

OFFICIAL – Amended 3/21/18.

**CITY OF LEBANON
CITY COUNCIL
Minutes, Regular Session, December 20, 2017
City Hall—Council Chambers
7:00 p.m.**

MEMBERS PRESENT: Mayor Suzanne Prentiss, Councilors Clifton Below, Bruce Bronner, Erling Heistad, Karen Liot Hill, Shane Smith, Jim Winny

MEMBERS ABSENT: Assistant Mayor Tim McNamara, Councilor Sarah Welsch

STAFF PRESENT: Interim City Manager Paula Maville, City Clerk Sandra Allard, Planning & Zoning Director David Brooks, Fire Chief Chris Christopoulos, Recreation Director Paul Coats, Airport Manager Rick Dymment, Library Director Sean Fleming, Human Services Director Lynne Goodwin, City Engineer Christina Hall, Finance Director Len Jarvi, Information Services Director Josh Kahan, Public Works Director Michael Lavalla, Deputy Finance Director Vicki Lee, Police Chief Richard Mello, Solid Waste Manager Marc Morgan, Deputy Police Chief Phil Roberts, Assistant Public Works Director, Administrative Secretary Tina Stearns, Bruce Temple, Chief Assessor Rick Vincent, Human Resources Director Sheila Wahl

The meeting was called to order at 7:00 by Mayor Prentiss.

I. PLEDGE OF ALLEGIANCE—Mr. Jarvi led the Council in the Pledge.

II. PUBLIC FORUM ANNOUNCEMENT BY THE MAYOR

Mayor Prentiss made the announcement. No members of the public spoke at this time. Mayor Prentiss thanked the staff for their work toward developing the budget.

IV. PRE-PAYMENT OF PROPERTY TAXES—Discussion and action pursuant to NH RSA 80:52-a to authorize the pre-payment of taxes and authorize the collector of taxes to accept payments in pre-payment of taxes.

Ms. Maville said due to the recently passed tax reform bill, the City has received phone calls from people asking about pre-paying property taxes. This requires Council action, and the agenda was amended accordingly.

III. PUBLIC HEARING ITEM

- A. ADOPTION OF 2018 CITY BUDGET**—Public Hearing for the purpose of receiving public input on the adoption of the proposed 2018 City budget, and taking action to authorize the issuance of bonds or notes to finance 2018 capital improvements; to authorize the City Manager to apply for Drinking Water and/or Clean Water State Revolving Fund Loan(s) for Combined Sewer Overflow Separation Improvements and to designate the City Manager as authorized representative of the City; to rescind prior authorizations for the issuance of bonds or notes; and to authorize the disbursement of Capital Reserve Funds by the Trustees of the Trust Funds.

Mr. Jarvi reviewed the process to be followed at the meeting and stated that public notice of the meeting was provided.

Mayor Prentiss opened the public hearing. Hearing no comment, she closed the public hearing.

RESOLUTION NO. 1

Bruce Bronner moved passage of Resolution No. 1 to appropriate \$30,489,750, for General City Operations:

RESOLVED, for the purpose of authorizing and financing the General Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$30,489,750.

	2018 Budget	\$ Chg. v. '17	% Chg. v. '17		2018 Budget	\$ Chg. v. '17	% Chg. v. '17
TO BE SPENT ON...							
Operations and Maintenance	\$24,865,710	\$619,700	2.6%	Intergovernmental Revenues	\$1,203,610	\$141,980	13.4%
Debt Service	\$3,672,420	\$5,450	0.1%	Charges for Services	\$1,251,150	\$44,280	3.7%
Interfund Transfers	\$1,951,620	\$525,840	36.9%	Other Revenues	\$266,000	\$38,700	17.0%
Total Expenditures	\$30,489,750	\$1,150,990	3.9%	Interfund Transfers	\$1,688,410	\$36,330	2.2%
...AND PAID FOR BY				Total Revenues	\$28,975,930	\$909,070	3.2%
Taxes	\$21,906,330	\$608,050	2.9%	Applied (Realized) Fund Balance	\$1,513,820	\$241,920	19.0%
Licenses and Permits	\$2,660,430	\$39,730	1.5%	Total Revenues and Fund Balance	\$30,489,750	\$1,150,990	3.9%

NOTE: Applied fund balance is spendable fund balance used to balance the budget; realized fund balance represents an expected gain.

This resolution shall be effective January 1, 2018.

Seconded by Shane Smith.

Clifton Below moved to amend the motion by increasing the Police Department budget by \$223,620 to hire two officers in conjunction with a grant awarded under the 2017 Community Oriented Policing Services (COPS) hiring program (CHP);

increasing estimated revenues by \$167,710 (COPS CHP Grant); and designating using \$55,910 from Spendable Fund Balance that with the grant will fund the appropriation with no municipal tax rate impact expected in 2018. *Seconded by Bruce Bronner.*

**The motion to amend passed 7-0.*

Jim Winny moved to amend the motion by decreasing the School St/120S Pedestrian Facility project by \$35,000 (to \$185,000) and increasing the LPD Special Service Vehicle Replacement project by \$35,000 (to \$160,000) in the Transfers to Capital Improvements Fund budget. Seconded by Shane Smith.

**The motion to amend passed 7-0.*

Erling Heistad moved to amend the motion by increasing the Public Works (Operations & Maintenance) budget by \$25,000 for cemetery stone restorations and designating using \$25,000 from Spendable Fund Balance to fund the appropriation with no Municipal Tax Rate impact expected in 2018. Seconded by Shane Smith.

**The motion to amend passed 7-0.*

**The amended main motion passed 7-0.*

RESOLUTION NO. 2

Shane Smith moved passage of Resolution No. 2 to appropriate \$5,738,950 for solid waste disposal:

RESOLVED, for the purpose of authorizing and financing the Solid Waste Disposal Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$5,738,950.

	2018 Budget	\$ Chg. v. '17	% Chg. v. '17		2018 Budget	\$ Chg. v. '17	% Chg. v. '17
TO BE SPENT ON...							
Operations and Maintenance	\$1,536,770	\$34,640	2.3%	Charges for Services	\$3,100,000	(\$290,000)	-8.6%
Debt Service	\$379,250	(\$6,000)	-1.6%	Other Revenues	\$225,000	\$197,100	706.5%
Interfund Transfers	\$3,822,930	\$2,419,870	172.5%	Total Revenues	\$3,338,370	(\$93,430)	-2.7%
Total Expenditures	\$5,738,950	\$2,448,510	74.4%	Applied (Realized) Fund Balance	\$2,400,580	\$2,541,940	-1798.2%
...AND PAID FOR BY				Total Revenues and Fund Balance	\$5,738,950	\$2,448,510	74.4%
Intergovernmental Revenues	\$13,370	(\$530)	-3.8%				

NOTE: Applied fund balance is spendable fund balance used to balance the budget; realized fund balance represents an expected gain.

This resolution shall be effective January 1, 2018.

Seconded by Bruce Bronner.

Councilor Below said this appears to be a big increase, but a lot of it is for the landfill gas energy project, with the expectation that it will pay for itself and produce future savings. Councilor Hill said it also may generate revenue.

**The motion passed 7-0.*

RESOLUTION NO. 3

***Karen Liot Hill moved* passage of Resolution No. 3 to appropriate \$3,075,250 for water treatment and distribution:**

***RESOLVED*, for the purpose of authorizing and financing the Water Treatment and Distribution Fund budget.**

***BE IT FURTHER RESOLVED*, by the City of Lebanon, that funds be raised and appropriated in the amount of \$3,075,250.**

	2018 Budget	\$ Chg. v. '17	% Chg. v. '17		2018 Budget	\$ Chg. v. '17	% Chg. v. '17
TO BE SPENT ON...							
Operations and Maintenance	\$1,665,540	(\$39,770)	-2.3%	Charges for Services	\$3,085,480	\$196,780	6.8%
Debt Service	\$866,930	(\$73,830)	-7.8%	Other	\$34,650	\$14,150	69.0%
Interfund Transfers	\$542,780	(\$20,890)	-3.7%	Interfund Transfers	\$263,730	\$6,900	2.7%
Total Expenditures	\$3,075,250	(\$134,490)	-4.2%	Total Revenues	\$3,390,310	\$210,830	6.6%
...AND PAID FOR BY				Applied (Realized) Fund Balance	(\$315,060)	(\$345,320)	-1141.2%
Intergovernmental Revenues	\$6,450	(\$7,000)	-52.0%	Total Revenues and Fund Balance	\$3,075,250	(\$134,490)	-4.2%

NOTE: Applied fund balance is spendable fund balance used to balance the budget; realized fund balance represents an expected gain.

This resolution shall be effective January 1, 2018.

Seconded by Erling Heistad.

**The motion passed 7-0.*

RESOLUTION NO. 4

***Suzanne Prentiss moved* passage of Resolution No. 4 to appropriate \$6,329,160 for sewage collection and disposal:**

***RESOLVED*, for the purpose of authorizing and financing the Sewage Collection and Disposal Fund budget.**

***BE IT FURTHER RESOLVED*, by the City of Lebanon, that funds be raised and appropriated in the amount of \$6,329,160.**

	2018 Budget	\$ Chg. v. '17	% Chg. v. '17		2018 Budget	\$ Chg. v. '17	% Chg. v. '17
TO BE SPENT ON...				Charges for Services	\$5,352,760	\$307,450	6.1%
Operations and Maintenance	\$3,061,750	\$77,630	2.6%	Other	\$44,750	\$9,450	26.8%
Debt Service	\$2,524,510	\$294,230	13.2%	Total Revenues	\$5,429,970	\$309,240	6.0%
Interfund Transfers	\$742,900	(\$152,820)	-17.1%	Applied (Realized) Fund Balance	\$899,190	(\$90,200)	-9.1%
Total Expenditures	\$6,329,160	\$219,040	3.6%	Total Revenues and Fund Balance	\$6,329,160	\$219,040	3.6%
...AND PAID FOR BY							
Intergovernmental	\$32,460	(\$7,660)	-19.1%				

NOTE: Applied fund balance is spendable fund balance used to balance the budget; realized fund balance represents an expected gain.

This resolution shall be effective January 1, 2018.

Seconded by Jim Winny.

Bruce Bronner moved to amend the motion by revising estimated revenues (charges for services) upward by \$402,010 to both more accurately reflect prior year results and a 5% 2018 sewer service rate increase instead of an originally proposed 8% increase. *Seconded by Shane Smith.*

****The motion to amend passed 7-0.***

The amended main motion passed 7-0.

RESOLUTION NO. 5

Clifton Below moved move passage of Resolution No. 5 to appropriate \$1,256,330 for municipal airport operations:

RESOLVED, for the purpose of authorizing and financing the Municipal Airport Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$1,256,330.

	<u>2018 Budget</u>	<u>\$ Chg. v. '17</u>	<u>% Chg. v. '17</u>		<u>2018 Budget</u>	<u>\$ Chg. v. '17</u>	<u>% Chg. v. '17</u>
TO BE SPENT ON...							
Operations and Maintenance	\$1,095,130	\$58,870	5.7%	Charges for Services	\$953,170	\$157,290	19.8%
Debt Service	\$96,350	(\$3,330)	-3.3%	Other	\$5,890	(\$37,170)	-86.3%
Interfund Transfers	\$64,850	(\$43,970)	-40.4%	Interfund Transfers	\$340,120	\$103,270	43.6%
Total Expenditures	\$1,256,330	\$11,570	0.9%	Total Revenues	\$1,320,500	\$223,390	20.4%
...AND PAID FOR BY				Applied (Realized) Fund Balance	(\$64,170)	(\$211,820)	-143.5%
Intergovernmental	\$21,320	\$0	0.0%	Total Revenues and Fund Balance	\$1,256,330	\$11,570	0.9%

NOTE: Applied fund balance is spendable fund balance used to balance the budget; realized fund balance represents an expected gain.

This resolution shall be effective January 1, 2018.

Seconded by Karen Liot Hill.

****The motion passed 7-0.***

RESOLUTION NO. 6

Jim Winny moved passage of Resolution No. 6 to appropriate \$25,000 for emergency preparedness:

RESOLVED, for the purpose of authorizing and financing the Emergency Management Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$25,000.

	2018 Budget	\$ Chg. v. '17	% Chg. v. '17		2018 Budget	\$ Chg. v. '17	% Chg. v. '17
TO BE SPENT ON...				...AND PAID FOR BY			
Operations and Maintenance	\$25,000	\$0	0.0%	Interfund Transfers	\$25,000	\$0	0.0%
Total Expenditures	\$25,000	\$0	0.0%	Total Revenues	\$25,000	\$0	0.0%
				Applied (Realized) Fund Balance	\$0	\$0	0.0%
				Total Revenues and Fund Balance	\$25,000	\$0	0.0%

NOTE: Applied fund balance is spendable fund balance used to balance the budget; realized fund balance represents an expected gain.

This resolution shall be effective January 1, 2018.

Seconded Bruce Bronner.

**The motion passed 7-0.*

RESOLUTION NO. 7

Suzanne Prentiss moved passage of Resolution No. 7 to appropriate \$20,240,000 for capital improvements and acquisitions:

RESOLVED, for the purpose of authorizing and financing the Capital Improvements Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be appropriated in the amount of \$20,240,000 for expenditure in connection with the following improvements and acquisitions.

	2018 Budget	\$ Chg. v. '17	% Chg. v. '17		2018 Budget	\$ Chg. v. '17	% Chg. v. '17
TO BE SPENT ON...				...AND PAID FOR BY			
General Construction	\$12,130,000	\$2,439,450	25.2%	Intergovernmental	\$2,740,000	\$630,690	29.9%
Architecture/Engineering/Planning	\$2,000,000	\$1,149,500	135.2%	Other	\$0	(\$80,000)	-100.0%
Machinery, Vehicles & Equipment	\$6,110,000	\$4,541,000	289.4%	Debt Proceeds	\$11,455,000	\$3,425,000	42.7%
Total Expenditures	\$20,240,000	\$8,129,950	67.1%	Interfund Transfers	\$6,045,000	\$4,381,507	263.4%
				Total Revenues	\$20,240,000	\$8,357,197	70.3%
				Applied (Realized) Fund Balance	\$0	(\$227,247)	-100.0%
				Total Revenues and Fund Balance	\$20,240,000	\$8,129,950	67.1%

NOTE: Applied fund balance is spendable fund balance used to balance the budget; realized fund balance represents an expected gain.

Project	Amount	Source of Financing Summary		
		Intergovernmental (Grants)	Bond/Note Proceeds (Debt Issuance)	Interfund Transfers (Existing Funds)
Rescue #1 Replacement	\$550,000	\$0	\$550,000	\$0
Station Alerting System Installation	\$180,000	\$0	\$0	\$180,000
West Lebanon CBD Vision Study	\$165,000	\$0	\$0	\$165,000
Radio Communications Repeater Replacement	\$50,000	\$0	\$0	\$50,000
HVAC Repair and Upgrade	\$200,000	\$0	\$200,000	\$0
Mobile Data Terminal Replacement and E-Ticket Equipment	\$105,000	\$0	\$0	\$105,000
Special Services Vehicle Replacement	\$125,000	\$0	\$0	\$125,000
Passenger Van Replacement	\$50,000	\$0	\$0	\$50,000
Compactor Replacement #40-07	\$1,300,000	\$0	\$0	\$1,300,000
Landfill Gas to Energy (LFGTE) Project	\$2,850,000	\$0	\$0	\$2,850,000
Water Treatment Facility Upgrade	\$250,000	\$0	\$0	\$250,000
DPW Fleet and Equipment Replacement	\$350,000	\$0	\$0	\$350,000
CMOM (Capacity Management Operations Maintenance Plan)	\$415,000	\$0	\$0	\$415,000
Mascoma Street Bridge Replacement #120-115	\$100,000	\$80,000	\$0	\$20,000
Combined Sewer Overflow Separation/Utility Replacement	\$8,250,000	\$0	\$8,250,000	\$0
Streets Rehabilitation/Reconstruction	\$300,000	\$0	\$255,000	\$45,000
Downtown Visioning and Tunnel Project	\$2,000,000	\$0	\$2,000,000	\$0
Snow Removal Equipment Building Expansion	\$1,200,000	\$1,140,000	\$0	\$60,000
Replace Airfield Snowblower	\$600,000	\$570,000	\$0	\$30,000
Runway Safety Area Improvements	\$1,000,000	\$950,000	\$0	\$50,000
Hillcrest Acres Infrastructure Construction	\$200,000	\$0	\$200,000	\$0
Total	\$20,240,000	\$2,740,000	\$11,455,000	\$6,045,000

Source of Financing	Amount	Intergovernmental (Grants)	Bond/Note Proceeds (Debt Issuance)	Interfund Transfers (Existing Funds)
N. H. Department of Transportation	\$80,000	\$80,000	\$0	\$0
Federal Aviation Administration	\$2,520,000	\$2,520,000	\$0	\$0
N. H. Department of Transportation -- Bureau of Aeronautics	\$140,000	\$140,000	\$0	\$0
General Fund Supported (Property Taxes)	\$6,295,000	\$0	\$6,295,000	\$0
Water Treatment and Distribution Fund Supported (Water Service Fees)	\$2,535,000	\$0	\$2,535,000	\$0
Sewage Collection and Disposal Fund Supported (Sewer Service Fees)	\$2,625,000	\$0	\$2,625,000	\$0
Capital Reserve Funds	\$3,090,000	\$0	\$0	\$3,090,000
Passenger Facility Charge Fees	\$140,000	\$0	\$0	\$140,000
Transfer from General Fund	\$465,000	\$0	\$0	\$465,000
Transfer from Solid Waste Disposal Fund	\$2,350,000	\$0	\$0	\$2,350,000
Total	\$20,240,000	\$2,740,000	\$11,455,000	\$6,045,000

Source of Financing	Amount	Intergovernmental (Grants)	Bond/Note Proceeds (Debt Issuance)	Interfund Transfers (Existing Funds)
N. H. Department of Transportation	\$80,000	\$80,000	\$0	\$0
Federal Aviation Administration	\$2,520,000	\$2,520,000	\$0	\$0
N. H. Department of Transportation -- Bureau of Aeronautics	\$140,000	\$140,000	\$0	\$0
General Fund Supported (Property Taxes)	\$6,295,000	\$0	\$6,295,000	\$0
Water Treatment and Distribution Fund Supported (Water Service Fees)	\$2,535,000	\$0	\$2,535,000	\$0
Sewage Collection and Disposal Fund Supported (Sewer Service Fees)	\$2,625,000	\$0	\$2,625,000	\$0
Capital Reserve Funds	\$3,090,000	\$0	\$0	\$3,090,000
Passenger Facility Charge Fees	\$140,000	\$0	\$0	\$140,000
Transfer from General Fund	\$465,000	\$0	\$0	\$465,000
Transfer from Solid Waste Disposal Fund	\$2,350,000	\$0	\$0	\$2,350,000
Total	\$20,240,000	\$2,740,000	\$11,455,000	\$6,045,000

BE IT FURTHER RESOLVED, by the City of Lebanon, that the City Manager is authorized to take steps necessary and appropriate to apply for and secure maximum federal and state grant funding assistance.

This resolution shall be effective January 1, 2018.

Seconded by Shane Smith.

Erling Heistad moved to amend the motion by decreasing the capital improvements budget by \$150,000 (for the LPD HVAC Repair & Upgrade project from \$200,000 to \$50,000) and decreasing estimated revenues (Bond Proceeds) by the same amount. *Seconded by Jim Winny.*

**The motion to amend passed 7-0.*

Bruce Bronner moved to amend the motion by increasing the capital improvements budget by \$35,000 (for the LPD Special Services Vehicle Replacement project from \$125,000 to \$160,000) and increasing estimated revenues (Interfund Transfers/ General Fund Operating Budget) by the same amount. *Seconded by Karen Liot Hill.*

**The motion to amend passed 7-0.*

Karen Liot Hill moved to amend the motion by reflecting the intent of the City Council that the \$165,000 West Lebanon Central Business District Vision Study project be purposed toward yet unspecified West Lebanon capital improvements instead of as proposed with the project name changed to more appropriately identify the project going forward as “West Lebanon Capital Improvements”.

Seconded by Jim Winny.

Councilor Hill said because of the uncertainty regarding Westboro Yard, the Council felt this was not necessarily the right time to allocate money for a visioning study. They felt that allocating resources to West Lebanon was important, and they have discussed potential places to put funds, including possibly the gateway. Mayor Prentiss said a meeting was held on Dec. 14 with NHDOT, Rymes Propane, the governor’s office, Ward 1 Councilors and the City Manager, and they made progress regarding what can and cannot happen and safety issues. Councilor Bronner noted that the Cole’s Flooring building is now vacant; he asked if that was because of the Westboro Yard situation and whether they may have trouble filling that building.

**The motion to amend passed 7-0.*

**The amended main motion passed 7-0.*

RESOLUTION NO. 8

Bruce Bronner moved passage of Resolution No. 8 to authorize the issuance of bonds or notes to finance 2018 capital improvements:

RESOLVED, by the City of Lebanon, that the City Treasurer, with the approval of the City Manager, is authorized to issue, in accordance with the Municipal Finance Act (RSA 33), a bond issue or bond issues in an amount not to exceed \$11,455,000 (Eleven Million Four Hundred and Fifty-Five Thousand Dollars) as follows:

Project	Estimated Useful Life	Paid for By		Amount
LFD Rescue #1 Replacement	12-Years	Property Taxes		\$550,000
LPD HVAC Repair and Upgrade	15-Years	Property Taxes		\$200,000
Hillcrest Acres Infrastructure Construction	20-Years	Property Taxes	\$80,000	\$200,000
		Water User Fees	\$60,000	
		Sewer User Fees	\$60,000	
Streets Rehabilitation/Reconstruction	20-Years	Property Taxes	\$165,000	\$255,000
		Sewer User Fees	\$90,000	
Combined Sewer Overflow Separation and Utility Replacement	20-Years	Property Taxes	\$3,300,000	\$8,250,000
		Water User Fees	\$2,475,000	
		Sewer User Fees	\$2,475,000	
Downtown Visioning and Tunnel Improvements	20-Years	Property Taxes		\$2,000,000
			Total	\$11,455,000

BE IT FURTHER RESOLVED, that, except as herein otherwise provided, discretion to fix the dates, maturities, denominations, interest rate, form, and other details of said note(s)/issue(s), is hereby delegated to the City Treasurer, with the approval of the City Manager;

BE IT FURTHER RESOLVED, that, in accordance with the requirements of the Municipal Finance Act (RSA 33:2 Repayment of Loans), no loans issued to pay for public works or improvements shall exceed the expected useful life of said public works or improvements as determined by the City Council as designated in the foregoing table.

This resolution shall be effective January 1, 2018.

Seconded by Jim Winny.

Clifton Below moved to amend the motion by decreasing the amount of bonds/notes authorized to be issued to finance 2018 capital improvements (LPD HVAC Repair and Upgrade from \$200,000 to \$50,000) from \$11,455,000 to \$11,305,000. *Seconded by Shane Smith.*

**The motion to amend passed 7-0.*

**The amended main motion passed 7-0.*

RESOLUTION NO. 9

Suzanne Prentiss moved passage of Resolution No. 9 to authorize the City Manager to apply for clean water state revolving fund loan(s) and to designate the City Manager as authorized representative of the city:

WHEREAS, the City of Lebanon, after thorough consideration of the nature of its water pollution problem, hereby determines that the construction of certain works, generally described as Combined Sewer Overflow Separation Improvements, are desirable and in the public interest and, to that end, it is desired to apply for assistance from the Clean Water State Revolving Fund for up to \$8,250,000; and

WHEREAS, the City of Lebanon, has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-Wq 500, which relate to loans from the Clean Water State Revolving Fund, and deems it to be in the public interest to file loan applications and to authorize other actions in connection therewith;

RESOLVED, by the City of Lebanon City Council, that: 1. The City Manager is hereby authorized on behalf of the City to file an application for a loan to be made in accordance with New Hampshire Code of Administrative Rules Chapters Env-Wq 500; 2. That if such loan be made, the City agrees to repay the loan as stipulated in the loan agreement; 3. That the City Manager is hereby authorized to furnish such information and to take such other action as may be necessary to enable the City to qualify for the loan; 4. That the City Manager is hereby designated as the authorized representative of the City for the purpose of furnishing such information, data, and documents pertaining to the City for a loan as may be required; and otherwise to act as the authorized representative of the City in connection with this application. 5. That certified copies of this resolution be included as part of the application to be submitted for a loan; 6. That if such loan be made, the City agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

This resolution shall be effective January 1, 2018.

Seconded by Bruce Bronner.

**The motion passed 7-0.*

RESOLUTION NO. 10

Jim Winny moved passage of Resolution No. 10 to authorize the City Manager to apply for Drinking Water State Revolving Fund loan(s) and to designate the City Manager as authorized representative of the city:

WHEREAS, the City of Lebanon, after thorough consideration of the nature of its drinking water system needs, hereby determines that the construction of certain works, generally described as Combined Sewer Overflow Separation and Utility Replacement, are desirable and in the public interest and, to that end, it is necessary to apply for assistance from the Drinking Water State Revolving Fund for up to \$8,250,000.

WHEREAS, the City of Lebanon, has examined and duly considered the provisions of New Hampshire Code of Administrative Rules Chapter Env-Dw 1100, which relate to loans from the Drinking Water State Revolving Fund, and deems it to be in the public interest to file loan applications and to authorize other actions in connection therewith;

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon City Council, that:
1. The City Manager is hereby authorized on behalf of the City to file an application for a loan to be made in accordance with New Hampshire Code of Administrative Rules Chapter Env-Dw 1100; 2. That if such loan be made, the City agrees to repay the loan as stipulated in the loan agreement; 3. That the City Manager is hereby authorized to furnish such information and to take such other action as may be necessary to enable the City to qualify for the loan; 4. That the City Manager is hereby designated as the authorized representative of the City for the purpose of furnishing such information, data, and documents pertaining to the City for a loan as may be required; and otherwise to act as the authorized representative of the City in connection with this application. 5. That certified copies of this resolution be included as part of the application to be submitted for a loan; 6. That if such loan be made, the City agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

This resolution shall be effective January 1, 2018.

Seconded by Shane Smith.

**The motion passed 7-0.*

RESOLUTION NO. 11

***Karen Liot Hill moved* passage of Resolution No. 11 to rescind prior authorizations for the issuance of bonds or notes totaling \$995,168.46:**

WHEREAS, the Lebanon City Council, on December 21, 2011 (2012 budget), authorized the issuance of bonds or notes in the amount of \$9,916,000, including \$126,000 to finance the Mascoma Street Bridge #120/115 project; and

WHEREAS, the Lebanon City Council, on December 18, 2013 (2014 budget), authorized the issuance of bonds or notes in the amount of \$10,247,000, including \$3,100,000 (unissued balance of \$528,168.46) to finance the Wastewater Treatment Facility Improvements project; and

WHEREAS, the Lebanon City Council, on December 17, 2014 (2015 budget), authorized the issuance of bonds or notes in the amount of \$6,495,920, including \$66,000 to finance the NH120S/School Street Pedestrian Facility project; and

WHEREAS, the Lebanon City Council, on December 16, 2015 (2016 budget), authorized the issuance of bonds or notes in the amount of \$5,749,410, including \$275,000 to finance the NH120S/School Street Pedestrian Facility project; and

WHEREAS, prior but unissued authorizations for the issuance of bonds or notes totaling \$995,168.46 have been made unnecessary due to project completion or the

availability and application of alternative financing; in an ongoing effort to reduce outstanding authorized but unissued long-term debt, the City's debt exposure, the significant costs ultimately associated with servicing that debt; to preserve debt capacity; and in the interest of good debt management.

RESOLVED, by the City of Lebanon, that bonds or notes authorized on December 21, 2011 to be issued in the amount of \$126,000, but yet unissued, in connection with the Mascoma Street Bridge #120/115 project, is rescinded.

BE IT FURTHER RESOLVED, by the City of Lebanon, that bonds or notes authorized on December 18, 2013 to be issued in the amount of \$528,168.46, but yet unissued, in connection with the Wastewater Treatment Facility Improvements project, is rescinded.

BE IT FURTHER RESOLVED, by the City of Lebanon, that bonds or notes authorized on December 17, 2014 to be issued in the amount of \$66,000, but yet unissued, in connection with the NH 120S/School Street Pedestrian Facility project is rescinded.

BE IT FURTHER RESOLVED, by the City of Lebanon, that bonds or notes authorized on December 16, 2015 to be issued in the amount of \$275,000, but yet unissued, in connection with the NH 120S/School Street Pedestrian Facility project, is rescinded.

This resolution shall be effective upon passage.

Seconded by Shane Smith.

**The motion passed 7-0.*

RESOLUTION NO. 12

Shane Smith moved passage of Resolution No. 12 to authorize the disbursement of capital reserve funds by the Trustees of the Trust Funds:

RESOLVED, by the City of Lebanon, that funds held by the Trustees of the Trust Funds, in an amount not to exceed \$3,090,000 (Three Million Ninety Thousand Dollars) be disbursed to the Capital Improvements Fund as follows:

Purpose	Capital Reserve Fund	Amount
Fleet and Equipment Replacement	DPW Equipment and Vehicles	\$250,000
LFD Station Alerting System Installation	Fire Department Equipment and Vehicles	\$180,000
Landfill Compactor Replacement #40-07	Landfill Equipment	\$500,000
Landfill Gas to Energy (LFGTE) Project	Landfill Extended Long-Term Monitoring and Maintenance	\$1,300,000
Fleet and Equipment Replacement	Water Treatment and Distribution Improvements and Equipment	\$50,000
Water Treatment Facility Upgrade		\$250,000
Recreation Passenger Van Replacement	Recreation and Parks Improvements and Equipment	\$50,000
Fleet and Equipment Replacement		\$50,000
Streets Rehabilitation/Reconstruction	Sewage Collection and Disposal Improvements and Equipment	\$45,000
CMOM (Capacity Management Operations Maintenance Plan)		\$415,000
Total		\$3,090,000

This resolution shall be effective January 1, 2018.

Seconded by Clifton Below.

**The motion passed 7-0.*

RESOLUTION NO. 13

Clifton Below moved passage of Resolution No. 13 to authorize the prepayment of taxes and to authorize the Collector of Taxes to accept payments in prepayment of taxes.

RESOLVED, by the City of Lebanon, that in accordance with NH RSA 80:52-a, the prepayment of taxes is authorized and the collector of taxes is authorized to accept payments in prepayment of taxes.

BE IT FURTHER RESOLVED, by the City of Lebanon, any person, firm or corporation owning taxable property may, at any time before notice of the amount of taxes assessed against said property has been received, make payments on account of such taxes as will be due and the collector shall receive such payments and give a receipt therefor and credit the amounts paid toward the amount of the taxes eventually assessed against said property.

BE IT FURTHER RESOLVED, by the City of Lebanon, that no taxpayer shall be allowed to prepay taxes more than 2 years in advance of the due date of the taxes and that no interest shall accrue to the taxpayer on any prepayment, nor shall any interest be paid to the taxpayer on any prepayment which is later subject to rebate or refund.

This resolution shall be effective upon passage.

Seconded by Karen Liot Hill.

Councilor Bronner asked how this will show up in the bookkeeping. Ms. Lee said it will be deferred revenue. Councilor Smith asked if one could pay a portion of taxes from each of two years. Mr. Jarvi said the money would be applied to whatever year it was paid.

Councilor Below said the City should inform people about the prepayment option via social media.

**The motion passed 7-0.*

II. ADJOURNMENT

Bruce Bronner moved for adjournment. Seconded by Jim Winny.

**The motion passed 7-0.*

The meeting was adjourned at 7:52 p.m.

Respectfully submitted,

Charles Glazer
Recording Secretary