SOMERSWORTH PLANNING BOARD
MINUTES OF CIP WORKSHOP MEETING
NOVEMBER 19, 2014

MEMBERS PRESENT: **Ron LeHoullier, Chairman, Bob Belmore, City Manager, Marcel Hebert, Alternate City Council Representative, Mark Richardson, Harold Guptill, Paul Robidas, Paul Maskwa and Don Berrios, Alternate.**
MEMBERS ABSENT: **Ernie Gallant.**
STAFF PRESENT: **Dave Sharples, Director of Planning and Community Development and Tracy Gora, Planning Secretary.**

The meeting was called to order at 5:30 p.m.

1) PUBLIC MEETING

A) Review and discuss proposed 2016-2021 Capital Improvement Plan.

City Manager Bob Belmore stated that he is going to give a presentation on the 2016-2021 Capital Improvement Plan (CIP), which is a six year rolling plan. A handout of the slides from the PowerPoint Presentation is attached. Stated that all City Department Heads plus school representatives are available to ask questions. Reviewed the authority the Planning Board has to review the CIP. Such authority is in the City Charter and the NH RSAs. Stated that this process starts with meeting individually with Department Heads and reviewing goals, objective and needs of each department. Stated that this is a needs-based program. Stated that for something to be included in the CIP it needs to have a cost of greater than $10,000.00 and have a useful life of five years or more. Stated that each item is given a priority and that priority one is the highest.

Director of Finance Scott Smith reviewed some PowerPoint slides and the overall summary of CIP totals. Reviewed the total for each priority and for each year.

Belmore reviewed the 2016 priority one projects and their costs. Reviewed the 2016 priority two projects and their costs. Reviewed the projects that are multi-year projects. Stated that the several-year phase projects get funded as they go so there aren't large spikes in the budget or the tax rate. Reviewed City funding sources and stated that there is the operating budget, bonding, grants and the enterprise funds. Stated that if everything in the proposed CIP is funded then the tax rate would increate by $.69.

Contracted City Engineer Joe Ducharme talked about the City pavement inventory project. Stated that he was tasked with looking at alternative technologies and that they use 3D imaging, which is linked to GIS coordinates. Stated that the City now has a detailed, accurate assessment of all pavement conditions of the City's roads. Stated that all of the information gets catalogued and given a condition rating. Stated that the goal is to have a condition rating of 70 or higher but that the City's rating is 53. Stated that the City assesses repair methods. Stated that the management plans consider road classification, other City needs, type of repair and how to leverage funds. Stated that the City is currently importing the data and that the goal is to bring all paved roads to a satisfactory condition. Stated that they look at different scenarios for funding.

Belmore stated that some funds for this plan came from the Transportation Fund, which is the extra $5.00 that gets paid when you register your vehicle.

Director of Planning & Community Development David Sharples stated that he would give an update on the three downtown projects. Stated that, regarding the Downtown Infrastructure

project, Severino is just finishing up. Stated that they have some small things left, like installing trash cans and benches but it should be completed this season. Stated that the final coat of paving will be done in the spring. Stated that the Somersworth/Berwick Bridge project is on schedule and has recently opened both lanes. Stated that the final punch list items will be completed in the spring. Stated that the Transportation Enhancement (TE) Project is behind. Stated that the bids the City received were over what was estimated and so the grant application needed to be amended for more money. Stated that the NHDOT worked with the City and approved additional funding. Stated that the process took valuable construction weeks so the project started late. Stated that they are finishing up Main Street and that they will be buttoning up for the year. Stated that there is still gravel and dirt out there but there is a change order to have temporary pavement for the sidewalks for the winter. Stated that the entire project is expected to be complete in May 2015.

School Superintendant Jeni Mosca reviewed her slide from the PowerPoint Presentation. Stated that they have been fortunate enough to replace half of the HVAC units and that they hope to finish that project. Stated that they are still working on the asbestos project and that they are trying to address the high school. Stated that the bathrooms at the Maplewood School are in need of renovations. Stated that the Maplewood School main office needs to be relocated because it is currently not that safe. Stated that the doors and windows at the middle school need to be addressed because they are having the same problems that they did at the high school. Stated that they want to renovate the Career Technical Center and that they could get some money from the State and use some local dollars. Stated that there is a bond that is retiring and that they could use bond dollars to help with the local portion of that project.

Belmore stated that it is the conclusion of the presentation and that he would like to open up to questions.

Hebert stated that he keeps seeing trees being removed in the downtown and he is wondering what kinds of trees are going to be replanted. Stated that he has yet to see anything on the new downtown signage.

Sharples stated that he would have to look at the plans to see what species of trees and how many trees are going to be planted. Stated that the tree grates have been installed and that there will be deciduous trees. Stated that the landscaping plan was done by a landscape architect so it will be right for a downtown setting. Stated that they do have a sketch on the sign and that it is basically the same one that was shown in the past. Stated that there will be granite posts and probably a poly material to carve the letters and will be green with gold lettering.

Hebert stated that he hopes the trees will be at least 20 to 30 feet high. Stated that he wants them to be full and not what the City had before.

Sharples stated that there weren't tree grates before and that now the trees will be more successful.

Berrios stated that he wants to see the City do more maintenance as things need repair rather than waiting for them to need replacing. Stated that he likes to see things fixed as they happen.

Robidas complemented the City on putting this together and stated that it doesn't leave a lot of questions. Stated that the CIP is an easy document to follow and is clear on what needs to be done. Asked when the High School was last renovated and asked why the asbestos wasn't dealt with then because it was a danger then too.

Mosca stated that she thinks the renovation was in 1995 or 1996.

School Board Chairman Don Austin stated that he doesn't think that asbestos become a danger until it gets in the air. Stated that during the renovation everything was covered and it wasn't an issue. Stated that it could have been addressed in the past but they decided to cover it instead.

Robidas stated that it is nice to see improvements on the HVAC units because it seemed like every year it was in the CIP and just kept getting pushed off. Stated that it is nice to see the City doing the project and that it legitimizes this plan.

Mosca stated that looking back; the many projects have been addressed like windows and lockers. Stated that they have accomplished about half of their projects, which is great.

Richardson stated that some projects have been in the CIP since at least 2009. Stated that it is a great package but asked if how long a project has been in the document can determine priority.

LeHoullier stated that he is glad to see improvements and that things are getting done.

Belmore thanked the Board for their comments. Stated that the Council has really zeroed in on projects like the plow fleet, sanders and new police cars although some smaller projects have been pushed back. Stated that projects for the schools and Fire Department have been addressed. Stated that they are focused in on paying attention to the needs of City.

LeHoullier stated that the need for a new fire station was mentioned last year.

Belmore stated that there is a Fire Station Ad Hoc Committee that meets on a monthly basis to review if a new station is really needed or the existing one can be rehabilitated. Stated that the Committee toured the fire station and one in Dover and that they are preparing a document to present to the full Council to determine how they should move forward.

Hoyle stated that it is a work in progress right now and that there will be a presentation to Council.

Motion: Robidas moved that the Planning Board endorse the 2016-2021 CIP and move it on to the City Council.

Seconded by Hebert. Motion carried with a 6-0 vote.

Motion: Robidas moved to adjourn the meeting.

Seconded by Guptill. Motion carried with a 6-0 vote.

Meeting adjourned at 6:19 p.m.

Respectfully submitted:

Tracy Gora, Planning Secretary
Somersworth Planning Board