

The Claremont City Council held a meeting on Wednesday, June 8, 2011, in the Council Chambers of City Hall.

The meeting was called to order by Mayor Cutts at 6:30 p.m.

Members of the Council present were:

Ward II Councilor Keith Raymond
Ward I Councilor Victor Bergeron
Ward III Councilor Nicholas Koloski
Assistant Mayor Andrew Austin
Mayor Deborah Cutts
At-Large Councilor Adam Burke
At-Large Councilor Christopher Lewis
At-Large Councilor Kyle Messier
At-Large Councilor Thomas Burnham

Also present were:

Guy Santagate, City Manager
Jane Taylor, City Solicitor

MAYOR'S NOTES

Stevens High School Student Council Update

None

Mayor Cutts presented proclamations.

Proclamation – Eugene Des Jardins for his selection as a 2011 Vaughan Award recipient. Since 1962, the Joseph D. Vaughan Awards have been presented annually to a couple or individual from each New Hampshire county who are 60 or older and have demonstrated outstanding leadership and volunteer service on behalf of senior citizens across New Hampshire.

Proclamation – Russell “Rusty” Fowler for his service on the Conservation Commission and Planning Board. Mr. Fowler said he was honored. Steve Wood, Ward 2 and Chairman of the Claremont Conservation Commission, said you don’t know what you’ve got until it’s gone in reference to missing Mr. Fowler after he finished his term. Mr. Wood said the Commission appreciated Mr. Fowler’s straightforwardness, historical knowledge and perspective on Claremont.

Mayor Cutts thanked Phyllis Muzeroll, e-Ticker News, for writing the stories about Kylie Shackett and Michelle Guay.

Proclamation – Kylie Shackett for his heroism helping out after the tornado struck Joplin, Missouri. Mr. Shackett said he was humbled and thanked the Council for the award. He made a correction; he is a respiratory therapist at Valley Regional Hospital and he does Emergency Medical Technician work through Speedway Safety/Golden Cross Ambulance.

Proclamation – Michelle Guay for saving the life of Jennifer Gregoire after a tragic accident. Ms. Guay thanked the Council and hoped that someone would do the same for her if she needed it.

Proclamation – Fire Chief Peter Chase who was retiring after 35 years of service to the Claremont Fire Department. His last day on the job will be Friday, June 17th.

Chief Chase thanked Council for the kind words and said it has been a great career.

Mr. Koloski read Chief Chase's final monthly report from the Fire Department.

Mr. Raymond said he has been a Call Firefighter for 15 years and Chief Chase has done a great job.

Mr. Bergeron said he served with Chief Chase before he retired. He's done a wonderful job for the City.

Mr. Austin thanked the Chief and said he was amazed at all the things Chief Chase has gotten done. It has been good working with him.

Mr. Santagate said he has been working with Chief Chase for 10 years through good and some not so good times, but it never affected the Chief's consistency, effort and professionalism. He never used the fact that we have been short-handed over the years as an excuse. We will lose a lot of institutional knowledge and this is the end of an era. Mr. Santagate shared a look back at the Eagle Times to see what life was like in 1976 when Chief Chase started. He wished Chief Chase the best of 'Happy Days' in the future. Good luck and stay in touch.

REPORT OF THE SECRETARY

A motion was made by Mr. Koloski and seconded by Mr. Burke to accept the minutes of the May 11, 2011, City Council meeting.

Mr. Lewis abstained as he was not present at that meeting.

Roll Call Vote: Motion carried 8-0, 1 abstain (Mr. Lewis).

APPOINTMENT TO BOARDS AND COMMITTEES

Tax Increment Finance District Advisory Board – Downtown

Ms. Messier nominated Robert Porter to seat #4 of the Tax Increment Finance District Advisory Board – Downtown with appreciation for renewing his service.

Roll Call Vote: Motion carried 9-0.

Claremont City Center Project – Steering Committee

Mayor Cutts read a letter from Planning and Development Director Nancy Merrill to the Council regarding the Steering Committee. Per Ms. Merrill, Council may appoint 12 members to the Committee.

Mr. Burke nominated Marty Davis to the Claremont City Center Project – Steering Committee.

Mr. Koloski nominated Robert Tatro, Jr. to the Claremont City Center Project – Steering Committee.

Mr. Raymond nominated Victor Bergeron to the Claremont City Center Project – Steering Committee.

Roll Call Vote for all 3: Motion carried 8-0, 1 abstain (Mr. Bergeron).

CITIZEN'S FORUM

None

NEW BUSINESS

Energy Audit Update

Kurt Beek, Project Manager, said the City completed energy audits for City Hall, the Fire Department, Library, Parks & Recreation and the Visitors Center. Funding came from the Energy Efficiency Conservation Block Grant program which is run through the Office of Energy and Planning. The City made four applications and two were approved: the energy audit and replacing City Hall boilers. Arbogast Energy Auditing was the engineering firm selected. City departments have included some of the recommendations into the Capital Improvement Plan.

Elmer Arbogast, Arbogast Energy Auditing, showed a PowerPoint presentation.

- City of Claremont, Claremont, NH, ASHRAE Level II Energy Audit
- Existing Energy Performance

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- Source EUI of all buildings – 192 KBtu per square foot
 - Per U.S. Green Building Council, 59 KBtu per square foot is a high performing building, so there is some opportunity to improve
- Oak Ridge National Laboratory – Benchmark rating of City Hall 35 – meaning that 65% of office buildings are performing better than the Claremont City Hall. It is considered an okay performing building.
- Potential Energy Performance
 - Recommendations have the potential to save
 - 46% on fuel & 11% on electric to reduce CO2 emissions by 31%
 - Savings from energy efficiency projects already completed at the City – fire station boiler replacement, lighting which has been updated.
 - Savings from project in progress
- Operation and Maintenance Measures
 - Door weather stripping – all buildings, most buildings less than 7 years payback
 - Weatherization – all buildings have opportunities
 - Seal penetrations
 - Repair insulation
 - Add insulation caps
 - Window treatments
- Doors at City Hall
- Doors at Library
- Fire Station Penetrations
- Insulation repair needed at Visitors Center
- Operation and Maintenance Measures
 - HVAC and building control upgrade
 - Lighting, most of the town complete with current lighting technology
 - Solid state lighting and future updates
 - Misc, timers (water heater)
- Capital Improvement
 - Projects with higher cost and longer payback, used for planning for the future
 - Weatherization
 - City Hall windows and joint between buildings
 - HVAC, replacing and updating system
 - Heating
 - Air conditioning
 - Controls upgrade
 - Projects at the pool
- City Hall Window A/C
- City Hall Windows – below stage
- Next Step
 - Rebate Programs
 - PSNH – commercial and industrial energy efficiency programs

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- NH PUC – renewable energy rebate program
- NH PUC – pay for performance program
 - City Hall and recreation center
- Loans
 - PSNH – Municipal Smart Start
 - Community Development Finance Authority – Municipal Energy Reduction Fund
- Grants
 - The New England Grassroots Environment Fund (NEGEF)
- Implement recommendations separately
- Implement recommendation comprehensive approach
 - Single contractor
 - ERSCO (Energy Retrofit Service Contractors)
 - Construction manager (recommended)
- Project follow up, yearly review and real time utility monitoring
- Questions

Mr. Burke asked what we pay per year for fuel and electricity. Ms. Walter estimated \$78,000 for fuel and \$90,000 for electricity. Mr. Burke estimated implementing this program would save \$35,000. Ms. Walter said we will save a large chunk of that due to the boiler replacement. Mr. Arbogast said the boiler was included in his recommendation.

Mr. Austin asked about LED (light-emitting diode) lighting. Mr. Arbogast said that it is an emerging technology and he recommends waiting 3-5 years for the products to improve. Mr. Austin asked if LEDs were energy savers. Mr. Arbogast said where the technology will grow is with the traffic lights.

Chief Chase noted that in 2002 all the traffic signals were converted to LEDs and the electricity usage went from \$25,000 to \$8,000 a year.

Ms. Messier asked about the percentage of change as a result of the boiler replacement and the work at the pool. Mr. Arbogast guessed 10-20% change.

Mr. Bergeron talked about cold weather lighting for traffic lights. Mr. Arbogast said the technologies are improving. Mr. Bergeron said the bulbs don't get warm enough and snow and ice builds up on the traffic lights.

Mr. Austin asked if we should look at geothermal heat pumps. Mr. Arbogast said he looked at five City buildings and none were a good fit for a geothermal heat pump.

Mr. Burke asked which projects were added to the Capital Improvements Program (CIP). Mr. Beek said he could only answer for the Visitors Center and that was controls on the existing heating and cooling systems, upgrades to windows, window treatments and insulation. There is a copy of the report in his office that is available for review. They are looking for available grants for implementation and this report will help.

Mr. Santagate said we appreciate the suggestions on grants and loans. We completed the lighting project 2 to 3 years ago. We were able to pay PSNH for the program with the savings. Mr. Santagate said another encouraging part is that we got a grant for this part which will improve our chances for future grant programs.

Ambulance Agreement Update

Fire Chief Peter Chase said the ambulance service contract is being updated. We received bids from two companies. Golden Cross Ambulance's bid was one-third of CarePlus'. The amount will be the same as it has been for the last 2 years going forward for the next 4 years. Berlin pays three times what we pay for contracted ambulance service. Golden Cross is local and works very well with the other emergency services. His recommendation is that the City sign the contract to begin 2012 for 3 years with a 4th year option. Golden Cross exceeded what we put in our specifications.

Dale Girard, President of Golden Cross, said they are able to provide service at a reasonable price with the help they receive from Claremont Fire and Police.

Mr. Raymond said that Golden Cross provides service throughout the area.

A motion was made by Mr. Bergeron and seconded by Ms. Messier to recommend the City Manager sign the multi-year agreement between the City and Golden Cross Ambulance and that the agreement will contain a non-appropriation clause.

Roll Call Vote: Motion carried 9-0.

Airport Consultant Selection Update

Chief Chase said that Claremont is a NPIAS (National Plan of Integrated Airport Systems) airport, which means we qualify to apply for federal money for capital improvements at our airport. To get the federal money, we have to have certified airport planners and engineers. Out of 20 companies that received the specifications, only 4 provided proposals. On the committee to review and grade the proposals were Kurt Beek, Project Manager; David Carton, local pilot, instructor and Airport Advisory Board member; and Chief Chase. Stantec Consulting Services was rated the highest after the review. Stantec is, and has been, the airport planners for 28 years. In 14 years we have taken in \$3.5 million in grants for airport projects, with their assistance in managing the construction and grant oversight for these projects. He recommended we stay with Stantec. We will have a master consulting agreement with them and each time we have a project, we will use a task order system under the master agreement. FAA (Federal Aviation Administration) has no issues with us keeping the current consultant as long as they are doing a good job.

Jeff Thibodeau, Ward 2, said he didn't think we need ambulance service; it should be up to you and your family to get you to the hospital. We don't need lights; save money.

A motion was made by Mr. Raymond and seconded by Mr. Lewis to authorize the City Manager to enter into a contract with Stantec Consulting Services to continue as Claremont airport planners.

Roll Call Vote: Motion carried 9-0.

Motion to Accept \$5,000 Grant for Conservation Commission

Ms. Merrill said that the Conservation Commission applied for a grant for trail work. Conservation Commission Chairman Steve Wood, Ward 3, said that Jim Feleen, on behalf of the Conservation Commission, had filed for a grant from the Claremont Savings Bank Foundation, but they have not heard the status yet. He gave an update on how the \$5,000 grant from last year was spent. \$2,700 was spent on improvements on the Rail Trail last year. \$2,300 will be spent this year to finish the improvement work from Pleasant Street to Broad Street on the Rail Trail: remove brush, land grading on the banks of the trail, purchase and spreading of stay pack (1/2 inch crushed stone) on the trail surface.

Mr. Austin said the trail work that had been done last year made it beautiful. Originally he had wanted it to be for walking only, but he changed his mind; the trail bikes and four-wheelers are not much of a problem.

Mr. Burnham asked if this additional grant will be enough for them to go to Chestnut Street. Mr. Wood is not sure as there are some drainage issues in that section. Mr. Burnham said he could give a list of names of people who can help.

Mayor Cutts asked about the policy for accepting grants. Ms. Merrill said the Charter allows the Conservation Commission to receive gifts with the Council's authorization. Ms. Taylor said the Council does not accept the grant, but authorizes the Conservation Commission to accept it.

A motion was made by Mr. Lewis and seconded by Mr. Raymond that pursuant to RSA 36-A:4, the Claremont City Council approves acceptance by the Claremont Conservation Commission of a grant, if awarded, in the amount of up to \$5,000.00 from the Claremont Savings Bank Foundation for purposes of Rail Trail maintenance, subject to Chapter 2, Article III, Division 12, Purchasing Procedures, and the City's procedures for volunteers working on City-owned property.

Roll Call Vote: Motion carried 9-0.

CDBG Housing and Public Facilities Grant for Up to \$500,000 for Expansion of Community Dental Care of Claremont

Resolution 2011- 13 Apply for, Accept and Expend CDBG Grant for Public Facilities – Public Hearing

- 1) Review and Re-adopt City’s Residential Anti-Displacement and Relocation Assistance Plan – Public Hearing

Withdrawn

License to Use City Land, Corner of Washington and Winter Streets, Map Lot 108/69

Tracey Thibault, City Planner, said the owner of the former Birney’s Market was asking for permission to use a piece of City land as they had done in the past.

Ms. Taylor said that when the Washington and Winter Streets intersection was reconfigured in 2001, some of the City right-of-way (inside curve) was thought to be part of the parcel. This is to formalize it for legal use of that portion.

Mr. Koloski asked about liability. Ms. Taylor said that will be part of the negotiation.

Mr. Bergeron asked who would pay for the extension of the island. Ms. Taylor said that would be a Planning and/or Zoning Board question.

Mr. Burnham said that people cut through from the Sunoco station to Winter Street using this piece of land. Ms. Taylor said the use of the property is a Planning and/or Zoning Board issue.

Mr. Lewis asked what the piece of land would be used for. Randall Rhodes, M&W Soils Engineering, representing the owner, said this has been paved and used for a parking lot. It would probably be repaved. Mr. Lewis asked if any city utilities travel through that area. Ms. Taylor said yes and access for maintenance will be included in the negotiations.

Mr. Bergeron asked if this would affect the control panel for traffic signals. Ms. Taylor said no.

A motion was made by Mr. Raymond and seconded by Ms. Messier that the Claremont City Council hereby authorizes the City Manager or his designees to negotiate and enter into a multi-year license agreement with Mandala Convenience LLC (Mandala) for the license of certain City-owned land located between property owned by Mandala, identified in the City’s records as Parcel 108-69, and traffic islands and the boundary of the public way along the northwesterly side of the intersection of Winter Street and Washington Street; said license to be personal to Mandala and shall not be transferrable without prior Council approval.

Roll Call Vote: Motion carried 9-0.

Ordinance 522 International Existing Building Code (IEBC) – First Reading

The purpose of this proposed change is to adopt the building code developed by the International Code Council that was developed specifically to provide flexibility to permit use of alternative approaches to repair and alterations of existing residential and non-residential property and structures while achieving compliance with requirements that safeguard the public health, safety and welfare of the public. This Code complements the various construction codes already adopted and enforced by the City.

Enactment of this Ordinance will encourage renovation and reuse of existing structures by allowing repair and alteration without requiring full compliance with the new construction requirements of the International Building Code (IBC). Projects constructed under the IEBC must still comply with requirements of the State Fire Code, as well as IBC requirements related to construction safeguards, hazardous materials, seismic forces and flood zones.

Nancy Merrill said the International Existing Building Code (IEBC) has been adopted in Manchester, Concord, Keene and Berlin. This allows for more options. New construction will have to follow IBC (International Building Code) and IRC (International Residential Code).

Mr. Austin asked about putting on a new addition. Ms. Merrill said the addition has to be brought up to codes, but not the existing building (other than to be able to handle the new construction). The new energy codes are very prescriptive and do not apply to renovations, but would apply to an addition.

Mr. Raymond thinks it is a good idea to adopt the IEBC.

Mr. Austin asked if this is a change, or has it been in place all along. Ms. Merrill said it has been around for a couple of years. The state has not adopted this as a statewide code; it is up to the local jurisdiction to adopt.

Mr. Bergeron thinks this will help people to renovate old buildings.

Ms. Messier said this is an excellent option for a community with older housing stock.

Ms. Taylor said this applies to residential as well as non-residential properties. We had to make local modifications because part of this was not in sync with state law.

Mr. Bergeron asked about the Board of Appeals saying that he was on the board. Ms. Taylor said if there is not a fully constituted Board of Appeals, anything it would handle would default to the Zoning Board of Adjustment. Mr. Bergeron said we should try to fill those seats. Ms. Taylor said state law has changed and that we would have to bring the City's Code up to date with the state.

Mr. Koloski talked about retrofitting and having to install water bubblers. Ms. Merrill said they are not addressed in this code, they are still required. As for automatic door openers, businesses are exempt if they are less than 1,000 square feet.

Ms. Messier said in reference to removing the requirement for bubblers, citizens should speak to State Representatives to get it changed.

A motion was made by Mr. Lewis and seconded by Mr. Koloski to adopt Ordinance 522 International Existing Building Code (IEBC) on first reading.

Mr. Lewis read the explanation of proposed action into the record.

Roll Call Vote: Motion carried 9-0.

Resolution 2011-14 Worker's Compensation Multi-Year Agreement – Public Hearing

Mary Walter, Finance Director, said the City carries workers compensation, property liability and unemployment insurance with Primex, so we get a discount. We have been with Primex for 26 years. We have had good luck with them. Last year they came up with a cap program which would guarantee no more than an 8 or 9% increase, but we would lose our discount. We typically have not seen an 8 or 9% increase on these rates, so we asked to keep the discount and they agreed to give us the discount as well as the cap.

A motion was made by Mr. Burnham and seconded by Mr. Bergeron to adopt Resolution 2011-14 Worker's Compensation Multi-Year Agreement.

Mr. Burnham read the resolution into the record.

Mayor Cutts opened the public hearing. No one spoke. She closed it.

Roll Call Vote: Motion carried 9-0.

Resolution 2011- 15 Property-Liability Multi-Year Agreement – Public Hearing

Ms. Walter said we were also able to negotiate a discount and cap for the property liability.

A motion was made by Mr. Koloski and seconded by Mr. Burke to adopt Resolution 2011-15 Property-Liability Multi-Year Agreement.

Mr. Koloski read the resolution into the record.

Mayor Cutts opened the public hearing. No one spoke. She closed it.

Roll Call Vote: Motion carried 9-0.

Resolution 2011-16 Accept and Expend \$9,385 US Department of Agriculture
Community Facility Program Grant for Trailer – Public Hearing

Bruce Temple, Public Works Director, said this was applied for last year, but there was no money. After the first of the year, we reapplied and we will be awarded \$3,200 toward the tilt-top trailer. Our portion (65%) comes from the Water Enterprise Fund, Cemetery Department Fund and Highway Fund.

Ms. Messier asked if we had a trailer of this size now. Mr. Temple said no.

Mr. Burke noted that the agenda listed the amount for this as \$9,285, but the resolution listed it as \$9,385. Ms. Walter said \$9,385 is correct.

A motion was made by Mr. Bergeron and seconded by Ms. Messier to adopt Resolution 2011-16 Accept and Expend \$9,385 US Department of Agriculture Community Facility Program Grant for Trailer.

Mr. Bergeron read the resolution into the record.

Mayor Cutts opened the public hearing. No one spoke. She closed it.

Mr. Koloski noted that the department heads consistently go after grants and should be commended.

Roll Call Vote: Motion carried 9-0.

CITY MANAGER'S REPORT

Mr. Santagate said we hosted the NH Development Association meeting in Claremont at the Common Man last week. He is on the Business Finance Authority and met with the Governor and Council two weeks ago to stress the importance of development tools in the state. Our role is to provide an environment for investors to invest. The technical study by Red River Computer has been completed and we expect to make a presentation at the July meeting.

Mr. Santagate said there will be construction work done on a section of Broad Street in front of the Fire Station and alongside City Hall starting June 20th for about two weeks. CVS has begun work on its site so expect some interruptions to access to Water Street as well as parking.

Mr. Temple said line striping (\$30,000) will start next week. Public Works will paint the lines for parking spaces.

FUTURE AGENDA ITEMS AND DIRECTIVES

Mr. Lewis said he was contacted by Structal saying there was a problem with locating Structal/Grissom Lane on GPS (global positioning system), so they would like to have signage

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put up to help direct people to them. Mr. Temple said that it is a state road and will have to be coordinated with the state.

Also, Mr. Lewis was told a citizen's daughter was involved in a car accident on Washington Street by AutoZone. Mr. Lewis said that a comment was made by the police officer that a lot of accidents happen at that location. Mr. Lewis asked to forward this to the Traffic Advisory Committee.

Mr. Koloski said he is still receiving phone calls about traffic waiting to turn into Dunkin' Donuts on Moody Avenue. Also, he has received complaints about signs being put up, but the City is unable to maintain its roads. Public Works Director Bruce Temple said those signs come from the Connecticut River Byway Sign Project. The signs didn't cost us any money, but we had to erect them. This project has been going on for about four years. All but two of the signs have been erected. They direct people to parking, the pedestrian bridge, the parking garage and other areas around the community.

Ms. Messier asked for an update on the job fair this fall. Mr. Santagate said we have been exploring opportunities; we've talked to some members of the business community and we will talk with the employment office. We'll get back to the Council on the progress.

Ms. Messier asked where, in the city center, bicycles can be parked and locked up. Mr. Santagate will look into it.

Mr. Bergeron asked about the City getting in line with the state's budget cycle. He wants to address it within the next two months. He would like to discuss adoption of credit/debit card payments and online payments within the next two months.

Mr. Burnham asked how the Kinderfest is funded, who has preference to use the program and is the program self-funded or is the City paying for it.

Mr. Koloski asked for an update on the forestry program. Mr. Temple said the forestry program is ongoing. We are currently logging in the White Water Reservoir area and expect to finish by mid-August. He will update the Council in July. Sullivan County Landowners Timber Management Association requested a meeting with the Conservation Commission to discuss what we are doing with the forester, New England Forestry Consultants. We have taken in \$53,000 in revenues. In July we will know where the next timber operations will be. Rice Reservoir was clear cut because there was a lot of rotten wood. Maples and oaks are starting to sprout there. In the first part of July, we will put in security fence along the front of the reservoir and work on drainage issues.

Bernie Folta, Ward 3, said in reference to the job fair that he has been a participant in the River Valley Jobs Initiative (Jobs Forum). Jobs are regional, not local (i.e. Lowes and Ruger). It is unusual for a municipality to sponsor a job fair. It raises the question, will the City allow employers, not from Claremont, to participate. Perhaps the thought is that we can benefit ourselves as well as the region. He just wanted to give a wider perspective to the issue.

Mr. Santagate said he is not opposed to contributing to a pot of money to promote the region. He wouldn't be against raising that question with Charlestown, Newport and others.

COMMITTEE REPORTS

Master Plan Committee

None

Claremont 250th Anniversary Committee

None

Bernie Folta, Upper Valley Lakes Sunapee Regional Planning Commission (UVLSRPC) member, said that Planning and Development Director Nancy Merrill has been nominated to be an At-Large Commissioner of the UVLSRPC. The At-Large Commissioner is not statutorially enabled; Ms. Merrill would not have a vote, but would be a resource. Ms. Merrill is a Lebanon resident. Mayor Cutts will add UVLSRPC update to the July Council agenda.

CONSULTATION WITH LEGAL COUNSEL

None

ADJOURNMENT

At 9:44 p.m., a motion was made by Mr. Raymond and seconded by Mr. Lewis to adjourn.

Roll Call Vote: Motion carried 9-0.

Respectfully Submitted,

Dorée M. Russell
Clerk to the Council