

MINUTES  
SPECIAL MEETING/ WORKSHOP  
DOVER CITY COUNCIL  
CITY COUNCIL CHAMBERS  
WEDNESDAY  
MAY 04, 2005

The City Council met in non public session to discuss Labor Negotiations and Personnel Matters.

NOTE: This meeting is not open to the public per RSA 91-A:2 (b).

**7:00 p.m.**

**SPECIAL MEETING:**

1. Pledge of Allegiance
2. Roll Call

Councilors Present: Mayor Scott Myers, Mayor Pro Tem Jason Hindle, Otis Perry, Matt Mayberry, Bob Keys, Doug DeDe, Dean Trefethen and Bob Lewis.

Councilors Absent: Darlene Colwell Ellis.

Mayor Myers reminded the viewing audience that a representative from Senator Judd Gregg's Office would be at City Hall on May 12<sup>th</sup> from 2:30 to 3:45 for people to come in and discuss any issues they would like him to address.

3. PUBLIC HEARING:

- A. **School Portion of Fiscal Year 2006 Budget**

Mayor Myers opened the public hearing stating that the Council has read all of the e-mails, etc. He stated that the budget numbers coming from Concord affect the whole city.

Valerie McKenney, 31 Westwood Circle – 20 year resident, former school board member, discussed class size and its effect on education as well as the importance of extra-curricular activities. She stated that children are our greatest asset and feels that they are more important to spend the money on than potholes or the waterfront development. She concluded by stating that if the Council supports the budget as presented by the School Board, it will still only be providing an adequate education.

Bob Breniman, 74 Tolend Road – co-president of Woodman Park school PTO also discussed the class sizes stating the State legislature decides how much to give each community but we have to decide how to spend our money and feels we should continue to move forward and not go backwards.

Nick Skaltsis, 6 Erik Drive – distributed a handout comparing communities of comparable size relative to class size, student/teacher ratio and money spent per child with Dover spending the least per child. He reviewed the history of growth in the school system over the last few years and feels that we spend our money well per child, but it is only enough to provide an adequate education. He feels that the Council has the power to decide what an adequate education really is and urged the Council to support the school budget as presented.

Dana Boudreau, 9 Northam Drive – co chair of Horne Street School PTO – also urged Council to support budget as presented.

Philip Loud, 12 Phillip Street - Janet Bison vice president of Dover Teachers Union, math teacher, parent, taxpayer, reviewed the history of the budget and stated that many cuts have already been made across the board and it is up to the Council to adopt it as presented or it will be detrimental to the students.

Doris Grady, School Board member – explained that the School Board made it clear to Supt. John O'Connor that they wanted a frugal budget and feels this is the first time that got an extremely low budget that would give the kids the best for the money. They went line item by line item and were able to cut 1 or 2 things, but feels that this was the best budget presented by the superintendent in 10 years. She concluded that the State has put us in this position and feels the budget should be supported as presented.

Dorothea Hooper, School Board member – stated if she thought there was any fat to cut she wouldn't be here and feels it is the State that has let us down.

Heather Orion-Hindle, School board member – stated that the city of Dover faces harsh state funding cuts and feels that it is a city problem and should be dealt with accordingly.

Nancy Watkins, 37 Sunset Drive – parent and DHS graduate urged the Council to adopt the budget as presented and reviewed various items that have been reduced over the years and concluded that facilities and textbooks cost money and the cost of a good education is priceless.

Tim Dudley, 121 Glenhill Road – has daughters that attend the Dover schools who are involved in Softball and are honors students and feels that Youth to Youth and extra-curricular activities have helped kept them on the right track. He also discussed the importance of a low student/teacher ratio.

Jean Walcek, 15 Grady's Lane – member of DHS basketball boosters stated that when you visit the DHS campus after school you see all of the activities that are going on there and is helping to keep kids out of trouble. The games are a big part of the community and involve many parent volunteers.

Laura Carter, 46 Maple Street – asked the council to support the budget and the great staff and teachers.

Laura Zabkar, 2 Mohawk Drive - is a lifelong resident and her son is the 4<sup>th</sup> generation to attend Dover High School. She herself was a victim of previous budget cuts and sees a strain on the support staff because of these cuts. If there are more cuts they will not be able to run the schools efficiently. She is also a supporter of school athletics and activities.

Dennis Bentley, retiring Garrison School Principal – also urged the Council to support the budget as presented.

Emily Wood, 32 Governor Sawyer Lane, President of the DHS Music Club asked the Council to support the budget as presented regardless of what the senate decides. She stated the schools are one place where children can get a fair and equal start. She discussed students enrolling to colleges have a better chance when they have participated in extra-curricular activities. She cited an article in NH Magazine that Dover has "exceptional education" and asked the Council to keep education stable and exceptional.

Commander Sturgis of the ROTC program, has 3 kids in Texas and has no ties to Dover other than his involvement with the ROTC program at the high school but feels that Dover can't afford to cut education. Recruiters are looking for more technically trained individuals and doesn't want to see Dover become second rate.

Audra Lurvey, 12 Cedarbrook Drive, School Board Member – reminded everyone that the bill has passed the House of Representatives, but not the Senate yet.

Purnell Ross, 82 Littleworth Road – has lived in Dover for 26 years. He discussed the importance of the ROTC program as it gives people additional opportunities for scholarships, etc. He stated that if Dover loses the program, it won't come back as there are school systems lined up waiting for it.

Seeing no one else wishing to speak, the Mayor closed the public hearing at 7:45 with a short recess.

Mayberry moved to suspend the rules to introduce a resolution, seconded by Perry. Motion passed on a 7-1 roll call vote, DeDe opposed.

- A. Resolution RE: Negotiation of City Manager Employment Agreement with Acting City Manager J. Michael Joyal Jr. Sponsored by Mayor Scott Myers.

Hindle moved to adopt, seconded by Keays.

Hindle moved to amend to remove himself from the negotiation discussions and appoint Councilors Perry and Lewis, Perry declined. Motion amended to replace Hindle with Lewis, seconded by Mayberry. Motion to amend passed on a 7-1 vote, DeDe opposed.

Hindle congratulated Mike Joyal, but feels that the selection process should have moved forward with advertising and interviewing of candidates and therefore will vote against the resolution.

DeDe stated that Mike Joyal is highly qualified and would make a great City Manager but should not be hired by this Council for this city because of his past association with the previous City Manager. He continued stating his reasons for not supporting this resolution.

Keays congratulated Joyal stating that he has been an outstanding Acting City Manager and has kept everyone informed of everything and came in with a budget of 5% as directed by the Council.

Lewis stated it is too soon to congratulate Joyal as they still are in negotiations but does feel he is capable and has demonstrated this over and over during the last few years. He stated we don't have to tour the world to find a candidate when we have one right here and feels that Mike had a right to change his mind about wanting to take the position.

Trefethen agrees that Joyal should have a chance to spread his wings and come out from under the shadows of his predecessor. He continued that replacing a City Manager can be a long process and when you hire somebody from outside of the area it takes time for them to learn the about the city and sometimes they don't stay very long.

Myers stated that Mike Joyal is an excellent candidate and feels that his current level of communication is the way he operates and will continue to operate. He stated that although Joyal did work under the previous manager for many years, it is true of any office structure that the person in charge sets the party line and people underneath follow as is to be expected, even though they may not necessarily agree. He concluded that Mike is a hands-on Manager and listed many of his projects including the Arena and cable renewal contract.

Main motion as amended passed on a 6-2 roll call vote, DeDe and Hindle opposed.

- 4. Adjourn into Workshop session.

#### WORKSHOP:

- 1. Budget Discussion:

- A. Community Services Department – Public Works Division (*See page 255 of FY06 Budget*)

Discussion began with General Government Buildings with Joyal explaining that the McConnell Center now has its own account and therefore there are things moved from this budget to that budget.

Line #4441 Contract Maintenance Work is the energy management system which maintains the temperatures in the buildings.

Perry asked if there is any kind of annual report on the efficiency of that system

Joyal stated yes, except for the Arena. We also have reports on street lights.

He continued to review lines items.

Hindle asked about the Cemetery Account stating that 2-3 years ago the City went to Superior Court regarding trust funds and asked if that money has been spent.

Joyal stated yes we petitioned the court for the interest from the trust funds to offset costs.

Keays stated that it was his understanding that when the new public works facility was built on Mast Road it was meant to house all Community Services employees.

Joyal explained that it does, with the exception of the facilities and grounds division and 2 administrative people at city hall.

Keays feels that there would be a savings on electricity/fuel etc. if the facilities and grounds division was not housed separately.

Joyal stated he is leaning towards keeping this function at the cemetery because it allows for privacy for families dealing with arrangements as well as saving travel time back and forth from the Mast Road facility.

Keays feels that this should have been thought of before they relocated out there in the first place.

Joyal will come back with a recommendation.

Joyal continued and discussed #4260 Worker's Comp Insurance which is increasing because we are self-insured and feels that this is a tremendous value, but because of the shorter 3 year window of claims, it shows up more quickly. A position not reflected in this budget is the Clerk of the Works who is currently working for the School Department, but will be working on the window replacement project for the city buildings.

DeDe asked if there is a measurement of safety of employees as he would like to see this information.

Joyal stated yes, there are quarterly meetings with representatives from all departments as well as monthly meetings within divisions and he will get an overview for the Council.

Discussion ensued regarding tracking work orders and being able to allocate costs accordingly.

Discussion ensued regarding telecommunications and cell phone usage.

Joyal explained that since switching from Verizon to Bayring we have been able to eliminate lines and are better able to track usage as well as having a complete inventory of hardware.

Mayberry commented on being able to have a better response time to issues with cell phones.

Keays asked why there are still radios in the trucks if everyone has cell phones.

Joyal stated not all people have cell phones and don't need them. The radio in the trucks are a part of the total communications systems as well as pagers and allows drivers to be dispatched and reached when they may not be able to be reached by cell phone service.

Discussion ensued regarding where and how the Council wants to cut the budget and the priorities of the citizens.

Next regarding page 276, #4443, Rental equipment, Keays asked why this service of cleaning catch basins has to be contracted out as the city has the equipment to do this job.

Joyal recommends this be funded in order for the City to comply with the EPA Phase II storm water measures. We do have a vehicle and staff for this service but they are already detailed out to other duties and he feels that contracting out is more cost effective.

Community Services Director Pete Lavoie stated that we did not get all of the required 500 cleaned last year so we are already behind in this year's schedule. The city will be fined if we do not comply and there are 2200 catch basins in the city with 500 a year mandated to be cleaned per year.

Joyal continued with budget presentation.

Trefethen asked about vehicle replacement and is it possible to put money aside for future vehicle replacement rather than bonding.

Joyal agreed that this would be a good policy and has suggested they put \$50,000 aside in the general fund for that reserve purpose.

DeDe asked how many total vehicles in the city.

Fleet Maintenance Supervisor Sam Crowley stated there are 55 pieces of equipment.

Hindle next discussed #4715, Sidewalk Improvements asking how many are new and how many reconstructed.

Joyal stated they are mostly reconstructed but they are coinciding with street replacements.

Lavoie stated we are doing 6 Streets and 2 streets that are being paved that need sidewalks are Broadway and Fisher.

Perry stated he agrees with Trefethen regarding Capital expense reserve funds and has seen this be the first item usually cut from the general fund at budget time.

Hindle also has been advocating this for 5 years and it always fails.

DeDe asked how much of the money is for engineering studies.

Lavoie stated this has already been done by our Engineering department.

Next, Joyal discussed page 281, Snow removal stating that historically this account has been under funded as it is difficult to anticipate. He stated that the cost of supplies i.e. salt and sand have increased.

DeDe asked if there is a figure showing a 5 year average of hours/labor/materials etc for snow plowing. Joyal stated we have been tracking it for 2-3 years.

DeDe stated that budgeting for this can never be accurate but if the money isn't used one year it should be carried over to the next year and feels that the amount should be based on a rolling 5-year average.

Joyal stated we do base it on a 5 year window.

Lavoie reviewed the following figures of money spent on snow removal:

1999	-	\$209,000
2000	-	\$151,000
2001	-	\$276,000
2002	-	\$182,000
2003	-	\$343,000
2004	-	\$226,000
2005	-	\$350,000+

Trefethen asked about the usage of salt brine which was to be a part of a grant that the Council recently passed.

Lavoie stated we weren't able to use it this winter as we just got the equipment for it 2 months ago which the grant money paid for.

Trefethen wonders if there is a process/policy that could prioritize streets and have more concentration on the main roads and less on the side streets.

Lavoie explained the current policy and feels that using the salt brine will help a lot.

Keays asked if any other cities have used the salt brine.

Lavoie stated Keene and the State DOT both used it and had good luck with it.

Myers asked if we can set a fiscal policy that any funds not used in snow removal will not be allocated without Council approval. Joyal stated yes.

Next, discussion ensued regarding small tools and how they are accounted for and inventoried.

Joyal explained that fleet mechanics are required to provide their own tools and that they are permitted from time to time to use smaller tools for their private use, but under no circumstances are any employees allowed to use any heavy equipment, vehicles etc.

Joyal discussed page 282, street lights and traffic signals explaining that PSNH charges a flat fee per light to maintain. He stated that in the past we have tried to reduce street lighting, but people don't like their lights taken away.

Perry remembers this but we didn't have any criteria before and it was by request, do we have criteria for the projected 100 new lights.

Joyal stated that if the roads are accepted by the city then yes we do.

Trefethen explained that with the new subdivisions they are required to put a light at the intersections and the cul-de-sacs and feels that a big percentage of the streets being built are private.

Mayberry asked if the developers pay for the lights.

Joyal stated yes, but once the city takes over the street then we pay PSNH.

Hindle asked if parking lots are included in this section.

Joyal stated those are mostly in the police account.

Next, page 285, Facilities and Grounds. Discussion ensued regarding the city arborist which we no longer have.

Lewis asked if Facilities and Grounds and Cemetery personnel overlap and have we looked at being able to tie them together more fully.

Joyal stated that he does review with department heads whether a position needs to be filled or not when they become vacant but reminded the Council that Community Services was restructured back in the mid '90's already.

Discussion ensued regarding a Street Steward Program that Lewis would like to see implemented in Dover.

DeDe asked about spraying for West Nile Virus as he has heard it is harmful.

Lavoie stated we use a larvicide in our catch basins and do not spray.

Next Page 281, #4681, Banners, Seasonal – Joyal stated he is asking Main Street Program to coordinate holiday decorations and seasonal banners as well and are looking to add space for sponsor logos to help defray costs.

Hindle asked where the \$22,000 for the Main Street Program under grants and subsidies is spent.

Joyal stated it is mostly administrative.

Page 291, Recycling/Solid Waste – discussion ensued regarding our current contract with Waste Management that will expire June 30<sup>th</sup> and bids are being reviewed currently with a recommendation to be coming next week.

Trefethen commended the newly expanded recycling hours but feels they are still structured for the convenience of the employees instead of the customers.

DeDe asked why organizations and businesses aren't doing more recycling.

Perry explained that it is a complicated history and that back in the beginning businesses were offered toters but weren't careful about what was put into them and Waste Management had to sort through.

He stated the Solid Waste Advisory Commission has tried to encourage and educate businesses to recycle.

Perry then discussed the responses to the bids stating that one was a combination of everything together and feels that is a good idea because we have a surplus in the bag and tag program and can use some of that to subsidize the recycling process.

Joyal referred to page 292, less charge to vehicle reclamation (\$60,000) stating they could do something similar for recycling if they want.

Perry then addressed the recycling hours stating that they close at 2:00 p.m. to clean up and prepare for the next day. They are also closed on Fridays to prepare for Saturday.

Discussion then ensued regarding making decisions where to reduce the budget and services that may be affected.

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DeDe stated that earlier it was stated that back in such and such a year we made cuts, restructured etc and feels that this comment seems to preclude making cuts again. He feels that a fresh look needs to be taken to Accounts 4110, 4115, 4130 a/k/a the 800lb gorilla.

Lewis stated he agrees that policy and focus need to be set and feels that the Council needs to take the initiative.

It was decided that the Council will reconvene the workshop at 6:00 on 05/11/05 prior to the regular meeting to finish the public works division budget discussion.

DeDe moved to adjourn at 10:30 p.m., seconded and passed unanimously.

Valerie A. French  
Deputy City Clerk