

The Claremont City Council held a meeting on Wednesday, July 13, 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 Kyle Messier
At-Large Councilor Thomas Burnham

Absent:

At-Large Councilor Christopher Lewis

Also present were:

Guy Santagate, City Manager
Jane Taylor, City Solicitor

MAYOR'S NOTES

Stevens High School Student Council Update

None

Mayor Cutts recognized the 39th Army Band that had played recently at the Claremont Farmers' Market. She recognized Band members Matthew Ryan and Catherine Thorell who are Claremont residents as well as Andrew Maki who will be joining the Band soon.

Mayor Cutts read a letter of thanks from Kathy Scott for the North Street Park development (Visitors Center green).

Mayor Cutts presented a plaque to Jeff Goff for his service as a City Councilor. Mr. Santagate said Mr. Goff was a valuable member of the Council and sometimes they agreed and sometimes they did not. He appreciated all of Mr. Goff's efforts and the efforts of his family. Mr. Goff thanked the Councilors and said that he enjoyed serving with them. He said being on the Council was one of the highlights of living in Claremont. He said the City should be proud of this Council.

Board and Committee Recognitions

Mayor Cutts read a proclamation for the Claremont Housing Authority Commission for its efforts in Claremont for over 40 years helping 240 families annually and noting its perfect audit for recent years.

Sandy Burnham, Claremont Housing Authority Commission (CHA) Chair, said the CHA appreciated the support, commendation and help that had been given to them.

Andrew Fennelly, Claremont Housing Authority Director, said the Commissioners made his an easy job and it was a pleasure to work with them.

Mr. Santagate said there are no comparisons between now and 10 years ago. The spirit is tremendous and the therapeutic garden is a show piece.

Councilor Burnham said his wife is Sandy Burnham. He said they just made the facility smoke free and every unit will be smoke free by the end of the year.

REPORT OF THE SECRETARY

A motion was made by Mr. Koloski and seconded by Mr. Burke to accept the minutes of the June 8, 2011, City Council meeting.

Roll Call Vote: Motion carried 8-0.

APPOINTMENT TO BOARDS AND COMMITTEES

Parks and Recreation Commission

Mr. Bergeron nominated Theodore Hopkins to seat #6 of the Parks and Recreation Commission.

Roll Call Vote: Motion carried 8-0.

Tax Increment Finance District Advisory Board – Downtown

Ms. Messier nominated Eugene Lattuga, Jr., for re-appointment to seat #1 of the Tax Increment Finance District Advisory Board – Downtown.

Roll Call Vote: Motion carried 8-0.

Mr. Burke nominated Matthew Nelson for re-appointment to seat #3 Tax Increment Finance District Advisory Board – Downtown.

Roll Call Vote: Motion carried 8-0 with a thank you from Mayor Cutts for the volunteers' service.

Mr. Raymond noted that Robert Porter's term had expired and Planning and Development Director Nancy Merrill said that he had just filled out his application and Council would see it in August.

OLD BUSINESS

Ordinance 522 International Existing Building Code (IEBC) – Second Reading – Public Hearing

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.

Mr. Bergeron asked if there were any changes since this was presented at the June Council meeting. Ms. Merrill said no. Mr. Koloski said after the first reading he had received feedback that this would help and he is in favor of it. Mayor Cutts said she had received positive feedback from an engineer. Mr. Bergeron said he had received positive feedback from realtors.

A motion was made by Mr. Bergeron and seconded by Mr. Burke to adopt Ordinance 522 International Existing Building Code (IEBC) on second reading.

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

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

Roll Call Vote: Motion carried 8-0.

Forestry Update

Bruce Temple, Public Works Director, said in 2008, the City adopted a forestry management plan. About a year to a year and a half ago, the City brought on New England Forestry Consultants and Dennis McKinney is the consulting forester. We have done timber sales at the Rice and White Water Reservoir areas. A timber cut was done around the Dole Reservoir which

was not on the original plan, but was recommended by NH Department of Environmental Services Dam Bureau because the trees were rotted. Dole and Rice are complete and the White Water area will be done in August or September. We have received almost \$60,000 in revenue; the money goes to the Water Enterprise Fund. This fall a cut will be advertised for the Cat Hole and two areas which are owned by the CDA (Claremont Development Authority) near Moody Park. We anticipate advertising a cut in the gazebo area of Moody Park for the winter. We advertised for cutting the pine lot on the other side of the pool, but received no bids due to access; we will re-advertise. There is a landowner that will allow us access to that area. The Forester is a licensed land surveyor. The City has about 20-21 miles of perimeter around those lots and the Forester has reblazed 10.4 of those miles. We have 11-12 lots with a total of 1,400 acres of timber in this management plan. It is an 8-10 year plan.

Mr. Bergeron asked about cleaning up the lots. Mr. Temple said the piles will be removed, but the stumps will be left. Public Works is doing the roadway work along Route 120 at Winter Street and will clean up the strip along Rice Reservoir. They will install a fence for security; we received a USDA grant for 1,100 feet of fencing. The White Water limbs will stay and become part of the timber floor in a couple of years.

Mayor Cutts had received feedback about some stumps that are three feet high with jagged edges. Mr. Temple said they will be cleaned up although the area will not be mowable.

Mr. Burnham asked about doing a piece in the Arrowhead area. Mr. Temple said it is not part of the plan, but can be addressed. There is also an area at the Transfer Station (by the "Put and Take" building) that needs to be addressed.

Mr. Koloski asked about a previous discussion in reference to selling off one of the reservoirs (he is not in favor of it). Mr. Burnham said it was in reference to the Rice Reservoir because it is not used much. Mr. Temple said the White Water Reservoir is our primary source of water (70-75%); it holds 365 million gallons. We use 1 million gallons a day. Rice is 40 million gallons of storage which can be used in an emergency. The rest of our water comes from the Sugar River and is pumped into the Dole Reservoir, but that is expensive. Mr. Temple doesn't see a sale of the reservoir happening.

CITIZEN'S FORUM

None

NEW BUSINESS

Resolution 2011-17 Use of Capital Replacement Fees for Sanitary Sewer Treatment Plant – Public Hearing

Withdrawn

Capital Improvements Program Update

Mary Walter, Finance Director, said the Capital Improvements Program (CIP) committee was made up of Planning Board Chairman Peter Guillette, Planning and Development Director Nancy Merrill, City Planner Tracey Thibault and herself. The CIP was presented to the Planning Board for review; they have a public hearing scheduled for July 25 at 7 p.m.

Ordinance 523 Credit Card Acceptance – First Reading

The purpose of this proposal is to authorize the acceptance of amounts due to the City by use of a credit card, debit card or other electronic transfer, as authorized by RSA 80:52-c.

Enactment of this Ordinance will enable payment to the City by credit, card, debit card and electronic transfer in addition to the current methods of payment by cash and bank check.

Ms. Walter said the Treasurer has been working on this since 2006 and then she showed a PowerPoint presentation about the Credit Card Acceptance Program.

- GFOA (Government Finance Officers Association) Recommended Acceptance of Credit and Debit Cards
 - Credit or debit cards are almost universally accepted
 - Governments have realized significant benefits from card acceptance, such as:
 - Increased certainty of collection
 - Reduced return check processing costs
 - Accelerated payments and the availability of funds
 - Improved audit trail
 - Reduced cashing costs
 - Enhanced customer convenience
 - Increased participation in government programs and services
 - Improved overall cash flow
 - Reduced collection costs
 - GFOA recommends reviewing applicable laws to determine if card acceptance is an option. Claremont helped sponsor legislation to change the law to accept debit and/or electronic cards in 2009.
 - Merchant discount fees vary. It will typically be close to 3% due to our limited volume.
 - Type of payment. Governments should consider whether they want to accept cards for mandatory charges (i.e. taxes and utility bills) or discretionary charges (i.e. recreation fees which we currently do). We will accept it for both.
 - Administrative costs. Consider the costs of equipment and associated personnel. Consider the savings compared to receiving and processing cash or checks.
 - Convenience fees for transactions are now allowed to be passed long to the user.
- Why Accept “Plastic”
 - There is an expectation to be able to pay for services using credit or debit cards

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- Acceptance of credit cards will expedite payments for the City and reduce administrative time
- Why Haven't We Done it Sooner
 - Required to contract with a national vendor
 - Subject to processing and monthly statement fees
 - Business' cover the fees with the purchase price
 - Spending of municipal funds needs to be for a public good, not an individual good
- Authority: Title V – Taxation, Chapter 80 – Collection of Taxes, Miscellaneous Provisions – Section 80:52-c
 - Electronic payment – the revision of July 14, 2009, authorized the acceptance of debit cards
- Payment Card Industry (PCI) Compliance
- Adopting Credit/Debit Card Payments
 - Per RSA 80:52-c, the Council will need to adopt an ordinance allowing cards as payment
- Credit Card Processing Agreement Process
 - Determine types of fees that will be accepted (i.e. property taxes, utility bills, vehicle registrations)
 - Pricing
 - Periodic pricing reviews
 - Transaction minimums/maximms
 - Length of contract (3-5 years)
 - Monthly statement fees
- Advantages
 - Convenient, 24/7 ability to pay for municipal services
 - Reduction in payment default rates
 - Increased efficiency of payment method
 - Accelerated payments and the availability of funds
- Questions

Mr. Bergeron asked if there is a fee for electronic transfer. Ms. Walter said not for receiving it.

Mr. Santagate said there are two businesses involved, the cardholder and the acquirer. They have different interests. MasterCard and Visa have different rules. Originally he had concerns about the third party processor and now he is confident about being able to protect our deposits. Convenience/transaction fee will vary from 1% to 3 % and will be posted clearly. That fee does not come to the City.

Ms. Messier asked for an estimate of costs for equipment. Ms. Walter said we have purchased a “kiosk” or computer for Central Collections so that people can process their payments online. The swipers are priced differently, but we haven't worked out the details.

Mr. Koloski said he is very happy about this. He asked if this goes forward, what departments will use it. Ms. Walter said Parks and Recreation already does it. The other departments will

depend on the cost of equipment and staff training. She suggested it would start in Central Collections and online.

Mr. Bergeron believes people will use electronic transfer instead of using their cards. It's time we did this.

Mr. Burke asked about cost savings. Ms. Walter said she has not done an analysis. The Accounts Payable Clerk and the Treasurer spend a lot of time chasing bad checks and going to court.

Mr. Bergeron said that spending a little money on this for the convenience of the citizens is a good thing.

Mayor Cutts said there is evidence of a need for this. She said that we don't know the cost now versus the projected cost, but it is a customer service. She asked about the kiosk and Ms. Walter said it is a stand-alone computer system. There is no local server and it has no local memory. Mayor Cutts asked if there is any effect on our risk rating. Ms. Walter said no. Primex has used our red flag rules as a model for other communities.

Mr. Koloski said in reference to the convenience of paying online that he has heard many complaints about the hours at Central Collections and this will help.

Mr. Burnham asked if it is like PayPal. Ms. Walter said no. Ms. Taylor said several communities charge fees for electronic transfer. It is too early to assume what charges there will be. We need this authorization to go forward. Ms. Walter said some communities put the costs in their fee schedules.

Mr. Burke thinks this is great.

A motion was made by Mr. Koloski and seconded by Mr. Burke to adopt Ordinance 523 Credit Card Acceptance on first reading.

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

Roll Call Vote: Motion carried 8-0.

Resolution 2011-18 Asbestos Remediation for City Hall – \$12,000 from Fund Balance –
Public Hearing

Ms. Walter said we had appropriated \$150,000 for maintenance of City Hall buildings in 2009 and we also applied for ARRA (American Recovery and Reinvestment Act) funds for the City Hall boiler and we were awarded \$152,000. Last year she encumbered \$140,000 and dropped \$10,000 into Fund Balance. Asbestos remediation needs to be done in the boiler room which will be about \$12,000 and that will come from Fund Balance.

Mr. Bergeron was concerned that the asbestos was not noted in the beginning. Ms. Walter said she wasn't sure that testing had been asked for then. The bid from the other company was about \$80,000 higher than this bid.

A motion was made by Mr. Raymond and seconded by Mr. Bergeron to adopt Resolution 2011-18 Asbestos Remediation for City Hall – \$12,000 from Fund Balance.

Mr. Raymond read the resolution into the record.

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

Roll Call Vote: Motion carried 8-0.

Resolution 2011-19 Raise and Appropriate \$40,000 with Off-Setting Revenue for Aviation Fuel – Public Hearing

Fire Chief Rick Bergeron, said when this line item was created, gasoline prices were lower than they are now. The spike in costs has drained that line item. Today's price for a tanker of aviation fuel is \$39,600. We need to be able to purchase fuel. Mr. Santagate said the money will come back when the fuel is sold. Chief Bergeron said we try to maintain a 50 cent/gallon profit.

A motion was made by Mr. Raymond and seconded by Ms. Messier to adopt Resolution 2011-19 Raise and Appropriate \$40,000 with Off-Setting Revenue for Aviation Fuel.

Mr. Raymond read the resolution into the record.

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

Roll Call Vote: Motion carried 8-0.

Resolution 2011-20 Accept and Expend OHRV Grant – Public Hearing

Police Chief Alex Scott said they have been participating in the Fish and Game OHRV grant enforcement effort since 2004. Statistics: driven off-road over 5,000 miles; conducted 906 patrol hours; contacted approximately 6,000 machines and riders. This grant allows the Police Department to continue those efforts. \$2,475 is this year's amount.

Ms. Taylor said notwithstanding the City's ability to accept grants under \$5,000, this grant document requires a specific Council vote.

Mayor Cutts asked how much less this is than the last one. Chief Scott said in 2004 it was about \$4,000 and has decreased each year. Mayor Cutts asked if the reduction would negatively impact the ability to do the job. Chief Scott said there would be fewer patrols spread out over the year.

Mr. Raymond asked where they patrol. Chief Scott said it is the entire trail network. If the weather is poor, they will try to keep the machine on the Sugar River Trail.

Mr. Austin said he walks the trail from Pleasant Street to Broad Street everyday. He asked about enforcing the rules in the area between the park and the trestle bridge (i.e. cars driving on the trail). Chief Scott said most of the complaints are concentrated from Broad Street to the gate on Washington Street, and beyond that are individual property owners that call when someone rides on their property without permission.

Mr. Bergeron said he lives in that section and it is a lot quieter this year. Chief Scott said the number of OHRVs on the trail has gone down. In 2010 they did 68 hours of patrol with 121 OHRVs checked. In 2007 with double the patrol time, they checked over 500 OHRVs.

A motion was made by Mr. Bergeron and seconded by Mr. Raymond to adopt Resolution 2011-20 Accept and Expend OHRV Grant.

Mr. Bergeron read the resolution into the record.

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

Roll Call Vote: Motion carried 8-0.

Motion to Support the Sullivan County Drug Enforcement Initiative 2011 BYRNE Justice Assistance Grant Application

Chief Scott said that he has worked cooperatively with the Sheriff since 2006 on these initiatives. Grants are based on crime statistics in the county to determine allocation of funds. For us the grant application must be a cooperative application with the county. This helps fund the Drug Task Force (DTF) in Sullivan County. The 2011 grant total is \$14,338 and it helps fund one person in the DTF. The DTF worked on Operation Sunburn which led to 15 arrests. This grant money and previous BYRNE grants make it possible.

A motion was made by Mr. Koloski and seconded by Mr. Raymond to authorize support of the application by the Sullivan County Sheriff's Office for an Edward Byrne Memorial Justice Assistance Grant to help fund the operations of the Sullivan County Drug Enforcement Initiative and further authorizes the City Manager or his designees to execute all documents and undertake all actions as may be required for the acceptance of this grant.

Mr. Burke asked what the money pays for. Chief Scott said it was for 40-hour pay, but no health or retirement benefits.

Ms. Taylor said this is in support of the Sheriff Department's application for the grant. Chief Scott said he does all the paperwork and submits the grant, but the grantee is the county.

Roll Call Vote: Motion carried 8-0.

Motion to Accept Grant for Claremont Airport Obstruction Removal

Mr. Santagate said this grant came in too late to be placed on the agenda and asked for a suspension of the Council Rules. If Council agreed, they can take action to accept the grant and then we will come back in August to request to expend the money. The grant is for removal of airport vegetation obstructions.

Mr. Bergeron asked why this did not come before the Council to apply for the grant. Ms. Taylor said this did not require Council approval to apply for it. The approval arrived in the mail yesterday. We either have to accept it or lose it and it must be returned by August 5. We will do a resolution for expenditure in August.

A motion was made by Mr. Koloski and seconded by Ms. Messier to suspend Council Rules so this could be heard.

Roll Call Vote: Motion carried 8-0.

Fire Chief Bergeron said this process started at the end of last year. Airport planners determined that there were vegetation obstructions to aviation safety. They applied for the grant on March 31, 2011, to fund this. The acceptance arrived in the mail yesterday. The total cost of the work will be \$206,000 with the federal portion being \$195,700, the state's portion is \$5,150 and the city's share is \$5,150.

Mr. Austin asked where the City's portion will come from. Ms. Walter said Council set up a Reserve Liability Account several years ago; money from leases goes there and it is used to fund our match, so the money has already been set aside.

Mr. Bergeron talked about the motion including the City's share, but Ms. Taylor said there was no way to appropriate the City's portion tonight.

A motion was made by Mr. Raymond and seconded by Mr. Burnham that WHEREAS the City of Claremont has received notice of the award of grant funds from the Federal Aviation Administration for the removal of vegetative obstructions at the Claremont Municipal Airport, the Claremont City Council hereby authorizes acceptance of the grant (Project No. NH 07-397-4776) in the amount of \$195,700.00 from the Federal Aviation Administration and \$5,150.00 from the New Hampshire Department of Transportation and further authorizes the City Manager or his designees to execute all documents and undertake all actions as may be required for the acceptance of this grant.

Mr. Burnham asked if this was the same area that was worked on 8-10 years ago. Chief Bergeron said it is different areas. The engineers have developed plans to address the future growth.

Roll Call Vote: Motion carried 8-0.

Mayor Cutts said the suspension of Rules was for this item only.

CITY MANAGER'S REPORT

Mr. Santagate talked about the existing Goodwin Community Center (GCC) and the proposed community center. The reason it is so important is because it is a major component of economic development. It is a big challenge because of economics and it is a great opportunity if we could get it done. It would present a major piece of what is missing in Claremont today. If we do nothing, the GCC building will close slowly over time. Those issues have to be addressed in the shorter run rather than the longer run. Another issue is the outdoor pool; it is coming close to the end of its useful life. It would be a major expenditure to renovate it, but if not, what are the alternatives. These are not easy decisions, but they are the facts. The GCC building is of 1950s vintage. The luxury of continuing to just look at the situation is closing on us. We want to get on these tough problems now. Claremont Savings Bank (CSB) pledged \$3 million a few years ago. We have gone from a proposed building of \$12 million to \$9 million and their donation equals one-third of the project. The City put \$1 million toward it. The three objectives were to: 1) Acquire the site (CSB hasn't deeded it over to the City yet. The location is on South Street opposite Claremont Middle School (CMS). We could close South Street in that area and create a campus to include the CMS, the New Community Center, Arrowhead, the trails and Monadnock Park.); 2) Architectural drawings have been completed; and 3) Private fundraising. We have been faced with major challenges. One challenge was Stevens High School's need for renovation. We backed off fundraising until the school vote (the bond failed to pass). Private fundraising has continued. The school is still in a state of flux. A new superintendent will be coming in and Mr. Santagate looks forward to working with him. He wants to discuss with the new Superintendent the plans for Stevens, because we know we can't do both at the same time. Our efforts will be to work with the schools on joint purchases of fuel, etc. Discussion is important with the new Superintendent. Even though the schools and City are separate entities, it is still the same taxpayer. We want to get on the Superintendent's screen as early as we can. For fundraising, we have to be consistent with the school's plan and vice versa. Another thought would be to increase fees now with the thought of putting the money toward a new community center. A new building would generate more income than these buildings. The River Road TIFD (Tax Incremental Finance District) matures in 3 years and we will have \$12.8 million in new growth. That tax revenue would pay for a bond to pay for a big part of a new community center. The Downtown TIFD is borrowing from the River Road TIFD, but it is hoped that it will stand on its own in 2 to 3 years and then those funds would be available. The pool issue will have to be addressed soon. No one wants to put money into the GCC building. The Post Office needs the space, but can't afford to buy the building. A lot of this is tied to the deep recession. Because of the recession, there is downshifting to the City. Since 2006, the City has increased what it pays to the retirement fund \$600,000. He would like to invite the President of the CSB,

Sherwood Moody, to the next Council meeting. He believes matching funds were to be raised by August or September 2012. In the mean time he will try to schedule a meeting with the school superintendent. On the financial side, he read from the finance overview dated July 5, 2011: \$160,638 Shared Revenue was not restored and will need to be made up in expenditure cuts or the tax rate will be increased by an additional \$0.21. The state cut contribution rates from 35% for Group 2 down to zero in this biennium. They have never contributed anything to Group 1 employees. The amount the City pays NHRS (NH Retirement System) for fire and police will jump from \$385,196 to \$657,257, which will add an additional \$.35 to the tax rate if no changes are made. Cutting people doesn't solve the problem, it reduces services. Department heads are keeping an eye on their budgets. If left alone, we can limp to the end of the year, but the new expenses are a real challenge. He talked about a letter from the Welfare Department explaining the impact on the City office as cuts are made from the state. We are getting many more people coming into City Welfare than we have in the past. Under Committee Reports on the agenda, the Master Plan Committee should taken off and the Claremont City Center Committee added.

Mayor Cutts said she would welcome the President of CSB at next month's meeting and expects that it will be a difficult discussion. She echoed Mr. Santagate's welcome to the new school superintendent.

Mr. Bergeron said he is not against the new high school, but Council is putting off fixing our buildings so the school can fix theirs. Council's responsibility is to City property. We are putting good money after bad to fix the old community center and the outdoor pool. If we wait three years to do something, the GCC and the pool will have to close. We need to take care of City buildings, because somehow the new school will eventually be built. Mr. Santagate said he didn't propose putting it off for three years, but we'll be in a better position because the money's available. He was not advocating putting these on the shelf. Mayor Cutts agreed with Mr. Bergeron.

Mr. Burnham agreed with Mr. Bergeron. He asked how much it cost to put in the dehumidifier at the old pool. Ms. Walter said \$62,000, but it can go to a new facility. Mr. Burnham suggested doing a feasibility study for the new facility.

FUTURE AGENDA ITEMS AND DIRECTIVES

Mayor Cutts asked for a follow-up on 6 Manville Avenue as a complaint had been made about the upkeep of the property. Mr. Austin said he had looked at the property as well as others and he thinks the property owners should be contacted to clean up the properties. Mr. Santagate said there is a property maintenance code that would cover this situation.

Mr. Koloski asked if Council can get a copy of City-owned saleable assets.

Mr. Burke asked for a technology update. Mr. Santagate said there will be a presentation in August.

Mr. Bergeron asked where the \$160,000 will come from to replace the Shared Revenue that we will not receive. Mayor Cutts asked for a budget presentation. Mr. Santagate said we would be ready in August.

Mr. Koloski talked about Mr. Burnham's request for information about Kinderfest funding. Mayor Cutts asked that since Mr. Burnham is on the Arrowhead Board that when it is presented to the Council that Mr. Burnham should step down so that he may speak as a citizen.

Mr. Burke asked for an update on Draper's Corner and the North and Main Street projects. Mr. Santagate said we are doing the property acquisition of strips of land (no buildings). We are funded for Draper's Corner either fully or close to it. We may begin late this year or early next year. On North and Main, the engineering has begun and that part usually takes a year to a year and a half. We have \$4 million from federal. Our share will be \$800,000. Our plan is to come back in August to discuss how to fund that. The retail business will begin construction and it will not be in conflict with that corner. Mr. Burke asked who pays for Tractor Supply Company to widen the lane. Mr. Santagate was not sure.

COMMITTEE REPORTS

Master Plan Committee

None. The Master Plan was approved at the Planning Board.

Claremont City Center Committee

David Putnam, Claremont City Center Committee Chairperson, said we had received a HUD (Housing and Urban Development) Community Challenge Grant. One of the requirements was to establish a Steering Committee, appointed by the Council, to give advice and guidance. They have met three times. They have discussed the make-up of the grant and the requirements of the grant. Other organizations helping them are: Upper Valley Lakes Sunapee Regional Planning Commission, University of NH Cooperative Extension Service, Nelson Rockefeller Center at Dartmouth and UK Architects. At the second meeting, the Nelson Rockefeller Center presented different options for survey work. Some of the objectives are to encourage infill development; maximize existing infrastructure use; increase travel mode choices; maintain the historic cityscape; encourage economic development; and increase the quality of the housing stock. The four goals are community outreach programs, planning study and baseline inventory of all the buildings within the parameters defined by the Steering Committee, urban core zoning study and study of revitalization of downtown. This work will be produced through forums which the Steering Committee will help lead. They hope to influence zoning and code changes in the future and to help strengthen the City center. Four students from the Rockefeller Center presented options for the survey work. Future responsibilities will be to design the survey and design the forums. They need 12-20 additional people for the task force and he asked if they will need to make applications to the City or the Screening Committee. This is an 18-month to 2-year project. He noted that Councilor Bergeron is the First Assistant Chair of this committee and the Second Assistant Chair is Marty Davis.

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Mr. Burke asked if the IEBC will help the developers with redeveloping the buildings. Mr. Bergeron will take a copy of it to the committee. Mr. Santagate said for a developer to invest in an expanded City center will be driven by economics more than politics. He thinks this is good. There is already water and sewer in the area for redevelopment. There is space and infrastructure available in the City for developers. The issues with the schools and the lack of a trained workforce have to be addressed.

Mr. Putnam said they would like to have public input from 20% of the people living in the City center and also what the expectation is of the City center by those who live outside the City center.

Mr. Bergeron asked for a map of what the City center encompasses to be sent to Ms. Russell so that it can be distributed to Council.

Mr. Putnam said they have a comprehensive timeline from HUD to follow. Mr. Santagate said he will meet with Congressman Bass and will ask how cities will sustain what they have without earmarks from the federal government. We will look for some help on that end. Mr. Putnam gave a big thank you to Planning and Development Director Nancy Merrill and her staff for the work on the grant. Economic development is tearing down old buildings and building new. We need to do more.

Mr. Burke asked about using the City's website and Survey Monkey for an online survey. Mr. Putnam said they are looking at all options. He said Mr. Bergeron and one other person is working on sending a letter out with the water bills. At the next meeting they will present a mission statement.

Mr. Putnam said he agreed with Mr. Santagate's statements during City Manger's Report.

Mr. Burnham suggested Stevens High Juniors and Seniors could earn some of their community service hours by helping with the surveys. Mr. Putnam said it might make a good Senior Project.

Mr. Koloski asked when the next meeting would be. Mr. Bergeron said the last Tuesday of the month. Mr. Koloski said he was interested in attending the meeting. Mr. Bergeron said it is a public meeting and anyone can attend. Mr. Putnam said some people on the committee have not shown up for a meeting yet, so they will discuss an attendance policy and there may be some open slots.

Mayor Cutts asked Mr. Putnam to keep track of the volunteers so they can be recognized.

Mr. Putnam said we need to get people involved to be successful with the data.

Claremont 250th Anniversary Committee

None

CONSULTATION WITH LEGAL COUNSEL

None

ADJOURNMENT

At 9:48 p.m., a motion was made by Mr. Burke and seconded by Ms. Messier to adjourn.

Roll Call Vote: Motion carried 8-0.

Respectfully Submitted,

Dorée M. Russell
Clerk to the Council