

CITY COUNCIL WORK SESSION

CAPITAL IMPROVEMENT PLAN

February 14, 2011 – 6:30 p.m.

Eileen Dondero Foley Council Chambers

City Council Present: Mayor Ferrini, Assistant Mayor Novelline Clayburgh, Councilors Lister, Hejtmanek, Spear, Dwyer, Coviello, Kennedy and Smith.

Officials Present: John P. Bohenko, City Manager; Cindy Hayden, Deputy City Manager, Steve Parkinson, Director of Public Works Director, Dave Allen, Deputy Director of Public Works, Rick Taintor, Planning Director, Peter Torrey, Accountant for the Trustees of the Trust Fund, Rus Wilson, Recreation Director, Jon Frederick, Parking Manager, Alan Brady, IT Coordinator, Steve Dubois, Deputy Police Chief, Steve Achilles, Assistant Fire Chief, Steve Bartlett, School Business Administrator, Andrew Purgiel, Controller, and Valerie French, Deputy City Clerk I.

I. Call to Order

At 6:30 p.m., Mayor Ferrini called the work session to order.

Mayor Ferrini reviewed the CIP adoption schedule which includes a public hearing on March 7, 2011 on the current version which was adopted by the Planning Board. He further stated that adoption of the CIP, including any changes made by the Council, will take place on March 21, 2011.

II. Introduction

City Manager Bohenko advised the City Council that the staff has put together a PowerPoint presentation on the proposed Capital Improvement Plan (CIP) for FY2012-2017. He stated that this is a six-year Capital Improvement Plan that is being presented in accordance with state and local requirements. He stated that Sections 7.6, 7.7 and 7.8 of the City Charter outlines the requirements and procedures for drafting and updating the CIP on an annual basis. He stated that when all the proposals were submitted by the department heads, they were reviewed by a sub-committee of members from the Planning Board, the City Manager and other City staff. He reminded the Council that he cannot present the budget proposal until the CIP has been adopted, and that adopting the CIP does not commit funding and will still come before the Council for approval for each expenditure.

III. Presentation: Overview of Projects by Staff

Staff members gave brief overviews of projects in the following categories which are outlined in the Capital Improvement Plan document:

- Vehicles and Equipment
- Buildings and Infrastructure
- Information Systems Management
- Transportation Management
- Enterprise Funds/Water & Sewer

IV. Questions and Discussion

Councilor Spear stated he has a question regarding how it is decided what to put in what year of the plan, i.e. the fire boat is listed in FY14. City Manager Bohenko stated that particular item is a part of the rolling stock listed in appendix A, but basically we look at when we can afford to make these purchases. He explained that they work with the comptroller as to where to place items without cause problems and prioritize and reorganize as necessary. He stated we had previously gone 3-4 years without reorganizing, but did it this year to stay within the limits we have imposed on ourselves. Councilor Spear stated that they make it look easy. City Manager Bohenko stated that there is a lot of work put in by the sub-committee. He stated that there are items left on that are a long way out, but we want to keep them in the pipeline.

Assistant Mayor Novelline Clayburgh asked about Prescott Park Improvements, pages 55, 56 and 57, stating that these improvements do need to be made and are listed as public/private. She asked how much has been or do we expect to raise privately. City Manager Bohenko stated that the idea is to raise as much as we can, but if we need to jump start it then we will, for example, the restrooms, the City has a certain obligation to provide adequate facilities.

Trustee Board Chair Lea Aeschliman stated that they are working with the Arts Festival Committee, City Manager and staff to bring forth a concept to the Council.

Councilor Kennedy referred to page 152, EF-WD-07: Little Harbor/Wild Rose Lane Water Lines, asking that since it will benefit New Castle, where will the cost fit into it for them. Deputy Public Works Director Allen stated that they are customers of our water system so they pay the same as the rest of the customers. Councilor Kennedy read the last line of page 152, "The project will allow a secure redundant feeding into the New Castle portion of the water system", and asked if they will support any of this cost. City Manager Bohenko stated they are retail customers and pay a rate, regardless of where they are located, in accordance with the Public Utilities Commission. Councilor Kennedy clarified that means they will not pay anything additional. City Manager Bohenko stated that is correct, it is not about boundaries, it is a rate structure, the same as PSNH customers, and infrastructure is a part of the whole system cost.

Councilor Kennedy referred to page 118, TSM-City 28: Roadway: Street Paving, Management and Rehabilitation, stating that we have a lot of potholes this winter and asked where do these fit in to get repaired. City Manager Bohenko stated that he and Public Works Director Parkinson get together every year and strategically look at streets. He stated there is money set aside for these repairs and sometimes they will do strips of the roadways as opposed to filling holes, to get longer use of the repair. Public Works Director Parkinson stated that the money they are currently using had previously been set aside and planned out via formulas.

Councilor Coviello stated in looking at the big picture for street paving, why bond it instead of having a revolving fund, asking wouldn't that be cheaper in the end. City Manager Bohenko stated this could be done by setting aside a certain amount, i.e. \$1.00 of the rate as a recurring revenue source, but stated that political will could change with another Council and it could be cut.

Councilor Dwyer referred to page 114, TSM-City-24: ROADWAY – Traffic Modeling Project, asking with the pending affect on downtown traffic that the closing of the Memorial Bridge will

have, should we accelerate this. Public Works Director Parkinson stated that this wasn't meant to address that issue. Councilor Dwyer stated the Memorial Bridge closing will have a big impact so we will have to handle that traffic another way. Public Works Director Parkinson stated that there will be an impact, but it will be in other parts of the City. City Manager Bohenko stated we are working with the NHDOT and Town of Kittery on the Memorial Bridge impact issue.

Councilor Coviello referred to page 108, TSM-City-18: Intersection/Signal: Woodbury Ave Turning Lanes and Traffic Operational Improvements, asking if we get money from developers towards this type of improvements. City Manager Bohenko stated yes, there is a formula used to determine the impact percentage they are responsible for.

Councilor Dwyer referred to page 117, TSM-City-27: ROADWAY: Gateway Improvements – Exit 7, stating she would hate to see this put off as this is an entrance to the City. City Manager Bohenko stated it is not always about the money, but about the disruption to the downtown. He stated we are giving the downtown a breather because we have had a lot of presence there this past year and would like to minimize the impact on businesses. Councilor Dwyer stated that the traffic being rerouted from the bridge will be disruptive.

Councilor Coviello asked why the Rockingham Planning Commission is involved with the Cate Street Bridge. Public Works Director Parkinson stated it is required.

Councilor Lister referred to page 80, BI-PW-30: Sound Barriers I-95 – Atlantic Heights and Pannaway Manor, asking if the sound barriers by the New Franklin School are put up by the City or the State and will they be replaced. Public Works Director Parkinson stated the State DOT put them up several years ago to prevent potential harm to children and is not sure if they are being replaced in the future.

Mayor Ferrini asked about the Sagamore Bridge and where is it in the plan. City Manager Bohenko stated it is scheduled to get started but is dependent on State for funding with 80% coming from State/Federal funding. He stated he will keep the Council advised.

Councilor Kennedy referred to page 84, IS-IT-01: Information Technology Upgrades and Replacements – asking if we can work with the schools to get a better deal. City Manager Bohenko explained that when it comes to instructional, we have not co-mingled but he can talk to the Superintendent to do it. Councilor Kennedy stated that it costs less in most cases to buy in bulk.

Councilor Kennedy referred to page 79, BI-PW-29: Citywide Facilities' Capital Improvements - asking if we incorporate the 3 elementary schools in this as well. City Manager Bohenko stated we have done a lot of that already with Dan Hartrey working between the schools and City as a Project Manager coordinating various efforts. Public Works Director Parkinson stated he has worked with Ken Linchey with all of the Capital Improvements on facilities, vehicle maintenance and replacements. City Manager Bohenko stated that there were recommendations from the Operational Efficiencies Committee that have already been implemented. Councilor Kennedy stated that they should be done in the CIP as well. City Manager Bohenko stated that the CIP is not like the general fund, but he can include this in a narrative in the CIP.

Councilor Spear referred to page 64, BI-CD-15: Park and Playground Improvements – asking if he could make a suggestion to add to FY 14 of FY 15 for a new playground at Granite Street. City Manager Bohenko stated he will make note of it.

Councilor Kennedy referred to page 59, BI-PL-10: Master Plan Planning Process, stating that there are many volunteer hours and city employees that go into this process as well as there being new technology to view the document, eliminating the need for as many copies as before, so wonders why it costs so much money. Deputy City Manager Hayden explained that the \$450,000 figure also includes \$200,000 from the former Master Plan, so it should only be \$250,000. She further stated that there are expenses involved with this process including traffic engineers and other professional services and specialists. City Manager Bohenko stated that the \$200,000 from the prior year should be dropped.

Councilor Hejtmanek referred to page 46, VE-PD-9: Automated Fingerprint Identification System (AFIS), asking if we are lifting fingerprints but can't get them analyzed, why is this item so far out in the plan. Deputy Chief Dubois explained that if they are working on a serious case the State will move them up in the process, but cases like burglary will sit there for awhile. He explained that they put it further out in the plan because their priority is the upgrade to the radio system because it is a safety issue and they have to spread out their costs. Councilor Kennedy asked how much of the fingerprinting they do is for people who need them to get jobs and will the State be taking that function over. Deputy Chief Dubois stated that doesn't have anything to do with this process as this system analyzes unknown fingerprints pulled from crimes scenes and compares them to the national registry.

Councilor Lister referred to page 90, TSM City/COAST/PDA-01: PUBLIC TRANSPORTATION: Transit Infrastructure – Citywide, asking how far down Route 1 will the shelters go. Parking Manager Jon Frederick explained that there are shelters at Dunkin Donuts and Patriots Park. He stated that these are installed on a demand system based on ridership. Mayor Ferrini asked if we are required to shovel and sand the shelters. Parking Manager Frederick stated yes.

Assistant Mayor Novelline Clayburgh asked do we ever have an effort to privately fund raise for benches, bike paths, parks, etc. City Manager Bohenko stated that we do receive donations for benches, etc. and also the bus shelters are 80% federally funded.

Councilor Kennedy asked about the lighting at the parking meters stating that people have commented on them being hard to read at night. Parking Manager Frederick stated that are looking at different methods to self light and have tried to locate the meters under street lights when possible.

Councilor Coviello referred to page 91, TSM-CITY-02: Parking: Free Public Parking/Shared Lot Agreements – stating that there is a low usage of those spaces and asked if we are getting what we pay for. City Manager Bohenko stated that the money comes from the unmet parking needs fund and the State requires that money to be used to create more parking. He stated the Masonic lot has picked up usage and is at 45% capacity. He stated that when the Middle School project begins it will be filled with construction workers. Councilor Dwyer stated that the time is here as the construction begins in April and feels that we can look at the parking

issue again in a few years after all of the construction is complete because the construction workers cannot park in the Parrott Avenue lot or the middle school/library lot.

Councilor Kennedy referred to page 42, VE-FD-05: Rescue Boat, asking if this is the one we already have. Assistant Fire Chief Achilles stated this is a rubber one which can access more places and can be put on a trailer and brought to various locations. Councilor Kennedy stated that this would be more fuel efficient than the bigger boat as well. Assistant Fire Chief Achilles stated that we still need the bigger boat for its sea worthiness.

Councilor Coviello referred to page 44, VE-FD-07: SCBA Replacement Program, asking do we require 40 units. Assistant Fire Chief Achilles explained that we are not carrying 1 unit per person, but 1 unit per riding position which is a NFPA compliance requirement.

Councilor Coviello referred to page 96, TSM-CITY-07: PARKING: Parking Facility – Worth Municipal Parking Lot – asking what is the process to address this issue and suggest changes. City Manager Bohenko explained there is a plan to take a comprehensive look at downtown parking in March, including revenue source, parking garage, land use, etc. Mayor Ferrini stated there is some complexity to this issue. Councilor Coviello stated he has put together a memo to be added under his name at the next Council meeting addressing the Worth Lot.

Councilor Kennedy stated she would like to add 3 things to that discussion. First RPC parking suggestions; secondly, what the potential parking impact will be when the federal building is discontinued. City Manager Bohenko stated that the building may not even exist, depending on what happens in the process and he doesn't think he can get that information from the federal government. Councilor Kennedy wants to know how much underground parking currently exists there etc so we can start planning. Finally, she has gotten information on parking spaces that have been lost over the last 2 years, but she would like to know how many parking spaces have been lost over the last 10 years.

Discussion ensued regarding the timing of the parking discussion in relation to the construction of the middle school and recreation facility. City Manager Bohenko stated that he will put a memo on the next agenda to bring forward resolutions for a public hearing on March 7, 2011 regarding funding.

Assistant Mayor Novelline Clayburgh asked about the African Burial Ground fundraising and what happens if the funds are raised quickly enough. Councilor Dwyer stated that it will take longer and they will keep fundraising.

Councilor Coviello stated he supports a new parking garage and feels we are at a critical juncture and wants to add it to the discussion. City Manager Bohenko stated that should be referred to the Economic Development Commission.

Councilor Dwyer referred to page 64, BI-CD-15: Park and Playground Improvements, stated that there is a plan for the creation of a small children's area by the library and there is going to be a gate to allow access, but they will need the money to buy the playground equipment from the city. City Manager Bohenko stated that will be put in future years of the CIP for after the project is completed.

Assistant Mayor Novelline Clayburgh asked about Spinney Road construction. Public Works Director Steve Parkinson stated we are currently designing the project and it is already funded.

Councilor Lister referred to page 63, BI-CD-14: Implementation of Peirce Island Master Plan, asking if this is meant to be a 10 year plan. Deputy City Manager Cindy Hayden stated there is no time line.

Councilor Kennedy asked if we can add how much revenue projects are expected to bring in to the CIP document. City Manager Bohenko stated it could be added as an appendix but clarified that this is a planning document and not a financial document.

Assistant Mayor Novelline Clayburgh asked for clarification that there will be no replacements of the rolling stock this year. City Manager Bohenko stated that is correct. Mayor Ferrini asked what the impact of taking a hiatus from replacing rolling stock could be. City Manager Bohenko explained the history of the rolling stock inventory beginning in 1998 and that he was comfortable putting it off this one year, but will have to get back on schedule next year.

Councilor Spear asked if he needs to offer an amendment to an outer year item, specifically the Granite Street Playground. City Manager Bohenko stated no. Mayor Ferrini stated we vote on the components for the current year.

V. Adjournment

At 8:10 p.m., Mayor Ferrini closed the meeting.

Respectfully submitted by:

Valerie A. French,
Deputy City Clerk I