

City of Keene
New Hampshire

FINANCE, ORGANIZATION AND PERSONNEL COMMITTEE
MEETING MINUTES

Thursday, January 25, 2024

6:00 PM

**Council Chamber,
City Hall**

Members Present:

Thomas F. Powers, Chair
Michael J. Remy, Vice Chair
Kris E. Roberts

Members Not Present:

Bettina A. Chadbourne
Bryan J. Lake

Jay V. Kahn, Mayor

Staff Present:

Elizabeth A. Dragon, City Manager
Thomas P. Mullins, City Attorney
Amanda Palmeira, Asst. City Attorney
Patty Little, City Clerk
David Hickling, Airport Director
Jesse Rounds, Community Development
Director
Daniel Langille, City Assessor
Andy Bohannon, Parks, Recreation and
Facilities Director
Don Lussier, City Engineer

Chair Powers called the meeting to order at 5:30 PM.

1) Authorization to Apply for Grant Funding - Downtown Infrastructure Improvement Project - City Engineer Donald Lussier

City Engineer Don Lussier addressed the Committee first and stated the City is applying for granting funding for the downtown infrastructure project through the US Department of Transportation "Rebuilding America's Infrastructure with Sustainability and Equity" (RAISE) program. He stated the Council may recall that in the past the City has received TIGER or BUILD grants, and this is essentially the next iteration of that grant offering through the US DOT for major street projects. The deadline for submission is February 28 and staff is looking for the Committee's approval for the Manager to sign and execute the grant documents.

Councilor Remy made the following motion, which was seconded by Councilor Roberts.

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 applicable state and federal grant funding for the Downtown Infrastructure Improvement and Reconstruction Project.

2) Engineering Services Pertaining to Airport Snow Removal Equipment Purchases - Airport Director David Hickling

Airport Director David Hickling addressed the Committee next and stated the airport is proposing to purchase snow removal equipment with FAA funding to replace what is being used currently at the airport. McFarland Johnson will assist the City in putting together bid specifications. Mr. Hickling noted there is an amendment to the fee; FAA's share would be \$31,500, City and DOT will be \$1,750 each. McFarland Johnson will assist with the bid specifications and the grant administration for the project.

Councilor Roberts made the following motion, which was seconded by Councilor Remy.

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to execute a professional engineering services contract with McFarland Johnson Inc. for the development of bid specifications and associated grant administration for airport Snow Removal Equipment purchase.

3) Airport Engineering and Architectural Services - Airport Director David Hickling

Mr. Hickling stated the Airport issued an RFQ two years for Engineer of Record for the Airport. That RFQ was project specific. Hence, another RFQ was required to be issued for this project and the terminal improvement project. McFarland Johnson will be the Engineer of Record for these two projects.

Councilor Remy made the following motion, which was seconded by Councilor Roberts.

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to enter into an agreement with McFarland Johnson Inc. for Airport Engineering and Architectural Services for the Keene Dillant-Hopkins Airport.

4) Subordination Agreement - 310 Marlboro Street - City Attorney Thomas Mullins

City Attorney Mullins stated the matter before the Committee is a subordination request from a financing entity for the project being undertaken at 310 Marlboro Street. He noted this is a 79E project. He explained with 79E an applicant would complete a certain amount of improvements over the statutory minimum. There needs to be public benefits associated with that. If the City Council decides the improvements meet certain aspects of the public benefits the City Council can agree to not tax on the assessed value of the improvements until the end of the period; in this case five years.

When the City recorded the Declaration of Covenants, there is a provision in the Declaration of Covenants which tracks the Resolution that was adopted, which requires the property owner to have property and casualty insurance and provides the City with a lien on the proceeds that come out of that, which the attorney noted is an issue. The bank brought this to the attention of the City through the Bank's Counsel and requested the City issue a blanket subordination agreement with

respect to the declarations. Attorney Mullins stated when he reviewed this with the Bank's Counsel their central issue is the fact that the City will have lien on the property from proceeds from a casualty incident. Attorney Mullins indicated this is not in the City's interest. He noted the City does not want any responsibility for having to restore or refurbish a property that is subject to the casualty. If the City takes the proceeds from the insurance, then the City has that obligation.

He indicated it is in the interest of the property owner to repair, restore the property to maintain the tax incentive that he or she receives.

Attorney Mullins stated the request before the Committee tonight is for the City Manager to be authorized to execute a Subordination Agreement, which is strictly to subordinate the City's Declaration and rights of the bank's mortgage with respect to the property and casualty proceeds.

Councilor Remy stated the City might not necessarily want the proceeds but would want to make sure the property is repaired or replaced as opposed to someone using the funds for some other use and hence can see why the covenant was written the way it was. Attorney Mullins stated in the event they do not satisfy the document they become responsible for the property taxes and penalty the Department of Revenue Administration would impose. If the owner uses the money for another use, they will lose the benefit under the covenant at that point. In this case, the bank definitely has an interest in maintaining this covenant. He noted he would advise the City to be cautious about taking the proceeds and having an obligation to restore the property.

Attorney Mullins noted based on this discussion staff will be looking at language revision to the 79E Declaration.

Councilor Roberts made the following motion, which was seconded by Councilor Remy.

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to sign a Subordination Agreement to a mortgage from 310 Marlboro Street, LLC to Newburyport Five Cents Savings Bank.

5) Expenditure of Trust Funds - Acquisition of Lights at Cemetery - Andy Bohannon, Parks, Recreation and Facilities Director

Parks, Recreation and Facilities Director Andy Bohannon stated this item is regarding utilization of Trust Funds. The Trustees approved the expenditure of \$7,890.00 for replacing light fixtures in the maintenance building at Monadnock View Cemetery. The fixtures will be replaced with LED lights.

Councilor Remy made the following motion, which was seconded by Councilor Roberts.

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary for the expenditure of Cemetery Trust Fund B – Capital Reserve of \$7,890.00 for the purpose of replacing light fixtures in the maintenance building at Monadnock View Cemetery.

6) Relating to the Acceptance and Appropriation of Unanticipated Bridge Revenue Resolution R-2024-04 - Donald Lussier, City Engineer

The City Engineer stated this item is regarding additional revenue received from the state. The last action staff brought before the committee a while ago was related to unanticipated money that was specifically given to municipalities by the state for highway work. This one is related to bridge work. The request is to accept the unanticipated funds and appropriate them into the bridge capital reserve.

Councilor Roberts made the following motion, which was seconded by Councilor Remy.

On a 3-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2024-04.

7) Capital Improvement Plan - City Manager

City Manager Elizabeth Dragon stated she wanted to start her presentation off by congratulating the City team for organizing and executing a great kickoff to the capital improvement program last Saturday.

The Manager went on to say the beginning of the CIP review with Council is also the beginning of the operating and budget preparation. After review of this document staff will begin the operating budget preparation. The budget process ends this June, when the Council approves an operating budget which will include the first year of the CIP, as amended and adopted by Council. The Manager acknowledged all departments be presenting these projects over the next few weeks, but also the Finance Department for orchestrating this and helping to ensure we put forward a plan that meets City needs and is fiscally responsible. She stated she relies on staff not only for the execution of the document, but also the analysis and the creative solutions they bring forward to help the City meet its fiscal policy limitations.

Ms. Dragon went on to say the FOP review by departments will focus on the first two years of the plan. Similar to what has been done in past and it highlights new projects coming on to the plan the first year. This is important because it is included in the next operating budget proposal. Working to accomplish the goals of the City's Master Plan and the City Council goals requires many smaller department level plans. Implementation of those plans occur incrementally over a period of time, often spanning several years, and therefore several budgets.

Ms. Dragon explained, ultimately, the CIP document is a financial planning tool that is updated as the City moves closer to the implementation of a project. Occasionally, projects are presented to and approved by the City Council outside of the formal CIP process, particularly when grant funding or community partnerships become available. Ms. Dragon used as an example the share of the dog park and the work that has been done by Andy Bohannon on that park; public private partnership.

Mr. Dragon stated tonight she would like to highlight a few items. Each year the City tries to look at an approximate level of investment in the City's capital plan to help avoid challenges associated with large projects like the downtown project, which is anticipated to cost several million dollars. With advanced planning, you can spread the expense over multiple years using capital reserve funds and other financial tools like grants that are aligned with the project timeline.

The Manager noted to page 15 where there is a "cheat sheet" which staff uses to determine how many new dollars are needed in each year of the plan – she noted as the Committee can see there is no room for new projects in the CIP until fiscal 2028-2029 unless the City wants to spend more, borrow more, shift other projects, remove other projects or are successful at removing costs by getting grants or using other funding sources.

Ms. Dragon stated the other thing she wanted to highlight is that the City has been successful at reducing debt. In large part over the last couple of years through the use of ARPA funds as a debt reduction in the roadway preservation and rehabilitation program. In FY25, those funds are being used again – the last of that funding just over \$887,000. This strategy has saved the community significant expense and interest. This is in addition to unassigned fund balance. Ms. Dragon noted this strategy, however, is not sustainable in the long term. It continues to be a short term fix for the next few years, which will likely need to be adjusted in the next comprehensive CIP update.

The Manager stated lastly, this plan estimates an increase in debt over the next seven years. However, it remains well below the 12% debt fiscal policy limit, changing from 7.4% to 9.59% over the seven years. She noted that she highlighted in her CIP cover letter that she fully expects to make adjustments in the later years of the plan as some projects as are currently identified by using debt will likely be funded by grants. For example, \$4.5 million of storm water improvements related to the downtown infrastructure are included. However, tonight the Council approved staff to apply for the RAISE grant. If the City is successful with that grant the \$4.5 million could be removed from debt. The Manager went on to say, staff will adjust the plan each year based on actual grant awards. In addition, if the City is successful in moving some big dollar expenses from debt, it allows staff to shift expenses in later years of the plan currently assigned to unassigned fund balance. The Manager stated this will be her priority. The future amounts will be dependent on year to year variations of the budget for both expenses and revenues, as well as actual grant awards.

Ms. Dragon stated the proposed plan is a good plan, but it is just a plan based on what staff knows today. This is a document that will always change as more information is received. She indicated the Committee will hear tonight of new projects making its way from the appendix to the seven years of the CIP plan. She further stated there are also projects that have been included as placeholders; such as Fire Station 2.

She indicated good planning requires good asset management strategies, and the City has taken several steps over the years to improve and enhance these strategies. A couple years ago, the City added sidewalks to its Asset Management Plan and recently have moved on to inventorying and

planning for street trees. With that the Manager turned the presentation over to the Finance Director

a. Finance

Finance Director, Merri Howe addressed the Committee next. Ms. Howe stated the CIP document is available online for the public to follow along. She thanked the Marketing and Communications Director Rebecca Landry who put together the CIP document and noted to the cover which features the new Pat Russell Park. She also thanked Karen Gray Ms. Howe's assistant who helped with the CIP document.

Ms. Howe noted pages 1–5 outlines the financial overview of the City for the next seven years. Page 3 has the new bonds and what they are anticipated to look like. Page 4 has multi-fund projects.

Pages 8–28 are the general fund summary. She made reference to the pie chart and pointed out that only 27.9% is funded with current revenue and fund balance, 72.1% is alternative funding sources.

b. Assessing – Page 56

City Assessor Dan Langille addressed the committee next. Mr. Langille stated he was before the committee to address the revaluation program which is a program through which the City funds the revaluation which is done every five years. Mr. Langille explained revaluation is when all assessed values are brought up to current market value and is required by State law to be completed every five years.

Mr. Langille stated the last time the revaluation was done was in 2021 and the next time it needs to be done will be in 2026. An appraisal company is hired to assist the City with this work. He noted in 2021 all properties were brought up to market value. As of April 1st the City was at 100%, by the end of that year, values were already at 95% of the market, a year later at 80% of market value and currently at 72% of market value. He stated the reason he brings this up is so to taken into consideration when the revaluation is done again there will be a pretty significant increase. He reminded the committee this does not mean the City takes in additional revenue. The amount of revenue is set by budgets, not by the increases or the decreases in valuation; it just determines the portion that someone pays.

In 2021, the City saw a shift because the residential property was an increased significantly more than the commercial properties. This is one of the reasons tax bills increased more than expected. Commercial properties are doing pretty well in the market, and are hoping not to see that shift. This concluded the Assessor's comments.

Councilor Remy asked about the timing for funding which happens in FY25 for a project scheduled for FY26 (fall) which would push this project into FY27 and felt the money should be allocated in FY26 not FY25.

c. City Clerk – Page 57

City Clerk Patty Little was the next to address the Committee. Ms. Little stated her department's project is for new Vote Tabulation equipment. She noted this past Tuesday they debuted their new electronic poll check in and it was a positive experience for voters and will gain efficiency for staff. However, the Vote Tabulation equipment which counts the votes per candidate is quite obsolete and was something that was purchased in 1994. It was stopped being manufactured by the vendor in 2007 and the Microsoft operating system stopped being supported in 2014. Ms. Little noted they have backup services.

The Ballot Law Commission approved two new vendors to equip municipalities with the most up to date technology. Both vendors are doing demonstrations throughout the state and will offer the traditional optical scanning, the difference is that they will both produce a digital image of each ballot. Both require a change to state law as to how much of an advantage municipalities get to take of the digital image. Ms. Little added at some point the Ballot Law Commission will prevent municipalities from using Accu Vote Tabulators and if a municipality does not update its system they would be forced to return to hand counting which she indicate is not feasible. This concluded the Clerk's comments.

Councilor Roberts felt individuals working with the poll pads this past week did a great job with the new technology.

The Mayor asked whether there are maintenance issues with the current ballot machines. Ms. Little stated they have a maintenance contract and before every election, the crew from the vendor performs a full maintenance check. The current provider is one of the new proposed vendors.

d. Community Development – Pages 31 and 32

Community Development Director, Jesse Rounds addressed the Committee and stated his department originally had three projects in the CIP but are now down to two which are both scheduled for FY25.

Mr. Rounds explained that the Ten Year Digital Base Map Project is an integral part of the City's geographic information system. It was originally updated in 2015 with an interim update in 2020. There were some additional images taken in 2020. The project is contracted out to a firm and it is proposed to be a far more robust project than in previous years. It includes additional assets like the City's reservoirs, airport (outside of City boundaries), which will allow for much more robust management of those facilities. It also includes a technology called LIDAR, which has some interesting opportunities for many City departments, and would allow for example to create a digital model of the downtown district creating opportunities for street level planning with the community. The images would help Fire, Police, Assessing and Public Works, and is a project that will be completed before Assessing starts there revaluation project. The funds will pay for the actual fly over, image process and data extraction.

Councilor Haas asked whether the City will be using its own LIDAR or will be taking it from the State. Mr. Rounds stated the LIDAR will be processed by the consulting firm. The Councilor noted a LIDAR survey would help immensely to receive better flood insurance rates for property owners.

Mr. Rounds addressed the second project for his department which is the Bicycle Master Plan it is contemplated as a way to improve bicycle connectivity throughout the City. It is suggested as an opportunity in the comprehensive master plan. This master plan will provide valuable guidance to the community as a whole, as well as the Public Works, Parks and Recreation and the Community Development Departments.

He noted this is a valuable tool to address many of the goals outlined in the Comprehensive Master Plan such as promoting a healthy community, a quality built environment and a vibrant economy. He indicated there is more and more evidence that bicycle connectivity actually does support economic growth. Mr. Rounds stated this emphasizes Keene as a place to live, work and play.

e. IT – Page 66

IT Director Andrew Mueller addressed the Committee next. Mr. Mueller stated his department's first project is Database Software Upgrade. He explained that the City of Keene has several applications that require database back ends. This is a three year project and will enable the City to make sure that the software is up to date. This work is completed every three years and is scheduled for FY28.

Network Equipment Replacement -Pages 67 and 68: This project represents replacing network equipment. Mr. Mueller noted this hardware affected by the pandemic and the price of it has increased drastically.

Councilor Remy noted some have notation "end of life" others indicate as NA and asked for clarification. Mr. Mueller stated certain model numbers have already been announced as end of life but some haven't and those have a place holder.

Server Replacement -Page 69 and 70: Mr. Muller stated these serves need to be replaced approximately every five years – this schedule is for the Host Servers. Councilor Remy asked whether the City has looked at going to Cloud Based Servers. Mr. Mueller stated many of the City's application have transferred to the Cloud and this is something the City continues to look at pros and cons of that system.

Storage Area Network (SAN)- Page 71: This is the area where all City files are stored.

Phone System Replacement - Page 72: The City's last phone system was nearly ten years old. The Hosts, Servers, Desktop Phones needed to be replaced. The City in conjunction with the State and vendor had to change the manner in which the City's phone system worked with 911 because of Carrie's Law; the exact location of a phone needs to be provided (City Hall, 3rd Floor Southeast corner etc).

Mayor Kahn asked based on a security breach that happened in a neighboring City and federal initiatives that have been put in place to address such issues as well as the grant Senator Hassan has been working on; he asked whether the City sees this as a necessity. Mr. Mueller with respect to the grant stated he was part of the group that worked on where these funds will be used. The City is ahead on where those dollars will be spent and initiatives are already in place, hence could not take advantage of this specific grant. However, the City is looking at other cyber security grants.

The City Manager added the City has money allocated in the operating budget money for security. The City does a variety of things like sending out spam test email to employees.

f. Airport

Wildlife Perimeter Fence - Page 75: The Airport Director stated this project has been going on for a while and has been delayed due to funding. The project is moving forward to phase 2 which is construction. The project will be divided between FY25 and 26. It is FAA fundable which means City will be responsible for 5% of the funding.

Snow Removal Equipment – Page 76

Mr. Hickling stated this is a project the airport has been working on for a while. He indicated he was recently informed that the FAA has program money allocated for this equipment. Bid specification will be sent out this spring and anticipate grant funds to come in later this year. The City will be responsible for 5% of the funding. The funds will replace a 1995 Sweepster Broom.

Airport Terminal Project – Page 77:Mr. Hickling stated there is a new grant that he might be able to use to fund this project through the Bi Partisan Infrastructure Law. ADA Improvements and Green Energy projects will be added to the airport with these funds.

Airport Pavement Maintenance & Marking Program – Page 78: Mr. Hickling stated this project will address cracked sealing and pavement marking and an item that is retained in the CIP.

T-Hangar Apron Maintenance Project – Page 79: The Airport Director stated this is a project that is long overdue and is not a project that will be funded by the FAA and hence there are no grant opportunities that are available. He added T Hangars bring in \$142,000 in revenue each year and felt it was necessary to take care of these tenants.

Airport Obstruction Management Program – Page 80: Mr. Hickling stated this project addresses the removal of trees. The last time trees were removed was in 2018 but not all trees were removed at that time. During that time there is also new growth. This work is done in three phases; an obstruction study where an engineer will determine what trees need to be removed, easement acquisition and then the actual removal.

Councilor Roberts stated the last time trees were removed neighbors were not considered and many neighbors came before the City on many occasions. He asked if the neighbors will be

considered this time. Mr. Hickling stated there still could be certain issues but when the RFQ was sent out one of the things he asked for was someone who had experience working with neighbors. McFarland Johnson has that experience.

Terminal Apron Expansion Project– Page 81: Mr. Hickling stated the terminal apron at times seems to be getting overcrowded and they are looking to expand and this will also include pavement rehabilitation. The project is broken into two years. The project is fundable through FAA funds. The work will also considered future growth.

Beacon Replacement Project – Page 82: The Director noted the airport has 12 hazard beacons. He noted replacing these lights can be difficult at times. There is now technology available which has LED fixtures with solar panels. The FAA has not authorized these fixtures yet and the City is waiting on that approval.

Fiber Optic Replacement Project – Page 83: Mr. Hickling stated this is a project where the fiber optic will be replaced from the City up to the Wastewater Treatment Plant. The cost will be split between the airport and wastewater.

g. Parks, Recreation and Facilities

Parks, Recreation and Facilities Director Andy Bohannon addressed the Committee. Mr. Bohannon stated he appreciates the cover of the CIP document (Russell Park) which park took a great amount of work. He indicated the projects that are currently represented in CIP were part of the process that aligned with the Comprehensive Master Plan, the Active Passive Recreation Management Plan, EMG Facility Asset Report, Goose Pond Stewardship Plan, Council goals and public engagement processes. Mr. Bohannon stated the CIP cover is a reflective of the National Parks and Recreation Association yearlong theme of where community grows.

He noted if you look at Russell Park and that neighborhood and what that park had done for it; this area is definitely growing as a result of that project. He noted the capital improvement program is creating safe environments for employees to provide quality services to our community, allowing our citizens and visitors to enjoy Keene as an attractive place to call home and offer desirable places to work and recreate as it meets their lifestyles.

He noted staff has prioritized the project needs based on asset management. These projects are for the betterment of our future with four points that staff focuses on: mission driven, relevant, community minded and safety for all. The essential services provided impact the overall community. Children are given the opportunity to explore nature and perhaps begin to shape their future. Maintain facilities for the public to access and. Active lifestyles are encouraged and experiences advancing our City as a cultural economic hub.

Capital Maintenance Program - Page 58 and 59: Mr. Bohannon stated this program was started about two years ago and has been extremely successful. In FY25 Clerk's office has been identified as an area needing an upgrade. Asbestos in the ceiling needs to be removed and replaced as well as carpeting. He noted this work will not happen until after the election.

Municipal Roofs Program - Page 60: Mr. Bohannon stated the project will start in FY25 with the DPW garage and part of the Recreation Center above the classroom area. City Hall fourth floor will be FY26.

Paving Parking Lots Program - Page 61: Mr. Bohannon stated the program will start with Public Works, Airport will be the next year followed by the Recreation Center.

Parks and Cemetery Operations Building – Page 62: The Director stated this building was constructed in 1984 and has had very little maintenance and is in need of significant upgrades.

City Hall Structural Repair Project – Page 63: Bracing was installed to prevent further movement along the wall. Project scope includes additional reinforcement of the rear wall and the Old Town Brook pipe will be filled with an injected grout and drain lines into Town Brook will be rerouted.

City Wide Security Upgrades Project – Page 64: Mr. Bohannon noted this is a four year program starting in FY26; cameras and lock systems. It is an upgrade to these systems.

West Keene Fire Station Project – Page 65: Mr. Bohannon stated this is a place holder and are hoping to acquire grants.

Municipal Parks Maintenance Program – Page 42: Mr. Bohannon stated the City has been very successful with the parks maintenance program. For instance, being able to take care of the tennis courts; all City courts need to be resurfaced every five to seven years as well as the pools. The Wheelock pool will be resurfaced this year and hence keeping this program alive has enabled the department to fix quite a few issues. The department has improved the irrigation on the Cal Ripken Field. In the future they will be looking at the softball fields and replacing playground structures. The annual budget has been \$75,000, but the amount has been increased for future years, which includes grants. He noted most of the playground structures are at the end of their useful life, especially the ones at Wheelock Park.

Open Space and Trails Program - Page 44: Mr. Bohannon stated this past spring and fall he was able to work with a couple of UNH students related to our mountain biking and economic analysis. They focused on Goose Pond and one of the things they noted is an estimated 10,000 people utilize Goose Pond, which is significant. He stated what the department wants to concentrate is that such places are great places for people to stay, work and play. In that study it was estimated about one million dollars was brought into the City from the outdoor recreation world and hence improving the City's open space and trails such as Jonathan Daniels Trail, the trail heads etc makes Keene a destination and this is the goal of this particular program.

Forestry Asset Project – Page 45: FY26 will focus on Wheelock Park, Robin Hood Park, Dinsmore Woods and Ladies Wildwood Park. An assessment will be taken to create good forestry practices in those areas.

Ashuelot River Dam Project – Page 46: Mr. Bohannon stated funding has been approved for public engagement and conceptual design. In the Fall of 2023 the Nature Conservancy submitted

a grant application on behalf of the City. Awards are to be announced between now and July 2024. The design process will be delayed pending the award announcement.

Transportation Heritage Trail Program – Page 47: First phase of the project will start at Eastern Avenue and go down to Route 101. In FY28 the City will submit a request to NHDOT related to Prouse Bridge being part of the Route 101 project. The funding request provides matching funds for a potential federal grant of an 80/20 split. This CIP is updated to reflect the design and construction to coincide with the NHDOT project.

Robinhood Park Improvement Project – Page 48: Mr. Bohannon this project is in FY27 and FY28. Weston and Sampson who had completed the pool assessment in 2018-19, came back and looked at Robin Hood pool related to putting in a new PVC liner and a full refurbishment for a cost of approximately \$1.7 million dollars. This will still enable the City to complete the other items. He noted being able to refurbish the pool has been a huge cost savings for the City compared to losing it and building brand new. He noted the flash vote survey was fairly clear that the neighborhood wanted to keep the pool in the east side.

Trail Bridge Maintenance Project – Page 49: The Director noted this is a new project. The City has several bridges on its trails that cross Ashuelot River, Beaver Brook etc. and the bridge platforms were constructed a long time ago and are in need of repair.

Mr. Bohannon went on to say this item is not in directly in the book, but is outlined in the appendix: Wheelock Park lights. As highlighted in the City Manager's message, the City will need to be fairly creative in that particular project and look for grants.

Councilor Roberts asked when the bridge project from Route 101 towards Swanzey is scheduled for. Mr. Bohannon Trussel Bridge over Ashuelot River from Winchester towards Keene State College belongs to the college maintenance program. Any time the City receives a complaint it is sent to the college. The bridge that goes over 101 is known as the South Bridge. This is not a City bridge, it is still owned and maintained by the State of New Hampshire.

Councilor Remy thanked staff for looking for grants.

Mayor Kahn referred to Page 45, current project shows allocation in FY26 specific to parks, The recommendation from the Conservation Commission is more extensive to cover City streets, match program with homeowners to improve properties located on rights of way. He asked how a timeline can be created so neighborhoods have some expectation. The Manager stated as was indicated by Mr. Duncan Watson the City is working on an inventory of its trees, once that is completed a plan will be put together for replacement of street trees. The City has a few initiatives; the one Mr. Bohannon is working on for parks and the other projects is through Public Works on trees which will be added to the Asset Management Program.

There being no further business, Chair Powers adjourned the meeting at 7:07 PM.

Respectfully submitted by,
Krishni Pahl, Minute Taker

Edits submitted by,
Terri Hood, Assistant City Clerk