

City of Keene
New Hampshire

FINANCE, ORGANIZATION AND PERSONNEL COMMITTEE
MEETING MINUTES

Thursday, April 9, 2015

6:30 PM

Council Chambers

Members Present:

Mitchell Greenwald, Chairman
Kris E. Roberts
Terry M. Clark
Thomas Powers
Randy Filiault

Staff Present:

City Manager, John MacLean
City Attorney, Thomas Mullins
Human Resources Director, Beth Fox
City Clerk, Patty Little
Finance Director, Steve Thornton
Library Director, Nancy Vincent
Library Head of Youth and Community
Services, Gail Zachriah
Parks, Recreation and Cemeteries
Director, Andrew Bohannon
Fire Chief, Mark Howard
Airport Director, Ed Mattern
City Engineer, Jim Donison

Kendall Lane, Mayor

Councilors Present:

David R. Meader
Jan Manwaring
James Duffy
Robert O'Connor
Sheryl Redfern
Bettina Chadbourne

Chair Greenwald called the meeting to order at 6:30 PM.

- 1. MEMORANDUM: Parks, Recreation and Cemeteries Director**
Acceptance of Donations
- **Martin Luther King Jr./Jonathan Daniels Committee**
 - **Sumner Knight Chapel**
 - **Baseball Gloves**

Parks, Recreation and Cemeteries Director, Andrew Bohannon addressed the Committee and stated the first donation was for the Martin Luther King/Jonathan Daniels Committee. A birthday card for Jonathan Daniels was sent out to all past committee members with a listing of the 2015 events as well a request for a donation was included in this card. So far \$125 has been raised.

The second donation is for the Sumner Knight Chapel which was raised through the annual Easter sunrise service. The amount raised is \$238.00.

The third donation is for six baseball gloves donated from Fred Lightfoot. The value of the donation was \$219.00. The Recreation Department will be working with the Youth Services Department and the Cal Ripken League to make sure children in need receive these gloves.

Councilor Clark made the following motion which was seconded by Councilor Filiault.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept a donations of \$125 and that the money be used by the City's Martin Luther King Jr./Jonathan Daniels Committee for its annual programming and also that the Committee accept \$238.00 and that the monies be used for the upkeep of the Sumner Knight Chapel and finally to accept a donation of a six baseball gloves for use by children in need.

2. MEMORANDUM: Parks, Recreation and Cemeteries Director – American Legion Ball Field Agreement - Length of Term Agreement

Mr. Bohannon stated this Agreement was between the City and American Legion Post #4. Mr. Bohannon stated the agreement erroneously reflected seven months and the recommendation should have reflected nine months.

This agreement was approved at the previous City Council meeting. Councilor Powers made the following motion, which was seconded by Councilor Filiault.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the acceptance of this item as informational with the understanding the agreement with the American Legion Post #4 and the City of Keene will be nine (9) months.

3. MEMORANDUM: Library Head of Youth and Community Services Acceptance of Donation - Summer Maker Corps Intern

Library Head of Youth and Community Services, Gail Zachariah was the next speaker. Ms. Zachariah stated she was before the Committee requesting acceptance of a \$3,000 donation which will be used to hire an intern for the Summer Maker Corp program. Chair Greenwald referred to language from the Memorandum “*The Maker Movement is a technological and creative learning approach that builds upon the natural inclinations of children...*” and asked whether this has been done before. Ms. Zachariah explained that this Maker Ed Initiative is connected to the magazine called Make (creative idea magazine). This was the second year this program had been in place.

The Chair asked how an intern was selected. Ms. Zachariah stated they go through an online application process and then go through an in person or virtual interview process.

Councilor Roberts made the following motion which was seconded by Councilor Filiault.

On 5-0 vote, the Finance, Organization and Personnel Committee recommend the acceptance of a \$3,000 donation from the Friends of the Keene Public Library to be used for the hiring of a Summer Maker Corps Library Intern.

4. MEMORANDUM: City Engineer - Change Order #4 - Survey Services Agreement - 93rd Street and Norway Avenue and Discontinuance of Portions of Railroad Street and Harrison Street

City Engineer, Jim Donison stated this was the second phase of the Railroad Square infrastructure project. This phase was for the construction of 93rd Street and Norway Avenue. In 2011, the City Council approved a professional services contract to SVE Associates for up to \$50,000. The City had a first contract with SVE Associates for \$23,400. That scope of work was expanded to include Grove Street and Myrtle Street. Mr. Donison noted the Committee's Memorandum has Change Orders 1, 2 and 3 which has exceeded the 10% that could be approved by the City Manager.

Mr. Donison stated the change order before the Committee is for \$7,400 for additional services to be performed by SVE Associates. The additional work includes assisting the City to develop additional easement descriptions and prepare roadway layouts for 93rd Street and Norway Avenue and discontinuance of portions of Railroad Street and Harrison Street. Chair Greenwald asked whether the Council voted to remove the bridge on Harrison Street. Mr. Donison stated that the Council voted to discontinue the bridge.

Councilor Powers asked for the timing of this project. Mr. Donison stated the project was out to bid. The plan is to start construction in June and it is about a four-month construction project.

Councilor Filiault made the following motion which was seconded by Councilor Roberts.

On 5-0 vote, the Finance, Organization and Personnel Committee recommend that the City Manager be authorized to do all things necessary to execute a Change Order No. 4 to the Survey Services Agreement contract with SVE Associates for the amount of \$7,400.

5. ORDINANCE: 0-2015-03: Relating to Use of the City Seal

City Clerk, Patty Little addressed the Committee and stated although the issue of the use of the City Seal was raised during the Constituent Email Special Committee's meetings; that this is a discussion that is happening in a lot of municipalities because the seal often appears on the municipality's website and it could easily be copied into a document. This is what is leading many municipalities to adopt ordinances for standards for use of the seal.

The Ordinance provides that the City Clerk, who is the custodian of the seal shall have the authority to enforce the provisions of this Ordinance in any manner authorized by law. Ms. Little noted that the City Attorney assisted with the drafting of the language for this ordinance. She explained that statement refers to a court injunction. When the City identifies someone using the seal without proper approval, the City is not looking for a fine for such a use but rather the City could be looking to stop the action through a court injunction.

The second section of the ordinance talks about the general use of the city seal (both written and electronic version). The language in this section states “...*only in connection with the identification of City property, or for the official business of the City of Keene, its City Council, Charter Officers or departments, except upon the approval of the City Council.*” Ms. Little explained that it is up to the Clerk to make sure that the seal is being used appropriately for official business and the Council has the responsibility to make sure that it is being used appropriately for unofficial business. She indicated that the City has already had a call from an organization that has a community event and they would like to use the city seal and have actually been using the city seal in their sponsorship programs for a while. This would be the type of request that the City Council would need to give authorization for.

The final paragraph talks about the unauthorized reproduction of the seal. This means that the seal cannot be reproduced or placed on any property except for city business or without Council approval.

Councilor Powers asked whether the language in the ordinance was sufficient in terms of the city seal on things like work attire. City Attorney Mullins stated that uniforms are still City property. There might be times when people may still be wearing their uniforms and they may not be working, but the uniform was something that was issued to them as city employees. The City would not consider that to be in violation of this ordinance unless they were using it for commercial purposes.

Ian Freeman of 63 Emerald Street stated that he has some concerns with this ordinance from a free speech perspective. He asked what happens if someone making a film and the city seal is in the background and asked whether this could then be considered an electronic reproduction and felt this has to do with freedom of speech. Attorney Mullins stated that under the Federal trademark laws, city flags and seals cannot be copyrighted, hence the reason for the creation of such ordinances.

Garrett Ian of Leverett Street asked whether there have been any complaints filed because of the unauthorized use of the city’s seal. Ms. Little stated that there was a local issue that was brought to their attention.

Councilor Roberts clarified that if a news organization was filming outside City Hall and the city seal was in their segment, that would that not be considered an inappropriate use of the seal. Attorney Mullins in response stated that with respect to the free speech issue, the City is not going to take an issue if a newspaper had the seal in a photograph because

in this case there is no indication that it is being used for official city business. He went on to say if the code enforcement truck shows up outside a private residence someone should be able to identify that it is there for city business. He added that he would strongly discourage the City from upholding first amendment rights against an individual who took a picture of City Hall and the seal was in the picture.

Councilor Clark made the following motion which was seconded by Councilor Roberts.

On 5-0 vote, the Finance, Organization and Personnel Committee recommend the adoption of Ordinance 0-2015-03.

6. MEMORANDUM: Airport Director - Request for Proposals - City Owned Hangar/Space

Airport Director Ed Mattern stated this was in reference to the request for proposal for the city owned hangar and office space at the airport. He explained that a recent RFP that went out had some issues and, at the direction of the City Council, the RFP is being sent out again.

Mr. Mattern stated the Purchasing Director, the City Attorney and he have been discussing the development of this RFP. In particular, there was a clause added in the RFP that calls for anyone submitting a proposal being required to register with the purchasing office and providing their email address so that any changes can be communicated to all parties. There was also a clause added in regarding the appeal process and the thirty day response time.

Included in the memorandum were the criteria that would be used to evaluate the proposals. The Finance Committee was identified as the body that would evaluate the proposals.

Councilor Powers noted the Finance Committee has been outlined as the evaluator and the City Council as the arbitrator and asked whether this was not one and the same and whether it would not be useful if professionals were doing the evaluations (such as staff persons) who do this all the time. Mr. Mattern stated that the appeal process would begin once an award has been made and the process would then have made it up to the Council.

Councilor Roberts stated that he was comfortable if staff evaluates the process before it comes to the Finance Committee. The City Manager stated that he was agreeable to this and added that this was how RFP's were usually handled.

Chair Greenwald asked for a clause for requesting a credit report evaluation in connection with this RFP evaluation. Mr. MacLean stated that this can be added into the criteria as well.

Councilor Manwaring asked why the Airport Advisory Commission (AAC) has no place in this evaluation. Mr. MacLean stated that certain members of the AAC have already commented on the two prior proposals and, in fact, did make a recommendation on one of the proposals without reviewing the proposals. He continued that staff felt it would not be

appropriate to have them review these proposals a 2nd time because they are already on her record with the previous round.

Councilor Powers did not feel this AAC should be left out of the process.

Councilor Roberts stated that he was a member of the AAC and at times individuals on the AAC may have a personal preference rather than the interest of the City. He stated that he feels more comfortable moving forward with the manner in which the City reviews proposals.

Mr. MacLean stated that the AAC was made up of great individuals and if we didn't have the prior "start and stop" and the AAC had not testified and made motions on a specific proposal, then they could have been used to evaluate these new proposals as well. However, the Committee was now indicating a preference for staff as the evaluation team, but if a majority would rather go with the AAC then that could be done as well.

Councilor Clark asked whether the registration process had been clearly spelled out. Mr. MacLean answered in the affirmative.

Mr. MacLean stated that there were at least two new members on the AAC who did not look at the prior proposals and they could be asked to join the staff review committee.

Chair Greenwald asked when this RFP will be issued. Mr. Mattern stated that pending any review it could be done within a week to ten days.

Councilor Powers made the following motion which was seconded by Councilor Roberts.

On 5-0 vote, the Finance, Organization and Personnel Committee recommend the memorandum on the airport RFP be accepted as informational.

6. MEMORANDUM: Airport Director - Disadvantage Business Enterprise Plan

Mr. Mattern stated that as a result of receiving Federal grants the City has an obligation to have a disadvantage business enterprise (DBE) program in place. This plan had been in place for at least 20 years but the rules and regulations do change from time to time. The most recent change was requiring that public meetings be conducted.

Mr. Mattern stated that the airport does have assistance from a consultant to do this work and introduced Shelley Hatfield from Hatfield Associates who assisted with this plan. Ms. Hatfield addressed the Committee and stated that they are required to update this plan every three years and the idea of this plan was to offer opportunities to disadvantaged businesses. Every year there is a dollar amount established as to how much should go to disadvantaged businesses. This number was based on past participation of businesses and

the review of the available businesses. This year it is 3.5% which is slightly higher than the prior year. It was also based on projects that are anticipated in the next three years.

Chair Greenwald asked whether this also refers to hiring contractors. Mr. Mattern stated that the DBE's have to be an officially sanctioned and have to be authorized by the State. When the City puts a bid specification a contractor is required to identify their goal and to indicate if they have met this goal or how they tried to meet this goal. Today's meeting was required to be published in a state-wide newspaper and a number of businesses were contacted. This meeting and notice of this particular discussion was posted on the City's website as well.

The Manager noted that the City takes this item very seriously and in the past have disqualified bidders who have not been able to meet the objective. Mr. Mattern agreed and stated that with the runway construction project where there was a requirement for a certain percentage for DBE and a contractor did bid on the contract but he could not meet the goal and was disqualified.

Councilor Powers asked if this was a City plan how was it approved. Mr. Mattern stated that he had been working with this plan for nearly 20 years and for the most part it had been consistent except for the changes in the percentage over the years. He added that it had been submitted to the FAA for their approval and it was yet to be approved. Ms. Hatfield stated that the FAA had already approved the goals and some of their rules as of 2012 are that municipalities offer incentives also to small businesses. The issue with New Hampshire was that most all of the DBE's are small businesses and the language was intended mostly for large airports and can be quite cumbersome.

At this time, what Keene was waiting for was for the FAA to work with the State and come up with a plan for small businesses that the City can "piggy back" on. Mr. Mattern added that if the City doesn't have a proper DBE plan they won't be eligible to receive any Federal grants. It was indicated that Mr. Mattern would be reporting back on this issue. Councilor Filiault asked whether there was any timeline attached to this. Mr. Mattern stated that the plan had been submitted to the FAA but this will not preclude the City from applying for grants.

Councilor Roberts made the following motion which was seconded by Councilor Filiault.

On 5-0 vote, the Finance, Organization and Personnel Committee recommend the memorandum on Disadvantage Business Enterprise plan be accepted as informational.

7. ORDINANCE: 0-2015-04: Relating to Chapter 94 - Traffic, Parking and Public Ways (*renamed*)

Parking Services Project Manager, Gary Lamoureux addressed the Committee and stated that in March 2014 staff had started a discussion about parking fee increases. At that time it was indicated that there was likelihood that the fund balance will be depleted by FY17

which still remains to be true. There was concern expressed about work force parking as well parking elsewhere in the City.

Mr. Lamoureux indicated that parking had been improved throughout the City; from Vernon Street north on Washington Street the two-hour parking had been eliminated and is now free parking. The same is true for Court Street from Mechanic Street going north. The other area of concern was Roxbury Street. Country Life Restaurant has expressed concern about the lack of parking. Mr. Lamoureux agreed that Roxbury Street is a difficult area for parking, but there is the Wells Street garage. The reaction from businesses on Roxbury Street was that it was still too far for patrons especially for those with accessibility issues. On Roxbury Plaza, the parking had been changed from two hours to ten hours as well as providing for an accessible parking area.

On Gilbo Avenue, north side, meters had been removed and this is now free parking.

Mr. Lamoureux then referred to the Ordinance. He explained that when the Ordinance was originally written it was titled as No Parking on Specific Streets but it had been renamed so that it was easier to find and less specific.

The other change in the Ordinance that was proposed was the hours of operation. Currently the hours of operation are Monday through Saturday from 8 am to 5 pm and the proposed change would be 9 am to 7 pm (Monday through Friday) and 9 am to 5 pm (Saturdays) because very few places are open at 8 am. By changing the hours of operation to 7 pm the high demand time for downtown could be targeted and because of how busy downtown is after 5 pm people are parking in many no parking areas which is becoming a safety concern. Currently, if someone parks in a space at 3 pm they don't have to move until the next morning if they take advantage of the two hour limit.

Mr. Lamoureux noted that section 94-151 (d) was a housekeeping issue to reflect that MEDC had 55 spaces on the upper level, but they currently have only 43 spaces.

Referring to the section relating to fine schedule and summons, Mr. Lamoureux noted that originally the plan was to go to a two-tier system, after 28 days of receiving a ticket you would receive a \$35 ticket. What has been identified is that the payment of tickets was at 80% compliance, which was pretty good and hence the decision was made to stay with the three-tier system and not jump from \$10 to \$35. The Ordinance provides that in the first instance the ticket will be \$10 and if this was paid within five days there will be a \$2 discount which would be an incentive to pay quicker.

Mr. Lamoureux continued in the next section, the word handicap has been crossed out and the term fire lane had been left in. This was because the City was not permitted to charge less than \$250 for an illegal handicap parking space (RSA 265:74). Mr. Lamoureux went on to say that the handicap parking issue was often easily corrected because usually the tag might have fallen off and the parking attendants don't see it. People are pretty good about not parking in those spaces.

Councilor Clark asked what kind of impact will be seen with the proposed time change. Finance Director, Steve Thornton stated that they don't have exact data for the change but they are expecting similar revenue.

Mr. Lamoureux went on with his explanation of the violations. After 14 days if a ticket was unpaid, it goes to \$20 and then increases to \$35. There was no tier violation for the fire lane violation as staff feels that was a rather expensive violation and was similar to what other cities are doing.

Mr. Lamoureux then talked about the quarterly rates. This rate is \$115 per quarter at the present time and the proposal was to raise this amount to \$130 per quarter. The covered quarterly rates are \$140 and the proposal was to increase this rate to \$155 per quarter. If someone wanted to rent one space for 24 hours, the cost for that was \$5. This concluded Mr. Lamoureux's presentation.

Chair Greenwald asked where this money goes? Mr. Lamoureux stated that this money not only pays the enforcement side of the operation, but also pays for maintenance, repairs, meters, restriping of lots, new pavement technology and ice and snow control.

Councilor Clark asked for an explanation about park mobile. Mr. Lamoureux stated that this system can be used with any type of cell phone once an account had been set up. There are numbers on each meter downtown and you can pay for parking using your phone. You can also add time right from your phone. What had been found was that more and more people of all ages were using this system.

Chair Greenwald referred to the petition the Committee had received from Dorrie O'Meara where over 100 people are not in favor of this proposal as well as a petition that came in last year. The session was then opened for public comment.

Mr. David Crawford of Marlboro Street felt that with the elimination of the Pumpkin Fest and the increase to the registration fee maybe this item can be put on hold for a while. He indicated that he was in favor of starting the hour of the meter enforcement to 9 am.

Mr. JP Matt Phelps of Keene asked where the information regarding the merchant turnover comes from and noted that Dorrie O'Meara was a merchant who was not in favor of this proposal. He added that if this fund was in the negative it should either be eliminated or certain items within the fund should be downgraded without asking for an increase each year.

Chair Greenwald commented his experience as a downtown business was that without the parking meters these parking spaces won't turnover. The Chair added that there was a time when Keene eliminated parking meters but at the request of the merchants they were brought back. The Chair asked whether there had been any effort made to reduce costs by perhaps scheduling employees differently.

Mr. Lamoureux stated they have gone through this exercise. One of this things to reduce cost being proposed was to go to a smaller vehicle but they still need vehicles to move around. Currently there is one full-time and one part-time person and the plan is to return this part-time person back to full-time status to make sure the turnover process is being followed. He added that the budget had not increased since he joined the parking department and they are looking for grants to make purchases. He added that supplies to maintain the Wells Street parking deck can be costly because of the climate we live in.

Mr. Peter Bradshaw of Greenbriar Road addressed the Committee next. Mr. Bradshaw stated that he would like to see the expense side of the department for the last 5-10 years. Mr. Bradshaw stated it was difficult to find parking downtown and commended what the City had done with Center Street, creating about 11 spaces. However, of those 11 spaces, three are reserved spaces, three are always taken by the Sheriff's Department and the rest were for the public. This was public parking, but it was rare when the public can find parking.

He indicated he was concerned about the notion of wanting to increase revenue. He noted the City built a new fire station, reduced the amount of available parking which reduced revenue. City employees now park behind City Hall which used to be a location that brought in revenue and stated he sees reduction in revenue due to changes the City had manipulated as to how the public parks. He indicated that a parking deck on Elm Street would reduce many of these parking needs.

Mr. Bradshaw stated that increasing the fees was not the answer and he felt that putting this item on more time and letting the public understand all this information was important. He also pointed out that there are more people working for the parking department than ever before and questioned how things worked in the past with less people. He felt that like any business the City needs to keep a check on its expenses and asked the Committee to slow down and felt the public needs to be behind this.

Mr. Ian Freeman of 63 Emerald Street stated that there were towns in New Hampshire like Laconia that doesn't have metered parking and those businesses seem to be thriving. He indicated that it was clear that the public was not in favor of this increase based on the petitions the Committee had in front of it. He felt that if the Committee wanted to increase the vitality of downtown, cutting back on costs as indicated by the prior speaker was the best idea. Mr. Freeman noted that it has been experienced that enforcement was happening when there were open spaces next to a vehicle and felt this was not about turnover but about generating revenue. He felt that if enforcement was to continue it should then happen only during the busiest times of the day.

Mr. Freeman went on to say that Mr. Lamoureux was doing the best he can but his new position did not exist in the past. He complimented the issue of providing more free parking. Mr. Freeman suggested that perhaps another alternative would be to eliminate the parking department and allocate the parking spaces to the individual businesses and let those businesses allocate those spaces. Mr. Freeman asked how many park mobile users were there. Mr. Lamoureux stated that the City was bringing in about \$1,200 per month

from this system and stated that he could obtain the transactions numbers for the next meeting. Mr. Freeman asked that the Committee not move forward with this proposal

Ms. Kelly Darling Snow of 490 Washington Street who owns a new hair salon stated that most often a client doesn't get out of a hair salon in two hours. She indicated a lot of her customers are getting tickets and now with the increase in the cost of those tickets that was going to be a considerable cost to her customers. She stated that she was not in favor of this nor are many of the other salons in the area.

Ms. Darling Snow asked whether the change in enforcement time would need additional labor. She stated that she likes the park mobile system and felt this was something that needs to be advertised more. Ms. Darling Snow further stated that in the last two weeks, at least on six different occasions she had seen a city vehicle parked in front of her salon and asked if city vehicles are permitted to park here and take up valuable spaces. If this was not permitted, she asked that something be done about it. In closing, Ms. Darling Snow stated that she had customers travelling from far away to visit her salon and she wanted them to visit the downtown and agreed that increases were necessary but felt these increases were too steep all at once.

Mr. Paul Healy of 32 Washington Street was the next speaker. Mr. Healy stated that he appreciates the extended time that had been gained in some places but the loss of places was hard to handle. More reserved spaces were now being given out to city vehicles. He felt that if city vehicles are using metered spaces they should be required to pay the cost as well. Mr. Healy asked that the City accurately enforce what is currently enacted before they expand and added that the two and three hour enforcement was not really happening.

Mr. Healy referred to the Wells Street lot and indicated that for the amount the City charges for the use of this lot that perhaps something could be done about birds nesting here. Mr. Lamoureux stated that they were aware of the bird nesting issue at the Wells Street lot, and as soon as the construction was over something will be done to block off this area.

Marcelle of 73 Leverett Street stated that he came from Connecticut where parking rates are excessive and what attracted him to this area was their fiscal responsibility and he does not want to see this increase.

Mayor Lane asked how these rates compare to rates in other communities in New Hampshire. Mr. Lamoureux rated that the towns they looked at, the rates for violations were anywhere between \$10 and \$15 and Keene is \$5. On street, most towns were 75 cents to a dollar for an hour and Keene is 50 cents for an hour. For garages and lots the rates were between 35 cents to 75 cents and Keene was 20 cents.

Ms. Tracy Keating owner of Life is Sweet stated that she was one of those who was originally against raising the rates. She stated that Mr. Lamoureux had heard the concerns expressed by the downtown group and he has been very involved with the merchants. She indicated that there had been many meetings about this issue. Ms. Keating indicated that turnover was necessary and she noted that she had jurors and police cars that park in her

area and take up spaces all the time and she was trying to work around that. She indicated that no one wants to pay more for parking, but it is inevitable. Ms. Keating also referred to the beautification the City undertakes downtown which attracts people to the downtown; this adds into the cost. She added that in the end most everyone would like to see a parking deck and if this was a way to get that then she was in support of the increases.

Ms. Heather Fish of Swanzey, co-owner of a salon stated that she was against this proposed increase. Ms. Fish stated that her clients come from far away and indicated that it was not always easy for hair clients to leave a salon in two hours. She also indicated that most clients do not know about the long term parking and she felt signs directing people to those locations will be helpful. She also asked whether it would be possible to increase the meter times as two hours is difficult for their industry.

Mr. Garrett Ian of Leverett Street stated that this issue did come up a year ago and he was glad the proposed changes were not as harsh as they were originally proposed. He indicated that he likes the expansion of parking on Roxbury Street. He felt this parking system was based on the notion that people were going to violate the law because they perhaps don't have change on them. He felt that moving away from meters might be a good idea.

Chair Greenwald stated that he would like to put this item on more time until more information could be gathered.

Councilor Filiault stated that he had no problem with increasing the rental rates and fines, but was against increasing the hourly cost. He stated he was also opposed to extending the hours because this was the time when people go out with friends. Even though there was the park mobile system, when you are out with friends you are not thinking about your parking meter time. The Councilor stated that he agreed with the concept of turnover and stated that one of the speakers used Laconia as an example and added that he doesn't want Keene to ever look like Laconia because Laconia has no businesses in its downtown.

He stated that he would also like to take a longer look at the expenses as mentioned by Mr. Bradshaw and noted that the expenditure for operating expenses from 2010-2016 has increased from \$700,000 to over a million dollars which is a 26% increase over a six year period. He agreed that other towns were more expensive, but Keene doesn't offer too many bargains and this might be one they could offer to its citizens. The Councilor stated that he would not be voting in favor of moving this matter forward tonight as he would like to look at decreasing operational expenses.

Mr. MacLean stated that looking at the concept of a three hour meters might be prudent. The Manager stated that he was also concerned that there was no differentiation between the operational cost and the capital cost and felt this was added information that should be obtained as well.

Councilor Duffy stated that the only thing that needs to be looked at was the three hour meters and city vehicles using public parking. The Councilor did not feel it was necessary

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to drag this issue any further. He added that if nothing was done, things are likely to get worse.

Chair Greenwald agreed that the City went through this process a year ago but it was important for the community to buy into this and why the increase was necessary.

Councilor Roberts stated that it was confusing what the money being raised was being used for. Mr. MacLean stated salary adjustment also drive some of these costs. The Finance Director added that there was no capital costs included in these numbers, they are all operational costs.

Councilor Powers stated that if this item was being put on more time, added direction needed to be provided to staff as to what the Committee was looking for. He indicates that his concern was what the City's priorities were but there was no question that the capital cost for some of these structures had been ignored and this was going to become an issue.

Councilor Chadbourne asked whether any discussion had been undertaken as to the cost of having to change the time limit on the meters. Mr. Lamoureux stated that for \$300 rental it will take seconds to change meters using "wand- type" equipment the City will be sent. The City had about 800 meters.

Councilor Roberts stated that he supported putting this item on more time, but he did not feel much will change in two weeks.

Councilor Clark felt that the park mobile system needed to be advertised more. The Councilor stated that he does not like the idea of extending the time as this would be an added issue for someone who had just finished dinner to have to come to a ticket on their vehicle.

Mr. Freeman pointed out that extending the hours will now make people not come to city council meetings. He also felt that during Christmas week, during one of the busiest shopping periods, parking was free and felt this tells him that meters were not necessary after all. He referred to the beautification Ms. Keating referred to earlier and felt that perhaps the City doesn't have to pay for such costs and noted that Ashuelot River Park was being taken care of by a group of volunteers and if the City did not have the parking costs perhaps the business owners could take over such an endeavor. Mr. Freeman went on to say that Ms. Keating had indicated that perhaps such increases would eventually provide for a parking garage and added that he hoped she won't be too disappointed when that doesn't happen.

Councilor Powers made the following motion which was seconded by Councilor Filiault.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends putting this item on more time.

Councilor Roberts left the session at 8:40 pm.

8. RESOLUTION: R-2015-12: Relating to the Appropriation of Funds for the Keene Ice Arena Project

Mr. Thornton stated that the City recently signed a Memorandum of Understanding with the Keene Ice and included in that was a contribution from the City for 1.3 million dollars for improvements at the facility. This Resolution authorized the issuance of that bond.

Chair Greenwald stated that the costs being expended by the City was for work associated with a landlord (City). Councilor Powers asked what the City was receiving for 1.3 million dollars. Mr. MacLean stated that this was for brick veneer and glass block, demolition, aluminum windows, vestibule, the Michael EJ Blastos room, regarding of the front, drainage work, landscaping at the front, parking lot lighting to meet code, separate driveway and design fees.

Councilor Filiault made the following motion which was seconded by Councilor Powers.

On 4-0 vote, the Finance, Organization and Personnel Committee recommend the adoption of Resolution R-2015-12.

9. RESOLUTION: R-2015-15: Approving a CDBG Application for Tree Free Greetings

Mr. Jack Dugan of Monadnock Economic Development Corporation (MEDC) addressed the Committee and stated that Free Tree Greetings, a card company had already purchased a 20,000 square foot property on Krif Road. This block grant would help with considerable renovations to the building. It's a \$800,000 worth of work and the block grant would be for about \$400,000 for the company's promise to create up to 20 jobs.

Mr. Dugan went on to say that the block grant process loans money to a company like Tree Free which will ultimately pay the City back which in turn can use these proceeds to help another entity.

Councilor Powers made the following motion which was seconded by Councilor Filiault.

On 4-0 vote, the Finance, Organization and Personnel Committee recommend the adoption of Resolution R-2015-15.

The meeting adjourned at 8:45 PM.

Respectfully submitted by,
Krishni Pahl, Minute Taker