

**CITY COUNCIL WORKSHOP MEETING**  
**June 18, 2013**  
**COUNCIL CHAMBERS**  
**7:21 PM**

**MEMBERS PRESENT**

Councilor Keans  
Councilor LaBranche  
Councilor Lachapelle  
Councilor Larochelle  
Councilor Lauterborn  
Councilor Reed-Erickson  
Councilor Torr  
Councilor Varney  
Councilor Walker  
Mayor Jean

**OTHERS PRESENT**

Daniel Fitzpatrick, City Manager  
Blaine Cox, Deputy City Manager  
Roland Connors, Assistant Finance  
Director  
Mark Sullivan, Senior Accountant  
Karen Pollard, Deputy City Manager  
Police Chief Michael Allen  
Attorney Dan Wensley  
Deputy Fire Chief Mark Dupuis  
Michael Hopkins, Superintendent of  
Schools  
Robert Watson, Chair of School Board  
Robert Gates, Resident  
Doris Gates, Resident  
Nel Sylvain, Planning Board Chair  
Fred Leonard, Resident  
Michelle Paradis, Resident  
Diane Wood, Resident  
Peter Nourse, Director of Public  
Works  
Dennis Schafer, Director of MIS

**MEMBERS EXCUSED**

Councilor Hervey  
Councilor Hynes

**MINUTES**

**1] Call to Order**

Mayor Jean called the City Council Workshop meeting to order at 7:21 PM. Assistant City Clerk Nancy Carignan took a silent roll call. All members were present, with the exception of Councilor Hervey and Councilor Hynes, who were excused.

**2] Public Input**

There was no public input at this time. Mayor Jean closed public input at 7:22 PM

**3] Communications from the Mayor**

### **3.1 Discussion: Budget Adoption Meeting**

Mayor Jean explained that this Workshop tonight was to deliberate any changes to the FY14 budget, with the exception of the Schools which would be at the next meeting on June 25, 2013. He explained that the changes made tonight will enable the Finance Department to be ready for the June 25, 2013 meeting for the acceptance of the budget.

### **3.2 Discussion: Joint Building Meeting**

Mayor Jean stated that the Joint Building Meeting would take place on June 19, 2013, at 7:00 PM.

### **3.3 Discussion: City Council Interviews, July 2<sup>nd</sup> – Ward 6, Seat B**

Mayor Jean said that any individuals interested in interviewing for the Ward 6, Seat B position would need to fill out a statement of interest and return to the City Clerks office no later than June 24, 2013, by 5:00 PM. He explained that the interviews would be conducted at the July 2, 2013, Regular meeting.

### **3.4 Discussion of Petition From Calef Highway Constituents [E-911 Name Change]**

Mayor Jean explained to the City Council the petition that was received was to address Gonic Road versus Calef Highway. He asked Deputy Chief Mark Dupuis for some insight on this change. The City Council and Deputy Chief Dupuis discussed this issue in regards to 911 safety as it effects the response time.

Councilor Lachapelle stated that most of the petitioners are residents with a Calef Highway address and wanted further explanation. He also wanted to know where the lines were for this stretch of road.

Dennis Schafer, Director of MIS, explained the ratio of residents on this stretch of road. He stated that one way or the other the residents will have a number change. Councilor Keans wanted this looked into further.

Councilor Walker explained that this is not the first time this has been changed and they need to look at the businesses in the area. Councilor Keans agreed that it could be an issue for the customers of these businesses. Councilor Torr asked what harm is there if they leave it alone. Mr. Schaffer explained it is a 911 issue and Deputy Chief Dupuis reiterated the emergency effectiveness, more for a medical emergency where time is a factor.

Mayor Jean asked that this subject go back to the Public Safety Committee next week for their review. He said that they need maps. Councilor Walker requested that the E911 Committee attend the next Safety Committee meeting to answer questions.

## 6] Communications from Deputy City Manager Cox

### 4.1 Budget Memorandum

Deputy City Manager Cox reviewed the memorandum with the City Council. Deputy City Manager Cox also explained to the City Council that there was a request from the Department of Public Works for Stillwater Circle, project #37, which he forwarded to them earlier in the week. He advised the City Council that if they needed a copy the Assistant City Clerk had extra copies.

## 5] Budget Deliberations

Councilor Varney asked Deputy City Manager Cox if he was looking to have the Debt Service Adjustments completed at this meeting. Deputy City Manager Cox explained that he thought it would be a great thing to do.

Councilor Varney **MOVED** to amend the General Fund interest payments on page 153 [account 583000] from \$1,065,271 to \$981,971 (cut \$93,300). Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Varney **MOVED** to amend the General Fund principal payments on page 153 [account 591000] from \$2,775,466 to \$2,829,093 (add \$53,627). Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Varney **MOVED** to amend the Water Fund interest payments on page 164 [account 583000] from \$617,764 to \$610,901 (cut \$6,863). Councilor LaBranche seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Varney **MOVED** to amend the Water Fund principle payments on page 164 [account 591000] from \$1,056,066 to \$1,060,535 (add \$4,469). Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Varney **MOVED** to amend the Sewer Fund interest payments on page 170 [account 583000] from \$792,863 to \$609,856 (cut \$183,007). Councilor LaBranche seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Varney **MOVED** to amend the Sewer Fund principle payments on page 170 [account 591000] from \$1,805,524 to \$1,843,643 (add \$38,119). Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Varney **MOVED** to increase the funding for Project #37 from the CIP, [repair Stillwater Circle Bridge] for the current fiscal year from \$150,000 to \$225,000 in form of bond. Councilor LaBranche seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Varney **MOVED** to increase the funding for project #35, pavement rehab program of the CIP budget, by \$301,690. Councilor Torr seconded the motion. Councilor Walker asked where the funds were coming from. Deputy City Manager Cox explained that they came from adjustment during the fiscal year. Councilor Lachapelle asked if the new total was \$801,690. Councilor Varney confirmed the amount. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Varney **MOVED** to amend account numbers 519001 and 534005 in the operating budget from \$1,600 to a zero balance, these accounts are stipends for the Board of Assessors. Councilor Lachapelle seconded the motion. Councilor Walker asked to be recused from this vote. Mayor Jean expressed his thoughts on this matter and broke down the two accounts for Council members. His thought was if the stipend was eliminated it could effect recruitment for these positions. Councilor Keans asked how were the Board members appointed and what are the terms. Mayor Jean explained they are appointed by the City Manager and they carry three year, staggered terms. Councilor Keans felt that this should take effect after those serving their current terms are over. The City Council discussed how this issue could affect other Boards and Commissions. Mayor Jean called for a vote on the motion currently on the floor, reducing account 519001 and 534005 from \$1,600 to a zero balance. The **MOTION CARRIED** by a unanimous voice vote, with Councilor Walker abstaining from the vote.

Councilor Varney questioned Chris Bowlen, Director of Recreation, about account 544000, \$10,000 for rental paid to the arena. Mr. Bowlen explained that this increase is due to the new programs being held at the arena and he gave the City Council examples. Mr. Bowlen went on to explain that they now have an extra 7,000 square feet of space.

Councilor Varney asked if the arena was going to incur the cost of maintenance and renovations. Mr. Bowlen stated that this has not been determined yet. He went on to explain that some of the costs will be offset by FY15 due to the revenues of the programs.

Councilor Varney asked if commissioner Peter Nourse, could explain the increase of \$13,000 in account number 543000, Repair and Maintenance. Commissioner Nourse cited that funds were pulled out of this account line last year to fund the consultant for the Water Treatment Plant. Councilor Varney asked Commissioner Nourse why there was an increase of \$7,190 in account number 573900. Commissioner Nourse and the City Council agreed that this had been addressed during the Water Works budget presentation. Commissioner Nourse was questioned about project #17, which was the replacement of truck 107 that is being used for Buildings and Grounds. This truck was severely damaged during the year. Councilor Torr asked where the vehicle [F250] was being used. Mr. Nourse stated that it is being used at the arena for plowing and light work.

Councilor Varney asked if the project #43 for traffic signal audit in the cash amount of \$25,000 could be pushed out to FY15. Commissioner Nourse agreed that it does not have to be in FY14. Councilor Varney **MOVED** to move this item to FY15. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Varney wanted clarification on project #32, which was a pickup truck for Codes and Ordinances. Mayor Jean explained that it is an FY15 issue.

Councilor Torr asked about the \$12,000 that the East Rochester Library was requesting. The City Council discussed this further and the explanation was they are only giving \$5,000, which is stated in the budget.

Councilor Torr wanted to know who ran the COAST bus line. Mayor Jean explained that it is owned by Seacoast Coalition for NH, which is a non-profit agency, but they do get some Federal funding. Councilor Torr disagreed with giving \$26,000. Deputy City Manager Cox explained the COAST subsidy and East Rochester Library to the City Council. Mayor Jean stated these figures are on page 85 of the Operating Budget, listed under account 589203. Councilor Torr felt that there should have been a COAST representative at the budget meeting for more clarification. City Manager Fitzpatrick cautioned that COAST provides the citizens of the City *with the least amount of means* transportation. Councilor Torr would like to see this on the agenda sometime this summer.

Councilor Varney questioned Mr. Hopkins, Superintendent of Schools, on the CIP project for security in the schools. He asked what the cost would be. Mr. Hopkins explained that they have done some research, but he does not have solid numbers yet. He put in a figure of \$1,000,000 to have it in the CIP. He cited that one of the big ticket items is securing the doors and electronics. He went on to explain this further and gave the City Council a few examples. He asked the City Council to supply a figure to get them started and then he can get back to them with a final estimate from the architect. Councilor Varney asked when he could bring this information back to City Council. Mr. Hopkins stated as soon as he can. He explained that he is waiting for the security groups to give the estimates. Councilor Varney asked if this is an issue that might need to be dealt with after the budget cycle. Mr. Hopkins said that could happen.

Councilor Varney explained that he was concerned with the cost of the CIP projects and felt the City Council should make a cut until solid numbers are in place. Councilor Varney **MOVED** to reduce the CIP by \$1,000,000. Councilor Torr seconded the motion.

Councilor Larochelle asked Mr. Hopkins what effect this reduction will have on the department. Mr. Hopkins suggested they could reduce \$500,000 by putting off the auditorium project, because this project could be spaced out over a two to three year period. The City Council discussed that the security is a higher priority. Councilor Varney also stated the roofs at McClelland and the Middle School are issues. The Middle School roof is estimated at \$800,000. This is significant cost and explained it would affect future budgets. He went on to explain.

Mayor Jean explained that he has had discussions with Mr. Hopkins regarding security and maybe a joint committee should look at this project. He wants the schools secure and they need to take action on this because it is on the horizon. Recent issues in

society are part of the concerns and it will be a large amount of money either way. The City Council/School Board may need to look at it outside the budget cycle.

Councilor Lauterborn wanted more explanation on the increase, which Councilor Varney had stated was a significant amount. Councilor Varney explained last years was \$736,000 total bonded. Mr. Hopkins explained the increases.

Mayor Jean explained the motion on the floor was to cut the school's bonded projects by \$1,000,000. Councilor Larochele would like to **AMEND** this to \$500,000. Councilor Keans seconded the motion. The **AMENDMENT FAILED** by a majority vote.

Mayor Jean called for a vote on the original motion to cut \$1,000,000 from the CIP. The **MOTION CARRIED** by a majority voice vote.

Councilor Varney asked Deputy City Manager Cox for a figure on the cuts that were made. Mr. Cox explained that \$56,273 cash is available under the tax cap. Councilor Varney **MOVED** to add \$56,273 to the CIP pavement project. Councilor LaBranche seconded the motion.

Councilor Walker stated that he is seeking a zero increase to the tax rate and would prefer real cuts. Councilor Larochele stated that he does not want to spend to the tax cap. He explained how this would effect future years. He addressed the roads and agrees they need to be looked at. Councilor Varney asked if any of the other members had suggestions for making cuts. He stated that the roads need to be addressed as long as they are not over-spending. The **MOTION CARRIED** by a majority voice vote.

Councilor Lauterborn asked about the CIP project on page 101 in relationship to other projects. She referred to the Strafford Square project #40. She discussed with the Council Members if the project could be included in a larger project. She explained if the City Council is trying to reduce the bonding this could be a project to cut. Councilor Varney asked if Commissioner Nourse could answer this question. Commissioner Nourse explained various projects to the City Council and discussed why they are in the CIP budget.

Councilor Lauterborn **MOVED** to reduce funds for project #40, the Strafford Square project, in the amount of \$50,000 bringing it to a zero balance. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Walker **MOVED** to reduce CIP project #23 by \$28,000, one frontline patrol vehicle. *There was not a second to this motion.*

Mayor Jean asked Mr. Cox if he could provide and estimate to the tax rate. Mr. Cox took a moment to make some adjustments and advised Mayor Jean they now have an increase to the tax rate of \$0.78.

Mayor Jean explained that the City Council only made shifts to the budget, but no cuts. He also commented that if the City Council made a cut in paving it would only reflect

approximately \$0.17 to put it into prospective. Councilor Lauterborn commented that a half million is not a lot for paving. Councilor Walker agreed. Councilor Lauterborn asked if the budget passes on June 25, 2013, the next budget meeting, will the paving be done in fiscal year 2014. Mayor Jean explained it has been consistent. Councilor Lachapelle stated it is staggered. Mayor Jean felt they are doing a great job.

Councilor Varney asked if the sidewalks are getting finished, such as North Main Street. Councilor Lachapelle replied yes.

Councilor Torr is concerned with the increase on the tax rate because it is falling on the business owners and not so much on the homeowner. Councilor Larochelle explained to him that this is happening due to the housing bubble. The City Council discussed this further.

Mayor Jean asked if there were any further requests for changes to the budget.

Councilor Keans asked Deputy City Manager Cox about the Primex Benefit Holiday, because she did not know what it was referring to. The City Council discussed the Primex Benefit Holiday further with Deputy City Manager Cox.

## **6] Department Reports**

There was no discussion in regards to department reports.

## **7] Other**

There was no other business to discuss at this time.

## **8] Adjournment**

Councilor Lachapelle **MOVED** to adjourn the Workshop Meeting at 8:38 PM. Councilor LaBranche seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully Submitted,

Nancy Carignan  
Assistant City Clerk