

City of Keene
New Hampshire

FINANCE, ORGANIZATION AND PERSONNEL COMMITTEE
MEETING MINUTES

Thursday, June 14, 2018

6:30 PM

Council Chambers

Members Present:

Mitchell H. Greenwald, Chairman
Carl B. Jacobs, Vice-Chair
Thomas F. Powers

Members Not Present

Bettina A. Chadbourne
Terry M. Clark

Councilors Present

George Hansel
Margaret Rice
Randy Foliault

Mayor Kendal Lane

Staff Present:

City Attorney, Thomas Mullins
Public Works Director, Kurt Blomquist
City Engineer, Don Lussier
Asst. City Manager/IT Director Rebecca
Landry
City Engineer, Don Lussier
Acting Health Director, John Rogers
Tax Collector, Mary Alther
Library Assistant, Gail Zachariah

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

1) Donation for Fun to Read Internships - Keene Public Library

Library Assistant Gail Zachariah stated she was before the Committee to accept a donation in the amount of \$1,000 to be used for hiring three teen interns for the Camp Fun To Read summer program. This donation is from the Young Adult Library Services Association

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

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends the City Manager be authorized to do all things necessary to accept a \$1,000 donation from the Young Adult Library Services Association (YALSA), a division of the American Library Association, to be used for hiring 3 teen interns for the Camp Fun To Read summer program.

2) 2015 Tax Deed Waiver Request for 2015 - Finance Department

Tax Collector Mary Alther stated this request is for the Manager to be authorized to waive the tax deeding for the 2015 unpaid taxes for certain properties until November 2, 2018. There are 40 properties on the list. Ms. Alther stated this request is also for property owners to be able to get caught up.

Chair Greenwald stated hearing property owners are trying to get caught up is very encouraging.

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

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends the City Manager be authorized to waive tax deeding for the attached list of properties until November 2, 2018.

3) Repurchase of 18 Imperial Drive - Finance Department

Ms. Alther explained on May 3 the city took a tax deed for property located at 18 Imperial Drive for non-payment of the 2014 taxes. Under RSA 89 and 90 prior to the city selling the property, the property owner needs to be offered an opportunity to repurchase the property. The property owner has to be given a 90 day notice before a property is sold and they have 30 days to respond and another 30 days to get caught up.

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

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends the City Manager be authorized to convey 18 Imperial Drive to the former owner upon payment per RSA 80:90.

4. Repurchase of 62 Sparrow Street - Finance Department

This item was similar to the prior item. However, this property owner is requesting permission to pay the balance off in two installments and paying the remainder off by July 1. Chair Greenwald commended staff for working with these property owners.

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

On 3-0 of vote, the Finance, Organization and Personnel Committee recommends the City Manager be authorized to convey 62 Sparrow Street to the former owner upon payment of the taxes and interest and cost as of Jun 5, 2018.

5. Monadnock Region Complete Streets Implementation Grant - Public Works Department

City Engineer Don Lussier stated in the fall the City received a grant for \$10,000 from the Monadnock Alliance for Sustainable Transportation. The green bicycle boxes on

Central Square were installed with this money as well as bicycle pavement markings on Main Street, in addition to various other signage as well as public outreach.

This year there is an offer of a grant for \$95,000. Staff has submitted an application for \$50,000 to be used for two intersection crossings on Marlboro Street.

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

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to apply for, accept and execute a “Monadnock Region Complete Streets Implementation Grant” for the Marlboro Street Corridor.

6. Relating to Administrative Departments - Ordinance O-2018-09

Acting Health Director John Rogers stated the ordinance before the Committee is the final step in the reorganization of the Planning Department and Code Enforcement Department into the Community Development Department. There are some language changes and strike-thrus. There is also reference regarding the Youth Services Department moving under the Recreation Department and Human Services Department moving under the Finance Department. These changes will take effect as of July 1.

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

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of Ordinance O-2018-09 effective as of July 1, 2018.

7. Downtown Paver Crosswalk Repairs - Follow up - Public Works Department

Public Works Director Kurt Blomquist stated the item he is before the Committee to talk about is the crosswalks which are currently constructed out of pavers. These were installed in 1988 during the reconstruction of the downtown. He noted these pavers have lasted 30 years. They are however, causing issues for pedestrians and traffic. Eight of these crosswalks are in dire need of reconstruction. There are also three more; Church Street/Main Street, Gilbo Avenue and one right on Church Street – these would need work in the next three to five years. Staff is recommending doing all 11 crosswalks at the same time.

Mr. Blomquist stated one option is the traditional piano key painted crosswalk. The second option is the traditional white lines on either side with stamped acrylic material in red in the middle – five of these currently exist on Main Street.

From a cost perspective, the first option would be at a cost of \$58,000 to remove the eight most in need of repair, and \$71,900 to remove all eleven. Painting just the eight would be an additional \$6,400, while painting all eleven would be at an additional cost of \$7,700.

He continued the cost for acrylic for eight crosswalks would be \$60,700, and to do all eleven it would be \$75,300.

Hence, just removing and painting eight crosswalks would be \$64,900 and it would be \$79,600 for removing and painting the eleven that have been identified in need of repair. To do the acrylic crosswalks it would be \$119,200 for the eight most in need of repairs, and it would \$147,000 to take care of the eleven that have been identified by staff. Mr. Blomquist reiterated, staff is recommending all eleven be completed at this time.

Following the meeting when this was initially discussed, there were several questions which were raised:

1. What is the number of pedestrian and bicycle accidents during the last three years from Main Street to the Main/Marlboro/Winchester Street intersection?

During the hours of 6 am to 6 pm there were 6 accidents. During the hours of 6 pm to 6 am there were 3 accidents. Mr. Blomquist continued there are about 23,000 vehicles on an average day that move up and down Main Street. There were two incidents in the roundabout. Most of the incidents were on the Dunbar Street/Davis Street area (3 at night time and 1 during day time). The others were on Railroad Street, Church Street and the bicycle incident was outside the crosswalk, when they were attempting to cross in the middle of the street.

2. When were the acrylic crosswalks installed?

They were installed in 2013.

3. Could a different material other than paint be used for the piano key style option?

There is a therma plastic material, it is not imbedded in the pavement, and this would add \$10,000 to the painted option.

Chair Greenwald asked whether there was a way to get a mix of therma plastic brick and therma plastic white, because the concern is the white is not visible enough. Mr. Blomquist stated he would not recommend therma plastic with the stamped material because the challenge with the therma plastic lines is that it cannot be repaired, a brand new product has to be used.

4. What is the annual maintenance cost for the two surface treatments?

Painting the crosswalk twice would be \$2,300 for all eleven.

There is no maintenance related to the acrylic crosswalks annually. In New Hampshire there is wear on vehicle travel area mainly because of studded tires; the entire length does not have to be repaired. He stated in Keene they are seeing approximately 64 square feet

which needs to be repaired every three to five years. Chair Greenwald stated if the white acrylic can be repaired why can't the red acrylic be repaired. Mr. Blomquist stated it is possible to repair both the red and the white. The cost to do this is about \$1,088 per crosswalk, hence, in year three the City will be spending \$4,344 to repair the acrylic, but if it was paint the City would have spent \$6,876 (more money would have been spent in painting eleven crosswalks versus repairing the acrylic).

If it is over a ten year period, the cost for paint would be \$22,900 and \$8,600.

Chair Greenwald clarified for a ten year period, starting with the installation, the paint would cost more than the acrylic (to also include maintenance). Mr. Blomquist stated the acrylic would cost slightly more because it has a higher capital investment.

Chair Greenwald asked in time for the Council meeting Mr. Blomquist give him figures for what exist to be completed in paint as well as in acrylic red and in acrylic white, in ten years – installation and maintenance.

Mayor Lane asked for the cost quoted for the painting of the stripes – what this cost includes. Mr. Blomquist stated the \$2,300 is what the City would pay the painting contractor in the spring and the highway superintendent has provided a cost for how much this will be to be redone by in-house staff in the fall. The Mayor asked whether an estimate has been considered for the amount of disruption this work would cause for having to paint these crosswalks twice a year. Mr. Blomquist answered in the negative and added most of this work is done at night. The Mayor noted this would cause disruption for residents who live downtown. The Chair asked whether work at night would cause for payment of overtime. Mr. Blomquist stated it is not necessarily overtime, it is a premium rate and that price is included in what has been provided.

5. A question was asked about what was going to be done about the lighting.

Mr. Blomquist noted the heads of the lighting fixtures were going to be replaced. Each head has a value of about \$6,500 and downtown has about 100 lamps which need to be done. Staff feels this is more than what they would like to spend at this time and are hence focusing on the lighting close to crosswalks. The first crosswalk being looked at is the one close to Railroad Street. Staff is looking at certain light fixtures to see what the public feels about these and this is a change that can be accommodated in the Public Works operating budget. Mr. Blomquist talked about the lighting issue that exists in the downtown and hopes the strategies staff is trying will help better light the crosswalks.

Asst. City Manager Rebecca Landry stated the work with the lighting is in contemplation there would be a downtown revitalization project, and hence the reason for not doing all the lights in the downtown.

Councilor Rice asked whether there is a discussion of lighting for crosswalks for safety purposes. Mr. Blomquist stated the City exceeds the standard for safety purposes, but there has been concern raised by pedestrians about safety. The Councilor noted from the

presentation tonight it seems like there are more accidents during the day time hours rather than at night which would suggest there is a safety issue more with regard to traffic rather than lighting.

Councilor Foliault felt the focus should be on safety but agreed the acrylic crosswalks are more attractive, but he did not feel it was effective. He added he has not spoken to any member of the public who favors the acrylic crosswalks.

Councilor Jacobs stated he was skeptical about the cost of the acrylic which is substantially more than the white. Councilor Powers felt the acrylic option would last a lot longer.

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

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends Scope 2 Option B, which would call for the removal of the existing pavers and installation of new acrylic crosswalks, with reflective white acrylic stripes at the eleven locations proposed by City staff.

8. Relating to the Acceptance of LED Street Light Program Rebate and Use of Funds For Downtown Crosswalk and Lighting Repairs and Improvements Resolution R- 2018-19

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

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of Resolution R-2018-19.

The meeting adjourned at 7:40 PM.

Respectfully submitted by,
Krishni Pahl, Minute Taker