

DRAFT

**LEBANON CITY COUNCIL  
MINUTES, BUDGET WORK SESSION  
TUESDAY, NOVEMBER 17, 2020  
5:30 P.M.  
REMOTE VIA MICROSOFT TEAMS  
LEBANONNH.GOV/LIVE**

**MEMBERS PRESENT:** Mayor Tim McNamara, Assistant Mayor Clifton Below, Bruce Bronner, Erling Heistad, Karen Liot Hill, Suzanne Prentiss, George Sykes, Jim Winny, Karen Zook

**MEMBERS ABSENT:**

**STAFF PRESENT:** City Manager Shaun Mulholland, Deputy City Manager Paula Maville, City Clerk Kristin Kenniston, Director of Planning & Zoning David Brooks, Finance Director Vicki Lee, Deputy Finance Director Tina Stearns, Fire Chief/Emergency Management Director Chris Christopoulos, Airport Director Carl Gross, Director of Public Works Jim Donison, Engineering Tech Erica Brittner, Parks & Recreation Director Paul Coats, HR Director Gloria Leskiewicz, Human Services Director Lynne Goodwin, Library Director Sean Fleming, DPW Administrative Manager Kelly Crate, Police Chief Richard Mello, Cemetery Sexton Patrick McCarthy, Executive Assistant of City Manager Beth Beraldi, GIS Coordinator Mark Goodwin, City Engineer Christina Hall, City Engineer Brian Vincent, Chief Assessor Rick Vincent, IT Director Perry Eaton, Assistant Public Works Director Everett Hammond, Assistant Public Works Director Jay Cairelli, Solid Waste Manager Marc Morgan

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Mayor McNamara called the meeting to order at 5:30 p.m.

This meeting took place virtually due to the COVID-19 Pandemic and was conducted in accordance with the Emergency Orders issued by the New Hampshire Governor according to NH RSA 91-A "Right-to-Know Law."

A Roll Call was taken and all Councilors who were present for this Work Session are listed above. Councilors Liot Hill and Prentiss were not present at the time of the roll call but signed in shortly afterward.

**Pledge of Allegiance:** Councilor Bronner led the Council in the Pledge.

This is not a Public Hearing but rather a work session for the Council to review staff's proposed budgets for 2021. However, the public is encouraged to listen in. There will be opportunities for public comment at upcoming meetings, November 18, December 2, and December 16, 2020.

**1. Review of 2021 City Budget - Question and Answer Session**

**A. Capital Improvements**

1 Director of Planning & Development David Brooks continued the discussion that was started October 21,  
2 when they started proposing capital improvements for 2021. He shared his screen to view the projects  
3 that were presented based on departments.

4  
5 **The Cardiac Replacement Project** on page 37 of 112 of the agenda packet. Fire Chief Chris  
6 Christopoulos started the discussion. The previous monitors were bought in 2011, purchased primarily  
7 from a donation. They are at the end of their service life. The new monitors would perform a multitude  
8 of functions to allow the EMTs to provide care. They would like to fund 4 new units. One would be  
9 funded by the coordination with DHMC and the mobile integrated health program. The other three would  
10 be funded by \$70,000 from capital reserve and a \$60,000 donation. The end cost to the City would be  
11 \$75,000 for all 4 units. They cost about \$45,000 a unit.

12  
13 **F350 Replacement** (page 39, agenda packet). When the Chief came to Lebanon in 2007, they started a  
14 vehicle replacement fund. This pickup truck is at the end of its life. It is used day to day, and it runs to  
15 most fire medical calls. In the winter it has a plow and sand to create access for an ambulance. Given the  
16 limited number of months it is needed, it would be equipped with a skidder for fires. It performs a lot of  
17 different needs. It would be funded completely out of equipment replacement for \$75,000. They would  
18 look for a local source if the business would match the State of NH bid list.

19  
20 **Councilor Prentiss joined the meeting at 5:40.**

21  
22 **2021 Staff Vehicle** (page 41, agenda packet). The last project is a new staff vehicle for the Mobile  
23 Integrated Health Program. It is slated to be funded by the DHMC agreement. The cost would be about  
24 \$60,000. They are looking for a vehicle that is similar to a Ford expedition and fitted with extras like  
25 emergency lights and radio equipment. They would look for a local business but may have to go to the  
26 State of NH bid list.

27  
28 **Community Center Project** (page 32, agenda packet). Parks & Recreation Director Paul Coats  
29 introduced the project. He is requesting \$20,000 for 2021 that would be funded through impact fees. The  
30 project has valuable community support. They would be using the funds to hire a consultant to help  
31 develop the project. They expect to have a business and operations plan, find a suitable location, and  
32 determine design features. Another task force would be developed to work with the design. It is being  
33 funded entirely out of impact fees. This is the first step to apply for grants, tax credits and alternative  
34 funding. It is not intended to be funded by the City. It would take several years to get ready to ask for  
35 donations and apply for grants. It would not be paid out of taxpayer dollars. They have not determined  
36 where the center would be located. The Westboro area was discussed, but as yet it is not clear if that  
37 space is adequate and if environmental issues could be mitigated. They hope to build a 40,000 square  
38 foot building. The study would help determine a feasible location.

39  
40 The Planning Board sets impact fees based on the evaluation of the capital projects and the investment the  
41 City is making on capital facilities. The calculation is based on square footage and gets deposited into  
42 four buckets. The money that is set aside in each bucket cannot shift to another bucket. The maximum  
43 period to collect is 6 years and the money that is not expended has to be returned. When the structure for  
44 collecting impact fees was originally determined, fees to be collected were based on subject areas that are  
45 typically impacted by development (i.e. police, fire, recreation, and schools). As an example, residential  
46 uses typically generate occupancy for a certain number of children, so impact fees for residential  
47 development include buckets for both recreation and schools.

1  
2 **The Maintenance Building** (page 34 of 112, agenda packet). Previously Parks and Recreation has been  
3 using the old DPW building. With the property being sold, all the equipment and vehicles and items for  
4 recreation have been left outside. They are needing a long-term space. Civic Park has been identified as  
5 a suitable space. The garage would be three long bays, enough to hold the truck and the trailer, hold other  
6 maintenance vehicles and room for maintenance staff. It would replace the small shed that is on the site.  
7 That building would be demolished. The new building would have an ADA compliant bathroom, a  
8 coach's room and a pavilion. It would be partially heated. The cost would be about \$260,000. They  
9 prefer a stick building with a new foundation. The existing electric, water and sewer would be used. It  
10 would be 40 feet by 68 feet, costing about \$100 a square foot. There are fees associated with taking the  
11 existing building down, but the major cost driver has been the cost of materials that have increased in the  
12 last year. Pre-engineered alternatives would be investigated as well and may be less expensive. The  
13 funding would be borrowed, \$120,000 from bonds with \$140,000 from impact fees. The pay back would  
14 be January 2022 bond series, so the first payment would be in January 2023. The sale of Spencer Street  
15 may have money to pay for this but that cannot be determined until it goes out to bid. They discussed if it  
16 could be built so it is solar ready and with a low impact heating source and adequate levels of insulation.  
17 This new building would add a long-term heating cost for the City. There are tradeoffs between  
18 construction costs for an environmentally sound building that need to be weighed against the initial cost  
19 and having to pay for heat. They hope to make it as efficient as possible.  
20

21 **Rec Playing Fields** (page 67, agenda packet). For a long time, the department has been getting by with  
22 limited playing fields. They have been unable to give the fields a rest because all the fields are used  
23 Spring through Fall. The fields would benefit from some time without playing. Eldridge is so bumpy it is  
24 hard to be used for some sports. They are unable to give it the level of maintenance that it needs, because  
25 there is no opportunity to not play on it. As the population grows and quality of life is improving in  
26 Lebanon, the demands for park lands and playing fields is increasing. They have requests for additional  
27 programming, but do not have space to add the programs. They have reopened the discussions with  
28 Timken to develop a softball diamond and two multiple needs fields. Wetland surveys have been  
29 conducted and they are evaluating conceptual designs. They are still determining if this site is feasible.  
30 The challenges of access to the fields has been overcome with Timken offering a way to go through the  
31 eastern side of their property and creating a new driveway going across the Greenway. They are seeking  
32 \$45,000 for further studies, and it would come out of recreation impact fees.  
33

34 **Rail Trail Paving Project** (page 70, agenda packet). This project is being presented in conjunction with  
35 the Department of Public Works. The Greenway has been successful and after the link through the tunnel  
36 is completed, this would become even more of a destination with the downtown parking areas serving the  
37 Greenway. Of the Northern Rail Trail, the most popular section is the trail head at Spencer Street and  
38 heading east .7 miles to Bank Street extension. It is utilized by many people for many reasons. They  
39 would like to pave it similarly to how the Greenway was paved. With the development of 20 Spencer  
40 Street they would also develop a courtyard with seating. The budget work has been done by DPW and  
41 would be funded from the sale of Spencer Street which is estimated to be \$1.5 million. The proceeds  
42 would pay for the roadway reconstruction, that portion of the rail trail and the pavement in front of the  
43 senior housing. The whole stretch would be upgraded. They plan to go out for bid for this project and the  
44 timing for the sale of Spencer Street would be addressed in the March – May timeframe. They need to be  
45 able to do the work on 20 Spencer Street right away. The Rail Trail work can be done in conjunction with  
46 20 Spencer Street and it makes sense to be bid out at the same time. They would be asking for the bonded  
47 authority to fund the Spencer Street work. They would not use taxpayer money to pay for the Rail Trail

1 paving. It only would be done if they get the proceeds from 20 Spencer Street. The plan is to do all the  
2 work at the same time the construction is done in that area. Aligning the engineering groups would be  
3 essential, because they would be working with private and public efforts for the construction of the new  
4 buildings. The utilities would be laid before construction of the buildings and the roadway would be  
5 finished after the construction is finished. The capital projects that have been proposed to be paid for  
6 with the proceeds of Spencer Street would use all the funds, leaving nothing left over.

7  
8 **Multi Mobile Plan** (page 58, agenda packet). The Planning Department is proposing to use a portion of  
9 their operating budget, Other Purchased Services, to contract with a consultant over two years to develop  
10 a master plan of sorts that would help improve multi mobile safety for everyone and an action plan with  
11 specific tasks to improve local networks. The benefit is the opportunity to synthesize all the known needs  
12 of ped bike throughout the community. Operating funds over two years would be used to get them ready  
13 for implementation. This would stage them for applying for grants and other funding sources other than  
14 taxpayer money. The first year they are asking to spend \$25,000 and \$20,000 the second year. It is a  
15 City-wide initiative. They have spoken with other communities that have experience doing this kind of  
16 project. If there is no plan, they cannot apply for grants, so they are trying to get into position to apply for  
17 grant opportunities. Mr. Brooks was asked if the department would be able to address any part of  
18 ‘Complete Street and Multi Mobile Transportation’ if this funding was not provided. There likely is not  
19 enough in-house staff to do this work and it would take more than 2 years. They have a substantial  
20 number of projects that they oversee. Back in 1995, the citizens asked for a pedestrian bicyclists  
21 committee and it was formed. This proposal has always been part of the work plan and a lot of pieces  
22 have been chipped away at, but it has not been possible to bring this to fruition. It has been over 20 years  
23 and the extra bit of outside support would help to pull it all together. Mount Support Road was an  
24 example of when they could not address the needs for sidewalks and bike paths in a timely way. The only  
25 source of funding would be from the Purchased Services line item, and they would not likely have other  
26 funds or staff to do this work. This work would be more expensive. They are also looking for an  
27 additional \$10,000 a year from the River Valley Club to complete this project.

28  
29 The remaining projects are DPW projects. Mr. Donison shared his screen. There are 16 public works  
30 projects proposed by DPW for 2021.

31  
32 **City Hall Phase 3** renovations identified another \$1.9 million for improvements. The lobby area  
33 restrooms renovations represent over \$363,000. At this time they are only proposing to renovate both  
34 bathrooms. This project would add insulation to that part of the building and replace the windows to save  
35 on the heating costs and increase energy efficiencies. They would also add high efficiency fixtures. The  
36 rest of the 1.6 million proposals are not being addressed over the next few years. The funds for the  
37 restroom repairs would require bonding. The cost was calculated by the contractor who is currently  
38 deployed here through January. The lobby of the City Hall anchors the Lebanon economy and business  
39 district. People come to enjoy the Opera House and it is part of the visioning study to keep the downtown  
40 vibrant. It is important to continue to invest in the services that are in Lebanon. It was thought that some  
41 improvements can be done to the bathrooms and not incur as much expense. The energy cost savings are  
42 hard to determine. Perhaps the windows and walls can be done at this time while the Opera House is shut  
43 down. Lower flush toilets and touchless faucets could be reasonably done.

44  
45 A straw poll suggested the Council would like to look more carefully at this. They asked for another  
46 estimate breaking down the cost for the insulation, replacing the windows and adding efficient fixtures.

1 They will decide after getting additional information about the costs associated with the minimal  
2 improvements.

3  
4 **Valley Cemetery Building Replacement** for \$405,000 would be funded by a bonded debt service. The  
5 building is tired and used for storing equipment and lawnmowers and there is a vault for remains during  
6 the winter months. It includes paving the roadways within the cemetery and replacing an existing leach  
7 field replacement that they recently discovered. The building would be about 2,500 square feet at a cost  
8 of about \$120 a square foot. It is proposed to be a pre-engineered steel building. It would be a salt shed  
9 roof outfitted with solar. It would be built on a new foundation, new frost walls, new heating, new  
10 bathrooms, and a new break room for 3 permanent staff and seasonal staff. All the equipment is rebuilt in  
11 this building during the winter. It would also accommodate an excavator and salt brine equipment. The  
12 tomb would not be replaced. The building services all the cemeteries. The back side of the existing  
13 building is rotted.

14  
15 The actual building is about \$150,000 without the foundation and the additional facilities costs of heating  
16 and sanitation. The energy efficiency is a big impact on the cost of the building. There are multiple  
17 potential vendors for this building. There is a large discrepancy between this building and the parks  
18 building. The Councilors would like the building reevaluated and are looking for standardization, as well  
19 as cost savings. Some kind of consistency in cost would be more understandable. This building is a  
20 proposed R Value of 20 in the floor, R 40 in the pad and R 50 in the ceiling. One of the goals is to get the  
21 rigor of the life cycle analysis into new construction projects. For example, triple pane windows are more  
22 viable than double pane and pay for themselves over time.

23  
24 **Councilor Prentiss had to leave the meeting at 7:06.**

25  
26 **Fleet Replacement** is a proposal for \$403,000 in 2021 that includes \$300,000 for DPW and highway  
27 fleet replacement and \$103,000 for the sewer fund fleet. The funding would come from Capital Reserve  
28 Fund. There are 98 pieces of equipment in the City's fleet. The sewer and water fleet would be leased  
29 equipment. Public works would include a new pickup truck, a one ton with a sander and a mini excavator  
30 to be used in cemeteries and roads, and a few small trailers. In the solid waste facility, there is \$4 million  
31 of equipment and this year they are proposing leasing a loader valued at \$300,000. They have a dozer  
32 valued at \$325,000, a \$1,000,000 compact unit and an \$800,000 shredder and another loader. All this  
33 equipment is proposed to be leased in upcoming years, if it is available to be leased, because the City does  
34 not have the cash flow capacity to purchase equipment. This year's expenditures would be \$300,000 for  
35 DPW and \$103,000 for the sewer fund to replace a mechanics truck and lease a loader at the solid waste  
36 facility.

37  
38 **Fleet Mobile Lift** proposed for \$76,000. The lift would allow the mechanics to work under a lift instead  
39 of a hoist. The hoist can only lift part of some of the vehicles. It would be safer for the mechanics and  
40 would be more ergonomic. For the time being, they will own vehicles and they will continue to purchase  
41 vehicles. If they lease vehicles in the future, they would continue to do their own maintenance. Six lifts  
42 are required to pick up the larger equipment.

43  
44 **Kimball Street Infrastructure** proposed for \$102,900. Christina Hall explained the funds would come  
45 from bonding split three ways with 40% from the general fund, and 30% from each sewer fund and water  
46 fund. This project has been in the works since 2009. It was on hold while the other CSO projects have  
47 been completed. The drainage in the area is very inadequate and the area has received severe damage

1 during some of the storms. They have looked at doing less expensive improvements, like slip lining, but  
2 it is not feasible. The plan would need to be updated to confirm that the drainage is sized adequately.  
3 This whole neighborhood needs work in the future. Some of the storm drainage area is sized adequately,  
4 but most of it is inadequate. They are trying to design for the 50-year storm with all new infrastructure  
5 and checking for the 100-year storm. They are starting at the top to increase the size and future years they  
6 would increase the size of the pipes all the way down to the river. There has been substantial erosion  
7 during the larger storms and there is ice and puddling due to the lack of drainage. To do the whole project  
8 would cost \$1.6 million.

9  
10 **Mt. Support-LaHaye Drive Intersection** is an estimated \$250,000 project. Funding would come from a  
11 special assessment district that would need to be created. Brian Vincent said that near DHMC there has  
12 been 4 major development projects, including an expansion at the hospital for patient towers and 3  
13 housing projects. The traffic studies indicate this area is stressed today, even at its current condition.  
14 With the increased traffic from these new developments, they are talking with the project applicants to  
15 help pay for an expansion at this intersection. DHMC is doing a conceptual exercise to determine what  
16 could be done and that is being paid for by DHMC. This is future construction for 2023 or 2024. For  
17 2021 they are asking for only the soft costs, about 10% of the actual costs. The Councilors discussed how  
18 a special assessment would work. Those who impact the intersection would be paying for the special  
19 assessment. Additional users, mostly DHMC as well as the College, and the new and existing housing  
20 projects would pay for the special assessment. DHMC would be responsible for most of the assessment.  
21 Taxpayers outside of the special assessment district would not pay additional taxes. The City would be  
22 able to borrow the money at a better rate, so they are proposing a twenty-year bond and recouping the  
23 expense from the users. They would be working on the special assessment district early next year.

24  
25 **Cemetery Columbariums** would cost about \$65,000 to add two columbariums at Glenwood Cemetery.  
26 Mr. McCarthy indicated the columbariums are in demand for the remains from cremations. Cremations  
27 are being used regularly because it is far less costly to do a cremation than a burial. Glenwood Cemetery  
28 does not have much room for expansion. They would be added around the fountain, creating an attractive  
29 setting. Each would cost about \$32,000 with the foundation and the profit would be about \$47,000  
30 minimal income. They would increase income with engraving on the columbarium. In the future there is  
31 room for four columbariums in the area by the fountain, but all are not needed at this time. The  
32 columbariums have 100-year warranties. They are low maintenance, are an aesthetic enhancement,  
33 accommodate more remains and also make money to be put back into the cemeteries. The cost to build  
34 the columbariums is in the budget, it would come from the capital funds transfers to CIP.

35  
36 **New Water Source Supply Study.** Jay Cairelli said the study would be paid from the water investment  
37 fees paid by applicants for new building or increased service. There is enough money in that fund to pay  
38 \$145,000 for this study. Currently the City only has one water source, the Mascoma. If it would become  
39 contaminated, water would need to come from other sources. In 2009 they identified five potential high  
40 yield well sites. The highest producing one is determined to be near the wastewater plant near the  
41 Connecticut River. It has the potential to provide enough water service for the whole community. There  
42 are two different alternatives to investigate, one a conventional well and the other a riverbank filtration  
43 system. This study would give them two different pilot wells and if successful they would move on to a  
44 large-scale test that would give them yield volumes. They are applying for a grant as well and it is  
45 hopeful, they would get another \$20,000 to supplement this study.

46

1 **Water System Improvements** are proposed for \$1,020,000 in 2022. This project is not for this year. It  
2 is the roll out of their asset management system study. They evaluated the level of service, the likelihood  
3 of failure and the consequences of failure including the cost to repair. There are six key pipes slated for  
4 replacement throughout the years of this project. They want to add a liner to make the water line along  
5 Miracle Mile more reliable. It would include gate valves and fire hydrants. They are proposing to pay for  
6 this work out of the water budget; therefore, there would be a substantial increase in fees going forward.  
7 It would be coordinated with roadway improvements that are planned for that year.

8  
9 **Huber Press - Sludge Dewatering** would need \$275,000 to move the project forward, in addition to the  
10 \$1.1 million that has already been allocated. It would double the capacity and would allow them to  
11 dewater 12 hours a day, five days a week. Right now, they are already at capacity and in the summer run  
12 24 hours a day every day. This would be debt service through SRF. It would be eligible for 20% loan  
13 forgiveness. It is critical with all the new housing projects coming to the area.

14  
15 **Sewer Rehabilitation** proposed for \$580,000. Erica Brittner said the sewer interceptor work has been  
16 ongoing. They have been inspecting and televising the system. Currently they are targeting inflow and  
17 outflow, and peaks exceed the maximum. Right now, they are tackling the inflow from storms. In 2021  
18 they are tackling Kimball Street inflow. They would be recalibrating after reinstalling the flow meters.  
19 After the work they have done, they are hoping to see a decrease in infiltration and a better prognosis.  
20 They have accomplished almost triple the amount of sewer lining they intended to do because the price  
21 was good. They have done nearly 70% of the work, tripling what they intended to do this year. Nearly  
22 17,000 feet of lining has been done. Right now, they are treating surface water that is infiltrating and that  
23 needlessly increases the sewage treatment. It is not being funded by SRF because it costs too much to  
24 evaluate the project. They know it is worth relining, so it is being bonded.

25  
26 **Mill Road Bank Stabilization** is a proposal for \$400,000 for a study and construction efforts. Mill Road  
27 extends from Mascoma Lake to beyond the dam and the new bridge to Riverside Drive. It contains a  
28 force main that carries the sewer waste from Enfield to the Lebanon treatment plant. The slope above the  
29 road is not stable and it keeps eroding. The risk is there could be a failure along this stretch that could  
30 impact the utility and the river. It could eventually create contamination and that would be a high-risk  
31 problem. For 2021 they are asking for \$100,000 for the engineering design. It would be a bonded project  
32 from the sewer work. The next two years after that would require \$150,000 each year. It is hoped to  
33 include road stabilization as well. The study would determine what needs to be done.

34  
35 **Solid Waste – Landfill Expansion Phase 3** would be funded by \$100,000 from the 2021 proposed  
36 operating budget. This is the Phase 3 study and work plan development for Landfill expansion. Initially  
37 it was thought there is about 9 to 10 years of expansion. There has been reduced revenue due to less  
38 landfill use and the years of service have been pushed out. There is a large section of bedrock that needs  
39 exploration to determine how that would impact expansion. Phase 4 is the expansion to the unlined site.  
40 They are proposing excavating the northern portion of the landfill to determine capacity and any potential  
41 water contamination. That would require a substantial study to determine the depth of waste, ground  
42 water movement and how that project could move forward. The funding is coming out of TIP fees. Once  
43 it is excavated it would be lined and used as a future landfill. The excavating would be done in sections.  
44 Any metals that are found would be recycled. It would also have piping added for gas collection.

45  
46 **Landfill Gas Collection** is a proposed project of \$290,000 paid out of TIP fees. The most recent area of  
47 the landfill has been evaluated for gas collection which would have cost nearly \$800,000. Instead they

1 are doing it in stages. The first stage this year installed gas collection trenches on the East side using staff  
2 resources. The next stage planned for next year would include a header line that would connect 5 or 6  
3 wells. The wells they are installing do not require a contractor to extend the well. It can be done in  
4 house. One of the challenges has been the need to work with outside contractors. Being able to do the  
5 work in house is a great improvement. Because this would be around a long time, they need to  
6 understand how to maintain and repair the operation internally going forward.

7  
8 **PFAS Study** would be funded by \$50,000 from TIP fees. This was put in the 2021 budget. They have  
9 been sampling ground water and the leachate. The newer cells have higher PFAS and the older areas  
10 have less PFAS. They have changed the materials used for daily cover of the landfill which should lower  
11 the PFAS. They addressed operationally and changed how they take specific waste loads that had high  
12 PFAS. They are working diligently to grow vegetation to reduce storm water runoff and eliminate  
13 contaminants. It would also address the possible treatments for leachate prior to getting to the treatment  
14 plant.

#### 15 16 **B. Revenues, Interfund Transfers, Debt Service**

17  
18 Vicki Lee shared a report she ran showing revenues to date as of the end of October. Revenues to date  
19 are at 96%. Motor vehicles are at \$86% but close to budget. Building permits were a tremendous help  
20 with revenues this year. Ambulances are down and interest from investments is down. Landfill fees are  
21 down further than anticipated. They discussed the overlay for abatements and bad debt. Reassessment  
22 may have contributed to this need.

23  
24 Interfund Transfers to capital improvements are for projects discussed tonight, the Lebanon Complete  
25 Streets and the Multi Mobile Project and the Glenwood Cemetery. Those two amounts are to be paid  
26 from this budget and transferred over to Capital Reserve. Most years something gets transferred over, but  
27 it is not every year. They have built up funds for Fire and DPW so the operating budgets will not be so  
28 high. There is money in accrued benefits for retirements. And some money is set aside for Dana House  
29 in the capital reserve account. For many years no money has been transferred for the Police and the  
30 property acquisition for the Library. There was money in 2019 for the library but not going forward. One  
31 of the things in the capital reserve fund was intended for a fleet fund. When debt service is high there is  
32 less money to put in the capital reserves for things like fleet, but for the time being they are setting aside  
33 the money for fleet services. The debt service fees are for payments of bonded money that has already  
34 been borrowed. The CSO has made this so substantial. They are asking the Downtown TIF Advisory  
35 committee to take on the debt service for the tunnel. There has been some new development in that  
36 district and the reassessment helped. That would reduce the amount of fund balance that has to be used.

#### 37 38 **C. General Q & A from All Previous Sessions - None**

## 39 40 **2. ADJOURNMENT:**

41  
42 **The meeting was adjourned at 8:33 PM.**

43  
44 Respectfully submitted,  
45 Linda Billings  
46 Recording Secretary