



City of Concord

Fiscal Policy Advisory Committee

Meeting Minutes - Draft

Monday, March 20, 2023

4:30 PM

City Hall
41 Green Street, 2nd Floor Conference
Room

1. Call to Order

The meeting was called to order at 4:31 PM.

2. Roll Call

Present:

City Councilors - Keith Nyhan (Chair), Byron Champlin, Candace White Bouchard, Fred Keach, Gail Matson, and Mayor Jim Bouley.

City Staff - Thomas Aspell, Jr., City Manager; Brian LeBrun, Deputy City Manager - Finance; Matt Walsh, Deputy City Manager - Development; Jim Kennedy, City Solicitor; Jonathan Rice, Director of Real Estate Assessments; Sue Golden, Deputy Assessor; Chip Chesley, General Services Director; Jeff Hoadley, Deputy General Services Director; Marco Philippon, Water Treatment Plant Superintendent; Bob McManus, Director of OMB; Rebekah Dougherty, Budget Analyst; and Crayton Brubaker, Community Development Specialist.

Other - George Hildum, Chair of the Board of Assessors.

Excused: City Councilor Amanda Grady Sexton.

3. Approval of the Meeting Minutes

A motion was made to approve the draft minutes from the January 17, 2023 meeting. The motion was duly seconded and passed with no dissenting votes. Councilor Matson abstained from the vote.

4. Non-Meeting - Consultation with Legal Counsel under RSA 91-A:2, I(b)

At 4:33 PM, Councilor Matson made a motion to enter into a non-meeting (attorney-client meeting), in accordance with NHRSA 91-A:2, I(b); to be followed by a non-public session for the purpose of discuss collective bargaining unit negotiations, in accordance with NHRSA 91-A:3, II(d). The motion was duly seconded and passed with no dissenting votes.

5. Non-Public Meeting - Negotiation under RSA 91-A:3, II(d)

At 4:38 PM, the non-public session to discuss collective bargaining unit

negotiations began. At 5:00 PM, the committee adjourned the non-public session. Upon reentering the public meeting, Councilor Champlin moved to seal the minutes. The motion was duly seconded and passed with no dissenting votes.

6. Electrical Aggregation

A discussion ensued pertaining to the electric aggregation plan, as described in NHRSA 53-E:6. Mayor Bouley motioned to recommend that the City Council task the Energy and Environment Committee with preparing an electric aggregation plan. The motion was duly seconded and passed with no dissenting votes.

7. Assessing Presentation

Jonathan Rice presented a proposal to the committee related to CIP #639 for a full measure and list of properties in Concord. It was noted that this has not been considered since 1990. Currently, approximately \$768,000 is programmed into the FY 2023 CIP, between FY 2024 and FY 2028, for this project. Mr. Rice proposed shortening the project time frame to two years, with a proposed completion during calendar years 2024 and 2025. Amending CIP #639 is estimated to cost between \$750,000 and \$1,000,000. This project would be a one-time cost to the City. Mr. Hildum, Chair of the Board of Assessors, noted that the Board is in favor of this change.

Mr. Rice stated that Concord currently conducts sales inspections. If the measure and list project was completed, as recommended, the Assessing Department's process would change to conduct cyclical inspections. Annually thereafter, approximately one-fifth of the community would be inspected on a 5-year cycle.

A discussion ensued regarding the availability of funds in reserve accounts for this CIP project. Another discussion was held regarding actions similar communities have taken for updating measuring lists. City Administration noted that this change would likely be presented as part of the FY 2024 budget.

8. Water Line Extension

Councilor Nyhan moved to task City Administration with continuing discussions with the Town of Bow regarding the water line extension. The motion was duly seconded.

A discussion ensued to clarify elements of the original intent of water line extension conversations and to ensure City of Concord priorities are met in the process.

The motion passed with no dissenting votes.

City Manager Aspell noted that the City had recently received a letter from Pembroke Water Works requesting connection to Concord's water systems due to problems with certain well systems. The committee consensus was to have City Administration proceed with discussions with Pembroke, similar to Bow.

9. Solid Waste

Mayor Bouley recused himself from this item.

Councilor Nyhan noted that the Solid Waste Advisory Committee will be holding a public hearing on Tuesday, March 21, 2023, relating to the new City solid waste contract. The City Council will discuss the solid waste contract at its meeting on April 10, 2023.

10. Proposed FY2024 Budget Schedule and Guidelines

Discussion ensued and the committee consensus was to shift each budget review meeting date up, to begin on May 18, rather than May 22. City Administration will revised the schedule to reflect this change. No changes were made to the proposed FY 2024 guidelines.

11. Other

No other business was discussed.

12. Old Business

No old business was discussed.

13. Adjourn

At 5:34 PM, Councilor Champlin moved to adjourn. The motion was duly seconded and passed with no dissenting votes.