



City Center Project Steering Committee
Tuesday, September 25, 2012 at 5:00 p.m.
The Visitor's Center
14 North Street, Claremont, NH

Minutes
approved 10.23.12

I. Roll Call

Present: Marty Davis, David Putnam, Victor Bergeron (5:12), Jason Farrell, Keith Raymond (5:10), William Greenrose, Thomas Rock, Robert Tatro, James Feleen

Absent: David Messier, Gary Trottier, Kristen Kenniston

Staff: Nancy Merrill, Tracey Hutton, Guy Santagate

II. Meeting Minutes

Motion: to approve the minutes of August 28, 2012 with changes.

Made by: Mr. Farrell **Second:** Mr. Feleen **Vote:** 6 in favor, Mr. Greenrose abstained

III. Old Business

- Final Review of Sidewalk Recommendations

Mr. Putnam explained the importance of the meeting notes from September 17, 2012. Mr. Tatro asked if someone could summarize the notes, because it was difficult to follow the various conversations in the notes. Mr. Putnam did this.

Ms. Merrill corrected that there was a \$487,000 earmark for Main Street sidewalks and streets. Mr. Putnam furthered that sidewalk projects alone were not typically funded by the City and that if they are coupled with street or infrastructure improvements they are more likely to receive funding or grant aide. For example, there are two areas already covered, the Main Street section that the earmark is for and the Safe Routes to School (SRTS) grant request areas.

Mr. Rock commented on the amount of sidewalk that the Public Works Director saw as deficient. At the rate of current repair it would take 40 years to fix them, and they only have a 20 year life span, in other words, it will never be done.

Mr. Putnam explained that Mr. Temple would like more input to assist in the CIP for his highways and streets line item, and by looking at projects as a whole it is more likely they will be funded.

Mr. Rock stated that the sidewalks are worse off than the streets and questioned how quickly the City can get to the most critical areas and how to maintain them. There are issues with the priorities.

Mr. Putnam stated that as the sidewalks are examined that it is a reflection of the whole street. Mr. Rock asserted that sometimes the streets are repaired and not the sidewalks.

Mr. Putnam stated that the conclusions of the previous meeting are basically as follows:

- The gateway streets should be asphalt & granite curb, interior sidewalks should be materials deemed most suitable with funding that is available by public works.
- City Center area up from garage should have some type of stamped concrete or cobble or other material that looks like the surface in the City Center so that will blend in with what is already in City Center. Transition area between Opera House Square and Mill area; very important.
- What projects would most support economic development? With that growth we can afford to fix others
- Recommend sidewalks be included as a separate line item in the CIP.
- To the extent possible keep sidewalks project oriented, so when a street is paved the sidewalk is improved as well.

Mr. Folta expressed that sidewalks have to do with walkability and mixed use. The Master Plan is the bible of the CIP, but the linkages are not always clear between them. The Problem with the CIP is that it is a spreadsheet that is quite confusing. People do not, for example, distinguish the difference between capitalization and expensing.

Mr. Davis inquired if there was a way to look at the Public Works 5-year plan and then decide what was important of what was left. Mr. Putnam responded that that was beyond the capacity and pervue of the steering committee.

Ms. Merrill asserted that Mr. Temple did suggest that the steering committee give tiered priorities of sidewalks that are in need or rehabilitation or repair. Next year Mr. Temple intends to repair Knight, Barber, Laurel, and Buena Vista (which is outside the City Center.)

Mr. Putnam reminded the steering committee that each year Mr. Temple divides his work amongst the wards. However, to stay within the focus of the City Center's scope, they must focus on their stated goals.

Mr. Rock stated that this includes what visitors see first, the commercial areas. For example, when people come to the Winter Carnival and Fall Festival, the streets that are accessed most during those times.

Mr. Putnam stated that the steering committee needs to make a recommendation based on their goals and what is finally accomplished is a decision for the City council and the administration. If you examine Water Street then continue to Main Street, how does that transition make visitors feel? That should be a priority, and what else is under that gun?

Mr. Davis stated that he agrees to starting in the center and moving out. Mr. Temple can examine safety issues and such, but the steering committee's focus is from the center out following the main arteries.

Mr. Feleen said that they could identify particular streets, but it is the maintenance that Mr. Rock spoke of that is important and needs to be properly funded, perhaps as a second recommendation.

Mr. Putnam explained that there may be funds in the 2012 budget for vegetation removal from the sidewalks and general maintenance. Mr. Feleen agreed that the steering committee should urge the City to formulate ongoing maintenance, replacement, and repair plan for the sidewalks.

Mr. Farrell said Mr. Temple should have an understanding of the enhancement level of the maintenance for the sidewalks.

Ms. Merrill emphasized that the bullets read earlier were generalizations and there should be a motion for specific streets. This would be subject to available funding.

Mr. Putnam asked the committee how they felt about the lists of streets provided by staff. Mr. Tatro asked how the two City Councilors in the room would look at the lists. Mr. Raymond responded that he would recommend starting at the core of the City Center and radiating out. Mr. Temple has had no funding for sidewalks for two consecutive years; a generalization of what needs to be done would be helpful so Mr. Temple knows where to start. Projects are more important where water and other utilities are involved.

Ms. Merrill explained that the whole list including the map and bullets would be going in the report.

Mr. Tatro asked what "gateways" are. Mr. Putnam responded that these are streets like Charlestown, Chestnut, Main, Myrtle, Sullivan, and Mulberry; for the pedestrian and vehicular public.

Mr. Putnam read the first potential motion; Support the application of the Safe Routes to School construction grant for purposes of paving and improving the walkways listed. He noted that four of the SRTS streets are in the City Center and two are out.

Made by: Mr. Rock **Second:** Mr. Greenrose

Mr. Feleen asked about expanding on the concept philosophically to add language to ensure that the recommendations align with the goals and mission of the City Center Steering Committee . The committee agreed to add “to be consistent with the expectations & goals of the City Center Project and Steering committee to the motion.

Vote: Unanimous.

Mr. Putnam read the second potential motion; Support inclusion of Belding and Summer Streets for construction in any grant opportunity, including Safe Routes to School if Public Works determine sidewalk improvements are feasible or other grants to get these improvements underway, which is consistent with the expectations and goals of the City Center Project and Steering Committee.

Ms. Merrill indicated that Mr. Temple has two shovel ready projects. Mr. Temple and Mr. Miller, UVLSRPC, will evaluate whether or not the sidewalks can be done without impacting potential future road work. If it can be done, it will be included in the SRTS grant request.

Made by: Mr. Greenrose **Second:** Mr. Raymond **Vote:** Unanimous.

Ms. Merrill stated that she has heard varied opinions about streets this evening. Mr. Putnam stated that the third motion is addressed in the bullets, but there should be a motion with examples.

Mr. Putnam stated that for additional sidewalk improvements that were identified by the City Center Committee as needing improvement the Committee made the following motion:

Motion: The Steering Committee recommends that consideration be given to prioritize sidewalk rehabilitation and maintenance based on safety, vehicular and pedestrian gateways, first impressions, and traffic based on the City Center Steering Committee goals and mission statement including but not limited to the following examples; Main Street, North Street and Sullivan Street.

Mr. Putnam reiterated the bullets as they have been discussed with changes from the committee:

- Recommend distinctions in primary, secondary, and tertiary sidewalks in terms of materials to be consistent.
- City Center area up from garage should have some type of stamped concrete or cobble or other material that looks like the surface in the City Center so that it will blend in with what is already in City Center. Transition area between Opera House Square and Mill area is very important.
- What projects would most support economic development? With that growth we can afford to fix others.
- Recommend sidewalks be included as a separate line item in the CIP.
- To the extent possible keep sidewalks project oriented, so when a street is paved the sidewalk is improved as well.
- An ongoing, properly funded maintenance, replacement & repair plan for sidewalks that would include, but not be limited to, vegetation, cleanliness, snow removal.

Mr. Rock stated that it made sense to have a consistent program for the type of materials used and the transitions between them. This is part of the planning that the City Center Project Steering Committee is not involved in.

Ms. Merrill suggested that staff start the final report for this topic and circulate it prior to the next meeting.

Made by: Mr. Greenrose *to make recommendation formulated above with the understanding that there will be potential modifications to the motion after they review their minutes at the next meeting.* **Second:** Mr. Bergeron

Amended Motion Vote: Unanimous.

IV. Other

Ms. Merrill reminded the committee that The Cecil Group will be back on the 9th with a draft outline. Their regular meeting will be in the 23rd, it has yet to be determined in The Cecil group will be in attendance on the 23rd.

Mr. Putnam stated that there should be a public forum soon with a simultaneous joint Planning board / Zoning Board Meeting.

Mr. Merrill indicated that staff would prepare a time line for their next packet. Mr. Rock requested that the Claremont Development Authority be invited to the joint meeting as well.

Mr. Bergeron disagreed. He felt that the Boards should have a meeting then send representatives to the forum.

V. Adjourn

Motion: to adjourn.

Made by: Mr. Raymond **Second:** Ms. Greenrose **Vote:** Unanimous

Meeting adjourned at 6:35 PM
Respectfully Submitted by, Tracey Hutton