



City of Keene  
*New Hampshire*

**FINANCE, ORGANIZATION  
AND PERSONNEL COMMITTEE  
AGENDA  
Council Chambers B  
May 24, 2018  
6:30 PM**

Mitchell H. Greenwald  
Carl B. Jacobs  
Terry M. Clark  
Thomas F. Powers  
Bettina A. Chadbourne

1. Acceptance of Donations to Library Renovation Project
2. Thomas Transportation Parking Space Lease - Airport
3. Relating to Class Allocation and Salary Schedule  
Ordinance O-2018-08
4. Relating to an Appropriation for Lower Main Street Crosswalk Improvement Project  
Resolution R-2018-18
5. Options for Main Street Crosswalks and Lighting Changes and 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
6. Councilor Clark - Proposed Amendment to Operating Budget - Contract for Sustainability Manager
7. Relating to the 2018-2019 Fiscal Year Operating Budget  
Resolution R-2018-17
8. Relating to the Appropriation of Funds for the Goose Pond Dam Improvement Projects; Relating to the Appropriation of Funds for the Winchester Street By-Pass Project; Relating to the Appropriation of Funds for the Consolidated Infrastructure Project; Relating to the Appropriation of Funds for the Martell Court Headworks Replacement Project  
Resolution R-2018-08  
Resolution R-2018-09  
Resolution R-2018-10  
Resolution R-2018-11

Non Public Session  
Adjournment



City of Keene, N.H.  
*Transmittal Form*

05/17/18

**TO:** Finance, Organization and Personnel Committee

**FROM:** Judith Putnam and Dita Englund, Campaign Chairs of the Next Chapter Campaign

**THROUGH:** Eizabeth Dragon, City Manager

**ITEM:** 1.

**SUBJECT:** Acceptance of Donations to Library Renovation Project

**RECOMMENDATION:**

Recommend that the City Council accepts donations of \$105,514.00 as listed in the April 20, 2018 - May 11, 2018 Cambridge Trust report. (See attached report) to be deposited into the Library Renovation Temporarily Restricted City Trust as part of the Next Chapter Campaign Drive.

**ATTACHMENTS:**

Description

Cambridge Trust April 20 - May 11 Donor List

**BACKGROUND:**

On June 30, 2015 the City Council authorized the establishment of a Temporarily Restricted City Trust Fund to receive and distribute funds for the Library Renovation Project. The Friends and Library Trustees put in place the Campaign Committee with Judith Putnam and Alfreida (Dita) Englund as Co-Campaign Chairs and Ernest Hebert as the Honorary Chair.

The attached Cambridge Trust report contains the donations received April 20 - May 11, 2018. Gifts from donors who wish to remain anonymous directed their donation to the Friends of the Library and are included in the Cambridge Trust Bank reports as part of the Friends of the Library donation. Donors have received acknowledgement of their donations. Julie Dickson is the part time Campaign Gift Processing Administrator.

Thanks to generous donations from individuals, foundations, and corporations, the capital campaign has reached its \$5,000,000 goal. As the funds are received, they will be brought forth on a regular basis. After acceptance of the funds by City Council, the reports then go the Trustees of the City held Trust funds for approval and acceptance. This process was reviewed by the City Finance Department, the Library Trustees, the Friends of the Library Board, the City Attorney and Terry Knowles, Assistant Director, Charitable Trust Unit of the Department of the Attorney General.

Cambridge Trust Company  
City of Keene Library Renovation Restricted Trust  
Posted Transaction Detail  
As of date: 04/19/2018 To 05/16/2018  
Position Type: Settled

<b>Transaction Description</b>	<b>Posting Date</b>	<b>Principal Cash</b>
GIFT FROM CHRISTINE CURTIS	4/20/2018	\$25.00
GIFT FROM ANONYMOUS CASH DONATION	4/23/2018	\$114.00
GIFT FROM CHRISTINE CURTIS	4/27/2018	\$25.00
GIFT FROM THE PUTNAM FOUNDATION	4/30/2018	\$100,000.00
GIFT FROM MELINDA BELDEN	4/30/2018	\$100.00
GIFT FROM JOANNE H LEROY	5/2/2018	\$500.00
GIFT FROM CLARK-MORTENSON AGENCY INC.	5/2/2018	\$500.00
GIFT FROM JEANNE L WILLIAMS	5/2/2018	\$1,000.00
GIFT FROM STEVE AND JANE LARMON	5/2/2018	\$1,000.00
GIFT FROM CHRISTINE CURTIS	5/4/2018	\$25.00
GIFT FROM CRAIG MCBETH DMD	5/4/2018	\$1,000.00
GIFT FROM RAY & ANNE-MARIE ANDERSON	5/4/2018	\$1,000.00
GIFT FROM JUDY AND DAVE BELL	5/9/2018	\$200.00
GIFT FROM CHRISTINE CURTIS	5/11/2018	\$25.00
<b>DONATIONS 4/19/18 - 5/16/18</b>		<b>\$105,514.00</b>



City of Keene, N.H.  
*Transmittal Form*

May 11, 2018

**TO:** Finance, Organization and Personnel Committee

**FROM:** Jack Wozmak, Airport Manager

**THROUGH:** Elizabeth A. Dragon, City Manager

**ITEM:** 2.

**SUBJECT:** Thomas Transportation Parking Space Lease - Airport

**RECOMMENDATION:**

Move that the City Council authorize the City Manager to do all things necessary to negotiate and execute a land lease for parking spaces at the Dillant-Hopkins Airport with Thomas Transportation.

**BACKGROUND:**

Thomas Transportation has been leasing parking spaces at the airport since 2014. The present lease has expired and although Thomas Transportation wants to continue to lease parking spaces; they wish to reduce the number of spaces from approximately 80 spaces to approximately 40 spaces. This lease comes before Council because it has expired as well as a reduction in the area of leased spaces.

The revenue expected from this new lease will be approximately \$6,000. The revenue value of the previous lease was approximately \$7,440.



*Transmittal Form*

May 14, 2018

**TO:** Mayor and Keene City Council

**FROM:** Elizabeth A. Fox, ACM/Human Resources Director

**THROUGH:** Elizabeth A. Dragon, City Manager

**ITEM:** 3.

**SUBJECT:** Relating to Class Allocation and Salary Schedule

**COUNCIL ACTION:**

In City Council May 17, 2018.  
Referred to the Finance, Organization and Personnel Committee.

**RECOMMENDATION:**

That the City Council refer Ordinance O-2018-08 to the Finance, Organization, and Personnel Committee.

**ATTACHMENTS:**

Description

Ordinance O-2018-08

**BACKGROUND:**

The ordinance relating to salary and wage schedules for the 2018/2019 fiscal year reflects an across-the-board increase of 2.25% for non-bargaining units. The effective date of this increase would be July 1, 2018. This adjustment falls within the parameters of negotiated cost-of-living adjustments provided by the City's collective bargaining agreements.



# CITY OF KEENE

O-2018-08

Eighteen

In the Year of Our Lord Two Thousand and .....

Relating to Class Allocations and Salary Schedules

AN ORDINANCE .....

*Be it ordained by the City Council of the City of Keene, as follows:*

That the Ordinances of the City of Keene, as amended, hereby are further amended by deleting Section 2-231, "City Council Appointments' Salary Schedules" of Chapter 2, entitled "Administration;" as well as Section 62-166, "Hourly Wage Schedule for Probationary Public Works;" Section 62-191, "Probationary Firefighter;" Section 62-192, and Section 62-194, "Administrative and Clerical – Annual Salary Schedule", of Chapter 62 entitled, "Personnel," and by substituting in lieu thereof the following attached new sections: Section 2-231, "City Council Appointments' Salary Schedule;" Section 62-166, "Probationary Public Works Hourly Wage Schedule;" Section 62-191, "Probationary Firefighter;" and Section 62-194, "Administrative and Clerical," effective July 1, 2018.

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Kendall W. Lane, Mayor

In City Council May 17, 2018.  
Referred to the Finance, Organization  
and Personnel Committee.

Deputy City Clerk

City Code Section 2-231

**COUNCIL APPOINTMENTS  
ANNUAL SALARY SCHEDULE**  
(effective July 1, 2018)

<u>SALARY</u>	<u>City Clerk</u>	<u>City Attorney</u>	<u>City Manager</u>
<u>L</u>	85,884	106,316	127,626
<u>E</u>	89,749	111,101	133,370
<u>V</u>	93,787	116,100	139,371
<u>E</u>	98,008	121,325	145,643
<u>L</u>	102,418	126,784	152,197
	107,027	132,490	159,046



**City Code Section 62-166**

**PROBATIONARY PUBLIC WORKS  
HOURLY WAGE SCHEDULE  
Non Union  
(effective July 1, 2018)**

<u>GRADE</u>	<u>STEP</u>			
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
H 1	12.80	13.76	14.38	15.03
H 2	13.36	14.37	15.01	15.69
H 3	13.97	15.01	15.69	16.40
H 4	14.57	15.66	16.37	17.10
H 5	15.25	16.39	17.13	17.90
H 6	15.93	17.13	17.90	18.70
H 7	16.63	17.87	18.68	19.52
H 8	17.40	18.71	19.55	20.43
H 9	18.18	19.54	20.42	21.34
H 10	18.96	20.38	21.30	22.25
H 11	19.87	21.36	22.32	23.32
H 12	20.75	22.30	23.31	24.35

CLASS ALLOCATION

<u>GRADE</u>	
H 2	Maintenance Aide I; Recycler I; Recycler I/Attendant
H 4	Water & Sewer Service Aide I
H 5	Maintenance Aide II; Motor Equipment Operator I; Recycler II; Water & Sewer Service Aide II
H 7	Mechanic I
H 8	Motor Equipment Operator II
H 9	Mechanic II; Sign Maker; Maintenance Mechanic; Utility Operator
H 10	Highway Foreman; Solid Waste Foreman; Maintenance Technician I
H 11	Water Meter Technician; Maintenance Electrician
H 12	Water & Sewer Foreman; Maintenance Technician II; Shop Manager; Solid Waste Operations Foreman

**City Code Section 62-191**

**PROBATIONARY FIREFIGHTER  
HOURLY WAGE SCHEDULE  
(effective July 1, 2018)**

<u>GRADE</u>		<u>STEP 1</u>
F 1	Level I/EMT B	\$19.26
F 2	Level II/A-EMT	\$20.42
F 3	Level II/Medic	\$21.42

**ADMINISTRATIVE AND CLERICAL  
ANNUAL SALARY SCHEDULE**

**Non Union**

(effective July 1, 2018)

<u>GRADE</u>	<u>STEPS</u>					
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
S 1	29,864	31,208	32,612	34,080	35,614	37,217
S 2	31,208	32,612	34,080	35,614	37,217	38,892
S 3	32,612	34,080	35,614	37,217	38,892	40,642
S 4	34,080	35,614	37,217	38,892	40,642	42,471
S 5	35,614	37,217	38,892	40,642	42,471	44,382
S 6	37,217	38,892	40,642	42,471	44,382	46,379
S 7	38,892	40,642	42,471	44,382	46,379	48,466
S 8	40,642	42,471	44,382	46,379	48,466	50,647
S 9	42,471	44,382	46,379	48,466	50,647	52,926
S 10	44,382	46,379	48,466	50,647	52,926	55,308
S 11	46,379	48,466	50,647	52,926	55,308	57,797
S 12	48,466	50,647	52,926	55,308	57,797	60,398
S 13	50,647	52,926	55,308	57,797	60,398	63,116
S 14	52,926	55,308	57,797	60,398	63,116	65,956
S 15	55,308	57,797	60,398	63,116	65,956	68,924
S 16	57,797	60,398	63,116	65,956	68,924	72,026
S 17	60,398	63,116	65,956	68,924	72,026	75,267
S 18	63,116	65,956	68,924	72,026	75,267	78,654
S 19	65,956	68,924	72,026	75,267	78,654	82,193
S 20	68,924	72,026	75,267	78,654	82,193	85,892
S 21	72,026	75,267	78,654	82,193	85,892	89,757
S 22	75,267	78,654	82,193	85,892	89,757	93,796
S 23	78,654	82,193	85,892	89,757	93,796	98,017
S 24	82,193	85,892	89,757	93,796	98,017	102,428
S 25	85,892	89,757	93,796	98,017	102,428	107,037
S 26	89,757	93,796	98,017	102,428	107,037	111,854
S 27	93,796	98,017	102,428	107,037	111,854	116,887
S 28	98,017	102,428	107,037	111,854	116,887	122,147
S 29	102,428	107,037	111,854	116,887	122,147	127,644
<b>S 30</b>	<b>107,037</b>	<b>111,854</b>	<b>116,887</b>	<b>122,147</b>	<b>127,644</b>	<b>133,388</b>

**City Code Section 62-194**

**ADMINISTRATIVE AND CLERICAL**

(effective July 1, 2018)

<u>GRADE</u>	<u>CLASS ALLOCATION</u>
S 4	Library Aide
S 5	Minute Taker
S 6	Administrative Assistant; Records Clerk
S 7	Administrative Assistant I
S 8	NO POSITIONS ASSIGNED
S 9	NO POSITIONS ASSIGNED
S 10	NO POSITIONS ASSIGNED
S 11	Fire Department Administrator; Office Manager; Parking Services Technician; Police Dispatch Supervisor
S 12	Librarian I; Planning Technician; Paralegal; Executive Secretary; <b>Staff Accountant</b>
S 13	NO POSITIONS ASSIGNED
S 14	NO POSITIONS ASSIGNED
S 15	Executive Assistant; Librarian II; Senior Staff Accountant; Payroll Administrator; Human Resource Assistant; Youth Services Manager; Mapping Technician; Engineering Technician; Technical Support Specialist; Assistant City Clerk; Parking Operations Manager; <del>Purchasing Specialist</del>
S 16	Planner; Laboratory Supervisor
S 17	Appraiser; Recreation Programmer; Librarian III; Parks & Cemetery Maintenance Superintendent; Treatment Plant Manager; Fleet Services Operations Manager; Airport Maintenance & Operations Manager,
S 18	Water & Sewer Superintendent; Purchasing Agent; Civil Engineer; Solid Waste Manager; Maintenance Manager; Revenue Collector Records Manager/Deputy City Clerk; Laboratory Manager; Human Services Manager,
S 19	Highway Superintendent; Fleet Services Superintendent; Operations Manager; <b>Senior Planner</b> <del>Code Enforcement &amp; Inspections Manager</del>
S 20	Systems Administrator; Purchasing & Contract Services Manager
S 21	NO POSITIONS ASSIGNED
S 22	NO POSITIONS ASSIGNED
S 23	<del>Code Enforcement Superintendent</del>
S 24	City Engineer; Assistant Public Works Director/Division Head; Assistant IT Director; Database Administrator; Airport Director; <b>Building/Health Official</b>
S 25	<del>Parks, Recreation &amp; Facilities Director;</del> Human Resources Director; Library Director; <del>Human Services/Youth Services Director;</del> Assistant Finance Director/Assistant Treasurer; Police Captain; Deputy Fire Chief
S 26	<b>Community Development Director;</b> <del>Planning Director;</del> Health Director; City Assessor <b>Parks, Recreation &amp; Facilities Director</b>
S 27	Finance Director/Treasurer; IT Director
S 28	Police Chief; Fire Chief; Public Works Director
S 29	NO POSITIONS ASSIGNED
<b>S 30</b>	<b>NO POSITIONS ASSIGNED</b>



City of Keene, N.H.  
*Transmittal Form*

May 18, 2018

**TO:** Finance, Organization and Personnel Committee

**FROM:** Kurt D. Blomquist, PE, Public Works Director/Emergency Management Director

**THROUGH:** Elizabeth A. Dragon, City Manager

**ITEM:** 4.

**SUBJECT:** Relating to an Appropriation for Lower Main Street Crosswalk Improvement Project

**RECOMMENDATION:**

Move the Finance, Organization and Personnel Committee to recommend that the City Manager be authorized to do all things necessary to accept a one hundred and twenty-thousand dollar (\$120,000) contribution from Keene State College to go towards the Main Street Crosswalk Improvement Project, and further, that City Council adopt Resolution R-2018-18, Relating to the Appropriation of Funds, for the City's share of the project.

**ATTACHMENTS:**

Description

Resolution R-2018-18

**BACKGROUND:**

In the FY19-24 Capital Improvement Program (CIP), the City Council identified the need to improve the interim crosswalk between Elliot Street and the Westwood Center on lower Main Street. The proposed project includes the installation of a median with granite curbing, construction of bump out areas at the crosswalks and the installation of pedestrian activated flashing signals. The project is scheduled for completion in FY23.

In recent discussions with Keene State College, the college administration expressed an interest in moving this work forward. A similar discussion occurred during the FY19-24 CIP review by the City Council. Keene State College came forward and offered to donate to the City, half of the cost of this project up to \$120,000, if the project could be moved forward to this construction season. The estimate for the project is \$240,000. With this offer it is recommended to the City Council that the project be moved up and that the City's share of the project come from the General Fund Unassigned Fund Balance.



# CITY OF KEENE

R-2018-18

In the Year of Our Lord Two Thousand and Eighteen.....

A RESOLUTION ..... Related to an appropriation for Lower Main Street Crosswalk  
Improvement Project

*Resolved by the City Council of the City of Keene, as follows:*

That the sum of one hundred and twenty thousand dollars (\$120,000) is hereby appropriated in the 2017-2018 fiscal year for the purpose of providing funding for Lower Main Street crosswalk improvements.

Said appropriation to be funded by the General Fund unassigned fund balance (\$120,000).

\_\_\_\_\_  
Kendall W. Lane, Mayor



City of Keene, N.H.  
*Transmittal Form*

May 18, 2018

**TO:** Finance, Organization and Personnel Committee

**FROM:** Kurt D. Blomquist, PE, Public Works Director/Emergency Management Director

**THROUGH:** Elizabeth A. Dragon, City Manager

**ITEM:** 5.

**SUBJECT:** Options for Main Street Crosswalks and Lighting Changes and Relating to the Acceptance of LED Street Light Program Rebate and Use of Funds for Downtown Crosswalk and Lighting Repairs and Improvements

**RECOMMENDATION:**

Move the Finance, Organization and Personnel Committee recommend that City Staff move forward with the Option 2B, Stamped Acrylic pattern for all crosswalks on Central Square, Main Street and side streets, and that the City Council adopt Resolution R-2018-19 to go towards the funding of the repairs.

**ATTACHMENTS:**

Description

Resolution R-2018-19

**BACKGROUND:**

The paver block crosswalks located on Central Square and Main Street were installed as part of the downtown renovation project that was completed in 1988. These crosswalks have served the community well for the last 30 years. As the pavers have deteriorated, the crosswalks have become harder and harder to maintain. The Department has tried different methods to repair and replace the blocks. Unfortunately the blocks have deteriorated so badly that they can no longer be replaced and other problems such as subsidence and water ponding has occurred creating unsafe conditions for pedestrians and other users.

The Public Works Department has developed several options for the number of locations (scope) to be repaired and the types of materials to be applied to the surface of the roadway.

For the proposed scope there are two options:

Option 1. Repair/replace eight (8) crosswalks, these would include: Central Square; the crosswalk at Roxbury Street, from the Roxbury Street Corner to the Common, the Common to the island at West Street, across the turning lane for West Street, across West Street, across Main Street at the head of the Square, and Main Street at Railroad Square.

All these crosswalks are in extremely poor conditions and have serious deficiencies.

Option 2. Add three (3) more crosswalks to the scope, these would include; the crosswalk at Church Street, across Main Street just south of Church Street, and at Gilbo Avenue .

All these crosswalks are in poor condition and have some deficiencies.

For any surface treatment option the existing brick pavers will be removed, pavement will be cut back at least two feet on each side of the crosswalk area, new gravels and base material will be installed and then asphalt pavement will be placed.

For the surface treatment there are two options:

Option A. Traditional white pavement markings using paint.

Option B. A running brick stamped pattern that is coated with red acrylic material.

The Public Works Department is also reviewing lighting concerns at the mid-block crosswalks along Main Street between Emerald Street and Central Square. The Department has been trying different options to provide additional lighting.

For the funding of the crosswalk repairs and lighting changes it is proposed to use the Rebate from Eversource for the LED Street Conversion Project and from unexpended funds from the Departments FY18 Operating Budget.

In keeping with the character of the downtown it is recommended that the City Council consider Option 2B for the crosswalk repairs.





# CITY OF KEENE

R-2018-19

Eighteen

In the Year of Our Lord Two Thousand and .....  
Relating to the Acceptance of LED Street Light Program Rebate and Use of  
A RESOLUTION ..... Funds for Downtown Crosswalk and Lighting Repairs and Improvements

*Resolved by the City Council of the City of Keene, as follows:*

That the City Manager be authorized to do all things necessary to accept \$100,000 from Eversource of New Hampshire for the City LED Street Light Conversion Project and further the City Manager is authorized to do all things necessary to use these funds for repairs and improvements to the crosswalks and lighting in the City's Downtown area.

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Kendall W. Lane, Mayor

In City Council May 17, 2018.  
Referred to the Finance, Organization  
and Personnel Committee.

Deputy City Clerk



*Transmittal Form*

May 15, 2018

**TO:** Mayor and Keene City Council

**FROM:** Councilor Terry M. Clark

**THROUGH:** Patricia A. Little, City Clerk

**ITEM:** 6.

**SUBJECT:** Councilor Clark - Proposed Amendment to Operating Budget - Contract for Sustainability Manager

**COUNCIL ACTION:**

In City Council May 17, 2018.

Referred to the Finance, Organization and Personnel Committee.

**ATTACHMENTS:**

Description

Communication - Clark

**BACKGROUND:**

Councilor Clark is giving notice of his intent to offer an amendment to the FY 19 operating budget that would fund a contract position for a sustainability manager.

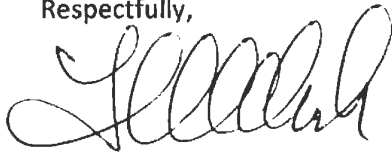
May 14, 2018

**To: Mayor and City Council**

**Re: Amendment to 2018-19 Keene City Budget**

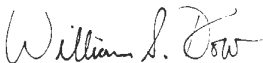
I move to add \$40,000.00 to cost center 00300 to allow the City Manager additional funding to consider contracting for a sustainability manager.

Respectfully,



Terry M. Clark  
Ward Three City Councilor  
14 Barrett Ave.  
Keene, NH 03431  
661-8347

In City Council May 17, 2018.  
Referred to the Finance, Organization  
and Personnel Committee.

  
Deputy City Clerk



# CITY OF KEENE

R-2018-17

Eighteen

In the Year of Our Lord Two Thousand and .....  
Relating to the 2018/2019 fiscal year budget

A RESOLUTION .....

*Resolved by the City Council of the City of Keene, as follows:*

That the sum of \$25,391,454 be raised by taxation during the current year which together with \$34,782,546 for estimated operating revenues aggregating \$60,174,000 is hereby appropriated for the use of the several departments of the City Government, and further that the sum of \$6,081,533 be appropriated for capital expenditures and capital reserve appropriations in the city proprietary funds, funded by the use of capital reserves, fund balance and current revenues, for the fiscal year beginning July 1, 2018, as attached hereto and made a part thereof.

\_\_\_\_\_  
Kendall W. Lane, Mayor

In City Council May 3, 2018.  
Referred to the Finance, Organization and Personnel Committee.  
Public Hearing set for Thursday, May 17, 2018 at 7:00 PM

*Patricia C. Little*  
City Clerk

**2018/2019 Annual Operating Budget**

**R-2018-17**

<b>General Fund Revenue &amp; Other Financing Sources:</b>	<b><i>Adopted</i></b>	<b>General Fund Appropriations:</b>	<b><i>Adopted</i></b>
Property Tax Revenue	\$25,391,454	Elected & Appointed Officials	\$2,860,846
Use of Surplus	882,403	Capital Projects	3,107,892
Other Taxes	448,000	Administrative Services	3,752,447
Tax Increment Financing	628,685	Community Services	20,331,410
Licenses, Permits & Fees	3,657,935	Municipal Development Services	6,713,641
Intergovernmental	2,705,635	Debt Service	4,533,629
Charges for Services	1,842,673		
Fines & Forfeits	89,821		
Miscellaneous	2,573,287		
Other Financing Sources	3,079,971		
<b>NET GENERAL FUND OPERATING REVENUES</b>	<b>\$41,299,865</b>	<b>NET GENERAL FUND OPERATING APPROPRIATIONS</b>	<b>\$41,299,865</b>
<b>TOTAL PARKING METER FUND REVENUES</b>	<b>\$1,937,277</b>	<b>TOTAL PARKING METER FUND APPROPRIATION</b>	<b>\$1,937,277</b>
<b>TOTAL PC REPLACEMENT FUND REVENUES</b>	<b>\$176,260</b>	<b>TOTAL PC REPLACEMENT FUND APPROPRIATIONS</b>	<b>\$176,260</b>
<b>TOTAL SOLID WASTE FUND REVENUES</b>	<b>\$4,792,992</b>	<b>SOLID WASTE FUND APPROPRIATIONS</b>	<b>\$4,792,992</b>
<b>TOTAL SEWER FUND REVENUES</b>	<b>\$5,707,662</b>	<b>TOTAL SEWER FUND APPROPRIATIONS</b>	<b>\$5,707,662</b>
<b>TOTAL WATER FUND REVENUES</b>	<b>\$3,942,714</b>	<b>TOTAL WATER FUND APPROPRIATIONS</b>	<b>\$3,942,714</b>
<b>TOTAL EQUIPMENT FUND REVENUES</b>	<b>\$2,317,230</b>	<b>EQUIPMENT FUND</b>	<b>\$2,317,230</b>
<b>TOTAL OPERATING REVENUES - ALL FUNDS</b>	<b>\$60,174,000</b>	<b>TOTAL OPERATING APPROPRIATIONS - ALL FUNDS</b>	<b>\$60,174,000</b>
<b>CAPITAL:</b>			
SEWER FUND CAPITAL FUNDING	\$2,064,722	SEWER FUND CAPITAL APPROPRIATIONS	\$2,064,722
WATER FUND CAPITAL FUNDING	\$2,600,470	WATER FUND CAPITAL APPROPRIATIONS	\$2,600,470
EQUIPMENT FUND CAPITAL FUNDING	\$1,416,341	EQUIPMENT FUND CAPITAL APPROPRIATIONS	\$1,416,341
<b>TOTAL CAPITAL FUNDING - ALL FUNDS</b>	<b>\$6,081,533</b>	<b>TOTAL CAPITAL APPROPRIATIONS - ALL FUNDS</b>	<b>\$6,081,533</b>



*Transmittal Form*

May 14, 2018

**TO:** Mayor and Keene City Council

**FROM:** Steve Thornton, Finance Director

**THROUGH:** Elizabeth A. Dragon, City Manager

**ITEM:** 8.

**SUBJECT:** Relating to the Appropriation of Funds for the Goose Pond Dam Improvement Projects; Relating to the Appropriation of Funds for the Winchester Street By-Pass Project; Relating to the Appropriation of Funds for the Consolidated Infrastructure Project; Relating to the Appropriation of Funds for the Martell Court Headworks Replacement Project

**COUNCIL ACTION:**

In City Council May 17, 2018.

Referred to the Finance, Organization and Personnel Committee.

**RECOMMENDATION:**

That resolutions R-2018-08 through R-2018-11 relating to appropriation of funds for the Consolidated Infrastructure, Winchester Street By-Pass, Goose Pond Dam Improvements, and Martell Court Headworks Replacement Projects be introduced and read at the May 17, 2018 meeting of the City Council and be referred to the Finance, Organization, and Personnel Committee for consideration, discussion, and a recommendation back to City Council

**ATTACHMENTS:**

Description

Resolution R-2018-08

Resolution R-2018-09

Resolution R-2018-10

Resolution R-2018-11

**BACKGROUND:**

Included in the proposed 2018/2019 operating budget are several bond issues to fund projects advanced through the Capital Improvements Program (CIP) process, as follows:

				<i>term</i>
R-2018-10	General Fund	Consolidated in frastructure	\$1,271,000	10
R-2018-09	General Fund	Winchester Street By Pass Project	\$610,000	15
R-2018-08	General Fund	Goose Pond Dam Improvements	\$885,000	20
		<b>SUBTOTAL - GENERAL FUND</b>	<b>\$2,766,000</b>	
R-2018-11	Sewer Fund	Martell Court Headworks Replacement	\$1,350,000	15
		<b>SUBTOTAL - SEWER FUND</b>	<b>\$1,350,000</b>	
		<b>TOTAL - ALL FUNDS</b>	<b>\$4,116,000</b>	

These resolutions require two readings before the City Council, the first of which will be May 17, 2018.



# CITY OF KEENE

R-2018-08

In the Year of Our Lord Two Thousand and .....Eighteen.....

A RESOLUTION ..... Relating to the Appropriation of Funds for the Goose Pond Dam  
.....Improvements Project.....

*Resolved by the City Council of the City of Keene, as follows:*

That the sum of eight hundred and eighty five thousand (\$885,000) is hereby appropriated for the Goose Pond Dam Improvements Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to eight hundred and eighty five thousand (\$885,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

This authorization shall lapse if not fulfilled within five (5) years from date of approval.

\_\_\_\_\_  
Kendall W. Lane, Mayor

In City Council May 17, 2018.  
Referred to the Finance, Organization  
and Personnel Committee.

*William S. Dow*  
Deputy City Clerk





# CITY OF KEENE

R-2018-09

In the Year of Our Lord Two Thousand and .....Eighteen.....

A RESOLUTION .....Relating to the Appropriation of Funds for the Winchester Street  
By-Pass Project.....

*Resolved by the City Council of the City of Keene, as follows:*

That the sum of six hundred and ten thousand (\$610,000) is hereby appropriated for the Winchester Street By-Pass Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to six hundred and ten thousand (\$610,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

This authorization shall lapse if not fulfilled within five (5) years from date of approval.

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Kendall W. Lane, Mayor

In City Council May 18, 2018.  
Referred to the Finance, Organization  
and Personnel Committee.

*William L. Dow*

Deputy City Clerk



# CITY OF KEENE

R-2018-10

In the Year of Our Lord Two Thousand and .....Eighteen.....

A RESOLUTION .....Relating to the Appropriation of Funds for the Consolidated  
.....Infrastructure Project.....

*Resolved by the City Council of the City of Keene, as follows:*

That the sum of one million, two hundred and seventy one thousand (\$1,271,000) is hereby appropriated for the Consolidated Infrastructure Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to one million, two hundred and seventy one thousand (\$1,271,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

This authorization shall lapse if not fulfilled within five (5) years from date of approval.

\_\_\_\_\_  
Kendall W. Lane, Mayor

In City Council May 17, 2018.  
Referred to the Finance, Organization  
and Personnel Committee.

*William S. Dow*  
Deputy City Clerk



# CITY OF KEENE

R-2018-11

In the Year of Our Lord Two Thousand and .....Eighteen.....

A RESOLUTION .....Relating to the Appropriation of Funds for the Martell Court  
Headworks Replacement Project.....

***Resolved by the City Council of the City of Keene, as follows:***

That the sum of one million, three hundred and fifty thousand (\$1,350,000) is hereby appropriated for the Martell Court Headworks Replacement Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to one million, three hundred and fifty thousand (\$1,350,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

This authorization shall lapse if not fulfilled within five (5) years from date of approval.

\_\_\_\_\_  
Kendall W. Lane, Mayor

In City Council May 17, 2018.  
Referred to the Finance, Organization  
and Personnel Committee.

*William S. Dow*

Deputy City Clerk