

City of Keene
New Hampshire

FINANCE, ORGANIZATION AND PERSONNEL COMMITTEE
MEETING MINUTES

Thursday, May 24, 2018

6:30 PM

Council Chambers

Members Present:

Mitchell H. Greenwald, Chair
Carl B. Jacobs, Vice-Chair
Thomas F. Powers
Terry M. Clark

Members Not Present:

Bettina A. Chadbourne

Staff Present:

City Manager, Elizabeth Dragon
Public Works Director, Kurt Blomquist
Asst. City Manager/IT Director, Rebecca Landry
Finance Director, Steve Thornton
Fire Chief, Mark Howard
Asst. IT Director, Andrew Mueller
Police Chief, Steve Russo
Library Director, Nancy Vincent
Asst. City Manager/Human Resources Director, Beth Fox
Asst. Finance Director, Merri Howe
City Engineer, Don Lussier
Airport Manager, Jack Wozmak

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

1) Acceptance of Donations to Library Renovation Project

Ms. Dita Englund Co-Chair of the Library Capital Campaign addressed the Committee and stated she was before the Committee to request acceptance of donations in the amount of \$105,514.00 as listed in the April 20, 2018 - May 11, 2018 Cambridge Trust report. She stated the Campaign Committee is still seeking donations. She continued that these donations represent the pledges made over the last three or four year period from individuals and corporations. These pledges continue to be received in a very timely manner. It is still possible to make donations to the renovation project.

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

On 4-0 vote, the Finance, Organization and Personnel Committee recommends the City Manager be authorized to do all things necessary to accept donations of \$105,514.00 as listed in the April 20, 2018 - May 11, 2018 Cambridge Trust report to be deposited into the Library Renovation Temporarily Restricted City Trust as part of the Next Chapter Campaign Drive.

2) Thomas Transportation Parking Space Lease - Airport

Airport Manager Jack Wozmak stated this item is regarding the continued lease of parking spaces to Thomas Transportation. Historically, Thomas Transportation has rented 80 spaces (for about \$6,000 to \$7,000 a year), but it is now reducing that number down to 40 spaces due to change in their needs. Mr. Wozmak noted when the Town of Swanzey did a reassessment and the value of this property increased, the rent for these spaces also increased because the tenant is responsible for the taxes. The price for the 40 spaces was re-negotiated and the tenant will now be paying \$6,000 which is essentially an “all in” lease and won’t be affected by real estate taxes going forward. The current lease expired about three months ago and they have been negotiating with the tenant to recognize the new assessed value with the Town of Swanzey. In the meantime Thomas Transportation has been continuing to pay as a hold over tenant.

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

On 4-0 vote, the Finance, Organization and Personnel Committee recommends the City Manager be authorized to do all things necessary to negotiate and execute a land lease for 40 parking spaces at the Dillant-Hopkins Airport with Thomas Transportation.

3) Relating to Class Allocation and Salary Schedule Ordinance O-2018-08

Asst. City Manager/HR Director Beth Fox stated she was before the Committee regarding the annual update for class allocation to sections of Chapter 62 – Class Allocation and Salary Schedule related to charter officers, and schedules for probationary highway and firefighters, and administrative and clerical positions, which are not subject to a collective bargaining agreement. This update however does not pertain to Section 62-192, probationary police officers because this salary scale was only recently updated as part of the hiring incentive program.

The Human Resources Director continued this ordinance includes changes to Chapter 62 that anticipate organizational changes recommended in the operating budget. In particular, changes are being recommended to the Planning, and Health and Code Enforcement Departments, which are proposed to be combined into a single Community Development Department. In addition, alignment of assignments of Human and Youth Services to the Finance Director and the Parks, Recreation, and Facilities Director are proposed. Staff is currently finalizing additional adjustments to Chapter 2 related to department and organizational structures to complete implementation of the organizational changes reflected in the FY19 budget. These further changes will be incorporated into an Ordinance that will be submitted to the Council on June 7.

The schedules before the committee tonight reflect a cost of living adjustment of 2.25%, providing wage adjustments that fall within the parameters set by the City’s collective bargaining agreements which range from 2% to 3%. Ms. Fox noted the Northeast Urban Consumer Price index as of April 2018 reflects an annual rate of 2.1%.

Ms. Fox reiterated these schedules are the wage structure for the City's non-union regular full and part time employees, which consist of about 90, of the City's 285 regular full and part time positions. The proposed COLA is for a five year period of non-union wage adjustments which have averaged less than 2%. The proposal before the committee tonight at 2.25%, is recommended to maintain a competitive non-union wage schedule in an increasing competitive labor market. As stated before, competitive wages are one component that helps to attract and retain high performing employees that provide the services that the community needs and expects.

Ms. Fox went on to say the bulk of the changes relate to the City's 4th floor shifting from two departments to a combined Community Development Department. The ordinance before the committee deletes four positions; Planning Director, Health Director, Code Enforcement Superintendent and Code Enforcement & Inspections Manager and adds the positions of a Community Development Director, a Building/Health Official and a Senior Planner.

A second area of change which is also reflected in the operating budget is the deletion of the position of Human Services/Youth Services Director. This position has been vacant for more than five years. These functions will now be assigned to the Finance Department and Parks, Recreation and Facilities Department, respectively.

There is a grade reclassification for the Parks, Recreation, and Facilities Director because of the added expectations and responsibilities of this position relating to facilities and the growing importance of this service area and how it contributes to the community vibrancy.

Other ordinance adjustments relate to finance operations; restructuring of work flow and staff resources within the department. The specific changes are reflected in the elimination of the purchasing specialist position and the inclusion of a staff accountant position which will work in conjunction with the senior staff accountant on the budget efforts, supporting grants, Trustees of Trust fund operations and the reconciliation process.

The final adjustment is the addition of a step 30 which currently has no positions in it, but for the schedule to work effectively there needs to be a step 30.

Councilor Powers referenced the police probationary scale adjustment not being included in this ordinance. The HR Director responded when she developed the recent ordinance change she was using a July 1st 2.25% percent increase. In this instance the scale was not included, but in a normal circumstance a cola adjustment ordinance would include the probationary police scale.

Councilor Powers inquired whether the senior planner in S19 would replace the planner in S16. Ms. Fox stated there will be another planner, but the senior planner would have supervisory responsibilities over the planner and the planning technician.

Ms. Fox indicated there was a Scribner's error in the ordinance that she would like to have addressed by the committee. She noted that she had included a reference to Sec. 62-

192 in the preamble of the ordinance as being a section to be deleted. This was in error and she was requesting an amendment to the ordinance to remove the reference to Sec. 62-192 in the instructions to the codifier.

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

On 4-0 vote, the Finance, Organization and Personnel Committee recommends the correction of a Scribner's error as proposed by the Human Resources Director to the Ordinance.

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

On 4-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of Ordinance O-2018-08-A.

4) Relating to an Appropriation for Lower Main Street Crosswalk Improvement Project Resolution R-2018-18

Public Works Director, Kurt Blomquist and City Engineer Don Lussier were the next two presenters. The City Manager noted this evening the Committee would be considering the Resolution relating to an appropriation for the lower Main Street crosswalk improvements, and at their next meeting the acceptance of a donation from Keene State College would be addressed. She explained the Finance Director asked that this be addressed as two separate items once there was confirmation from the College that they are going to donate the \$120,000. If the Council supports the recommended motion, a letter would be sent to KSC requesting the funds. Once the \$120,000 is received, the staff would be back before the committee for the acceptance of the donation. She added the design of the lower Main Street crosswalk project is going to be addressed by the MSFI Committee.

Mr. Blomquist stated the portion of the City being addressed is Lower Main Street near Elliot Street where crosswalk work was recently completed. This project is outlined in the CIP at a cost of \$240,000. After recent discussions with the college, they have expressed interest in funding some of the improvements with a contribution of \$120,000.

Mr. Lussier stated the work will build on what already exists – raised medians from the Westwood Center north to just pass Elliot Street. There will be a cross over for emergency vehicles to access Elliot Street. The project will also include decorative lighting and pedestrian activated push button signals similar to what exists on West Street and Roxbury Street. The curb line will be extended out for better visibility for both pedestrians and motorists. There will be two crosswalks – one at Elliot Street and one at the Westwood Center.

Councilor Powers clarified this work would happen within the existing right of way. Mr. Lussier stated all the work - including two lanes north and two lanes south and a four foot median - will be within the right-of-way.

Councilor Clark asked whether staff has looked at which crosswalk locations pedestrians use the most. Mr. Lussier stated this type of survey has not been done yet and will be looked at as part of the design.

The City Manager stated the reason this item is coming this evening is because it is part of the CIP and the Mayor had asked the City to contact KSC to see if they would like to move forward with this work. She added the City is in a time crunch with reference to this matter as the College would like to complete this work by the fall.

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

On 4-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of Resolution R-2018-18, Relating to an Appropriation for Lower Main Street Crosswalk Improvement Project.

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

Mr. Blomquist stated staff would like to see the crosswalk improvements completed this construction season for safety considerations. These crosswalks were installed in 1988 as part of the downtown rehabilitation project and have seen their share of wear and tear. It is becoming difficult for the Public Works Department to maintain these crosswalks and they have tried various techniques over the years to keep them going, but there really isn't much more than can be done with them. They have become a hazard to the public.

The first scope option staff has is to complete the "worst of the worst" crosswalks around Central Square, the crosswalk at the top of Main Street and the crosswalk near Railroad Square.

The second scope option would include "poor" crosswalks at Church Street, across Main Street just south of Church Street and at Gilbo Avenue.

After determining the scope, staff has two surface treatments options for the Council to consider. Regardless of which scope is chosen, the existing pavers will need to be removed and pavement will need to be installed. The first treatment option is basic white paint and the other option is stamped asphalt with an acrylic finish. This treatment is currently in use at the head of the square, Washington Street, Court Street and the crosswalk by the Colonial Theatre and Bagel Works. This option is an upgrade and does fit into the downtown, which is the heart of the community and the economic driver, and staff believes it deserves a higher treatment.

Mr. Lussier referred to the committee's handout and referenced the two different scope options. Regardless of which option is chosen the existing bricks will be removed,

milling out the material underneath it, re-grading the base and paving will be added to the existing grade.

White paint is clearly less expensive. There is an annual contract each May for repainting all pavement markings downtown and by spring the markings look a little ragged.

Acrylic is the recommended option as it wears much better and is easy to repair. However, it is more expensive.

Chair Greenwald asked how old the existing stamped crosswalks were. Mr. Blomquist stated they were about four years old. The Chair stressed the reason for this work is purely for pedestrian safety and it is not to encourage shopping downtown or renting space downtown. Councilor Clark talked about a black line painted next to the white surface to give it a 3D effect, which he felt was very effective for drivers. Mr. Lussier in response stated this is not an approved pavement marking.

Mayor Lane addressed the Committee and began by thanking the Public Works Department for coming forward with this item. He agreed the crosswalks at the present time are dangerous and need to be replaced. He stated if the work was going to be done it should be done for the entire downtown as he felt consistency of the downtown is important. He added the installation of an acrylic crosswalk on Washington and Court Streets were experimental. He added the white painted crosswalks don't last at all and he felt it would be irresponsible to spend money to paint crosswalks. He urged the committee to consider acrylic crosswalks for the downtown.

Councilor Jacobs stated the committee is being asked to accept a donation from Eversource in the amount of \$100,000 to go towards this project, in that case if the acrylic option was considered the balance would be \$47,200.

The Manager stated when this proposal first came up she was reluctant to consider it because there was discussion about a downtown project. However, once the Council decided not to move forward with the downtown project, staff needed to consider what should be done with this particular maintenance work. The Manager noted she felt this was maintenance work. Ms. Dragon stated she has been impressed with the longevity of the acrylic and felt overtime maintaining painted crosswalks is an issue. She also talked about the issue with doing work in the downtown and the issue that causes to traffic flow.

The Manager went on to say the rebate from Eversource has been identified as a funding source for this work with the remaining \$47,000 coming from end of the year savings in the Public Works Department. She noted the funds from Eversource are not a donation, but rather a rebate for an energy saving project completed in the downtown.

Councilor Powers asked who will be doing this work. Mr. Lussier stated the work would be contracted out.

Councilor Filiault stated the problem with acrylic crosswalks is they look great during the daytime but they are difficult to see at night. He went on to say when it is dark and someone is on the crosswalk it is difficult to see them, but with the bright white lines it is easier to see pedestrians and felt the reason for crosswalks are for safety. He felt that staff should be able to touch up the white paint with not too much trouble once a year.

Councilor Clark asked how much the acrylic white paint would be. Mr. Blomquist noted the acrylic is not paint. It is instead a certain kind of film material. Councilor Clark reiterated the importance of crosswalks for safety and what is used should keep safety in mind.

Chair Greenwald asked staff in the ensuing weeks to research the option of acrylic white as well as some reflective possibilities for the stamped brick. Councilor Powers asked for staff to look into when the existing crosswalks were installed.

Chair Greenwald made the following motion which was seconded by Councilor Jacobs.

On 4-0 vote, the Finance, Organization and Personnel Committee recommends this item be put on more time to allow staff to research other options.

6) Councilor Clark - Proposed Amendment to Operating Budget - Contract for Sustainability Manager

Chair Greenwald stated this item would be addressed during the budget discussion.

7) Relating to the 2018-2019 Fiscal Year Operating Budget Resolution R-2018-17

Chair Greenwald noted the public has had the opportunity to comment on the budget. This conversation is open for comment from Councilors until a motion is made and then the discussion is then only open to the Finance Committee. At the next Council meeting, all Councilors will be permitted to make additional amendments.

The City Manager referenced a handout which she had distributed to the Committee. It contained the following proposed amendments:

1. Health insurance – this amendment will adjust the budget by \$209,448 which is a decrease throughout the budget.
2. An increase of \$25,000 for the contribution of an economic development initiative which is related to the downtown coordinator position.
3. A decrease of \$10,000 for the pumpkin festival activities.
4. The closure of the Wheelock Park campground.

These changes would adjust the original increase to the budget which was \$361,855 or 1.45% to \$174,627 or a .7% change

Councilor Clark addressed the Committee and stated in 2004 the Cities for Climate Protection Committee (CCP) recommended the City establish an energy efficiency environmental coordinator position to implement the Climate Action Plans. In 2007, the CCP recommended that in order for the City to successfully establish a climate action plan the City create a sustainability coordinator position. While this was happening, the City committed to reduce its greenhouse gas emission as a municipality. There was success by the City, but the goal fell short at a community scale.

The Councilor felt the Sustainability Coordinator can bring the community together on this effort. He felt the City as a municipality is able to do this and felt the rest of the community should be educated as well.

Councilor Richards added if this position is funded, a position like this could look at other savings as well. This would be similar to how the city and school and county have been working on fuel savings. He noted this is a contract position and felt its addition could save the City much more than \$40,000. He added this position is mentioned twice in the master plan and is a position recommended by the CCP. He stated he looks at this position as a return on investment.

Councilor Hansel was the next to address the committee. He stated he wanted to address the public/private partnership for the downtown coordinator position. He stated this is not a City position. MEDC will handle all the administrative costs for this position. Every tax dollar invested in this initiative is being matched by a private entity. There are also grant sources being looked at by MEDC. The Councilor added the City Manager and Council will have a lot of say in what this position does. He further stated the fundraising efforts are ongoing for matching funds for this position and it is important for the City to move it forward.

Councilor Hansel stated the City has had long time collaboration with MEDC and they are looking for a partner to drive this process. He sees value in the City investing in this idea. He went on to say by appropriating this money right now what the City is saying is that it is interested in investing in the downtown. The Council will have a say in how the money is going to be used and that the City has a significant leadership role in this instance.

Ms. Dragon referred to a recent discussion she had had regarding the sustainability coordinator position and agreed the City has done a good job in trying to reduce greenhouse gas emission and there are also some projects on the horizon the City is looking at. She noted if this is a position the Council was considering it would be an outward focused position because the City currently has staff to continue on the path of sustainability.

The Manager further stated she was concerned at the public hearing because the comments about the position were confusing but Councilor Clark has indicated tonight that this would be outwardly focused position and this is what the recent discussion focused on.

Councilor Richards asked whether the \$5,000 for the pumpkin festival came from the Finance Committee or through protocol meetings. Ms. Dragon stated it came through the Finance Committee.

Chair Greenwald made the following motion which was seconded by Councilor Jacobs.

That the Finance, Organization and Personnel Committee recommends the adoption of Resolution R-2018-17, relating to the 2018-2019 Fiscal Year Operating Budget.

Councilor Clark made the following motion, which was seconded by Councilor Jacobs:

Move to add \$40,000 to cost center 00300 to fund a contract for a sustainability manager.

Councilor Clark stated this community is not reaching its goals and there has to be someone who is able to lead this work. He felt this is an important issue for the taxpayer. He stated someone has to start thinking about the “entirety” and he felt Keene should step forward and take on this task. He noted a Councilor suggested an intern, but stated the committee that suggested this position was reluctant on giving such a task to an intern and felt a point person was necessary.

Councilor Powers stated the department heads brought forward a budget which was solid and within the guidelines set forth by the Council. On this topic and others which might need funds added to the budget, he will have to vote no. He stated if anything more is going to be added to the budget it will have to be for things like roads, the opioid crisis, homelessness, unemployment, things of that nature. If this item was discussed six months ago and the committee had time to discuss it, he might have voted in favor.

Councilor Jacobs stated he will vote in favor of a sustainability coordinator because he was asked to sign the original letter. He stated he understands that this is an outward position. The City has air quality issues that need to be addressed and he felt it is a public health issue and a person addressing these concerns was necessary. He noted it was a small investment; it has a time limit as it is a contract position and the City always has the opportunity to evaluate if the position works.

Chair Greenwald stated he is all for the idea of sustainability. He suggested a collaborative effort between the city, school district, university system, chamber of commerce, southwest regional planning, all working together would be worthwhile, but he did not feel an employee was needed to corral these entities together. He noted the City was not responsible for the school district, but the City was doing its part with respect to sustainability. The Chairman felt a quarterly report from department heads as to what they are doing to further this initiative was prudent. He did not feel any more

money needs to be allocated to fund a position which will only keep increasing in costs. The Chairman stated he will not be supporting a sustainability coordinator's position.

On a vote of 2 – 2, the Finance, Organization and Personnel Committee failed to recommend a motion to add \$40,000 to cost center 00300 to fund a contract for a sustainability manager. Chair Greenwald and Councilor Powers voting in opposition.

Referring to the recommendation from the City Manager to adjust the health insurance budgets (61701) and associated funding sources; Councilor Powers noted the good work that was done by many to obtain a good health insurance policy.

Councilor Powers made the following motion, which was seconded by Councilor Jacobs:

On a vote of 4 – 0, the Finance Organization and Personnel Committee recommends a decrease in the general fund of \$209,448 to reflect a change in health insurance coverage for City employees.

Again referring to a recommendation of the City Manager regarding an economic development initiative, Councilor Powers made the following motion, which was seconded by Councilor Greenwald:

The Finance, Organization and Personnel Committee recommends the addition of \$25,000 to fund a contribution towards an economic development coordinator.

Councilor Clark noted this was a position that was originally funded through the Chamber of Commerce over the years of 2008-2011. He questioned the sustainability of the funding source, especially because the downtown merchants association is not a formal group and can't make a formal contract. He asked what happens if the match is not made and questioned whether the City should get involved in a non-guaranteed funding source. The Councilor felt this might be a position that would only last for a year or two and questioned how beneficial something like that could be.

Chair Greenwald stated if this position is connected with MEDC, this is a solid organization that has been around and they are fundraising with bigger corporate entities that see the value of downtown and the importance of this position. Councilor Clark asked what happens if the \$25,000 match is not reached?

The Manager stated one of the strengths of this recommendation is that it is a public/private partnership and it is not all on the City. This type of effort will involve a variety of people and organizations. As stated by Councilor Hansel, work will need to be done to be certain that the scope of the job meets our needs. She stated her understanding is that fundraising would be required for the first two years so the position has two solid years. The Manager continued the other issue is there are organizations which are already pursuing the course just described by Councilor Clark with small individual donations from downtown businesses. There is a person already in the role who does not

know if they will be able to continue from month to month. It is tough to get any momentum and develop long term relationships in programs such as this.

The Manager continued she supported this proposal from Councilor Hansel because she is aware that the City Council is very interested in economic development and redevelopment and it was a big part of the Economic Development Action Plan. In her opinion, this position really furthers that in a partnership with the private sector. In addition MEDC has a longstanding reputation with the City in being able to raise funds and being able to put together difficult projects. They are a 501C 3 and are able to raise funds separately from the government. The Manager agreed if they are not successful after two years, they might be back before the Council to re-evaluate the position to see if this is the best model or not and noted she has seen other models presented in the last eight months.

The Chairman stated he wanted it to be clear that no check will be written until a job description and a statement of goals is written. Councilor Jacobs stated he would also like to see the \$25,000 from the partnership in place.

On a vote of 2 – 2, the Finance, Organization and Personnel Committee failed to recommend an addition of \$25,000 to fund a contribution towards an economic development coordinator. Councilor Powers and Clark voted in opposition.

Referring to another recommendation from the City Manager, Councilor Powers made the following motion, which was seconded by Councilor Jacobs:

Move to decrease the supplemental appropriation for the Pumpkin Festival by \$10,000.

Councilor Clark stated the City previously spent a great deal of money on the Pumpkin Festival in the past. He noted the music festival cost the City less than \$800, the film festival cost the City less than \$300 and many other events don't cost the City anything. The Councilor asked what is it about this event that is costing the City so much money. Councilor Powers stated this is because the downtown is getting shutdown which requires City staff involvement.

On a vote of 4 – 0, The Finance, Organization and Personnel Committee recommends the pumpkin festival supplemental appropriation be reduced by \$10,000.

Referring to the City Manager's recommendation to adjust the Parks and Recreation budget to reflect the closing of the Wheelock Park campground, Councilor Powers made the following motion, which was seconded by Councilor Jacobs:

On a vote of 4 – 0, the Finance, Organization and Personnel Committee recommends campground revenue be reduced by \$20,000 and expenditures be reduced \$12,780 resulting in a \$7,220 increase in the use of property taxes for the operation of Wheelock Park campground.

Chair Greenwald made a motion to allocate \$2,500 to an outside agency. The NH Kids Collaborative. The motion was seconded by Councilor Clark.

Chair Greenwald stated the presentation made by this agency's representative did not communicate very clearly the benefits of this organization. He explained the group of children helped by this organization is an identified population of kids mainly from Keene Housing Authority properties – Studies have shown when these kids are introduced to organizations such as MoCo Arts or the Recreation Center that that experience enriches them and their families and it breaks the cycle of poverty, gets them out of the unemployment world and the subsidized world and gives them a real leg up.

Councilor Powers confirmed that the NH Kids Collaborative is an existing outside agency that followed the process, but the internal staff review did not support funding.

Councilor Greenwald noted the Committee was not furnished the “whys” of the denial, but he recalls that it was perceived that this might be a duplication of services.

Councilor Jacobs stated it was noted when the presentation was made that the services this agency provides is something the City is already providing through the Parks and Recreation Department. Chair Greenwald stated the rationale is that the funding is being provided so the kids could be enrolled in programs with Parks and Rec or MoCo Arts.

Councilor Powers stated the numbers involved far exceed what Parks and Rec could accommodate and by receiving the funding these children can be enrolled in other programs.

On a vote of 3 – 1, the Finance, Organization and Personnel Committee recommends funding the NH Kids Collaborative at \$2,500. Councilor Jacobs voted in opposition.

Councilor Greenwald made the following motion which was seconded by Councilor Jacobs:

On a vote of 4 – 0, the Finance, Organization and Personnel Committee recommends the adoption of Resolution R-2018-17-A.

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

The Finance Director stated these are bond resolutions that provide the City with authorization to issue bonds for capital projects included in the CIP adopted by the Council. The Finance Director identified each Resolution's funding level and its purpose.

R-2018-08 would appropriate funds for Goose Pond Dam improvements in the amount of \$885,000. R-2018-09 would appropriate funds for the Winchester Street Bypass project in the amount of \$610,000. R-2018-10 would appropriate funds for the consolidated infrastructure project in the amount of \$1,271,000 and R-2018-11 would appropriate funds for the Martell Court Headworks Replacement project in the amount of \$1,350,000.

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

On 4-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of R-2018-08, Appropriation of funds for Goose Pond Dam improvements project.

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

On 4-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of R-2018-09, Appropriation of funds for the Winchester Street Bypass Project.

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

On 4-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of R-2018-10, Appropriation of funds for the consolidated infrastructure project.

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

On 4-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of R-2018-11, Appropriation of funds for the Martell Court Headworks Replacement Project.

The meeting adjourned at 8:25 PM.

Respectfully submitted by,
Krishni Pahl, Minute Taker

Additional Edits by,
Patricia A. Little, City Clerk and
Terri M. Hood, Assistant City Clerk