

The Claremont City Council held a meeting on Wednesday, May 13, 2015, in the Council Chambers of City Hall.

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

Members of the Council present were:

At-Large Councilor Keith Raymond
Ward I Councilor Carolyn Towle
Ward III Councilor Nicholas Koloski
Assistant Mayor Victor Bergeron
Mayor James Neilsen, IV
At-Large Councilor James Reed
Ward II Councilor Charlene Lovett
At-Large Councilor Kyle Messier
At-Large Councilor John Simonds

Also present were:

Guy Santagate, City Manager
Jane Taylor, City Solicitor

MAYOR'S NOTES

Stevens High School Alumni Proclamation

Mayor Neilsen presented a proclamation in honor of Stevens High School Alumni Week.

e-Ticker News 250th Anniversary \$770 Donation

Mr. Santagate thanked the e-Ticker News for its donation of advertising for Claremont's 250th Anniversary, with a value of \$770.

Mayor Neilsen read an announcement from the Governor that Municipal Clerks Week was May 3 to May 9.

Mayor Neilsen announced there are two open seats for Claremont residents on the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC).

Mayor Neilsen said in reference to the Public Information Officer that he had received a letter from Mr. Santagate and Mr. Santagate said he will move forward on it when Council directs. Mr. Santagate has spoken with the Superintendent of Schools who is interested in following up. The Superintendent will speak with the School Board and will follow up with Mr. Santagate afterward.

Mayor Neilsen left copies with the Council Clerk of emails he received re: the Pumpkin Festival.

REPORT OF THE SECRETARY

A motion was made by Mr. Koloski and seconded by Mr. Raymond to accept the minutes of the April 8, 2015, City Council meeting.

Voice vote: motion carried 9-0.

A motion was made by Mr. Koloski and seconded by Mr. Bergeron to accept the minutes of the April 22, 2015, City Council meeting.

Voice vote: motion carried 9-0.

APPOINTMENT TO BOARDS AND COMMITTEES

Claremont Community Television, Inc. (CCTV) Board of Directors

A motion was made by Mr. Koloski and seconded by Ms. Towle to re-appoint Nicholas Maynes to seat #2 of the Claremont Community Television, Inc. (CCTV) Board of Directors.

Voice vote: motion carried 9-0.

Parks and Recreation Commission

A motion was made by Mr. Raymond and seconded by Mr. Simonds to re-appoint Scott Bouranis to seat #5 – At Large of the Parks and Recreation Commission.

Voice vote: motion carried 9-0.

Upper Valley Lake Sunapee Regional Planning Commission

A motion was made by Mr. Bergeron and seconded by Ms. Lovett to appoint Chris Belvin to seat #1 of the Upper Valley Lake Sunapee Regional Planning Commission.

Ms. Taylor noted that both candidates for the Upper Valley Lake Sunapee Regional Planning Commission have been properly nominated by the Planning Board.

Voice vote: motion carried 9-0.

A motion was made by Mr. Raymond and seconded by Mr. Simonds to appoint Richard E. Wahrlich to seat #3 of the Upper Valley Lake Sunapee Regional Planning Commission.

Voice vote: motion carried 9-0.

CITIZEN'S FORUM

AJ Maranville, Ward 2, said tomorrow night's Council meeting is about Public Works. He encouraged everyone to come and participate. He gave kudos to the Police Department for keeping the budget at 1.7% increase and they kept it down last year as well.

Dianne Harlow, Ward 3, said Sullivan County ATV Club will hold an ATV Safety Day at the Visitors Center Green on Saturday, 9 a.m.-2 p.m.

Bernie Folta, Ward 3, likes that the Council packet is available on the website. He said Council had received an additional piece of paper, but he was told there was no public copy. He said there is a gap and he wondered how to plug that gap.

Charlene Lovett, Ward 2 resident (she stepped down from the Council table), said that May 21 the Farmers' Market opens. She returned to Council table.

OLD BUSINESS

Ordinance 543 No Parking on Charles Street - Pleasant to Highland - Second Reading – Public Hearing

The purpose of this proposal is to prohibit vehicle parking on both sides of Charles Street between Pleasant Street and Highland Avenue. Parking on the south side of Charles Street is already prohibited. The Traffic Advisory Committee has requested this change after it determined that allowing parking on either side of Charles Street in this area creates a safety hazard because this portion of Charles Street is much narrower than the section of the street between Pleasant and West Pleasant.

Enactment of this proposed Ordinance will improve public safety on Charles Street.

Police Chief Alex Scott said that this issue came to the Traffic Advisory Committee (TAC). After review, TAC recommended parking on this portion of Charles Street be restricted.

Councilors had received e-mails from residents on that street. One resident has a mobility issue and asked to have a handicap parking space designated to be used in the summer only. One resident said that with guests, there was not enough parking in the driveway only.

Chief Scott said that if a homeowner has a planned event and parking on the street will be needed, they can coordinate with the Police Department.

Mr. Raymond disagreed with the No Parking. He felt most residents were parking toward the intersection with Highland and not parking toward Pleasant. He felt it would inconvenience

residents. Chief Scott said a homeowner was not able to take a fuel delivery because of parking on the street. Making No Parking from the crest of the hill to Highland would remedy that.

Ms. Taylor said the width of the right-of-way on this piece of road is only 30 feet wide; the lower portion is 50 feet wide.

Mayor Neilsen opened the public hearing.

Kevin Brooks, Ward 2, lives on Charles Street and the corner of Pleasant. He has lived there for 10 years with no problems. He said this past year the tenants in the apartment building park in front of the building which forces the lady with disability to park closer to the corner causing a problem. He said he can't park in his driveway when deliveries are made to his house.

Laura Paquette, Ward 2, lives on Charles Street, said she agreed with the winter parking ban. She hoped to still be able to park on the street.

Consensus of the Council was to have staff withdraw the proposed ordinance and relook at the parking on Charles Street.

Chief Scott said he will have the temporary No Parking signs removed and he will review it.

Moody Park Trail Update

Mark Brislin, Parks and Recreation Director, showed a PowerPoint presentation Moody Park Trails Update.

- Moody Park Trails Update, May 13, 2015
- Sinuosity developed a trail plan last fall. He gave a brief overview. \$59,000 for the project is coming from timber harvest
- Gravity Cavity
 - Erosion & paver solution
- Indian Trail East
 - Drainage & bridging will be addressed
- Pines Entrance (New Trail)
 - Accessible trail will connect with Indian Trail East
- Stump Jumper Trail (New Trail)
- Phase One of Moody Park Trail Construction and Upgrades - Trail construction starts next week and will take 1 ½ months to complete phase 1 and will address the connectivity of the trails.

In reference to the All Out Trail Race, Mr. Brislin said the trail run will happen, but he's not sure of the mountain bike race. They may be able to do the bike races this fall. When phase 1 is done, there will be new maps of the trails and signage.

Mr. Santagate said the forestry plan went back to 2008. Logging was done to improve the parks and the money from the logging went back to the parks.

Rail Trail Update

Ms. Taylor said she is waiting for input from the Trails Bureau and for letters from our U.S. Senators. She has been working on this for about 10 months. When the documents are received, she will file the exemption to allow motorized wheeled vehicles on 1.84 miles of the Rail Trail from the gate on Washington Street to Arrowhead. She thanked Nate Miller, Executive Director of the UVLSRPC for his help. When she submits it, it will go to NH Department of Transportation and then they will pass it to the Federal Highway Administration. When it is submitted, a copy will be placed on the website and a hardcopy will be available for viewing. At some point a public hearing will be held.

Mr. Santagate said that no exemptions have ever been approved. If we don't receive the requested letters of support, he thinks we should submit the request anyway.

Ms. Taylor said since this is a federal issue, it is helpful if we have federal people supporting it. This is important for the connectivity of the trail system.

AJ Maranville, Ward 2, asked about the public hearing. Ms. Taylor said it will be held by the City in the City.

Motion to Transfer Funds Between Departments

Ms. Walter said this is to cover Streets & Roads winter costs and to cover the paid-out vacation time for a Cemetery person that retired. She explained that this follows last month's action to allow these department budgets to be overspent. This motion actually transfers the funds.

A motion was made by Ms. Lovett and seconded by Mr. Raymond that the Claremont City Council, pursuant to Article III, Section 45 of the Claremont City Charter, hereby authorizes the City Manager or his designees to transfer the following sums of money between departments such funds having been raised and appropriated in the 2015 City budget.

<u>Transfer to the Streets & Roads Budget (441)</u>	
From General Services (417)	\$ 45,000.00
From Police Department (421)	\$ 50,000.00
From Dispatch 911(420)	\$ 10,000.00
From Fire Department (422)	\$ 10,000.00
<i>Total to be transferred</i>	\$ 115,000.00

<u>Transfer to the Cemetery Budget (471)</u>	
From Sanitation (434)	\$ 15,000.00
<i>Total to be transferred</i>	\$ 15,000.00

Roll call vote: motion carried 9-0.

BUDGET

Police – Public Hearing

Department Request \$2,628,423 City Manager Proposed \$2,585,397

Chief Scott said this budget is down 0.42%. They are now fully staffed. One-fifth of the staff is female. Motor vehicle enforcements will reduce accident numbers. CALEA (Commission on Accreditation for Law Enforcement Agencies) On Site will be in late June. They will go to the CALEA conference to receive their accreditation. Bill Wilmot is the accreditation coordinator. There are no significant changes in the budget.

Mayor Neilsen opened the public hearing.

Bernie Folta, Ward 3, congratulated Chief Scott on the CALEA accreditation. He said the police and fire departments budgets are about the same and he wondered if that is consistent with other communities.

Mayor Neilsen closed the public hearing.

Ms. Messier asked how many officers are paid for by grants. Chief Scott said one officer this year is paid for by grants and the City will have to absorb his costs fully in the fourth year.

Ms. Lovett expressed concerns over overtime costs. Chief Scott indicated that overtime costs will be incurred even if fully staffed and that part-time does not supplement full-time because of separate job duties.

A motion was made by Mr. Koloski and seconded by Ms. Messier to tentatively adopt the Police budget of \$2,585,397.

Voice vote: motion carried 9-0.

Communications 911 – Public Hearing

Department Request \$479,849 City Manager Proposed \$470,104

Chief Scott said last year was a challenge for Communications 911 as they lost an employee, so the rest of the staff stepped up to get the job done. They started the remodeling project in the dispatch center. Calls have increased from 26,064 in 2012 to 37,000 calls in 2014. The remodel should be done in the next month. Chris Burgess and Mark Chase have done a tremendous amount of work. He hopes the Council can tour the facility in July.

Mayor Neilsen opened the public hearing.

Bernie Folta, Ward 3, asked about bundling Communications 911 with the Police budget.

Chief Scott said they dispatch for Claremont police, Claremont fire, Claremont EMS, Unity Lempster, Cornish and the Sheriff's Department. He sees it as being its own department because of technology.

A motion was made by Mr. Koloski and seconded by Ms. Towle to tentatively adopt the Communications 911 budget of \$470,104.

Voice vote: motion carried 9-0.

NEW BUSINESS

Sullivan County ATV Club Annual Trail Permission

Dianne Harlow, Sullivan County ATV Club (SCATV), said that nothing has changed from last year. She asked to include the trail on Arrowhead on the list. She said the trail head at Burger King is still open.

Mr. Raymond asked about future trails to connect the Green Mountain Loop to the Rail bed. Ms. Harlow said they will ask the Newport Selectboard to open the trail from Satterly Road to Blueberry Ridge (the old Kelly Road).

A motion was made by Mr. Raymond and seconded by Mr. Reed that the Claremont City Council, pursuant to RSA 215-A:15, hereby authorizes the city manager, or his designees, to take such actions as may be necessary to issue a written Permission for Wheeled Vehicle Trail Access to the Sullivan County ATV Club for a period of one year from the expiration of the current Permission. This Permission is for use of designated City-owned land and class VI highways, which lists are to be included with the Permission Form and is subject to all City and state rules and regulations pertaining to use of ATVs and other off-highway recreational vehicles on public property. This Permission is granted subject to the following conditions:

- 1. The City may close one or more trails or roads to ATV use for reasons including but not limited to trail conditions, maintenance and public safety.**

Voice vote: motion carried 9-0.

Ms. Harlow said the trails don't open until May 23rd.

Pumpkin Festival – Public Hearing

Nichole Sorenson, Ward 3, New England Pumpkin Festival Chairperson and Claremont Citizens Group (CCG) member, showed a PowerPoint

- The Original New England Pumpkin Festival
- They formed a nonprofit organization
- Mission, financially independent of the municipality hosting the event
- A family event
 - More than pumpkins
- Why a pumpkin festival in Claremont
- Why Claremont
- Economic development
 - Bring 25,000 to 40,000 people here
- Media impact for Claremont
- Social media achievements
 - Getting seeds from other states
- How much will this cost
 - \$140,000-\$300,000
 - Cost to city = \$0.00
 - Funded thru sponsorship, vendors, etc.
- How will funds should be raised
 - Sponsorships
 - Vendors, donation

Michael Charest, Ward 1 resident and Claremont Citizens Group member, continued with the PowerPoint presentation.

- Security
 - They will cover costs above normal costs
- What can the city do to help
 - Want event in Opera House Square and Pleasant Street (Police Chief not keen on closing Opera House Square)
 - Opera House Square and Pleasant Street closed noon to 8 p.m.
- 3 major areas, Pleasant Street, Bullpen, Broad Street Park and Visitors Center Green
- Area October events
 - Oct 2 – Harpoon Brewery October-fest
 - Oct 9 – Fireman’s Parade
 - Oct 10 – Chili Cook-off
 - Oct 17 – New England Pumpkin Festival
- Our organization of event
 - Waste disposal
 - Pumpkins used for compost
- Executive Chair/Project Manager – Nichole Sorenson

- What can the schools do to help
 - Distribute pumpkin seeds at schools and library
- Learning, experiencing, participating
- CCG will prepare and distribute
- Proposed schedule

Councilors asked what the City's role was for this request.

Ms. Sorensen said the group wanted the Council's blessing before they started applying for permits.

Mr. Koloski asked for police and fire input about safety. In reference to the 250th success, not all volunteers showed up as promised. Most trash services won't come out to pick up on the weekend. They had to store the trash until the following Monday. He has received equal comments for and against this event. People are concerned that funds would be diverted from other scheduled activities.

Ms. Sorensen said funding will come from larger organizations outside city limits. She said people who are used to going to the Keene Pumpkin Festival would come to Claremont.

Mr. Charest said he has been contacted by nonprofits from Keene that want to be vendors for fundraising.

Chief Scott was out for a few days and just learned the specifics today. This is similar to the Claremont 250th Anniversary event in terms of set up. There has to be a balance of safety and inconvenience versus the benefit of the event in order to change the traffic flow. The 250th event didn't fill the space in Opera House Square. It could have been put on Pleasant Street. He is not in favor of the event going into the dark hours (until 8 p.m.). It is difficult to manage people in the dark. Risks increase in the dark. The 250th event had about 2,500 people which is not too difficult to manage. Multiply that number by 10 and that would be a challenge to manage. Planning and logistics are not recoverable costs. He did not see the benefit of closing Opera House Square.

There was a discussion about available police officers and that resources are available from other communities. It needs to be clear that the Pumpkin Festival would be responsible for that expense, not the City.

Mayor Neilsen opened the public hearing.

Michelle Pierce, Ward 1, Claremont Citizens Group member and volunteer, thinks Pleasant Street is a good location for the event. She said there are a lot of volunteers working on this. She asked everyone to volunteer their time.

Bernie Folta, Ward 3, suggested the Council adopt a statement saying the City wishes to encourage citizen initiated events and activities that benefit the City and it supports the New England Pumpkin Festival.

Fire Chief Rick Bergeron said that when bringing in large numbers of people, EMS becomes a concern. Access routes need to be maintained. In addition to the ambulance service, the Fire Department responds to emergency calls and they have to prepare for that. They would have to go from 4-5 staff to 16 and that would be a considerable cost.

Mark Brislin, Parks and Recreation Director, said that Stevens Athletics may have events at that time. Fields may need extra work. Parks has one full-time and one part-time employees.

Mr. Koloski said there should be a date when they will pull the plug if they have not raised enough money. He was concerned with insurance and that the event be funded without City money.

Mayor Neilsen closed the public hearing.

Ms. Taylor said the group should file a formal application with the City Manager's office.

Acknowledging that it is not a Council decision, Mayor Neilsen asked each Councilor whether or not they supported this event. All nine said yes with conditions (establish date of cancellation if agreed-on funding has not been raised, no cost to taxpayers and City is named as an additional insured on the liability insurance).

At 9:53 p.m. Ms. Towle was excused and left Council Chambers.

Municipal Solar Project

Zach Williams, Business Development Coordinator, said the City is exploring using City land with no economic or recreation use to install photovoltaic solar systems as a way to reduce City energy costs. Our landfill meets the qualifications. The City will put out a request for proposal to determine what would be most beneficial to the City. This would be done under Public Works' guidance. No motion is needed at this time.

Councilors thought this was a good idea.

Motion to Assign Parking Leases – 21 Water Street

Ms. Taylor said that 21 Water Street (Wainsahl building) is to become commercial condominiums. The request went to the Planning Board on May 11; the occupants will stay the same. They will own the floors they occupy. Because of the change in ownership, the parking leases need to be assigned from the original lease holder (Sawtooth Garage 90 spaces and North Street Parking Lot 29 spaces) to the Wainshal Condominium Association.

Mayor Nielsen said in the building each entity would own its own floor(s).

Mr. Santagate said what triggered this is the maturing of the New Market Tax Credits.

Mr. Reed asked about the public parking spaces in the Parking Garage. Ms. Taylor said there are 256 parking spaces: 90 for Wainshal, 7 for Common Man and an additional number for Peterson.

A motion was made by Mr. Simonds and seconded by Mr. Raymond to authorize the City Manager or his designees to take all such actions as may be required to consent to the assignment of the Parking Leases between the City and Claremont Mill Redevelopment, LLC (CMR), for the benefit of 21 Water Street (the Wainshal Mill), for certain parking spaces in both the Sawtooth Parking Garage and the North Street Parking Lot to the Wainshal Condominium Association, said Association to assume all obligations of CMR pursuant to the Parking Leases.

Voice vote: motion carried 8-0.

Motion for Water Street Parking License – 21 Water Street

Ms. Taylor said this is the same concept as above. This is for two parking spaces in front of the entryway to 21 Water Street. The City still maintains them. This is exclusively for the use of the Common Man Inn, Woven Label, LLC.

A motion was made by Mr. Reed and seconded by Mr. Koloski to authorize the City Manager or his designees to negotiate and take all such actions as may be required to enter into a multi-year license agreement with Woven Label, LLC for use of two (2) motor vehicle parking spaces on Water Street in front of the entryway to 21 Water Street (the Wainshal Building), said license having been previously held by Claremont Mill Redevelopment, LLC for the benefit of the Wainshal Building.

Voice vote: motion carried 8-0.

CITY MANAGER'S REPORT

Mr. Santagate said the City has a strong partnership with the schools. He read a May 9th Valley News editorial that is an important reminder of what is happening in Claremont: "Credit to Claremont, Stevens High Off Probation. Time to talk about the turn around in the schools." Grand opening at Stevens High School is May 19th.

FUTURE AGENDA ITEMS AND DIRECTIVES

Mr. Raymond asked for updates, on behalf of Ms. Towle who had been excused earlier: at the April 22nd Council meeting Mr. Koloski asked to allow the Claremont Citizens Group access to the pavers for repair of the downtown sidewalk and Ms. Lovett asked about refurbishing the

bleachers at the Zotto Gym and then placing them at the Claremont Middle School. Mr. Santagate said he would try to find out.

Mr. Koloski talked about people going under the smokestack on Spring Street. Mr. Santagate said the City took steps to put up a barrier (fence) and No Trespassing signs around the area. Mr. Santagate said he will ask the Police to check it out.

Mr. Bergeron asked for an update on the Hunter property clean-up. Ms. Taylor said we have to put an ad in the newspaper to solicit bids for it in "as is" condition.

Mr. Reed said at the April 8 and 22 Council meetings he had asked about photos and trophies at the Goodwin Community Center (GCC). He said Council had gotten an e-mail from Wayne McElreavy, Historical Society, saying he had been coordinating with Mr. Brislin to move those items. Mr. Santagate said he talked with Mr. Brislin, who is working with the Historical Society, and most of the items have been removed.

Mr. Reed asked about a tour of the GCC buildings. Mayor Neilsen said a tour will be set up after the budgets are done. Ms. Taylor said that late this afternoon that the Attorney General's office signed off on the appraisal of the GCC buildings, so we can move forward with putting out an RFP (Request for Proposal) to market them.

Ms. Lovett asked about completing the City Manager's evaluation and she would like to give an update from the Amtrak Ad Hoc Committee. Mayor Neilsen said the Amtrak update will be on the regular June meeting and there will be a Non-Public – Personnel on the June 24th meeting to finish up discussion with Mr. Santagate.

Ms. Messier said people have asked how often someone can hold a yard sale before it is considered a business. Ms. Messier will send the address of the property to the City Manager.

Mr. Reed asked about the sign outside City Hall. Mr. Santagate said it is being worked on and should be done soon.

COMMITTEE REPORTS

Business Corridor – Steering Committee

None

CONSULTATION WITH LEGAL COUNSEL

None

ADJOURNMENT

At 10:25 p.m., a motion was made by Ms. Lovett and seconded by Ms. Messier to adjourn.

Voice vote: motion carried 8-0.

Respectfully Submitted,

Dorée M. Russell
Clerk to the Council