



**FINANCE, ORGANIZATION AND
PERSONNEL COMMITTEE
AGENDA**

Council Chambers A
May 26, 2016
6:30 PM

City of Keene
New Hampshire

Mitchell H. Greenwald
Carl B. Jacobs
Terry M. Clark
Thomas F. Powers
Jay V. Kahn

-
- | | |
|------------------|--|
| 1. MEMORANDUM | City Manager – Sale of City-owned Property – 41 Spring Street |
| 2. ORDINANCE | O-2016-08: Relating to Class Allocation Schedules |
| 3. MEMORANDUM | Finance Director – Staff Recommended changes to the FY 2017 Proposed Operating Budget |
| 4. MEMORANDUM | Mayor Lane on behalf of the Special Committee – Recruitment of City Manager – City Manager Recruitment Efforts |
| 5. COMMUNICATION | Councilor Hansel – Proposed Changes to the FY17 Operating Budget |
| 6. COMMUNICATION | Councilor Sutherland – Proposed Changes to the FY 17 Operating Budget (and CIP Budget) |
| 7. RESOLUTION | R-2016-17: Relating to the 2016-2017 Fiscal Year Budget |
| 8. RESOLUTION | R-2016-11: Relating to Appropriation of Funds for the Consolidated Infrastructure Project |
| 9. RESOLUTION | R-2016-12: Relating to Appropriation of Funds for the Defibrillator Replacement Project |
| 10. RESOLUTION | R-2016-13: Relating to Appropriation of Funds for the Goose Pond Dam Improvement Project |
| 11. RESOLUTION | R-2016-14: Relating to Appropriation of Funds for the Library Campus Development Project |
| 12. RESOLUTION | R-2016-15: Relating to Appropriation of Funds for the Reservoir Dam Repair Project |
| 13. RESOLUTION | R-2016-20: Related to an Appropriation from the Downtown Infrastructure Capital Reserve for Lighting Improvements to the Commercial Street Parking Lot |

MORE TIME ITEMS:

- A. Relinquishment of Easement to Parking Spaces on Railroad Property on Behalf of
Monadnock Food Co-op
- B. Michael Kapiloff – Donation of Property – Off Pearl Street

Possible Non-Public Session

City of Keene
NEW HAMPSHIRE

May 19, 2016

TO: Finance, Organization and Personnel Committee
FROM: Medard Kopczynski, City Manager
RE: Sale of City-owned Property

Recommendation:

That the Finance, Organization and Personnel Committee recommend to the City Council that the City Manager be authorized to do all things necessary for the sale of City-owned property located at 41 Spring Street.

Background:

Washington Park of Keene LLC, the successor owner of the former Keene Middle School located at 17 Washington Street, has expressed an interest in purchasing a small, abutting tract of City-owned land located at 41 Spring Street. The Spring Street parcel was acquired by the City by Warranty Deed in 1973, and is approximately .21 acres or 9,148 square feet. The City Manager and City Attorney have met and reviewed the offer, which corresponds well with a value estimate provided by the City Assessor. The offer is \$150,000.00, which is acceptable.



CITY OF KEENE

O-2016-08

Sixteen

In the Year of Our Lord Two Thousand and

Relating to Class Allocations and Salary Schedules

AN ORDINANCE

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

That the Ordinances of the City of Keene, as amended, hereby are further amended by deleting Section 2-231, "City Council Appointments' Salary Schedules" of Chapter 2, entitled "Administration;" as well as Section 62-166, "Hourly Wage Schedule for Probationary Public Works;" Section 62-191, "Probationary Firefighter;" Section 62-192, "Probationary Police Officer;" and Section 62-194, "Administrative, Office, Technical and Management – Annual Salary Schedule", of Chapter 62 entitled, "Personnel," and by substituting in lieu thereof the following attached new sections: Section 2-231, "City Council Appointments' Salary Schedule;" Section 62-166, "Probationary Public Works Hourly Wage Schedule;" Section 62-191, "Probationary Firefighter;" Section 62-192, "Probationary Police Officer;" and Section 62-194, "Administrative, Office, Technical, and Management," effective July 1, 2016.

Kendall W. Lane, Mayor

In City Council May 19, 2016.

Referred to the Finance, Organization and
Personnel Committee.

City Clerk

City Code Section 2-231

**COUNCIL APPOINTMENTS
ANNUAL SALARY SCHEDULE**

(effective July 1, 2016)

<u>SALARY</u>	<u>City Clerk</u>	<u>City Attorney</u>	<u>City Manager</u>
<u>L</u>	82,347	101,938	122,371
<u>E</u>	86,052	106,525	127,878
<u>V</u>	89,925	111,319	133,633
<u>E</u>	93,971	116,328	139,646
<u>L</u>	98,200	121,563	145,930
	102,619	127,033	152,497

City Code Section 62-166

**PROBATIONARY PUBLIC WORKS
HOURLY WAGE SCHEDULE
Non Union
(effective July 1, 2016)**

	<u>STEP</u>			
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
<u>GRADE</u>				
H 1	12.52	13.45	14.06	14.68
H 2	13.07	14.06	14.68	15.33
H 3	13.66	14.68	15.33	16.04
H 4	14.25	15.33	16.04	16.74
H 5	14.91	16.04	16.74	17.51
H 6	15.58	16.74	17.51	18.27
H 7	16.26	17.51	18.27	19.10
H 8	17.02	18.27	19.10	19.97
H 9	17.78	19.10	19.97	20.88
H 10	18.54	19.97	20.88	21.81
H 11	19.43	20.88	21.81	22.83
H 12	20.29	21.81	22.83	23.83

CLASS ALLOCATION

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

City Code Section 62-191

**PROBATIONARY FIREFIGHTER
HOURLY WAGE SCHEDULE
(effective July 1, 2016)**

<u>GRADE</u>		<u>STEP 1</u>
F 1	Level I/EMT B	\$18.84
F 2	Level II/A-EMT	\$19.58
F 3	Level II/Medic	\$20.49

City Code Section 62-192

**PROBATIONARY POLICE OFFICER
HOURLY WAGE SCHEDULE
(effective July 1, 2016)**

<u>GRADE</u>	<u>STEP 1</u>
P 1	\$21.57

**ADMINISTRATIVE AND CLERICAL
ANNUAL SALARY SCHEDULE
Non Union
(effective July 1, 2016)**

	<u>STEPS</u>					
<u>GRADE</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
S 1	28,633	29,921	31,267	32,674	34,144	35,680
S 2	29,921	31,267	32,674	34,144	35,680	37,286
S 3	31,267	32,674	34,144	35,680	37,286	38,964
S 4	32,674	34,144	35,680	37,286	38,964	40,717
S 5	34,144	35,680	37,286	38,964	40,717	42,549
S 6	35,680	37,286	38,964	40,717	42,549	44,464
S 7	37,286	38,964	40,717	42,549	44,464	46,465
S 8	38,964	40,717	42,549	44,464	46,465	48,556
S 9	40,717	42,549	44,464	46,465	48,556	50,741
S 10	42,549	44,464	46,465	48,556	50,741	53,024
S 11	44,464	46,465	48,556	50,741	53,024	55,410
S 12	46,465	48,556	50,741	53,024	55,410	57,903
S 13	48,556	50,741	53,024	55,410	57,903	60,509
S 14	50,741	53,024	55,410	57,903	60,509	63,232
S 15	53,024	55,410	57,903	60,509	63,232	66,077
S 16	55,410	57,903	60,509	63,232	66,077	69,050
S 17	57,903	60,509	63,232	66,077	69,050	72,157
S 18	60,509	63,232	66,077	69,050	72,157	75,404
S 19	63,232	66,077	69,050	72,157	75,404	78,797
S 20	66,077	69,050	72,157	75,404	78,797	82,343
S 21	69,050	72,157	75,404	78,797	82,343	86,048
S 22	72,157	75,404	78,797	82,343	86,048	89,920
S 23	75,404	78,797	82,343	86,048	89,920	93,966
S 24	78,797	82,343	86,048	89,920	93,966	98,194
S 25	82,343	86,048	89,920	93,966	98,194	102,613
S 26	86,048	89,920	93,966	98,194	102,613	107,231
S 27	89,920	93,966	98,194	102,613	107,231	112,056
S 28	93,966	98,194	102,613	107,231	112,056	117,099
S 29	98,194	102,613	107,231	112,056	117,099	122,368

City Code Section 62-194

ADMINISTRATIVE AND CLERICAL

(effective July 1, 2016)

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

**CITY OF KEENE
NEW HAMPSHIRE**

FINANCE DEPARTMENT

DATE: May 23, 2016

MEMO TO: Finance, Organization, and Personnel Committee

THROUGH: Medard Kopczynski, City Manager

FROM: Steve Thornton, Finance Director

RE: Staff recommended changes to the FY 2017 Proposed Operating Budget

RECOMMENDATION:

That the Finance, Organization, and Personnel Committee recommend the following amendments to the FY 2016-2017 Proposed Operating Budget.

BACKGROUND:

In advance of the budget review and recommendation hearing to be conducted by the Finance, Organization & Personnel Committee (FOP), adjustments to the Proposed FY 2016/2017 Operating Budget are being requested by City staff. This report details those adjustments. The debt service reduction offsets the following IT standby pay and Police Dept. benefit load adjustments, which total \$166,214, leaving a net budget reduction of \$30,000.

Page number references refer to the FY 2016-2017 Proposed Budget Book.

1. Debt Service Principal - Proposed expenditure reduction

<u>cost ctr</u>	<u>account</u>	<u>bgt book</u>	<u>adj</u>	<u>final</u>
p 83				
99998	65101	3,812,817	(196,214)	3,616,603

2. Information Technology Department stand by pay:

<u>cost ctr</u>	<u>account</u>	<u>bgt book</u>	<u>adj</u>	<u>final</u>
p 82				
00700	61602	-	17,325	17,325
00700	61703	65,567	1,936	67,503
00700	61704	44,785	1,326	46,111
00700	61705	566	17	583
total		110,918	20,604	131,522

3. Police Department Overtime and Other Forms of Pay benefit load adjustment

cost ctr	account	bgt book	adj	final
pp 139-143				
01400	61704	17,235	807	18,042
01400	61705	2,925	727	3,652
01400	61714	55,379	14,680	70,059
01401	61703	27,243	5,499	32,742
01401	61704	15,760	4,531	20,291
01401	61705	2,601	830	3,431
01403	61704	30,793	4,718	35,511
01403	61705	27,777	4,256	32,033
01403	61714	560,220	85,836	646,056
01405	61704	14,566	221	14,787
01405	61705	4,926	199	5,125
01405	61714	57,246	4,015	61,261
01407	61704	9,488	884	10,372
01407	61705	7,003	798	7,801
01407	61714	126,071	16,090	142,161
01408	61704	1,089	76	1,165
01408	61705	983	68	1,051
01408	61714	19,815	1,375	21,190
total		981,119	145,610	1,126,729
Consolidated p. 137 - informational				
	61703	17,235	807	18,042
	61704	134,700	30,985	165,685
	61705	674,223	95,411	769,634
	61714	154,961	18,407	173,368
total		981,119	145,610	1,126,729

4. Public Works Highway – Adjust Fleet Charge allocation

cost ctr	account	bgt book	adj	final
p 184 and p. 188				
02020	62206	5,805	(5,054)	751
02010	62206	110,763	5,054	115,817

The net impact of these four recommended changes is an expenditure budget decrease of \$30,000.

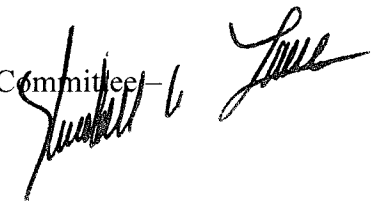
CITY OF KEENE NEW HAMPSHIRE

DATE: May 24, 2016

MEMO TO: Finance, Organization and Personnel Committee

FROM: Kendall W. Lane, Mayor of behalf of the Special Committee
Recruitment of City Manager

RE: City Manager Recruitment Efforts



Recommendation

That the Finance, Organization, and Personnel Committee recommend amending the FY2016-2017 to include \$40,750 for recruitment of a City Manager.

Background

On May 10, 2016, the Special Committee for the Recruitment of a City Manager advanced an initial recommendation that \$30,000 be included in the proposed FY17 operating budget and requested staff develop additional information identifying potential costs for an executive search effort and use of a recruiter.

Recognizing that some of the cost components of such an effort are dependent on geographic factors related to the candidates selected for preliminary and finalist consideration, staff developed for the Special Committee's consideration a cost estimate (page 2) with the assumption that up to 7 candidates (three New England based/four nationwide) participate in preliminary interviews and 3 candidates (one New England based/two nationwide) move to the finalist phase. It was assumed that the interview process would be similar to the last fall's effort but an allowance for an additional interview with a final candidate was included. Preliminary estimates for recruiter services were obtained from several firms with the anticipation that a professional services selection process would consider qualifications.

The Special Committee for Recruitment of a City Manager met on May 24, 2016 to consider the information developed and voted to amend their initial recommendation requesting \$40,750 be included in the FY 2016/2017 operating budget for the purpose of recruiting a City Manager.

Potential Selection Process Expenses

Preparation: Advertising/Supplies/Position Assessment	2,650	
<u>Preliminary Interview Process expense (7 candidates)</u>		
Interview Process Expenses (assumes 3 panels/2 days)	900	
Candidate Expenses (Mileage/Flights/Car Rental/Meals)	6,450	
<u>Finalist Interview Process expenses (3 candidates)</u>		
Interview Process Expenses (assumes 2 days)	300	
Candidate Expenses (Mileage/Flights/Car Rental/Meals)	3,150	
<u>Final Candidate review expenses (1 candidate)</u>		
Interview Process Expenses	300	
Candidate Expenses (Mileage/Flights/Car Rental/Meals)	2,000	
Background check (Finalist)	2,000	*
Potential Total (in house process)	\$ 17,750	
Recruiter (range \$15,000-24,850)	25,000	
Estimate with Recruiter (less background)*	\$ 40,750	

May 24, 2016

TO: Mayor Kendall Lane, Keene City Council, and City Manager

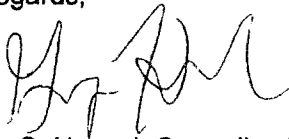
FROM: George S. Hansel, Councilor At-Large

RE: Proposed amendments to the 2016/2017 operating budget

I request that the city council consider the following amendments to the 2016/2017 operating budget as proposed by the city manager.

Details of the proposed modifications are outlined on the table attached.

Best regards,

A handwritten signature in black ink, appearing to read 'G. Hansel', written in a cursive style.

George S. Hansel, Councilor At-Large

Cost Center	Type	Dept	Page	Description	C.M. Proposed	Amended	Difference
61102	Personnel Services	Mayor & City Council	34	City Council	\$37,500.00	\$30,000.00	\$7,500.00
62136	Outside Agency	Mayor & City Council	37	Keene Community Kitchen	\$75,000.00	\$82,000.00	-\$7,000.00
62137	Outside Agency	Mayor & City Council	37	Elderly Meals on Wheels	\$9,500.00	\$12,000.00	-\$2,500.00
62149	Outside Agency	Mayor & City Council	37	100 Nights Shelter	\$15,500.00	\$20,000.00	-\$4,500.00
62154	Outside Agency	Mayor & City Council	37	HIV Aids	\$5,000.00	\$0.00	\$5,000.00
62161	Operating Expenditure	City Attorney	49	Legal Services	\$70,000.00	\$50,000.00	\$20,000.00
62454	Operating Expenditure	Human Services	103	Rents	\$370,000.00	\$361,000.00	\$9,000.00
						Diff. Total	\$27,500.00

May 24, 2016

To: Mayor Kendall Lane, City Council, City Manager

From: Robert Sutherland, City Councilor, Ward 4

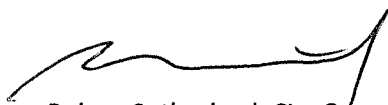
RE: Proposed Amendment to Part-Time pay budgets in 2016-2017 Operating Budget

I hereby request the City Council amend the Manager-Recommended 2016-2017 Operating Budget as to selectively reduce part-time pay. The budget presented plans to increase City part-time staff budget by 9% citywide over 2015 spending estimates. The targeted cost centers for reduction below have not requested additional personnel in this budget. The proposed cost center amendments below take the following details into consideration:

- The City Clerk budgets targeted do not include the additional staffing requested for the Elections cost center (#00201). Manager Request for Cost Center #00200 is a 17% increase, this amendment recommends a 10% increase due to some election impact, resulting in a \$3,144.00 reduction
- The City Clerk budget for Records Storage Cost Center #00204 is a 5.6% increase. Because staff reported records metrics are flat, this amendment recommends a 2.7% increase, resulting in a \$638.00 reduction.
- As City tax, water, sewer and auto registration transactions are relatively flat over the years and since the City has implemented online collections, revenue collections costs should be declining, not increasing. Manager Request for Cost Center #00603 is a 15% increase over 2014 actual spending; this amendment recommends a 4% increase over 2014 actual, resulting in a \$3,144 reduction.
- The Library added part-time employees in FY14 after an FY12 reduction in full-time staff. Additionally, construction over the next year will impact programming and thereby reduce associated need for resources. Manager Request for Cost Center #01100 is a 17% increase over 2015 estimates; this amendment recommends a 6% increase over 2015 estimates, resulting in a \$29,171 reduction.

City Clerk				Actual	Actual	Estimate	Mgr Rec	Suggested	Difference
	Cost Ctr	Description	Acct	2013	2014	2015	2016	2016	
	00200	City Clerk Office	61307	37316	38651	39464	46544	43400	\$ 3,144.00
	00204	Records Storage	61307	21414	21639	22100	23338	22700	\$ 638.00
Finance									
	00603	Finance Revenue Collection	61307	33343	43161	49082	46567	44890	\$ 1,677.00
Library									
	01100	Library	61307	327472	354305	357635	408271	379100	\$ 29,171.00
									\$ 34,630.00

Regards,



Robert Sutherland, City Councilor, Ward 4

May 24, 2016

To: Mayor Kendall Lane, City Council, City Manager

From: Robert Sutherland, City Councilor, Ward 4

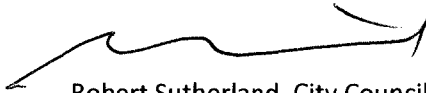
RE: Proposed Amendment to CIP budget in 2016-2017 Operating Budget

I hereby request the City Council amend the Manager-Recommended 2016-2017 Operating Budget to strike a CIP project from the 2016-2017 budget that intends to use current revenue for funding. The budget presents plans to add a new sidewalk on Emerald Street. The City has a dig-once policy for projects and given anticipated future projects in that area, it would make more sense to combine a new sidewalk project with road improvements to Emerald Street in the future. Presently, a sidewalk exists for the South side of the street, thereby reducing the urgency of this project.

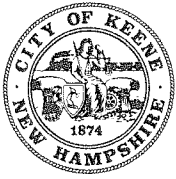
Mayor & City Council				Mgr Rec	Suggested	
	Cost Ctr	Description	Acct	2016	2016	Difference
	0004	Capital Reserve	68010	570000	440000	\$ 130,000.00

The amount allotted to this project from Capital Reserves would lower the need for additional tax revenues by \$130,000.

Regards,



Robert Sutherland, City Councilor, Ward 4



CITY OF KEENE

R-2016-17

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

A RESOLUTIONRelating to the 2016/2017 fiscal year budget.....

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

That the sum of \$24,656,685 be raised by taxation during the current year which together with \$38,629,055 for estimated operating revenues aggregating \$63,285,740 is hereby appropriated for the use of the several departments of the City Government, and further that the sum of \$5,532,648 be appropriated for capital expenditures and capital reserve appropriations in the city proprietary funds, funded by the use of capital reserves, fund balance and current revenues, for the fiscal year beginning July 1, 2016, as attached hereto and made a party thereof.

Kendall W. Lane, Mayor

In City Council May 5, 2016.

Referred to the Finance, Organization and Personnel Committee.

Public Hearing set for May 19, 2016 at 7:00 PM.

City Clerk

CITY OF KEENE, NEW HAMPSHIRE
2016/2017 Annual Operating Budget

General Fund Revenue & Other Financing Sources:	<i>Adopted</i>	General Fund Appropriations:	<i>Adopted</i>
Property Tax Revenue	\$24,656,685	Elected & Appointed Officials	\$2,588,346
Use of Surplus	825,000	Capital Projects	8,758,696
Other Taxes	416,000	Administrative Services	8,323,182
Tax Increment Financing	66,109	Community Services	18,701,235
Licenses, Permits & Fees	3,421,780	Municipal Development Services	6,294,688
Intergovernmental	2,604,070		
Charges for Services	1,710,895		
Fines & Forfeits	103,736		
Miscellaneous	1,376,118		
Other Financing Sources	9,485,754		
NET GENERAL FUND OPERATING REVENUES	\$44,666,147	NET GENERAL FUND OPERATING APPROPRIATIONS	\$44,666,147
TOTAL PARKING METER FUND REVENUES	\$2,276,163	TOTAL PARKING METER FUND APPROPRIATION	\$2,276,163
TOTAL PC REPLACEMENT FUND REVENUES	\$188,175	TOTAL PC REPLACEMENT FUND APPROPRIATIONS	\$188,175
TOTAL SOLID WASTE FUND REVENUES	\$4,499,245	SOLID WASTE FUND APPROPRIATIONS	\$4,499,245
TOTAL SEWER FUND REVENUES	\$5,704,278	TOTAL SEWER FUND APPROPRIATIONS	\$5,704,278
TOTAL WATER FUND REVENUES	\$3,721,631	TOTAL WATER FUND APPROPRIATIONS	\$3,721,631
TOTAL EQUIPMENT FUND REVENUES	\$2,230,101	EQUIPMENT FUND	\$2,230,101
TOTAL OPERATING REVENUES - ALL FUNDS	\$63,285,740	TOTAL OPERATING APPROPRIATIONS - ALL FUNDS	\$63,285,740
CAPITAL:			
SEWER FUND CAPITAL FUNDING	\$2,191,203	SEWER FUND CAPITAL APPROPRIATIONS	\$2,191,203
WATER FUND CAPITAL FUNDING	\$1,872,994	WATER FUND CAPITAL APPROPRIATIONS	\$1,872,994
EQUIPMENT FUND CAPITAL FUNDING	\$1,468,451	EQUIPMENT FUND CAPITAL APPROPRIATIONS	\$1,468,451
TOTAL CAPITAL FUNDING - ALL FUNDS	\$5,532,648	TOTAL CAPITAL APPROPRIATIONS - ALL FUNDS	\$5,532,648

WRITTEN PUBLIC TESTIMONY ON RESOLUTION R-2016-17

- Jane Pitts, Friends of the Public Library
- Judith Putnam
- Kathleen Packard, President Board of Trustees
- Joseph Mirzoeff

May 19th, 2016

RECEIVED
CITY OF KEENE

MAY 20 2016

OFFICE OF
CITY CLERK

Mayor Lane and members of the Council,

I'd like to reintroduce myself to you. My name is Jane Pitts. I am the current president of the Friends of the Keene Public Library and I am also working on the Capital Campaign to raise money for the Library renovation project.

To date, the Friends of the Keene Public Library have taken, and continue to play an active role in planning and fundraising for this transformative project. We feel that this project, which seeks to address the needs of this evolving community, aligns with our mission to support the library. We have worked in partnership with the City of Keene and the library Trustees to provide input and funding for this project, and also funding for the organization of a capital campaign.

The Friends strongly support the inclusion of the Library Project in the 2016 capital budget and thank the City for their continued commitment and partnership in this endeavor.

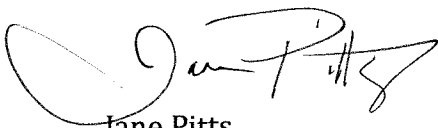
I would also like to submit a personal statement to this Council.

I am a book lover and an avid reader, so public libraries have always been a special place for me. I am also an active volunteer, and have always sought to align my time with efforts that promote learning and literacy in this community.

Driven by the fast pace of technology, I believe the way that people come to learning is changing. I witness this everyday as I watch my two sons grow up in an increasingly digital dependent world and go through the Keene school system. I have committed my time to this project because of what it represents. This project excites me because it unites the old with the new. It highlights the need to innovate for the future by creating these flexible and adaptable spaces in our library, but at the same time it recognizes the importance of retaining traditional learning channels. It seeks to build a new beautiful space, but also restore and preserve a building that is a part of this city's rich history. This project will allow my children to have spaces to come to learn the way they prefer to learn, and have an inspirational indoor and outdoor area in which to do so. The door will be open for future generations of learners to love the library as much as I do.

The library is for everyone and a good library is a good measure of the community that supports it. Projects like this one lift everyone in the community up. I strongly urge this Council to support this inclusion in the capital budget.

Respectfully submitted,



Jane Pitts

President, Friends of the Keene Public Library

15 Acrebrook Road

Tel: 357-3732

To: The Mayor and City Council, Keene, NH
Re: 2016-2017 City Budget

Thank you for supporting the Keene Public Library Renovation project in the CIP section of the city budget. The \$2 million goes toward essential infrastructure improvements that are needed regardless of the larger project. As part of the larger project they will help provide the community with a library facility ready to serve this community's needs far into the future.

Currently, only one floor of the Annex is available for use. Renovations are necessary to bring the second floor into compliance with modern building codes. Funds are also needed to reconfigure the main and lower floors and to connect the Annex to the Library.

The Capital Campaign Drive is underway to raise the funds for the additional, exciting, work.

As a library trustee, and Co-chair of the Capital Campaign, I can report that campaign volunteers are working daily to meet the campaign goal of \$5 million. The Friends of the Library have provided the money to run the campaign—and we are off to a very strong start.

It is very important to the success of the capital campaign that the City is a participant. While donors are receptive to helping with basic building improvements, they do have an expectation that the City will provide essential funding as well.

With this partnership of the Friends, Trustees and City, we can revitalize this historic property and provide a library/community center to provide daily services to all in our community.

Thank you for your support!

A handwritten signature in black ink, appearing to read "Judith Putnam". The signature is fluid and cursive, with a long horizontal stroke at the end.

Judith Putnam
168 Court Street
Keene, NH 03431

City Council
May 19, 2016
Public Hearing Statement

To the members of the City Council and Mayor Lane:

Thank you for the inclusion of the Library project in the CIP, which is one part of a three-part plan to fund this important project. The other parts include the capital campaign and New Market Tax and state tax credits and grants.

Through the contract with the city, MEDC (Monadnock Economic Development Corporation) has submitted application for NMTC (New Market Tax Credits). They are very hopeful the project will receive funding because it meets all the criteria, which includes a demonstration of city financial support.

In review of the NMTC application in terms of economic impact, the Department of Revenue provided this information:

The project will add:

79 new construction jobs and 1.7 million of sales for Keene area businesses during construction.

And through the expanded Library and community programming, the new facility will attract an estimated 2,300 new visitors annually to downtown Keene and \$70,000 of new visitor spending each year.

In addition, with access to increased technologies and resources – including spaces for collaboration and learning - the Library will importantly add to downtown's vitality. I believe we have an opportunity to help build a cornerstone to our future community. I hope you do to. Thank you for your support.

Sincerely,

A handwritten signature in cursive script, reading "Kathleen Packard".

Kathleen Packard
President, Board of Trustees
19 Terrace St

Re: Budget book page 41 Acct 62605 Parking Space Rental \$36,920

This line-item bills the taxpayer for the reserved parking spaces allocated for City employee use. It is an unusual situation; the Government of the City has appropriated land for the exclusive use of Government employees, land that rightfully belongs to the People of the City. Having already taken this valuable center city land, the City then bills the taxpayer (and not the City employee user) when the land is used.

There are several other things wrong with this practice:

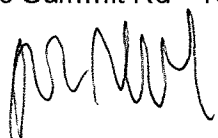
- 1) Others who work in and near city center must pay for parking -- a user fee. So, Government employees should also pay.
- 2) To do otherwise is elitism. I fail to see why government employment should be treated as more important than feeding, clothing, supplying, or housing people. We should try to do the opposite. When City Government saddles others with ordinances, the City employees should feel the sting of these ordinances, to experience what they are doing to others. Metered parking is more than just the fee. It is also forgetting and searching for change, inconvenient locations and weather, tickets and escalating fines, looking for spots, leaving home earlier to avoid being late, etc. Similarly, the Mayor recently said regarding taxes and residency that the future city manager "should bear the pain with the rest of us".
- 3) The purpose of the metered parking is to keep the spaces open for the sake of the central city business community. By giving away free reserved spots we act counter to this purpose. Free parking means the spots will be used even when other alternatives (e.g. drop-off or carpool) are available, thus fewer open spots. Reserved parking means that the spaces cannot be used even when empty.
- 4) When all is considered, salary, benefits, hours on the job, job security, City employees are extremely well compensated. It is simply unfair to ask struggling taxpayers, homeowners and business people to pay for this perk for City employees.

It is wrong to give Government employees free reserved center city parking. And it is perversely wrong, makes no sense at all, to also charge the taxpayer for the usage of the spots -- the user should be charged, like private sector users. Please first remove this \$36,920 from the real estate tax -- and secondly bill the actual users.

By the way, look at the central city streets any morning at 10:30am. You will find so many empty spots that there is no need to have metered parking and enforcement. If you were truly trying to serve the businesses and the public, the metering and enforcement would start at 11am.

The recent increase from \$400 to \$600 (2000 hrs* \$.30) per year for Gilbo parking is appalling, especially considering New Hampshire's \$7.25 minimum wage.

Joseph Mirzoeff 50 Summit Rd Keene 603 354 3076

 5/23/16



CITY OF KEENE

R-2016-11

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

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

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

That the sum of one million, four hundred and fifty four thousand dollars (\$1,454,000) is hereby appropriated for the Consolidated Infrastructure Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to one million, four hundred and fifty four thousand dollars (\$1,454,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

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

Kendall W. Lane, Mayor

In City Council May 19, 2016.
Referred to the Finance, Organization and
Personnel Committee.

City Clerk



CITY OF KEENE

R-2016-12

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

A RESOLUTION Relating to the Appropriation of Funds for the Defibrillator Replacement Project

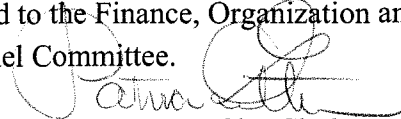
Resolved by the City Council of the City of Keene, as follows:

That the sum of sixty six thousand dollars (\$66,000) is hereby appropriated for the Defibrillator Replacement Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to sixty six thousand dollars (\$66,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

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

Kendall W. Lane, Mayor

In City Council May 19, 2016.
Referred to the Finance, Organization and
Personnel Committee.


City Clerk



CITY OF KEENE

R-2016-13

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

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

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

That the sum of one hundred and seven thousand dollars (\$107,000) is hereby appropriated for the Goose Pond Dam Improvements Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to one hundred and seven thousand dollars (\$107,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

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

Kendall W. Lane, Mayor

In City Council May 19, 2016.
Referred to the Finance, Organization and
Personnel Committee.

City Clerk



CITY OF KEENE

R-2016-14

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

A RESOLUTION Relating to the Appropriation of Funds for the Library Campus Development
Project

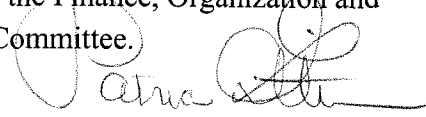
Resolved by the City Council of the City of Keene, as follows:

That the sum of two million and eleven thousand dollars (\$2,011,000) is hereby appropriated for the Library Campus Development Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to two million and eleven thousand dollars (\$2,011,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

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

Kendall W. Lane, Mayor

In City Council May 19, 2016.
Referred to the Finance, Organization and
Personnel Committee.


City Clerk



CITY OF KEENE

R-2016-15

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

A RESOLUTION Relating to the Appropriation of Funds for the Reservoir Dam Repairs Project

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

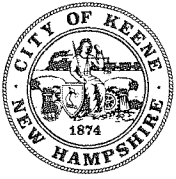
That the sum of eight hundred and fifty thousand dollars (\$850,000) is hereby appropriated for the Reservoir Dam Repairs Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to eight hundred and fifty thousand dollars (\$850,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

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

Kendall W. Lane, Mayor

In City Council May 19, 2016.
Referred to the Finance, Organization and
Personnel Committee.

City Clerk



CITY OF KEENE

R-2016-20

sixteen

In the Year of Our Lord Two Thousand and

Related to an appropriation from the Downtown Infrastructure Capital

A RESOLUTION reserve for lighting improvements to the Commercial Street Parking Lot.

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

That the sum of ninety five thousand and seven hundred dollars (\$95,700) is hereby appropriated in the 2015-2016 fiscal year for the purpose of lighting improvements to the Commercial Street Parking Lot.

Said appropriation to be funded by Downtown Infrastructure Capital Reserve.

Kendall W. Lane, Mayor

In City Council May 19, 2016.

Referred to the Finance, Organization and
Personnel Committee.

City Clerk