

**SOMERSWORTH PLANNING BOARD
MINUTES OF WORKSHOP MEETING
November 20, 2019**

MEMBERS PRESENT: Ron LeHoullier, Chair, Chris Horton, Jeremy Rhodes, Bob Belmore, City Manager, Ken Vincent, City Council Alternate Representative, Paul Robidas, Harold Guptill, Vice Chair, Keith Perkins Alternate and Jason Barry.

MEMBERS ABSENT: David Witham, City Council Representative

STAFF PRESENT: Shanna B. Saunders, Director of Development Services and Dana Crossley, Planning Secretary.

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

LeHoullier appointed Perkins as a full voting member for the meeting.

PUBLIC MEETING

1) Review and discuss proposed 2021-2026 Capital Improvement Plan.

City Manager Bob Belmore briefed the board on the CIP process. He explained the process that he goes through with the City Department Heads to review the needs of their department. Belmore stated the school goes through their own process with the School Board and then submits their request to him.

Belmore reviewed the project criteria and suggested the board review the procedures for the minimum project cost for a CIP project. He stated the figure is outdated and could use to be updated. He stated the projects are rated by priority. Priority 1 is the highest priority and would negatively impact the City if the project was not funded.

Belmore stated the total request for the 2021 CIP is \$15,804,063. He stated after subtracting the debt services and school district totals the proposed 2021 CIP comes to \$11,231,063 for City projects. He reviewed the priority I projects, priority II projects and multi/annual year projects. Belmore reviewed the funding sources for the projects. He reviewed the net tax rate impact.

Belmore reviewed the previous projects that have been completed.

Superintendent Robert Gadomski reviewed the School Department's 2021-2026 planned CIP projects. He explained the work done to Maplewood School in phase 1 and what is to be done during phase 2. Gadomski reviewed the funding sources for the projects.

Board Questions:

Horton thanked the City Staff and School Staff for all of the work that was done and noted that everyone he interacts with is very professional. Horton asked if there had been any work done at the Middle or the High School.

Gadomski stated a lot of work for those schools is in the upcoming CIP projects. He stated at the High School they have done some replacement on the floors. He stated they are looking at assessing the fields and outdoor facilities. He stated they have replaced the floor at the CTC Center and other upgrades. He stated the windows, bathrooms and elevator at the Middle School are top priority projects.

Horton stated he did not see anything about updating the concession stands in the plans. Gadomski stated that is a joint goal of the City Council and the School Board from last year. He stated there is a joint committee that has been meeting, along with the building and grounds committee that has been meeting. He

stated they are working on that and the drainage is the main focus. He stated the scope is being addressed currently.

Vincent asked for more information on the flooring replacement. Gadomski stated it is not all throughout the building and a number of areas have been replaced. He stated the old tiles in the building are asbestos tiles. He stated it is only when the tiles get damaged is there a potential issues and require replacement, as long as they are waxed and sealed they are fine. He stated they try to abate in small sections at a time.

Horton stated the Water Front Feasibility project has been pushed out to the planning years and asked for an explanation behind a previous priority project being pushed back. Belmore stated the Riverwalk will be along the street. He stated it is his impression that it would be better to have the Riverwalk completed after Main Street was redeveloped along with Veteran's Park. He stated feasibility money has been researched and they have considered looking into other grants for funding. He explained that the current grant projects have been very involved and span a few years. Horton stated in 2010 this project was highlighted and to have the downtown be a livable and walkable area. He stated he would like to see the City make the commitment to develop the Riverwalk as well.

LeHoullier asked if there has been a cost benefit to buying new automobiles over repurposing old police vehicles. Belmore stated he did not have any data to share at this time. He stated it does improve moral having the new vehicles for staff since they are on the road a lot.

Robidas stated it is a good statement for the City's image to have the new vehicles.

Robidas stated he agrees that the \$10,000 CIP project minimum is low. He asked if the City Manager had a number he thought would be better. Belmore stated he has had discussions with the Finance Director but would research with other communities to see what their minimum is.

LeHoullier asked for an update on the new Fire Facility. Belmore stated they have been meeting with the architect and his team over that past few months. He stated there will be a presentation to the Council in likely January to secure feedback from them. The Public Safety Committee reviewed preliminary plans with the architect. Belmore stated the facility will be two stories, 6 bays, more aligned with Maple Street, more New England architect.

Fire Chief Keith Hoyle stated Port One (the architect) was first charged to evaluate the site to ensure a new structure could be put there. He stated after their review the site looks well. He stated they will be operating on the site while building the new structure and Port One has developed a plan for that.

Horton asked if there would be sufficient storage for the equipment during the transition of the new build. Hoyle stated some equipment will be stored within the building, some will be outside and he will be requesting some space to store equipment at the Public Works facility.

Horton asked if the new dog park project will become a CIP project. Belmore stated he does not think it will be in the CIP. Belmore stated the resolution charged him to develop a plan with staff to either incorporate into next year's budget or to look for other funding. He stated the largest expense would be for fencing. Belmore stated there is a capital expense line in the budget that is for onetime expenses.

Horton asked for information on the sidewalk plan for maintenance and repair. Belmore stated as part of the Complete Streets project sidewalks will be addressed this includes Main Street and Cemetery. He stated that it has been requested to find room within the budget to have annual maintenance of sidewalks into the budget. Horton stated he felt the sidewalks in downtown and surrounding schools should be the focus.

LeHoullier asked for more information on the expansion of the Public Works Garage. **Public Works Director Mike Bobinsky** stated that they have acquired so much new equipment that it all cannot be stored indoors. He stated they have started planning in the outlier years of the CIP for an expansion to the Public Building. He stated the design of the building allows for cost efficient expansion of the building.

LeHoullier asked if any process had started.

Bobinsky stated they have identified the need but no process has started.

Horton asked how the sweeper was working out for the Department. Bobinsky stated it is outstanding and explained the multi-uses of the sweeper. They were able to sweep the City within 3 weeks, which is much quicker than usual.

MOTION: Robidas stated I MOVE the 2021-2026 Capital Improvement Plan has meet with Planning Board's approval and move to send to the City Council for review and adoption.

The MOTION is SECONDED by Rhodes.

The MOTION CARRIES by a 8-0-1 vote. (Belmore abstained)

Motion: Robidas MOVED to adjourn the meeting.

Guptill SECONDED the MOTION.

Meeting adjourned at 6:16p.m.

Respectfully submitted:

Dana Crossley, Planning Secretary
Somersworth Planning Board