

MINUTES
WORKSHOP
DOVER CITY COUNCIL
WEDNESDAY
OCTOBER 26, 2005
COUNCIL CHAMBERS
7:00 P.M.

Members Present: Mayor Scott Myers, Mayor Pro Tem Jason Hindle, Councilor Robert Keays, Councilor Doug DeDe, Councilor Matt Mayberry, Councilor Dean Trefethen and Councilor Otis Perry.
Absent: Councilor Darlene Colwell-Ellis and Councilor Robert Lewis.

Planning Board members Present: Donald Andolina, Dennis Ciotti, Tony McManus, Frank Torr.

1. Pledge of Allegiance

Councilor Keays led the Pledge of Allegiance.

2. Continuation of Joint Council/Planning Board Workshop - FY 07-12 CIP review

Mayor Myers stated that this is a continuation of the CIP discussion with the Planning Board. They reviewed General Government, Police, Fire and Rescue, Education and the Public Works Portion of Community Services.

Joyal stated that he would like to invite everyone to tour the facilities that are on the CIP list and would like to set that date before the end of the meeting.

Beginning on Page 34 of the CIP Document, Joyal reviewed Culture and Recreation which in Year I includes Woodman Park Tennis Court Reconstruction @\$175,000; Shaws Lane Recreation Field Mitigation @\$20,000 and \$24,000 for Vehicle Replacement. Playground Improvement are not included in Year I, but are listed at \$75,000 in the next 5 years as place holders.

Myers asked for an update of Hancock Park.

Recreation Superintendent Gary Bannon explained that if this project had been contracted out it would have cost \$100,000 more than they planned. The project has been scaled down and will be phased in with more in-house work. He met today with the tree contractor and fence contractor and basically he is acting as the "general contractor".

Joyal continued with Year 2, Maglaras Park Improvements @\$1,650,000.00 to be done in conjunction with the waterfront redevelopment.

Keays asked what happens if we don't finish dredging the river this year will we have to postpone the park improvements?

Joyal stated we do have a Plan "B", but we are still waiting to hear from Washington DC. Because of the recent natural disasters we may not get the funding, so Plan B will be to use materials from other ongoing projects to fill the cell and then be able to continue with the park improvements.

Perry asked if the Army Corp comes back in 2-3 years and says yes, it will cost a lot more.

Joyal stated that is part of what we have to consider.

Next, also in Year 2, Bellamy Park Improvements including the bridge, @\$145,000.00 which will loop the existing trail and make the bridge handicap accessible. Also, Year 2, Guppy Park improvements @\$500,000 which is the only city-owned lighted field. Improving this facility would allow the various leagues to continue their activities later into the year.

DeDe asked about Bellamy Park and is it used at all.

Bannon stated yes it is heavily used. There is an 18-hole disk golf course, x-country running and skiing trails, Camp Sun and Fun, walking, etc.

DeDe asked if there are any maintenance problems.

Bannon stated there have been in the past, but they now keep the building lit at all times and feels that the new development in the back of the park area has become a deterrent to vandals.

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Joyal continued with Replacement of Bath House at the Thompson Outdoor pool in years 3 and 4 which will help address traffic issues in the arena parking lot and addressed year 4 and 5 adding natural lighting to the Indoor Pool.

Planning board member Donald Andolina stated that \$295,000 was in the CIP for Butterfield Gym upgrade equipment and asked what will happen to that money if the museum goes in that building.

Joyal stated that there are several parts of that appropriation including fixing the basement floor of the gym as well as fixing the HVAC system in both buildings, which we will still have to do the pool building but will let the museum do the gym now. He stated the 3rd part was going to the renovation of the fitness center but that money will now go to the McConnell Center.

Andolina then asked about the \$145,000 in Year 2 for Bellamy Trail/bridge stating that last year the CIP has \$145,000 allocated for 2005 but now it is in year 8, so will this really cost \$290,000 total?

Joyal stated no that money was reassigned to Hancock Park.

He then continued with Year 5 Henry Law Park River walk Extension for \$205,000 stating that it will continue the river walk up to Washington Street and will potentially dovetail with museum activities at the gym as they are planning to open up that side of the building facing the river front.

Finally in the Recreation portion, he addressed Year 6, Dunaway field turf replacement for \$400,000 stating that this will allow more use as well as savings on operational expenditures as it will be artificial turf.

Keays feels that field is fine as it is.

Joyal explained that the use of the field has been limited due to the wear and tear on the grass.

Keays disagrees stating that the Dover North baseball field is the same and has no problem with the usage.

Joyal then reviewed the Public Library items including self checkout workstations over 6 years and a digital archiving system in year 6.

Next, he went on the page 35, Special Revenue Funds, which includes the TIF Tax Increment Finance District that would coincide with the waterfront development and traffic changes as recommended in the Rizzo Traffic Study as well as the McConnell Center which would come from tenants.

Mayberry asked about the downtown parking improvements Year 1 is 75,000 and if that is authorized will the next 3 years be automatically funded.

Joyal wants the \$75,000 authorized for the feasibility study and the other amounts are best estimates.

Hindle asked why this \$75,000 is in the debt finance and not out of the general fund.

Joyal stated that the theory is that we will go forward after the feasibility study and this would all be rolled into the whole project.

Mayor Myers asked what the feasibility study will be identifying.

Joyal stated it will look for a parking garage site and how it will fit into the downtown businesses and who will use the facility.

Myers clarified that year 2, \$350,000 would be for design.

Joyal stated yes, and then Years 3 and 4 would be for construction. He wants the Council to recognize that the Rizzo Study recommends this, although they recommend a parking deck first at Orchard Street be done first. However, Joyal feels that the garage should be done first to accommodate the waterfront development and downtown businesses. He has put the parking deck in Year 6 at which time they will evaluate if it is still needed.

Trefethen asked if we approve TIF, will that be where the revenue will show up, under special revenue fund?

Joyal stated it would show up under its own category, but we won't cover debt service with fees alone.

Myers asked if we will be looking at public/private partnerships or at least finding people willing to commit to using the facility, i.e., mill businesses.

Joyal stated yes there are some preliminary discussions occurring now but he wants a total business plan in place before any commitment is made.

Planning Board member Dennis Ciotti stated that it doesn't appear that the calculations include land acquisition and are there any provisions in place for that.

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Joyal stated not yet, they are still hoping that a partnership will work out.

Finally regarding the \$2,680,880 for McConnell Center Joyal stated this is addressing common infrastructure issues and is separate from relocation costs of the Butterfield Gym.

Next, Joyal reviewed a previous Council action of transferring \$50,000 to the Capital Reserve Fund which is a good example of how an enterprise fund is supposed to work by maintaining reasonable balances and eliminate spikes in fees. He then asked Acting Community Services Director Doug Steele to review the Water and Sewer Funds.

Myers asked what happens if the reserve money isn't spent for land purchases near the wells.

Harrington stated that the money stays in the Capital Reserve in the Water Fund.

Joyal explained that the Council is providing authorization to expend the funds if they need to.

Myers asked what the balances are from previous years.

Harrington stated approximately \$208,000 total from the last several years.

Trefethen stated that the first 4 items in the Water Fund have the same amount listed across the years is to insure that there will be no water rate increase.

Joyal stated that there would be no increase assuming that the volume of usage stays the same.

Steele then reviewed the \$2,700,000 in Year 1 for Bouchard Well explaining that in 2004 the design was completed but now the cost of construction is higher than estimated at that time.

Joyal explained that this has been an issue with several projects in the CIP that they are designed but then sit on the shelf for years resulting in the original cost estimates to be incorrect when it comes time to actual construction.

DeDe asked what will be accomplished with the Bouchard well treatment plant improvements.

Steele stated it will supply more water for the continued increased demand due to development and will tie into the Hughes Well which is approximately 1 ½ miles away.

DeDe stated this will supply that area but what about the north end.

Steele stated this will service the whole city.

Keays stated that the Hughes well wasn't used much because of the high iron content.

Steele stated this was correct and that's what the treatment plant would help with.

Joyal stated that the City of Dover has been lucky regarding water issues but we want to stay ahead of the curve and also have a contingency plan if we do lose a well. Also the standards have changed with the Clean Water Act.

Steele continued with the Water Main Replacement Old Rochester/Longhill Road in Year 1 for \$1,300,000.

DeDe asked if this will increase the PSI (Pound per Square Inch) that is needed in that area.

Steele stated this will increase the pressure not the flows.

Keays asked if this will be tied into the Sixth Street line.

Steele stated that will cut in across the turnpike to the Foster's facility at Venture Drive.

DeDe asked about the Silver Street water main replacement and how this will be coordinated with the walking trail project in that area i.e. the underpass section.

Joyal stated the tunnel will be above the water mains and will be anticipated.

Perry went back to Old Rochester/Longhill Rd asking why we aren't tying in with upper 6th Street because developers in that area were told that this would be put out there back when they built.

Joyal stated he wants to expand this service and the Waste Water Treatment Plant usage as well but we have to be able to justify there will be enough users to pay for it.

Next, Steele reviewed the Sewer Fund portion.

Joyal stated that the Inflow/Infiltration Mitigation @\$250,000 each year will help keep us out of trouble with the EPA.

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Myers asked what percentage of the city is completed.

Steele explained that this is an ongoing process and there is a prioritized list. There are some pipes that have never been replaced and they are trying to get to these before there is an issue.

Next Steele discussed the Durham Road Rehab stating that it was originally scheduled for FY06 but after reviewing it with the potential development in that area, it was decided that a larger pipe was needed instead of replacing the sleeve.

Trefethen asked if they will be digging up the pavement.

Steele stated this will mostly be shoulder work.

Myers asked about Oak Hill but Steele was not familiar with this project at this time and will get back to the Mayor.

Next, Steele continued with the River Street Pump Station – Equipment in Years 1 and 2 stating that vendors will no longer be making the equipment needed to repair this equipment.

DeDe asked wasn't this in last year. Steele stated yes, but the estimate was too low.

Joyal wants to include this site on the upcoming tour of facilities.

Myers asked if we have looked into moving this into the ground or baffling, etc.

Joyal stated that part of this project is to address potential odor problems.

Myers stated there is a sound issue as well that can interfere with outdoor entertainment and river walk in the area.

Discussion ensued regarding remaining Sewer Replacement issues.

Next, Joyal discussed the Arena Fund explaining that there is \$100,000 in year 5 for anticipated refrigeration repair.

Discussion ensued regarding Financing Sources (see page 33 of CIP document). Impact on tax rate (See page 25 of CIP document) and Debt Balance both existing and proposed (See pages 63-88 of CIP document).

Trefethen stated that using the Henry Law reconstruction project as an example, money was set aside in 04 and 05 but has not yet been done, so was that money bonded or not?

Harrington explained that this money is not bonded until the Council approves the expenditure by resolution when the project is going forward, but is set aside for that purpose through the CIP adoption.

Joyal explained that he wants to avoid past problems with getting designs done and then having the project not done. He wants to see the CIP used in the way it is intended and follow through with projects with the Council support up front.

Myers clarified that if the money isn't spent on the project it was intended when it was intended then it rolls into the next year and the impact on the tax rate is then deferred, and asked if this means that the tax rate will actually be more than what is projected here once the previous projects are added back in. Harrington referred to page 40 of the CIP document explaining that everything is already built in including previously approved projects and will not be additional. He stated that the major impact of Year 1 projects actually occur in Year 2.

Trefethen commented that 2 issues seem to be reoccurring throughout this discussion, the 1st being that we aren't doing a good job on estimating project costs so how do we know that these figures are correct. Joyal agreed and stated he is confident in Year 1 figures because he has the design in hand, but the rest of the years are guesstimates.

Trefethen continued that the 2nd issue is executing the project in the year that it is intended, and what are we doing to correct that.

Joyal explained that this is a staffing issue in that there are 3 engineers who all have specific responsibilities and they have to rely on outside contracted engineering services for many projects. He

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stated that there are too many details that need to be reviewed and we have been trying to do that ourselves and then there isn't enough time to get the projects out to bid.

Trefethen clarified that he is not questioning the integrity of the staff.

Andolina asked for clarification of the process stating that last week it was stated that these line items should be treated as a whole project so does that mean when the Council approves the CIP document are the commitments encumbered for all 6 years.

Joyal explained that there are actually 2 separate adoptions, 1st is to commit funding for Year 1 and complete that phase. Secondly, they are meant to recognize this as a 6 year plan meant to prioritize staffing and funding.

Andolina clarified that this means the new Council won't be committed then.

Joyal stated this is correct, however the Woodman Park School reconstruction is in Year 1 and 2 and he is asking that both of the years be authorized for funding in order to complete the project as necessary.

Discussion ensued regarding the upcoming public hearing and adoption schedule for the CIP which is still to be determined.

Finally, the tour of City facilities was scheduled for Saturday, October 29th at 9:00 a.m.

Hindle moved to adjourn at 8:40 p.m. seconded and passed unanimously.

Valerie A. French
Deputy City Clerk