

**SOMERSWORTH PLANNING BOARD  
MINUTES OF WORKSHOP MEETING  
NOVEMBER 20, 2012**

**MEMBERS PRESENT:** Anthony Delyani, Vice Chairman, Bob Belmore, City Manager, Ron LeHoullier, Dan Proulx, Erwin Grant, Ernie Gallant, Paul Maskwa, Alternate and Chris Cortez, Alternate.

**MEMBERS ABSENT:** William Sweeney, Chairman, Dave Witham, City Council Representative and Paul Robidas.

**STAFF PRESENT:** Dave Sharples, Director of Planning and Community Development and Tracy Gora, Planning Secretary.

The meeting was called to order at 5:32 p.m.

1) PUBLIC MEETING

**A) Review and discuss proposed 2014-2019 Capital Improvement Plan.**

**Bob Belmore**, City Manager, addressed the Board and stated that City department heads and School Board members are present to answer questions. Thanked everyone for their attendance and wished everyone a Happy Thanksgiving. Stated that the City Council passed a bond resolution for downtown improvements to the underbelly of the road and to reconstruct the road. Stated that there is also a Transportation Enhancement (TE) Grant for downtown improvements and Somersworth/Berwick bridge project has begun. Stated that bond money was also approved for new HVAC units in the school system. Stated that the City Council has been working with the School Board. Stated that the Council has recently tabled a million dollars for school and other City projects. Stated that Director Sharples would begin reviewing the PowerPoint presentation on the 2014-2019 Capital Improvement Plan (CIP-copy attached).

**David Sharples**, Director of Planning and Community Development addressed the Board. Reviewed slide two and three regarding the authority of the Planning Board and City Manager for the CIP. Stated that the City Charter requires that the City Manager submit a six-year program to the Council before December 15 of each year. Reviewed the RSA that allows the Planning Board to review the CIP and make recommendations to the Council. Reviewed slide four and the current CIP development process. Stated that department heads submit recommendations to the City Manager and throughout October they work together on refining it to bring it to the Planning Board. Reviewed slide five. Stated that for projects to be included, it must have an annual aggregate cost of \$10,000 and have a useful life of five or more years. Stated that a project must also satisfy at least one of the listed criteria. Reviewed slide six and stated that a priority 1 rating is the highest. Stated that ideally projects naturally move from priority 3 to priority 1, but that projects don't always move in that way.

**Scott Smith**, Director of Finance addressed the Board. Reviewed slide seven showing the summary of the totals by each year. Stated that it is just a broad overview. Stated that this summary includes projects funded by any source. Stated that it reflects total spending. Reviewed slide eight and stated that this shows a break down and a focus on City projects for 2014. Reviewed slide nine, which shows all priority 1 projects. Stated that it is an opportune time to replace debt that will expire next year. Reviewed slide ten, which shows priority 2 projects. Stated that these are mostly equipment related projects. Reviewed slide eleven showing multi-year projects. Reviewed slide twelve showing funding sources if the entire CIP was approved as listed. Reviewed slide thirteen and stated that if this is approved, then it would affect the tax rate by \$.16 versus 2013.

Belmore reviewed slide fourteen, which is the preliminary timeline for downtown improvement projects. Stated that major ongoing projects are the TE Grant improvement, the Somersworth/Berwick Bridge rehabilitation and downtown infrastructure rehabilitation.

Proulx asked who determines the priority level for the school.

Belmore stated that he doesn't rank those projects.

Proulx asked who determines the final say.

Belmore stated that the City Council has the bottom line authority. Stated that the purpose of this meeting is to give input or recommendations to the City Council.

**Jeni Mosca**, Superintendent of Schools addressed the Board. Stated that the School Board looked at the projects based on priority and that the first priority is HVAC and the second is asbestos removal. Stated that they have a bond to address five HVAC units and windows at the High School.

Proulx asked how they determine which fiscal year to put a project into.

Mosca stated that there are a lot of projects with immediate priority. Stated that if an HVAC unit went down then they would have to close down the school so that is the first priority. Stated that they are about 1/3 of the way to finishing that project but that it is still number one priority. Stated that they look at the ability to keep schools open.

Proulx stated that he was more wondering about which year to put it. Stated that the bathrooms were brought up in conversation and asked how it was decided to put it into FY2014. Stated that looking at the school needs, they all seem like a first priority.

Mosca stated that she thinks they are but that they can't take on that much money.

Belmore stated that it can be looked at like projects that need to be done in your own home, like roof replacement or a new boiler. Stated that you look at the entire infrastructure and even it out so that there aren't a lot of peaks and valleys in spending. Stated that it is to stabilize the tax rate so there are no spikes in it.

Gallant stated that it looks like the Public Works budget and the school budget is front end loaded.

**Jerry Perkins**, School Board members addressed the Board. Stated that the identified projects are a result of deferred maintenance or repair. Stated that ideally it would be a replacement schedule but that it isn't so everything is a priority. Stated that every HVAC unit that was replaced was because of an emergency in the middle of the night. Stated that it all has to be done but they have to see what is more important. Stated that there has recently been movement and that is stuff in the pipeline. Stated that they are evaluating every project but that they are not to a point of changing priorities. Stated that they are looking at how much money could be approved by the community and what they can do.

Proulx stated that they have seen these projects for several years now and that it is good for the community to see that they are trying to plan but that everything catches up to them.

Belmore stated that he appreciates everyone's time and efforts and asked if there is anything the Board wants to forward to the City Council.

LeHoullier wanted to reiterate that the Council approved a bond for capital improvements.

Belmore stated that there is a 4.7 million dollar bond along with some leftover money from the Idlehurst School. Stated that 4 million dollars are for downtown improvements such as replacing water lines, making sewer line improvements and reconstruct the roadway from the base up. Stated that they will go out to bid and only bond the actual amount needed. Stated that they are allowed for up to a certain amount but that they will only bond the actual amount. Stated that the Council is trying to be proactive.

LeHoullier asked if projects not covered by a bond will be included in an annual funding request.

Belmore stated that the School Board forwards their recommendations and the Council acts on the bottom line. On the City side, a budget gets submitted to the Council and looks at the CIP and how to move forward to meet the CIP needs. Stated that they look at tax rate implications.

LeHoullier stated that the rest of the projects will be at the mercy of the budge process.

Belmore stated that it is a give and take and that if something gets deferred, then they see it again next year.

Maskwa asked about how much we used from the CIP in FY2013.

Smith stated that it is not sure but that it was a good percentage.

Grant asked about the debt accumulating this year and asked if any debt will be retiring this year.

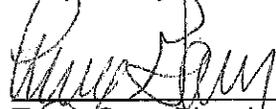
Smith replied not this year but that a 1 million dollar bond from 1998 will expire in the next fiscal year. Stated that they will begin to see the expiration of debt over the next couple years.

Grant asked about the debt increase in FY13/14.

Smith stated that on the City side, there is 1 million for road reconstruction and Public Works equipment.

Meeting adjourned at 6:17 p.m.

Respectfully submitted:



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Tracy Gora, Planning Secretary  
Somersworth Planning Board