Varney asked Mr. Cox what the status is for a full time Chief Assessor. He said that Rochester has joined with the cities of Dover and Somersworth to consider a joint RFP. All three communities got one bid. The intention is to have a contract assessor to be in-house two days a week and additional hours as needed. The bid received was for a three year contract with two one-year renewal options. The contracted price for two days per week was \$70,500. The extra days or hours as needed was \$80 per hour.

There was a discussion on the pros and cons of a full-time assessor or a part-time contracted assessor. Mr. Cox said that whatever the decision is there will need to be a DRA certified assessor on staff in order for the department to be compliant.

3.7 MIS

Dennis Schafer, Systems Supervisor, presented the MIS Department budget. He started off by discussing the increase in salaries. He said that the Council recently approved a new position of CIO (Chief Information Officer) which constitutes a major part of the increase. Another change that has occurred is the shifting of the GIS Coordinator under the Chief Information Officer rather than with Public Works. Mr. Cox said the breakdown is \$110,000 for the Chief Information Officer and approximately \$24,000 moved out of Public Works and into the MIS department.

Councilor Torr asked what the second GIS employee would be doing. Mr. Fitzpatrick said the person already in that position will be the CIO and take care of the operating systems. The second GIS person would be a field operator. He said there is a lot of work at this time with inventorying the systems and will continue with maintaining the information and keeping it up to date.

Councilor Keans asked what the current GIS person has accomplished since being hired. Mr. Schafer was not completely sure, but the person has been working in the Public Works Department, which had been covered by John Storer in the Public Works budget presentation. Councilor Keans said she did not understand completely the function of the position and the need for a second person.

Councilor Hamann said that part of the GIS position is asset management, which includes, in part, constant maintenance and recording. It is a never ending, ongoing job of doing additions, putting in equipment, swapping out equipment, etc.. He reiterated that this is a lot of work.

Councilor Gray pointed out that the position of Construction Engineer is being eliminated, so only one position is actually be added.

Councilor Varney said he is opposed to eliminating the Construction Engineer and the city should continue with the one GIS position for the time being and see how that goes. He added that there are many projects either going on or being planned in the city that has a need for the Construction Engineer and inspections; he does not think that contractor inspections are the way to go.

Councilor Torr agreed with Councilor Varney regarding the Construction Engineer position. He said that there have been discussions about how busy the City is with construction and it does not make sense to eliminate this position.

Mayor McCarley pointed out that Mr. Storer had presented all of these issues at his budget presentation and it was not appropriate to be discussing them now when he is not present to answer the questions.

Mr. Schafer continued with his budget discussion by pointing out that an Issues and Options item for annual Microsoft upgrade software upgrades is removed.

Mr. Schafer discussed system upgrades and updates that he suggests are needed for the City's network. An important component is the exchange software.

Mr. Schafer said there is a need for a building security system for the Police Department. He said the current system was installed when the building was built in 2004. He said an upgraded system could, later on, include the Fire Station and other buildings in the area.

Councilor Willis asked how much of the MIS budget is being driven by the Annex project. Mr. Schafer said not a lot as some of the cabling and new switches is already covered in Phase I.

Councilor Varney asked Mr. Schafer to prioritize each item from highest and on down. He said the City cannot pay for everything in this budget in one year.

Mr. Schafer said in FY18 he is looking to replace 52 desktops, 5 laptops, 16 tablets, and 3 of the fire engine remote devices. The plan is to try to cycle replacements every four years and this year these are the numbers that need to be replaced.

Mayor McCarley asked Mr. Schafer what is the approximate difference in the pricing of a desktop and a laptop. Mr. Schafer said it is about \$60.

Councilor Gates asked if there is any use for the computers that are being replaced. Mr. Schafer said generally not. The warranty is up after four years and they are not useful. Also, the hard drives need to be removed and destroyed.

Mr. Schafer discussed the need for exchange servers and the upgrades for technology expansion.

Another upgrade Mr. Schafer highlighted was the PBX system and the entire telephone system. He said that there are several servers throughout the City and by consolidating them to more efficient servers there would be a savings in the power needed for running all of them.

Mr. Schafer said the goal is to have wireless access points available in all of the buildings in the City. This is a benefit to everyone working or visiting in the City.

Councilor Lachapelle asked what type of cabling is used between the buildings. Mr. Schafer said it is fiber optics.

3.8 Government Channel

Samantha Rodgerson, Senior Executive Assistant, presented the Government Channel budget, which is part of the City Manager's budget.

Ms. Rodgerson said there was one small change in the part-time salary line. It was for televising some additional meetings.

Ms. Rodgerson went over the option of streaming the meetings as they happen, pointing out that many people are getting away from cable television and are not able to view meetings while they are in session. This is a cost of \$7,300 for the first year (that includes all equipment) and \$3,000 of that cost would carry through every year in the future.

Ms. Rodgerson said there is an item in the budget for upgrading the recording equipment from SD to HD. The reason is a lot of the equipment is coming up on the expiration of its useful life and there is a compatibility issue with newer equipment.

Another item covered by Ms. Rodgerson was the relocating of the broadcast equipment out of Council Chambers. This would be to a more secure office.

Councilor Varney asked where the camera operator would be. Ms. Rodgerson said he or she would be in another room. Councilor Lachapelle said that is standard in many other communities. The options for this are still in the planning stage and all costs at this time are estimates.

Ms. Rodgerson discussed the option for remote meeting attendance and the equipment needed for that. She said this would be for one person to be part of a meeting from another location and their questions or comments would be broadcast, as well.

Another proposed item in the City Manager's budget is to have a broadcasting studio as the previous one had been closed by MetroCast. There is a possibility of having the location of a studio at the high school. Councilor Gray suggested using the Opera House facility for recording and live streaming.

3.12 City Manager

Mr. Fitzpatrick reviewed his City Manager's budget. He began with the extension of the public relations firm contract. Councilor Varney said he understood that this firm would be used for a short period of time and that a staff member would assume most of the responsibilities for public relations. Mr. Fitzpatrick said no, that is not the case. Samantha Rodgerson has been upgraded in order to serve as a liaison between the departments and the public relations firm, but maintaining the services of the public relations firm is in the budget.

Mr. Fitzpatrick said he had learned that members of the Arts and Culture Commission were spending their own money on awards and exhibits. He suggested that this be put into the City's budget for Council's consideration.

Mr. Fitzpatrick has proposed that the City become a sponsor in the amount of \$1,000 for Leadership Rochester, a new Chamber of Commerce program.

3.9 Welfare

Todd Marsh, Director, presented the budget for the Welfare Department. He gave an overview of the functions of the Welfare Department.

Mr. Marsh said the FY2018 budget shows an \$8,327 increase. He said his office budgets for unknown and potentially costly situation, including housing code situations that could present themselves in the next fiscal year.

Councilor Keans asked Mr. Marsh what happened last year that doubled his budget, going from \$85,000 to \$189,000. Mr. Marsh said the approved budget was \$189,000 and they spent \$95,000. He said the Welfare Department does not spend more than they need to. He said they usually budget for a "buffer" to deal with any unanticipated needs.

Councilor Lauterborn asked how much money has been expended out of the FY17 budget. Mr. Marsh said that, to date, they have spent just over \$107,000. He said that in recent years they have used \$189,000 as a budget amount to allow for extra expenses.

3.10 Tax Collector

Doreen Jones, Tax Collector, presented the budget for the Tax and Auto Registration Office. She pointed out that there is an increase in the office supplies line due to the fact that the new printer contract does not cover the cartridges for the auto registration printers.

Ms. Jones said she is requesting funding for a new software program offered through Munis called "Citizens Self Service" which is basically getting the tax bills online. She said that the Rochester citizens have been asking for this. It allows the taxpayer to see their bill amount, the due date, payments that have been made, history of payments made in the past, and the balance due. The taxpayer would also be allowed to pay the tax bill online.

Councilor Lachapelle asked if there would still be hard copy tax bills mailed out. Ms. Jones said yes, so there would be no savings in postage. She added that other departments can be added on to the software, such as Water and Sewer.

3.11 Finance-Business Office

Mark Sullivan, Senior Staff Accountant, presented the budget for the Finance and Business Offices.

Mr. Sullivan said that the software maintenance line is increased due to the new time and attendance software that will be implemented in FY18.

Mr. Sullivan said that the travel budget is increased due to additional conferences and training of the staff.

Mr. Sullivan reviewed other line items and fund balance, pointing out that there are many items that were moved within the budget.

Councilor Varney asked what collective bargaining units will be coming up in the next fiscal year. He questioned the amount of \$125,000 for that purpose. Mr. Cox answered the question that it is the Fire Department and includes not only salary, but also benefits and retirement. Mr. Cox said this is a conservative estimate.

Councilor Lachapelle asked for clarification of the anachronism "EOC". Mr. Cox said it is Emergency Operation Center.

Mr. Sullivan explained that the "transfer to other funds" and explained that that is the restoring what was not funded in the past year of the funds going out to the Economic Development fund that go back through the General Fund and then back out to the Economic Development fund.

3.13 City Council

There were no changes.

3.14 General Overhead

Councilor Lauterborn questioned the additional \$75,000 for the Recovery Center. She believed it was an amount to get the process started. Mayor McCarley said the hospital [Frisbie Memorial Hospital] is using it as a significant component in building the center. Councilor Lauterborn said she thought it was a one time thing and now sees it as a yearly renewal.

Mayor McCarley said that this is an item for conversation and how the City will be able to aid the hospital in its efforts for a center that can be open for people with little or no money.

3.15 TIF Districts

Blaine Cox, Deputy City Manager and Finance Director, presented the budget for the TIF Districts. He provided a handout illustrating the activity in the TIF Districts. It is a summary of draft data for FY 2018.

**[4] AMENDMENT TO THE CITY MANAGER'S PROPOSED
[FY 18 O&M BUDGET & THE FY 19 CIP BUDGET]**

**GSBP: "Building Demolition" Project
[REDUCE FY 18 BY \$67,500 & INCREASE FY 19 BY \$67,500]**

Councilor Varney **MOVED** to **AMEND** the City Manager's proposed FY 18 – FY 19 CIP Budget by moving the "Building Demolition" of 294 and 296 Rochester Hill Road project from FY 18 to FY 19. Councilor Lachapelle seconded the motion. Councilor Varney's rationale is to not go forward with spending money on a demolition project until a developer has plans for the property. He added that there might also be something on the property that someone might want to salvage. The **MOTION CARRIED** by unanimous voice vote. [*CIP: Page 74*]

4. Other

Councilor Varney said that there is an item in the CIP budget book for the Public Works Department with a \$7 million increase in the budget every year for the next five years. He said there is no way that can be supported. He said these are numbers that need to be looked at carefully before passing the budget.

5. Adjournment

Councilor Torr **MOVED** to adjourn the meeting at 10:03 PM. Councilor Bogan seconded the motion. The **MOTION CARRIED** by unanimous voice vote.

Respectfully submitted,

Marcia H. Roddy, CNHDCC
Deputy City Clerk