

MINUTES OF THE PUBLIC SAFETY COMMITTEE
EXECUTIVE CONFERENCE ROOM
APRIL 4, 2018, 4:30pm

Committee Members present: Councilor Martin Pepin
Councilor Kenneth Vincent
Councilor Edward Levasseur

Administration/Staff present: City Manager, Bob Belmore
Finance Director Scott Smith
Fire Chief Keith Hoyle
Assessing/Code Clerk, Christien DuBois

The meeting was called to order by Councilor Pepin at 4:37

MINUTES OF THE PREVIOUS MEETING

Councilor Vincent motioned to accept the minutes of the March 21st meeting, seconded by Councilor Levasseur motion carried 3-0.

FIRE STATION-SITE AND FACILITY

Belmore detailed a memo prepared by Finance Director Smith regarding the possible issuance of a bond to construct a new fire station and timing it so that it in essence replaces the present maturation of the Police Station construction bond payments. Belmore stated that the City always uses the New Hampshire Municipal Bond Bank so the bond would need to be secured in a spring sale or fall sale and provided an estimate on the impact to the tax rate.

Vincent asked what next steps would be.

Belmore stated that the City might examine obtaining a bond anticipation note and would begin targeting the next bond sale following a Council vote. The next step after that would be to put out RFP's for engineering & architects to design the project and assist with bid documents.

Director Smith explained what bond anticipation notes are used for and detailed the process in financing the project. Smith stated that the Council can authorize a greater amount to be bonded than what is originally anticipated to provide additional flexibility as the City does not need to expend the full amount of the bond. The bond authorizes what can be spent. Once the bids are received and awarded the actual need amount could be lowered so it is better to estimate high.

Belmore asked if the transitional expenses can be bonded. Smith stated that they could be included in the bond.

Pepin stated that he would like the project to begin as soon as possible and asked when a bond anticipation note would be needed. Smith stated that he can research dates to create some calendar projections.

Pepin stated his other main concern was a continuity of operations for the fire department. Levasseur stated that this was the most responsible route.

Vincent motioned to sponsor a resolution in early 2019 for a Council vote on bonding for a new fire station, seconded by Levasseur, vote carried 3-0.

Pepin asked Belmore to prepare information on what the Committee discussed to be presented at the next Council meeting.

MISC

Chief Hoyle provided an overview of the grant from the New Hampshire and Maine Rural Water Associations and the financial situational about obtaining the needed equipment. Hoyle explained the process of a response to a major incident on the Salmon Falls River.

Levasseur motioned to adjourn, seconded by Vincent, motion carried 3-0; and the meeting adjourned at 5pm.

Respectfully submitted,

Christien DuBois Assessing/Code Clerk