

**SOMERSWORTH PLANNING BOARD  
MINUTES OF CIP WORKSHOP MEETING  
NOVEMBER 16, 2016**

**MEMBERS PRESENT:** Ron LeHoullier, Chair, Harold Guptill, Vice Chair, Dave Witham City Council Representative, Mark Richardson, Paul Robidas, Aaron Fournier and Jeremy Rhodes.

**MEMBERS ABSENT:** None.

**STAFF PRESENT:** Shanna B. Saunders, 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 2018-2023 Capital Improvement Program.**

**City Manager Bob Belmore** addressed the Planning Board and stated that he is going to give a PowerPoint Presentation and have an open discussion with the Board and City staff. Reviewed the slides from the presentation (copy attached) and explained the authority of the CIP is found in the State RSAs and in the City Charter. Stated that the City Manager prepares the CIP and the Board reviews and comments and may make recommendations for change. Stated that the CIP must be presented to the City Council no later than December 15 of each year. Reviewed the criteria for a project to be included in the CIP and stated that there is a ten thousand dollar benchmark. Reviewed the three priority ratings and stated that one is the highest and that they try to get funding for them right away. Reviewed priority one projects such as portable radios, police cruisers and Public Works trucks. Stated that early projections with the tax cap is that may only be a \$180,000 increase. Stated that there is very little room to stay under the tax cap. Reviewed priority two and three projects. Reviewed the multi-year projects that help to spread the costs over several years instead of all at once. Reviewed funding sources and stated that enterprise funds are only for water and sewer. Stated that the City does try to pursue grants as much as possible. Talked about projects from past CIPs that have been completed and that this was something the Board wanted to see. Stated that the Board wanted consideration for continuity on brands with City vehicles and found that Ford offers the most bang for the buck. Asked Director Saunders to review the TAP grant.

**Director Shanna Saunders** addressed the Board and stated that the City applied for a TAP grant that deals with pedestrian and bicycle upgrades. Stated that there were several parts to it: sidewalks, cross walks, the trail between the High school and Maplewood school and lighting on memorial drive.

**Superintendent Jeni Mosca** addressed the Board and stated that the school side of this continues to work on HVAC units, asbestos and windows for the Middle school. Stated that they manager to tackle three HVAC units a year and that they will be done soon. Stated that priorities have stayed the same and that they are about halfway done the HVAC units.

Witham stated that they have made headway on the HVAC units over the years but that the list remains daunting. Stated that there are still a lot of needs for the schools like bathrooms in the Middle school that could be pushed farther out. Mentioned a moratorium on State building aid.

Mosca stated that there will be a new governor and that she is not sure what is going to happen with building aid.

Witham asked if it is possible to bundle projects into a bond and access building aid when it becomes available again. Asked if projects can be bundled.

Mosca stated that the building aid process has changed. Stated that it used to be simple but since the moratorium it has changed and there is now a ranking system. Stated that there will be an application process but will be scored based on need and what the community has already tried to do. Stated that it is much more competitive now.

Richardson asked if there are current applications pending for when State building aid become available again.

Mosca replied no and stated that nothing can be submitted right now. Stated that many communities are moving forward without State building aid because they need to move on the projects.

Richardson stated that if the State puts the process back in place there will be many communities and competition will be high.

Mosca stated that you can't have been sitting on a project when building aid become available again.

Richardson stated that some of these projects were in the CIP when he was on the School Board in 2009.

Mosca stated that the number has gone down a couple million so some of the items have been addressed.

LeHoullier asked if the City still uses old police cruisers as City staff cars, asked about cost savings.

Belmore stated that once a police cruiser goes off-line there is a lot of mileage and wear and tear on it. Stated that they are trying to lift the image of Somersworth and City vehicles are part of that. Stated that they still hold on to some vehicles and other get minimal usage. Stated that they want less-maintenance, high quality vehicles.

LeHoullier asked for an update from the Fire Chief on a potential new Fire Station.

**Fire Chief Keith Hoyle** addressed the Board and stated that the committee charged with researching this completed their work and presented their findings to Council. Stated that it is up to the Council to consider and make recommendations.

Robidas asked how the TAP grant application is ranked and if the City is likely to get funding.

Saunders stated that she and Public Works Director Bobinsky made a presentation to the SRPC and that this project got a number one ranking. Stated that it now has to be reviewed by the State Department of Transportation. Stated that there are certain criteria that the grant was written to with safety being a key factor. Stated that they have police data on accidents which brought the score up. Stated that another piece of it was feasibility and community support and that had many letters of recommendation from various groups in the City. Stated that there is only five million dollars available and our application came to about one million. Stated that the NHDOT should make its decision in January.

Richardson asked, regarding resurfacing the roads, if there are times when the City only resurfacing them versus completely rebuilding them. Stated that he is talking about the utilities under the road.

Belmore stated that they look at what improvements are needed and how often they get services.

Witham stated that there is a vector truck in the CIP that is several years out but that he talked about needing that vector truck 15 years ago. Asked if that can be rolled into the Waste Water Treatment Plant project.

Belmore stated that they have talked internally about that and will look into it more.

Robidas stated that there are often issues with the sidewalk plow but that one isn't scheduled to be replaced until 2022. Asked if what the City has now will last.

Belmore stated that the City has to look at everything that is needed and build a plan and make it doable. Stated that they have to look at the bottom line. Stated that if they get a grant then they may be able to push it forward.

Witham stated that the Board usually votes to send this to the Council with any recommendations that the Board agrees on. Stated that last year the Board recommended standardizing fleet and having a look back at what has been accomplished from past CIPs. Stated that he feels this is a great road map and supports sending it to the City Council with no comments.

Seconded by Robidas. Motion carried with a 7-0 vote.

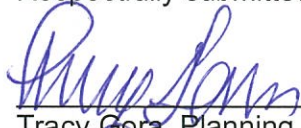
Robidas stated that the City has come a long way and that he thinks Council has done a great job at moving forward and keep the taxes low.

**Motion:** Robidas moved to adjourn the meeting.

Seconded by Guptill. Motion carried with a 7-0 vote.

Meeting adjourned at 6:24 p.m.

Respectfully submitted:



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Tracy Gora, Planning Secretary  
Somersworth Planning Board