

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, FEBRUARY 6, 2017 TIME: 7:00PM

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. INVOCATION
- IV. PLEDGE OF ALLEGIANCE

- V. ACCEPTANCE OF MINUTES – JANUARY 9, 2017 AND JANUARY 23, 2017

- VI. PUBLIC COMMENT SESSION

- VII. PUBLIC HEARINGS
 - A. RESOLUTION AUTHORIZING A BOND ISSUE AND/OR NOTES OF UP TO FOUR HUNDRED THOUSAND DOLLARS (\$400,000.00) FOR THE ACQUISITION OF ONE FIRE APPARATUS
 - B. RESOLUTION AUTHORIZING A BOND ISSUE AND/OR NOTES OF UP TO SIX HUNDRED TEN THOUSAND DOLLARS (\$610,000.00) FOR COSTS RELATED TO IMPROVEMENTS TO FIRE STATION 3
 - C. ORDINANCE AMENDING CHAPTER 7, ARTICLE I, SECTION 7.101 – PARKING METERS – DEFINITION
 - D. ORDINANCE AMENDING CHAPTER 7, ARTICLE I, SECTION 7.102 – PARKING METER ZONES – DOWNTOWN HIGH OCCUPANCY ZONE
 - E. ORDINANCE AMENDING CHAPTER 7, ARTICLE 1, SECTION 7.105 – PARKING TO INCLUDE MOBILE PHONE APPLICATIONS AND PARKING METER FEES SHALL BE ENFORCEABLE MONDAY THROUGH SATURDAY, FROM 9:00AM TO 8:00PM
 - F. ORDINANCE AMENDING CHAPTER 7, ARTICLE III, SECTION 7.324 – LIMITED PARKING ONE HOUR, SECTION 7.325 – LIMITED PARKING THIRTY MINUTES, SECTION 7.326 – LIMITED PARKING FIFTEEN MINUTES, SECTION 7.327 – LIMITED PARKING TWO HOURS, SECTION 7.328 – LIMITED PARKING THREE HOURS, SECTION 7.328-1 – UTILIZATION OF MULTIPLE PARKING SPACES AND SECTION 7.329 – LIMITED PARKING FOUR HOURS BETWEEN THE HOURS OF 9:00AM AND 8:00PM MONDAY – SATURDAY AND BETWEEN 12:00PM AND 8:00PM SUNDAY, HOLIDAY EXCLUDED
 - G. ORDINANCE AMENDING CHAPTER 7, ARTICLE IV, SECTION 7.406 (A) & (B) TO BE DELETED IN THEIR ENTIRETY

VIII. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- A. First reading of proposed Ordinance amending Chapter 7, Article I, Section 7.115 – Sign Permit Required for Private Parking Lot
- B. Second reading of proposed Ordinance amending Chapter 7, Article I, Section 7.101 – Parking Meters - Definition
- C. Second reading of proposed Ordinance amending Chapter 7, Article I, Section 7.102 – Parking Meter Zones – Downtown High Occupancy Zone
- D. Second reading of proposed Ordinance amending Chapter 7, Article I, Section 7.105 – Parking to include mobile phone applications and Parking Meter Fees shall be enforceable Monday through Saturday, from 9:00 a.m. to 8:00 p.m.
- E. Second reading of proposed Ordinance amending Chapter 7, Article III, Section 7.324 – Limited Parking One Hour, Section 7.325 – Limited Parking Thirty Minutes, Section 7.326 – Limited Parking Fifteen Minutes, Section 7.327 – Limited Parking Two Hours, Section 7.328 – Limited Parking Three Hours, Section 7.328-1 – Utilization of Multiple Parking Spaces and Section 7.329 – Limited Parking Four Hours between the hours of 9:00 a.m. and 8:00 p.m. Monday – Saturday and between 12:00 p.m. and 8:00 p.m. Sunday, Holiday Excluded
- F. Second reading of proposed Ordinance amending Chapter 7, Article IV, Section 7.406 (A) & (B) Parking in Meter Space to be deleted in their entirety
- G. Adoption of Resolution Authorizing a Bond Issue and/or Notes of up to Four Hundred Thousand Dollars (\$400,000.00) for the Acquisition of One Fire Apparatus
- H. Adoption of Resolution Authorizing a Bond Issue and/or Notes of up to Six Hundred Ten Thousand Dollars (\$610,000.00) for Costs Related to Improvements to Fire Station 3

IX. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. Letter from Ashleigh Tucker Pollock, The Music Hall, requesting permission to hold the 26th annual Kitchen Tour fundraiser event on Saturday, May 13th from 10:00 a.m. to 4:00 p.m. in the Little Harbour neighborhood ***(Anticipated action – move to refer to the Acting City Manager with power)***
- B. Letter from Bruce MacIntyre, Portsmouth Maritime Folk Festival, requesting permission to hold the 18th annual Portsmouth Maritime Folk Festival on Saturday and Sunday, September 23rd and 24th, 2017 ***(Anticipated action – move to refer to the Acting City Manager with power)***

- C. Eversource License Agreement #63-0627 for the following:
- Four (4) replacement poles on Chase Drive
 - One (1) replacement pole at the northeast corner of Michael Succi Drive and Market Street
 - Seven hundred and forty (740) feet of conduit along the northeast side Market Street in the grass behind the sidewalk from the corner of Michael Succi Drive to across from Albacore Park
 - One (1) buried access vault half-way along the conduit
 - One (1) 25kva pad-mount transformer at the end of the conduit across from the Albacore Park
- (Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes)***
- D. Eversource License Agreement #63-0621 for the licensing of one (1) replacement pole and push-brace at the southwest corner of Pleasant Street and Junkins Avenue, near the entrance to the Parrott Avenue Parking lot ***(Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes)***
- E. Eversource License Agreement #63-0626 for the licensing of one (1) new anchoring pole on the south side of Little Harbor Road, just before the Wentworth Coolidge Mansion driveway ***(Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes)***
- F. Letter from Emily Christian, National Multiple Sclerosis Society, requesting permission to hold the 2017 Bike MS NH Seacoast Escape on Saturday, August 26, 2017 ***(Anticipated action – move to refer to the Acting City Manager with power)***

X. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Letter from Attorney Christopher Mulligan, Bosen & Associates, P.L.L.C., Re: Request for Release of Paper Streets Pursuant to RSA 231:51 and 231:52 26 Moffat Street (Tax Map 243, Lot 69)/Swett Avenue (Tax Map 243, Lot 23)
- B. Letter from North Hampton Select Board regarding Public Meetings of the Coakley Landfill Group
- C. Letter from The Residents of Wentworth Senior Living regarding the deteriorated sidewalks on Pleasant Street

XI. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. ACTING CITY MANAGER

Acting City Manager's Items Which Require Action:

1. Report Back Re: Schiller Station Resolution (*January 23, 2017 City Council Meeting*)
2. Islington Street Utility Lines
3. Report Back Re: Request that the Involuntarily Merged Lots at 70 Sims Avenue be Restore to their Premerger Status
4. Report Back Re: Request that the Involuntarily Merged Lots at 21 Elwyn Avenue be Restored to their Premerger Status
5. Report Back Re: Acceptance of Street Re: New Parking Garage
6. Recommendation Re: Artificial Turf at the Route 33 Athletic Complex

Informational items

1. Events Listing (*January 23, 2017 City Council Meeting*)
2. Report Back Re: Text Services for Snow Ban Notification (*January 23, 2017 City Council Meeting*)
3. City Council Work Session Re: Capital Improvement Plan
4. Notification Re: City's Tax Office
5. Parrott Avenue Lot Re: Title Restrictions

C. ASSISTANT MAYOR SPLAINE

1. *Environmental Matters – to schedule a work session with town officials of Greenland, North Hampton and Rye about Coakley Landfill concerns; requesting more thorough testing of surface water abutting the Jones Avenue Landfill; asking for data concerning the chemical content of the city weed control program, and alternative options

D. COUNCILOR DWYER

1. Adoption of Prescott Park Master Plan

E. COUNCILOR LOWN

1. Parking & Traffic Safety Committee Action Sheet and Minutes of the January 5, 2017 meeting (*January 23, 2017 City Council Meeting*)

F. COUNCILOR LOWN AND COUNCILOR DENTON

1. *Plastic Bag Ordinance (*January 23, 2017 City Council Meeting*)

G. COUNCILOR SPEAR

1. *Motion to Reconsider Veterans Tax Credit Vote

H. COUNCILOR SPEAR AND COUNCILOR DENTON

1. *Request to Schedule Work Session Re: Union Participation in Public Projects

XII. MISCELLANEOUS/UNFINISHED BUSINESS

XIII. ADJOURNMENT

**KELLI L. BARNABY, MMC, CMC, CNHMC
CITY CLERK**

**Indicates Verbal Report*

INFORMATIONAL ITEMS

1. Notification that the minutes of the December 15, 2016 meeting of the Planning Board are now available on the City's Website
2. Notification that the minutes of the January 3, 2017 meeting of the Site Review Technical Advisory Committee are now available on the City's Website

<i>NOTICE TO THE PUBLIC WHO ARE HEARING IMPAIRED: Please contact Dianna Fogarty at 603-610-7270 one-week prior to the meeting for assistance.</i>
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CITY OF PORTSMOUTH PORTSMOUTH, NH 03801

Office of the City Manager

Date: February 2, 2017
To: Honorable Mayor Jack Blalock and City Council Members
From: Nancy Colbert Puff, Acting City Manager *NCp*
Re: Acting City Manager's Comments on February 6, 2017 City Council Agenda

Items Which Require Action Under Other Sections of the Agenda:

1. First Reading of Proposed Ordinance Amendments.

- 1.1. **First Reading of Proposed Ordinance amending Chapter 7, Article I, Section 7.115 – Sign Permit Required for Private Parking Lot.** Under Section VIII of the Agenda, [attached is a proposed ordinance amending Chapter 7, Article I, Section 7.115 – Sign Permit Required for Private Parking Lot](#) that addresses private companies that provide public parking on private lots requested by the City Council at its January 23, 2017 meeting.

The main purpose of the ordinance is to require proper signage which will advise the public that the management, fee structure and parking enforcement for these private lots are the sole responsibility of the owner/operator, not the City. The permit application requires that the Department of Public Works receive the following information: 24 hour emergency contact, the fees charged, and private enforcement mechanisms used by these owner/operators. The City Council has authority to regulate parking within the City limits and the signage required by this ordinance falls within that authority.

I recommend that the City Council move to pass first reading and schedule public hearing and second reading of the proposed ordinance at the February 21, 2017 City Council meeting. Action on this item should take place under Section VIII of the Agenda.

2. **Public Hearing/Adoption of Proposed Resolutions.**

- 2.1 **Public Hearing/Adoption of Two Proposed Bonding Resolutions for the Acquisition of One Fire Apparatus; Improvements to Fire Station 3.** As a result of the January 23, 2017 City Council meeting, under Section VII of the Agenda, are the attached two proposed Bonding Resolutions as outlined below. [Attached is a letter from Fire Chief Steve Achilles and two corresponding CIP element sheets regarding this matter.](#) Chief Achilles will make a presentation regarding this matter.

- A) One Fire Apparatus in the amount of Four Hundred Thousand (\$400,000) Dollars. This item has been identified in the FY 17-22 Capital Improvement Plan. The Fire Chief would like to receive authorization to start the process to acquire a new commercial chassis rescue/support vehicle. Complete set-up of the vehicle would be included in the funding to include radio, lettering, striping and equipment.

Move to adopt the Bonding Resolution for One Fire Apparatus in the amount of Four Hundred Thousand (\$400,000) Dollars, as presented. Action on this item should take place under Section VIII of the Agenda.

- B) Improvements to Fire Station 3 in the amount of Six Hundred Ten Thousand (\$610,000) Dollars. This item has been identified in the FY 17-22 Capital Improvement Plan. The Fire Chief met with Public Works staff regarding a design-build approach to the renovations. The project will improve the facility, work environment, and regulatory deficiencies.

Move to adopt the Bonding Resolution for Improvements to Fire Station 3 in the amount of Six Hundred Ten Thousand (\$610,000) Dollars, as presented. Action on this item should take place under Section VIII of the Agenda.

3. **Public Hearing/Second Reading of Proposed Ordinance Amendments.**

- 3.1 **Public Hearing/Second Reading of Proposed Ordinances to Amend Chapter 7, Article I, Sections 7.101 Parking Meters and 7.102 Parking Meter Zones, 7.105 Parking; Article III, Sections – Limited Parking One Hour, Section 7.325 – Limited Parking Thirty Minutes, Section 7.326 – Limited Parking Fifteen Minutes, Section 7.327 – Limited Parking Two Hours, Section 7.328 – Limited Parking Three Hours; Section 7.328-1 – Utilization of Multiple Parking Spaces and Section 7.329 – Limited Parking Four Hours; Article IV, Section 7.406 Parking and Meter Spaces.** As a result of the January 23, 2017 City Council meeting, under Section VII of the Agenda, I am bringing back for public hearing and second reading the [attached proposed five ordinances](#) intended to implement the amendments to the Parking Ordinance regarding parking rates and hours of operation requested by the City Council at its January 9, 2017

meeting. In addition to these proposed ordinance changes, Parking and Transportation Division Staff is working with our parking consultant to develop alternative variable rate structures based on real-time parking utilization.

Currently parking utilization data is collected three times per year during the spring and fall seasons and once during peak summer use and extrapolated to reflect annual utilization. The alternative approach being reviewed will be based on data collected from on-street meters, pay and display meters as well as by the Garage pay kiosks. Staff will present the findings of this alternative rate approach upon completion which is anticipated late spring of 2017.

The proposed ordinance changes presented here are consistent with the City Council's Adopted 2012 Parking Guiding Principles to improve parking utilization and will raise necessary revenues to support operation of the City's Parking and Transportation Division.

In response to City Council input, the Ordinance has been amended from first reading to extend enforcement from 7:00 p.m. to 8:00 p.m. This will ensure some turnover through peak demand for restaurants.

Also, some general housekeeping measures have been addressed in the amended ordinances.

We have labeled the ordinances A-E for organizational purposes. A synopsis of what each of the ordinances seeks to accomplish is as follows:

- A. Article I, Section 7.101 – PARKING METERS - DEFINITIONS
If adopted this ordinance would include mobile phone applications in the definition of “meter.”
- B. Article I, Section 7.102 PARKING METER ZONES
If adopted, this ordinance would increase the parking rate for all Downtown High Occupancy Zones to \$2.00 per hour, increase the parking rate for all other Occupancy Zones to \$1.50 per hour and create an EasyPark residency discount.
- C. Article I, Section 7.105 PARKING
If adopted, this ordinance would extend parking meter fees until 8:00 p.m.
- D. Article III, Section 7.324 – Limited Parking One Hour, Section 7.325 – Limited Parking Thirty Minutes, Section 7.326 – Limited Parking Fifteen Minutes, Section 7.327 – Limited Parking Two Hours, Section 7.328 – Limited Parking Three Hours, Section 7.328-1 – Utilization of Multiple Parking Spaces; and Section 7.329 – Limited Parking Four Hours.
If adopted, this ordinance would extend parking meter fees until 8:00 p.m.

- E. Article IV, Section 7.406 PARKING IN METER SPACES
If adopted, this section would be deleted in its entirety as duplicative.

I recommend the City Council move the following motions:

- A. *Move to pass second reading and schedule third and final reading of the proposed Ordinance amendment to Chapter 7, Article I, Section 7.101- PARKING METERS - DEFINITIONS at the February 21, 2017 City Council meeting.*
- B. *Move to pass second reading and schedule third and final reading of the proposed Ordinance amendment to Chapter 7, Article I, Section 7.102 PARKING METER ZONES at the February 21, 2017 City Council meeting.*
- C. *Move to pass second reading and schedule third and final reading of the proposed Ordinance amendment to Chapter 7, Article I Section 7.105 PARKING at the February 21, 2017 City Council meeting.*
- D. *Move to pass second reading and schedule a third and final reading of the proposed Ordinance amendment to Chapter 7, Article III, Section 7.324 – Limited Parking One Hour, Section 7.325 – Limited Parking Thirty Minutes, Section 7.326 – Limited Parking Fifteen Minutes, Section 7.327 – Limited Parking Two Hours, Section 7.328 – Limited Parking Three Hours, Section 7.328-1 – Utilization of Multiple Parking Spaces; and Section 7.329 – Limited Parking Four Hours at the February 21, 2017 City Council meeting.*
- E. *Move to pass second reading and schedule third and final reading of the proposed Ordinance amendment to Chapter 7, Article IV, Section 7.406 PARKING IN METER SPACES at the February 21, 2017 City Council meeting.*

Action on this item should take place under Section VIII of the Agenda.

Acting City Manager's Items Which Require Action:

1. **Report Back Re: Schiller Station Resolution (January 23, 2017 City Council Meeting).** As you will recall at the January 9, 2017 City Council meeting, several concerned citizens brought to the City Council's attention a resolution relative to Schiller Station ([see attached](#)). The City Council was asked by the citizens to adopt the resolution. The City Council voted to refer this matter to the Acting City Manager for report back to the City Council. Staff recommends a different course of action after the bidding process is complete rather than adoption of the proposed resolution.

[Attached is a further report back](#) from Deputy City Attorney Suzanne Woodland on the resolution relative to the Schiller Station that several concerned citizens brought to the City Council's attention at its meeting.

The auction of Schiller Station is part of a highly regulated public auction process involving energy-generating assets across the State of New Hampshire. This process is being overseen by the Public Utilities Commission (PUC) which has the principal goal in this proceeding of protecting the economic interests of Eversource's (PSNH's) electricity customers by maximizing the return on the investments. The Office of the Consumer Advocate, the Conservation Law Foundation and other parties have participated for years in the regulatory proceedings leading up to and including this current auction effort. The City has never been a party to this specialized, regulatory docket and becoming a party or otherwise weighing in at this late date could have unintended negative or harmful consequences for the bidding process and future sale.

The most recent PUC order on the complex, multi-phased bidding process can be found here:

https://www.puc.nh.gov/Regulatory/Docketbk/2016/16-817/ORDERS/16-817_2016-11-10_ORDER_25967.PDF

Within this Order, the PUC grants authority for the removal of Schiller Station's mercury boilers to facilitate the sale of the property. The selection criteria for Round 1 of the bidding is described in that Order as follows: "Criteria include: bid price relative to other bidders, assets included in the bid, ability to finance, commitment to the transaction, reputation in the market, and ability to support Round 2 due diligence." Such criteria reflect the intention to obtain qualified buyers for the property to protect the interests of ratepayers.

Although the City staff does not recommend adopting the resolution, staff points out that any new use/redevelopment of the Schiller Station property will require local land use approvals. In addition, once the auction is complete, staff can reach out to the successful bidder and share its concerns and preferences relative to the reuse.

On Monday evening, Deputy City Attorney Suzanne Woodland will be present to explain the (PUC) docket in more detail. Planning Director Rick Taintor will be present to describe land use regulations in what is currently zoned Waterfront Industrial District.

I recommend the City Council move to instruct the City Manager to reach out to the successful bidder regarding reuse of the Schiller Station and environmental concerns expressed in the citizens' submitted resolution.

2. **Islington Street Utility Lines.** Department of Public Works staff will make a brief presentation to the City Council on the current status of the Islington Street corridor design project. Staff will also present information on the tasks required to bury overhead utility lines along the corridor. As shown in the [attached memorandum](#), based on initial information provided by the project consultants from other similar projects in the area, the cost to bury the overhead utilities would add an additional \$1M to the design costs, and an additional \$4.6M to \$7.6M in construction costs. In addition to the cost, it would likely be necessary to obtain easements from landowners to locate transformers, control cabinets and other items on the ground, as there is little city land available for these items in the corridor. Due to these high costs and logistical hurdles, staff recommends that burying of the overhead utilities not be included in the project, and will seek an endorsement of this recommendation from the City Council.

I recommend the City Council move to endorse moving forward with design and bidding without inclusion of underground utilities along the Islington Street corridor.

3. **Report Back Re: Request that the Involuntarily Merged Lots at 70 Sims Avenue be Restored to their Premerger Status.** As you will recall at the January 9th City Council meeting the Council referred the aforementioned request to the Planning Board for report back to the City Council. [Attached is a letter from Attorney Christopher P. Mulligan on behalf of his client, Mark G. Broderick and Emily Spencer](#), requesting that the City Council restore two lots at 70 Sims Avenue to their premerger status pursuant to RSA 674:39-aa ([see attached](#)). Also, [attached is a memorandum from Rick Taintor, Planning Director](#), which further explains the history regarding this lot.

As stated in the memorandum, with no further information, it appears that the proper action by the City Council is to restore the parcel to its premerger status as three lots, i.e., Lots 55, 64 and 65 as shown on the 1918 plan of Daniels Park.

At its meeting on January 19, 2017, the Planning Board voted to recommend to the City Council that the parcel at 70 Sims Avenue be restored to its premerger status as three lots, and municipal zoning and tax maps be updated to identify the premerger status of the three lots as shown on the 1918 plan recorded at the Rockingham County Registry of Deeds.

I recommend the City Council move to accept the Planning Board's recommendation, as presented.

4. **Report Back Re: Request that the Involuntarily Merged Lots at 21 Elwyn Avenue be Restored to their Premerger Status.** As you will recall at the January 9th City Council meeting, the Council referred the aforementioned request to the Planning Board for report back to the City Council. [Attached is a letter from Attorney William G. Scott on behalf of his client, Arlene F. Beatty and the Arlene F. Beatty Trust](#), requesting that the City Council restore two lots at 21 Elwyn Avenue to their premerger status pursuant to RSA 674:39-aa

(see attached). Also, attached is a memorandum from Rick Taintor, Planning Director, which further explains the zoning issues regarding this lot.

At its meeting on January 19, 2017, the Planning Board voted to recommend to the City Council that the parcel at 21 Elwyn Avenue be restored to its premerger status as two lots, and municipal zoning and tax maps be updated to identify the premerger status of the lots as shown on the 1899 plan recorded at the Rockingham County Registry of Deeds.

I recommend the City Council move to accept the Planning Board's recommendation, as presented.

5. **Report Back Re: Acceptance of Street Re: New Parking Garage.** Attached is a memorandum from Planning Director Rick Taintor regarding the proposed construction and acceptance of a public way between Bridge Street and Rock Street as part of the municipal parking garage project. In accordance with City Ordinance, Chapter 11, Article VI, at the January 9th City Council meeting, the Council referred this matter to the Planning Board for report back prior to the City Council taking final action regarding this matter.

In addition, due to concerns about through traffic potentially impacting residential neighborhoods, the new street is not intended to accommodate through traffic at this time, but a connection to the current end of Rock Street is provided for emergency access.

At its meeting on January 19, 2017, the Planning Board voted “to recommend that the City construct the proposed new street as shown on the Deer Street Parking Garage site plans dated January 11, 2017 (including any revisions that may be approved by the Planning Board through the Site Plan Review process), and to recommend that the new street be dedicated and accepted as a City street upon completion of construction in accordance with the approved plans.”

I recommend the City Council move to accept the aforementioned recommendation of the Planning Board as part of the municipal parking garage project.

6. **Recommendation Re: Artificial Turf at the Route 33 Recreation Field.** Staff will provide a report back to City Council concerning the evaluation of using crumb rubber in-fill as part of the new artificial turf field at the old Stump Dump off of Route 33. In-fill material is integral to an artificial turf field and the type of in-fill can impact the performance of the field and safety of the players using the field. Crumb rubber has been the dominate in-fill material used in artificial fields because its performance is similar to natural grass fields and its ease of maintenance. Our high school football field has crumb rubber in-fill.

Given the concerns raised as to the safety of crumb rubber infill, our field design consultant, Weston and Sampson Engineers performed a detailed review of the available science to confirm crumb rubber is an acceptable in-fill material for this project and to propose a potential alternative in-fill material if it is decided not to use crumb rubber. The

evaluation reviewed 14 in-fill alternatives including coconut shells and other natural alternatives. [See attached memorandum from Weston & Sampson.](#)

The findings of this evaluation were presented to the City's Recreation Board at its January 18, 2017 meeting ([see attached memo from Public Works Director Peter Rice](#)) during which the Recreation Board voted to endorse the findings of the evaluation. In summary, the reports and studies by leading experts determined crumb rubber in-fill is safe for children and adults and is not associated with elevated health risks. In addition, our consultant recommended EDPM as an alternative in-fill material if it was decided not to use crumb rubber. EDPM is used in children's playground mats and has similar performance characteristics to crumb rubber.

Further, for your information, I have [attached various news articles](#), as well as a copy of the [Washington State Synthetic Turf Cancer OE Ratio 2017 Chart](#) supporting our recommendation.

Staff recommends the City Council endorse the recommendation of the Recreation Board which include using crumb rubber as in-fill as part of the base bid with an alternative in-fill bid item EDPM.

I recommend the City Council move to accept the Recreation Board's recommendation to include crumb rubber in-fill as the base bid with EDPM as an alternative in-fill bid item at the Route 33 Recreation Field.

Informational Items:

1. **Events Listing (January 23, 2017 City Council Meeting).** For your information, [attached is a copy of the Events Listing](#) updated after the last City Council meeting on January 23, 2017. In addition, this can be found on the City's website.
2. **Report Back Re: Text Services for Snow Ban Notification (January 23, 2017 City Council Meeting).** As requested at the January 9, 2017 City Council meeting, [attached is a memorandum from Public Works Director Peter Rice](#) regarding text services for snow ban notification. We are now in the final testing stage of implementing CodeRED text and e-mail notifications and will be publicizing this new service shortly.
3. **City Council Work Session Re: Capital Improvement Plan.** For your information, [attached is an Agenda for the City Council Work Session on Monday, February 13, 2017](#), regarding the Capital Improvement Plan (CIP). Please bring your CIP document with you to the Work Session. The CIP is also posted on the City's website. In addition, just a reminder that the CIP Public Hearing will be held on Tuesday, February 21, 2017.

4. **Notification Re: City's Tax Office.** The City's Tax Office will be unable to process any motor vehicle transactions on **Friday, February 17, 2017, through Tuesday, February 21, 2017**, due to the State's implementation of a new computer system (VISION) within the NH Department of Safety, Division of Motor Vehicles. The Tax Office will be open for other transactions during normal business hours on these business days and will resume processing motor vehicle transactions on Wednesday, February 22, 2017. A state-wide press release is being issued by the NH Department of Safety alerting the general public to this interruption in service and urging people to schedule their motor vehicle transactions on alternative days in February. We will be posting this information on the City's website and including it in the City's Newsletter, as well as posting signs at City Hall.
5. **Parrott Avenue Lot Re: Title Restrictions.** For your information, [attached is a memorandum from City Attorney Robert Sullivan](#), dated February 24, 2010, regarding Parrott Avenue Lot title restrictions.