

**CITY COUNCIL BUDGET WORKSHOP MEETING**  
**April 29, 2014**  
**COUNCIL CHAMBERS**  
**7:06 PM**

**MEMBERS PRESENT**

Councilor Collins  
Councilor Gates  
Councilor Gray  
Councilor Hamann  
Councilor Keans  
Councilor Kittredge  
Councilor Lachapelle  
Councilor Larochelle  
Councilor Lauterborn  
Councilor Torr  
Councilor Varney  
Councilor Walker  
Mayor Jean

**OTHERS PRESENT**

City Manager Dan Fitzpatrick  
Deputy City Manager Blaine Cox  
Roland Connors, Assistant Finance  
Director  
Mark Sullivan, Sr. Staff Accountant  
Laura Schmalzl, East Rochester Library  
Jessica Parker, Crossroads House  
Karen Pollard, Economic Development  
Manager  
Chief Norman Sanborn, Fire Department  
Chief Michael Allen, Police Department

**MINUTES**

**1. Call to Order**

Mayor Jean called the City Council Budget Workshop Meeting to order at 7:06 PM. Deputy City Clerk Marcia Roddy took a silent roll call. All councilors were present.

**2. Public Input**

Mayor Jean invited members of the community to come forward to speak on issues concerning the budget for the City of Rochester. He asked that comments be limited to five minutes.

Laura Schmalzl came forward on behalf of the East Rochester Library Association and the East Rochester Public Library. She said they ask the City of Rochester every year for funds to assist in their operations. She said that because this year the weather was extremely cold they used more oil than anticipated and depleted the heating budget.

Ms. Schmalzl went on to describe the uniqueness of the library, located in the village of East Rochester. It is utilized by children after school who use the computers, as well as many adults who use the computers for employment searches and compliance with New Hampshire unemployment requirements, among other purposes.

She emphasized that the computers are used quite a bit and although they do not have new equipment, they do buy refurbished computers and do their best to maintain them.

The East Rochester Library is used by many children who go there after school and during school vacations. Ms. Schmalzl believes that some of the children are there while their parents are at work, thus offering a safe place for them to be during the day. The library also affords a warm place for people to go during the winter, maybe just to read the newspapers, use the computers, or check out movies.

Ms. Schmalzl explained how the old building has needed improvements and that grant money that had been received helped to replace some of the windows, thus helping with the loss of heat from the old windows. There are still two windows that need to be replaced. The parking lot needs work; utility rates have gone up; and the cost of oil has gone up. All of these factors contribute to the strain on the library budget. Ms. Schmalzl asked for consideration regarding the budget needs of the East Rochester Library.

Jessica Parker, representing Crossroads House, spoke about the homeless shelter located in Portsmouth, but serving Rockingham, Strafford, and York counties. They serve approximately 400 individuals each year. She noted that last year they served 35 residents from Rochester: 5 children and 30 adults.

Ms. Parker said that Crossroads House fundraises privately 75% of their budget and the remaining 25% comes from city, state, and federal funding. She provided some statistics on how many people were housed recently, as well as their various services for helping people.

Ms. Parker thanked the Council for their time.

Public Input was closed at 7:16 PM.

**3. Communications from the City Manager.**

No communications.

**4. Communications from the Mayor**

No communications.

**5. Budget Presentations**

**5.1 Economic Development**

Karen Pollard, Economic Development Manager, gave a PowerPoint presentation of the FY 2015 Budget Proposal for Economic and Community Development.

Councilor Varney asked if all of the travel expenses for Economic Development are listed in the travel line of the budget, or are some expenses buried in the budget. Ms. Pollard said most of the expenses are listed in the travel line. She does not believe there are any additional expenses buried in the budget.

Councilor Varney questioned the \$40,000 line listed as "other," and asked what the money would be used for in the coming year. Ms. Pollard said, for example, they might be looking at some additional land to be purchased to expand some of the city's industrial parks.

Councilor Varney asked about items that carry over to the next fiscal year. Ms. Pollard said it is only items on page 178 regarding consulting, marketing, and community services. She explained that it is not the expense that carries over, but rather money saved or not expended.

Councilor Walker asked what Art Esprit will be doing this year for a project. Ms. Pollard said that she has not been informed yet what the project will be, but it is usually this time of year during the budget process that it is announced.

Councilor Lauterborn asked Deputy City Manager Cox a question regarding an item in the budget book noted as "Economic Development Revenue Fund." She said that one of the items says "transfer from CIP." She wanted to know if these "host fees" are transferred from the CIP. Mr. Cox said it is changing going forward, and that the host fees are going directly to the General Fund. The Council discussed where the money is coming from and what funds are being transferred. There was confusion about \$86,000 and how it was being transferred. Mr. Cox and Mr. Sullivan explained the fund transfers.

Councilor Varney questioned the increase in the salary of the Community Development Coordinator. Ms. Pollard explained that Ms. Engle's salary was split 85/15 (85% from HUD and 15% from the Economic Development General Fund). Councilor Varney pointed out the approximately \$6,000 increase from the FY 14 budget to the FY 15 budget. Ms. Pollard said that Ms. Engle works 40 hours per week, not 35 hours. Councilor Varney wanted to know when that increase in hours happened and why. Ms. Pollard said that was when Kenn Ortmann retired.

Councilor Torr asked what Ms. Engle does. Ms. Pollard explained that she does 85% CDBG administration and 15% other grant and project administration, including the Community Development Committee work.

Councilor Lauterborn asked where Councilor Varney is getting the FY 15 projected salary amount. Councilor Varney said he was comparing figures from the FY 14 budget and the FY 15 budget. He said the position indicated a 70 hour bi-weekly pay. Mr. Sullivan explained that there was an error in that item it should be an 80 hour bi-weekly salary.

Councilor Walker asked Ms. Pollard what the Community Wayfinding System is. Ms. Pollard said it is a system that will assist people in finding their way through the community, such as signs and other help guiding people through the city. Councilor Torr said that \$100,000 for this is a lot. City Manager Fitzpatrick explained what it is in more detail, adding that it usually works following the branding project that is being considered. He said it is very useful and should be kept in the budget. Councilor Torr asked what other cities in New Hampshire use this. Ms. Pollard said Concord, Manchester, Nashua, Dover, Portsmouth, and many more.

Councilor Lauterborn asked if the Wayfinding System was in the City Manager's Budget Book. City Manager said it is, and he recommends keeping it in the Economic Development budget for use following the branding project.

Mayor Jean pointed out that the budget books have a summary of projects listed, a different approach from previous years.

Councilor Varney said that because the branding is being put off for the future that the Wayfinding item should be pushed out to the FY 16 budget year and he is not in favor of keeping it in the budget this fiscal year.

Councilor Varney asked where the funding would be coming for the bus stop, sidewalks, and lighting at the Granite State Business Park. Ms. Pollard said it would be coming from the revenues of 162K TIF. Councilor Varney said all the revenue that the City gets is used to pay on the bonds for the \$9 million that was invested there. Ms. Pollard said that is the 205 TIF and the rest of the park is covered by a different TIF. Councilor Varney asked where the additional tax revenue is coming from. Ms. Pollard said it comes from the new construction at Newport Computers, from other lots that will be sold and developed, and from Albany Engineering and Composites that continues to expand and improve their facility.

Councilor Lauterborn said that the budget book indicates that the project would be bonded and the tax revenue would pay for it. Ms. Pollard added that some projects need to be planned for and do not necessarily have to be done right away; it is good to look to the future and anticipate projects.

Councilor Varney questioned the Water Loop. He said he thought the City was going to apply for a CDBG grant for that. Ms. Pollard agreed and said yes, that was proposed last year and they were asked to bring it back for the budget cycle this year. Councilor Varney asked if we have applied for the grant. Ms. Pollard said no, we can apply for the grant but would need the Council's permission to do so. She said it would be necessary to check with the county and state to see if there are funds available.

Mayor Jean said that (for the benefit of the new councilors) that typically they will hear all of the budget presentations from the department heads on Workshop nights. Any time the Council meets to discuss the budget they meet as a committee of the whole of the Council and can meet to amend the budget. When prepared to do a

second reading and adoption of the budget. The Council can do an amendment which consists of all the recommendations and vote on it. It is appropriate for there to be motions made during the presentations of the budgets.

Councilor Lauterborn asked about the form that was provided to make amendments to the budget to give to the Deputy City Manager. Mayor Jean said he will be completing the forms this year.

Councilor Varney asked Mr. Cox if he could provide the councilors with a copy of the page with the estimated fund balance for the E.D. fund at \$132,691 to be used as a reference point.

## **5.2 Fire Department**

Chief Norman Sanborn gave a PowerPoint presentation of the Fire Department CIP budget.

Before going into the Fire Department's Operating Budget, Councilor Varney asked Chief Sanborn a question about radios that need to be replaced. He asked if the radios that the police departments, fire departments, and emergency services have can communicate with each other. Chief Sanborn said yes, that all departments have these radios now since the 9-11 attack when that was a major issue in the emergency response of those departments.

Chief Sanborn continued with his PowerPoint presentation. He pointed out that there are not too many major changes in the budget as compared with the last fiscal year. He said that there has been an increase in technical training for the staff that has enhanced the effectiveness of the department.

Councilor Torr asked Chief Sanborn how many miles are on the tower truck that is need of tires. Chief Sanborn said it had 16,890 miles on it a few months ago. Councilor Torr said that something must be wrong if the truck needs tires so soon. Assistant Fire Chief Dupuis explained that the truck drags the tires as it makes turns and the wear and tear on the tires is a lot.

Councilor Lauterborn questioned the legal line item and wanted to know why there is an increase. Chief Sanborn said that there are unusual circumstances requiring more money for legal expenses.

Mayor Jean asked Mr. Cox a question regarding the copier/printer lease program that is reflected in all department budgets. He wanted to know where the offset is within the operating budget to account for not buying toner, service contracts, etc.. Mr. Cox said that is buried in individual departments, depending on where those items were budgeted in the past. Mayor Jean noted that the Fire Department shows an actual increase of \$120 over last year and asked Chief Sanborn if he took into account the

past need to purchase toner, for instance, when budgeting this year's lease amount. He said no, that this is a new program and a different way to budget.

Mr. Cox added that the lease amounts will be in all department budgets, but the MIS Department will no longer have purchase and supply amounts in its budget, therefore offsetting the equipment amounts and reflecting the savings for the city.

Chief Sanborn said that the Fire Department is in need of two more firefighters and described the reasoning behind the request. The number of calls have increased and there is not enough personnel to cover them. There would be a savings to hire more firefighters when the overtime pay for the firefighters covering incidents would be less.

Councilor Lauterborn said she is convinced that there is a need for additional manpower in the Fire Department. She does not believe the Council should override the budget to provide them, but urges the City Council to keep this expense in mind and try to find other budgetary ways to pay for additional firefighters.

Councilor Keans asked Chief Sanborn how the program to identify hazardous materials has progressed. Chief Sanborn said that it has been effective and there have been very few problems in the city with hazardous materials incidents.

Councilor Varney asked Chief Sanborn if there are any grants available for firefighters. Chief Sanborn said there is a grant similar to the one the Police Department had (the "COPS" grant) that had issues. He said that the City Council did not want him to apply for it at that time. Councilor Varney said he should apply for it anyway and see what happens.

Councilor Varney asked if it is like the police grant where the position is funded for three years and then the city takes over. Chief Sanborn said it pays certain percentages: it starts out with 100% and then gradually goes down to the point where the City takes over. He said this is a once-a-year opportunity for application and they have missed the time frame for this year.

Councilor Lauterborn said she understands the process and sees the need for more firefighters and is disappointed that the Fire Department has missed the deadline to apply this year.

Mr. Cox pointed out to the Council that on page 39 of the "issues and Options" book there is a detailed account of the staffing issue that Chief Sanborn is talking about.

### **5.3 Police Department**

Before Police Chief Michael Allen gave a PowerPoint presentation of the Police Department budget, he went over some of the major accomplishments of the Police Department during the past year.

First, in working with the Police Commission, the Police Department has developed a Strategic Plan. He said the Plan was not developed solely by members of the Police Department, but in partnership with members of the community (business community, citizens, Police Commissioners, department staff members) who worked together in developing a "road map" of how they wish to see the Police Department go in the future. It covers their mission, vision, values, and goals and objectives, both in the short term and the long term.

Chief Allen noted there were reductions in both property and violent crime in 2013 compared to the prior year. 2013 was a successful year in that there was a 6% decrease in property crime and the arrest rate increased by 37%. Violent crime was down 22% overall and the arrest rate increased by 10%. Chief Allen said the trend continues in the first quarter of 2014, with property crime down 9% and arrest rate up 29%. Violent crime is down 22% overall and arrests up 2%. He said that this reflects the great work being done by the Police Department staff.

Chief Allen said a lot can be attributed to the COMSTAT process. By tracking what is done and what is not done is helpful in running a successful department.

Chief Allen's budget PowerPoint presentation reflects the needs of the department based on the continued growth and service demands of the community.

Councilor Varney questioned the figures given for vehicle replacement. He said the figures in the budget book add up to \$119,000 and the budgeted figure is \$106,000. He asked what the vehicles are and how the Animal Control Officer's (ACO) vehicle is listed. Chief Allen said the cars that need replacement are two front line cruisers and two back line vehicles, namely the Animal Control Officer's and the Housing and Urban Development (HUD) vehicle. Councilor Varney asked the Finance Department representatives to look at the figures. It was clarified that the delivery costs of the vehicles includes the equipment.

Councilor Torr asked if the Animal Control vehicle was going to be a pickup truck. Chief Allen said they are looking for a used vehicle that is large enough to accommodate the transportation of animals, such as a pickup truck or van.

Councilor Lauterborn questioned the cost of the ACO vehicle replacement at \$20,000. Chief Allen said that could be higher than needed in case they cannot find a suitable used vehicle. Councilor Lauterborn asked if the current vehicle could be used by another department for lighter use. It was explained by Mayor Jean and Chief Allen that the vehicle is not functional and the cost to repair it would be more than it is worth.

Councilor Gates asked what is the expected life span of the mobile radios. Chief Allen said it is about 10 years, which is where they are now with the current radios. They were all acquired under a Homeland Security grant and the City did not pay anything for them. These radios are no longer manufactured, so when they break they

need to be replaced. Chief Allen said he is trying to establish a contingency fund to pay for the radios as they break and need to be replaced. They are Motorola radios that are not made any more. The new radios are geared to communicate with all other police and emergency departments.

Councilor Lauterborn questioned the language of "replace all," but Chief Allen said that was the original plan that has been modified to that of replacing as needed.

Councilor Keans asked Chief Allen where the new COMSTAT person was listed in the budget. Chief Allen said it is under "contracted services." He said the total cost for the previous analyst, salary and benefits, the associated software benefits to do the job, the training, etc., amounted to about \$74,000. The new contract position arrangement with Bear Analytics (an imbedded analyst) comes to \$68,000, which is a savings of \$6,000.

Councilor Lauterborn asked if this cost savings will show up on the cost adjustment sheets that the mayor will complete for the Finance Department.

Councilor Varney questioned the cost and replacement of four vehicles. He asked Chief Allen to prioritize the ones that need to be replaced and which one could be passed over at this time. Chief Allen said the front line vehicles are a priority. He repeated that the Animal Control vehicle is a lesser-used vehicle and if a used vehicle can be found for a lower cost then that will be a savings. He said based on the mileage and repair costs those vehicles need to be replaced. Two are "deadline" at this point.

Councilor Walker questioned the mileage and age of the two frontline cars, noting that they are 2011 vehicles and haven't gone over the 100,000 miles yet. Chief Allen pointed out the projected mileage on the cars. If they were to be ordered in July, the projected wait time for a new ordered, fully equipped car would be about four to six months. At that point, the cars to be replaced would be over 100,000 miles.

Councilor Keans asked about the chart on page 100 of the Operating Budget. She cited the COMSTAT analyst positions and asked how many are people who work out of the police station. Chief Allen said most are working outside of the station. He gave a breakdown of all of the personnel and specialty detectives.

Councilor Keans asked Chief Allen if there could be a better way of presenting "Priority One," "Priority Two," and "Priority Three" than the chart that is used. Chief Allen said he would be getting to that. Councilor Lauterborn added that this would be a good topic for discussion at the Ward meetings.

Councilor Keans asked Chief Allen a question regarding the number of shoplifting arrests that are published in the newspaper. She wanted to know what "priority" they are. Chief Allen said they are Priority One as, for the most part, there is a person in custody and quite often they are confrontational.

Councilor Kittredge asked Chief Allen the process for officers doing paperwork and report writing. Chief Allen said that approximately 70% of an arrest is involved in the associated paperwork. Councilor Kittredge asked how much of this is federally mandated. Chief Allen said not very much; every call generates a report and it is part of the routine process.

Councilor Varney said that some of the smaller towns in New Hampshire share a prosecutor and asked if there would be any opportunity such as that for Rochester. Chief Allen said no, based on the volume of cases that go through the Rochester Police Department. He said he is proposing that a full time attorney would handle both adult court and juvenile court.

Councilor Lauterborn questioned the proposal to replace two sworn officers in the prosecution position with a full time attorney. She asked if the two sworn officers are ever available for patrol duty now, or are they always in the police department doing "attorney" work. Chief Allen said they are busy and it is difficult to keep up with the demand now. The plan is to have the lieutenant who supervises the prosecution unit be more of a working lieutenant and who could help out with the prosecution cases that the attorney could not handle due to work load. He pointed out that because the arrests have gone up in number, all of the paperwork has increased, as well, and all of those cases have to go to court.

Councilor Lauterborn questioned the evidence technician position and, while she supports the concept of putting an officer back on patrol by hiring a part time person for the position, she asked if this is a position in which the person goes to school to train for the position; can't a person be hired for the position and trained to do it. She said this seems like a lot of money for a part time person to manage the evidence room.

Chief Allen said the evidence function is very specialized. It is a high liability area; evidence in a police department requires maintenance of certain chains of custody, maintaining the integrity of the evidence, and thus requires a great deal of training for the position. There is an enormous volume of pieces of evidence that have to be processed every year, in addition to the bicycle room that requires processing of hundreds of bicycles every year. At this time, the sworn officer who is working in the evidence room is also a detective carrying a case load in that capacity, as well as property room management.

Councilor Varney said that the changes Chief Allen is proposing would cost the City approximately \$166,000 a year. Councilor Lauterborn said that if any of this is to be done it needs to be cheaper. Chief Allen said that is why he has done the redeployment strategy and understands the difficulty with the tax cap and finding the money.

Chief Allen continued with the presentation by discussing the Dispatch staffing. The proposal is to cut the dispatch supervisor position and add an 11th dispatch

position. There would be a lead dispatcher on each shift and the unit would be under the direct supervision of a sergeant.

Councilor Lauterborn asked Chief Allen if the HUD officer is in his department and if it is funded by any kind of grant. Chief Allen said yes, and it is funded by HUD.

Councilor Lauterborn questioned why the cost for staff development has gone up significantly. Chief Allen said there is an offsetting revenue line associated with the cost. He clarified that the department would host training based on outside revenue. If the revenue does not come in, then the training does not occur.

Councilor Lauterborn questioned the lease copier expense and noted that it is in every department's budget. She said it is a tremendous amount of money and asked if it is cost efficient. Chief Allen said that Mr. Cox can shed some light on this lease plan. Mr. Cox said he can provide detail regarding the lease/copier increases in each department. Mr. Fitzpatrick pointed out that it is not just copiers, but the machines are also printers. Mayor Jean asked Mr. Cox if he could run a report from WB Mason as to how much toner and copier supplies had been spent in the past compared to the cost of the lease program.

Councilor Lauterborn asked why the ammunition line has gone up by \$9,400. Chief Allen explained that the cost of ammunition has gone up significantly. It is a supply and demand issue; the demand is high and the supply is low. In some cases the type of ammunition needed for various weapons has almost doubled. He said that the department is not increasing the amount of ammunition it purchases, but rather the cost has gone up so much.

Councilor Lauterborn pointed out that the electricity amount that has been budgeted has gone up quite a bit and asked Mr. Cox if that is a city-wide issue. He said yes, the budgeted amount is the projected cost increase for all departments.

City-wide program costs have increased, as noted by Councilor Lauterborn. Chief Allen said that in last year's budget, in order to keep at a 0% increase, multiple positions were cut from the department, one of them being the Juvenile Diversion Coordinator. When those positions were put back in the budget, that position's costs were not put back in the budget. Money has been transferred around to pay for the programs costs and now it is in this year's budget.

Councilor Keans asked if there is more than one supplier of ammunition. Chief Allen said yes, they have gone with the State bid price because the State can always get the best price. The three year commitment that the State had has expired and now it is up to the departments to shop prices.

Councilor Walker asked why the communications line is up so much. Chief Allen said that this year they put cell phones in all of the front line cars because it is the intent

to keep the officers out in the community. By having cell phones to use in the cars they can make follow-up calls, among other uses.

Councilor Walker questioned the increase in overtime pay. Chief Allen said that is actually about half of what is needed. He explained that throughout the year officers may work overtime and often it is paid out as comp time. By contract, the officers need to be paid the comp time, but there is typically not enough money available in that line and the overtime budget needs to have money available. There was a discussion about having overtime budgeted as well as comp time and the possibility that personnel would use the overtime as well as comp time just because it is budgeted.

Councilor Collins said that he appreciates Chief Allen's attempt to not ask for things that are unnecessary in keeping the department running going forward. He said that Chief Allen has put forth a manpower modification that seems to be reasonable. Councilor Collins asked the Police Commissioners how they feel about this and what the degree of enthusiasm (or lack of it) is with the Commissioners. Chief Allen said he has met with the Commission and reviewed the budget with them when they took office and most recently in preparation of the evening's presentation. He said the Commissioners agreed 100% with his proposed budget.

Councilor Collins said more specifically he would like the Commissioners' opinions on the addition of two patrolmen and the other position [evidence technician] and how they feel about it. Councilor Levesque explained that by adding three civilians to the department in order to increase patrol by three officers is the least expensive way to go. The officers are already trained and schooled and are ready to go out in the community. It assures that the community has better coverage, better protection, visibility of the police, and better response time. He added that this is a cost effective way of doing that.

Commissioner Peters said that a topic at many of the Ward meetings has been questioning when the community can expect to see more police presence and visibility. He said that the plan Chief Allen is proposing is a way to accomplish this. They support the proposal 100%.

Councilor Varney asked Chief Allen what percentage of the year is the Department fully staffed. Chief Allen said they have not been fully staffed in several years at any given time. He said they are rehiring someone who used to work in the department and once he is working they will be fully staffed. Councilor Varney pointed out that when not fully staffed, the money not being used for a particular position is being shuffled around to cover other things.

Chief Allen said that at this time he has been told that morale is high, officers are happy working in the department, they are more productive, they are happy coming to work, and he does not see the attrition numbers as in the past. The department is in contract negotiations and that looks encouraging at this time.

Mayor Jean discussed the use of police officers for outside details, such as work sites for utility companies. The officers get paid overtime while the utility company pays for the detail. That escalates the officers' pay and thus contribution to the retirement plan. Mayor Jean asked if there is a way to utilize the officers' time in patrolling the streets rather than standing at the utility work sites. Chief Allen said that the overtime pay is offset by the money paid by the utility and, in fact, the City earns about 33% on every detail worked which helps in funding retirement and extra fees.

Councilor Lachapelle asked what the per hour rate is to hire a police officer for an outside detail. Chief Allen said it is \$56 per hour.

Mayor Jean asked the Police Commission a question regarding the salary increases. The City is looking at a 2 1/2 % salary increase for all non-union employees not covered by a collective bargaining unit. He asked if that is going to be the Commission's position in this budget proposal. Chief Allen said this adjustment was done by the former Commission. The number represents about a 3 1/2 % increase. Mayor Jean asked Commissioner Levesque if that is what the Commission is going to be asking for. Commissioner Levesque said they will work under the guidelines of the City Council.

Mayor Jean proposed keeping the salary increase at 2 1/2% and then make adjustments once the MRI report is reviewed. The Council is providing guidance to the Police Commission for a 2 1/2% salary increase maximum for all non-union city employees.

Councilor Gates asked Chief Allen if the City derives any money from asset forfeiture. Chief Allen said yes, but it is a limited amount of money. Councilor Gates asked what that money would be used for. Chief Allen said the money has been used for a few things, but they are limited in what the money can be used for.

Chief Allen concluded his presentation and thanked the City Council for their time.

Councilor Varney asked Deputy City Manager Cox if he could provide a breakdown of year-to-date expenditures of the Economic Development Department fund under "Consulting - Other" and the marketing line item. He said that someone should prioritize the list of items desired for the Granite State Business Park. With regard to the Water Loop, he said that someone should apply for the grant.

Councilor Lauterborn questioned the Health Insurance line under the Dispatch Center budget. She pointed out that the salaries are down in the dispatch unit, yet the health insurance line has gone up. In all other budgets, health insurance has gone down. Senior Accountant Mark Sullivan said that was because of changes in health plans and changes in staffing where those individuals came in at a higher plan.

Councilor Varney asked why the Crossroads Industrial Park funding is down by a half million dollars. He said the City was promised funding and that has not materialized. In order to do the project they need to find a way to fund it.

Councilor Torr said he thought Economic Development was going to apply for a grant of \$500,000 toward that project. Mayor Jean said that the EDA grant that was received for that project was for \$2 million, but contingent on that was private investment. There were two partners originally involved in the project, but one partner has left. That partner who left was supposed to pledge \$500,000 and now it is up to the City to either find another partner or to bond the money. City Manager informed the councilors that no money has been spent on the project to date. Councilor Varney emphasized that this is a project that needs to get started.

Mayor Jean asked about the additional debt service was going to be for the \$500,000. Mr. Fitzpatrick said if the Council went into a brief closed meeting he could explain this further.

Councilor Lauterborn asked Mr. Cox when the City will received the road toll money that is due. Mr. Cox said he did not know. Councilor Keans said that there will be no money give to cities and towns in FY 1015, but in 2016 there will be one million dollars paid up through FY 2020.

Councilor Varney asked Mr. Cox what the projected assessed value will be from the City. Mr. Cox said Assessor Tom Mullin will be at a future meeting to discuss that.

Councilor Torr asked what the projected about for a tax increase is. Mr. Cox said that at this time it is \$.84.

Councilor Gates pointed out that it seems odd that the City is seeking a full time attorney and now the Police Department is hoping to hire a full time attorney, as well.

## 6. Non-Public Session

### 6.1 Land - RSA 91-A:3 II(d)

Councilor Walker **MOVED** to enter Non-Public Session under RSA 91-A:3 II(d) - Land at 10:20 PM. Councilor Keans seconded the motion. The **MOTION CARRIED** by unanimous roll call vote. Councilors Gray, Larochele, Lauterborn, Keans, Kittredge, Varney, Hamann, Torr, Collins, Lachapelle, Gates, and Mayor Jean all voted yes.

Councilor Lachapelle **MOVED** to exit Non-Public Session at 10:40 PM and to seal the minutes indefinitely. Councilor Walker seconded the motion. The **MOTION CARRIED** by unanimous voice vote.

**7. Adjournment**

Councilor Walker **MOVED** to adjourn the City Council Workshop Meeting at 10:40 PM. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by unanimous voice vote.

Respectfully submitted,

*Marcia H. Roddy*

Deputy City Clerk