



City of Concord

City Council

Meeting Agenda - Final-revised

Monday, July 11, 2022

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

Non-public session in accordance with RSA 91-A:3, II (d), to discuss the acquisition, sale or lease of property to be held at 5:30 p.m.

1. Call to Order.
2. Invocation.
3. Pledge of Allegiance.
4. Roll Call.
5. Approval of the Meeting Minutes.

June 2, 2022 Finance Committee Draft Meeting Minutes

Attachments: [Minutes](#)

June 6, 2022 Finance Committee Draft Meeting Minutes

Attachments: [Minutes](#)

June 9, 2022 Finance Committee Draft Meeting Minutes

Attachments: [Minutes](#)

June 09, 2022 City Council Draft Meeting Minutes.

Attachments: [Minutes](#)

June 13, 2022 City Council Draft Meeting Minutes

Attachments: [Minutes](#)

6. Agenda overview by the Mayor.
7. City Council action relative to the City Manager's employment contract.

*****Consent Agenda Items*****

Referral to the Facilities Naming Committee

8. Communication from Kenneth C. Moulton, Concord resident, requesting consideration be given to naming the tennis court at Memorial Filed after Coach Harvey Smith, who passed away in April 2022.

Attachments: [Communication](#)

Referral to the Public Safety Board

9. Communication from Patrick J. Kelly, CPA requesting City Council reconsider its requirement for creating an account and password protection of the information stored by Vision Government Solutions.

Attachments: [Communication](#)

Items Tabled for August 8, 2022 Public Hearings

10. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-6, Parking Prohibited at All Times in Designated Places, Schedule I, Eastern Avenue; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Attachments: [Ordinance](#)
[Report](#)

11. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-7, Parking Prohibited During Certain Hours in Designated Places, Schedule II and Section 18-1-16, Handicap Parking, Schedule XVIII, South Fruit Street; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Attachments: [Ordinance](#)
[Report](#)

12. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-5, Fees, Fines, and Penalties; together with non-ordinance fees and a report from the Deputy City Manager - Finance.

Attachments: [Ordinance](#)
[Report](#)
[Proposed Ordinance & Non-Ordinance Based Fee Changes](#)

13. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Class Specification Index to Modify/Add the positions specified in the attached ordinance for FY2023; together with report from the Director of Human Resources and Labor Relations.

Attachments: [Ordinance](#)
[Report](#)

14. Resolution appropriating the sum of \$34,600 to demolish, remove, and dispose of the hazardous building at 107-109 South Main Street, Concord, New Hampshire, and authorizing the use of \$34,600 from General Fund unassigned fund balance for this purpose; together with report from the Deputy City Manager for Development.

Attachments: [Resolution](#)
[Report](#)

15. Resolution appropriating the sum of \$24,826.39 as a transfer to the Opioid Abatement Reserve for Fiscal Year 2023 and accepting the sum of \$24,826.39 in Opioid Litigation Settlement funds for this purpose; together with report from Deputy City Manager-Finance.

Attachments: [Resolution](#)
[Report](#)
[Department of Justice Award Letter](#)

16. Resolution appropriating the sum of \$11,357.41 to support the Parks and Recreation Department Youth Camp Scholarship Program and accepting the sum of \$11,357.41 as a donation from New Hampshire Charitable Foundation for this purpose; together with report from the Parks & Recreation Director.

Attachments: [Resolution](#)
[Report](#)

17. Resolution authorizing the City Manager to accept an executory interest in a conservation easement for property owned by the Potter Family Farm Trust, located at 171 Oak Hill Road, appropriating the sum of \$224,500 to purchase a Conservation Easement, Open Space Conservation (CIP #352), and authorizing the use of \$224,500 in Conservation Trust funds for this purpose; together with report from the Assistant City Planner on behalf of the Conservation Commission.

Attachments: [Resolution](#)
[Report](#)
[Plan](#)

From the City Manager

18. Positive Citizen Comments

Attachments: [Report](#)

Consent Reports

19. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$859.67, as provided under the pre-authorization granted by City Council.

Attachments: [Report](#)

20. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$1,643.00 as provided for under the pre-authorization granted by City Council.

Attachments: [Report](#)

21. Report to Council regarding temporary relocation of the Collection's Office to the Green Street Community Center from the end of July to the end of October. (Amended relocation notice submitted.)
Attachments: [Report](#)
[Collections Office Temporary Relocation Notification](#)
[Collections Office Floorplan](#)
[Collections Office Temporary Amended Relocation Notice](#)
22. Quarterly Current Use Tax Report from the Director of Real Estate Assessments.
Attachments: [Report](#)
23. Report from the Assistant City Planner recommending that the City Manager be authorized to enter into a license agreement with Jason Cross of 90 Sanborn Road, for the purpose of mowing a portion of the abutting City-owned parcel at 84 Sanborn Road.
Attachments: [Report](#)
[License Agreement](#)
[Exhibit A](#)
24. Report from the Deputy City Manager for Development requesting that the City Manager be authorized to enter into an easement agreement with Public Service of New Hampshire dba Eversource.
Attachments: [Report](#)
[1950s TAX MAP 111](#)

Consent Resolutions

25. Resolution repurposing the sum of \$43,604 to include \$40,000 from CIP #621 2021 Police Department Booking Room Renovations subproject and \$3,604 from CIP #607 2019 Video System Replacement subproject for use on CIP #641 2023 Interactive Police Simulator subproject; together with report from the Deputy Chief of Police.
Attachments: [Resolution](#)
[Report](#)
26. Resolution to direct the Tax Collector to execute a Tax Deed on certain properties with unredeemed 2016 Tax Liens in Accordance with RSA 80:76 III; together with report from the City Treasurer/Tax Collector. (Revised report submitted.)
Attachments: [Resolution](#)
[Report](#)
[Revised Report](#)

Appointments

27. City Manager's Appointment to the Board of Trustees of Trust Funds: Susan Dunton
Attachments: [Report](#)
[Resume](#)
28. City Manager's Appointment to the Library Board of Trustees: Michelle Conner.
Attachments: [Report](#)

End of Consent Agenda

Public Hearings

- 29A. Resolution appropriating the sum of \$15,337.92 to address violent crime in the community and accepting the sum of \$15,337.92 in grant funding from the New Hampshire Project Safe Neighborhoods Initiative grant program for this purpose; together with report from the Police Department.
Attachments: [Resolution](#)
[Report](#)
- 29B. Resolution re-adopting the City's Anti-Displacement and Relocation Policy Statement and Procedures in support of the City's Community Development Block Grant application to the New Hampshire Community Development Finance Authority to support development of a new Boys and Girls Club of Central New Hampshire facility in Penacook Village; together with a report from the Director of Redevelopment, Downtown Services, and Special Projects.
Attachments: [Resolution](#)
[Report](#)
[Boys & Girls Club CDBG Proposal](#)
[Boys & Girls Site Plan](#)
[Boys & Girls Floor Plan and Elevations](#)
- 29C. Resolution re-adopting the City's Anti-Displacement and Relocation Policy Statement and Procedures in support of the City's Community Development Block Grant application to the New Hampshire Community Development Finance Authority to support development of a new food pantry at Christ the King Church; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.
Attachments: [Resolution](#)
[Report](#)
[CDBG Proposal](#)
[Site Plan](#)
[Floor Plans & Renderings](#)

29D. Resolution authorizing the City Manager to submit an application in the sum of \$750,000 for Community Development Block Grant funding to support development of a new Boys and Girls Club of Central New Hampshire facility in Penacook Village and accepting and appropriating the sum of \$750,000 for this purpose; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Resolution](#)
[Report](#)
[Boys & Girls Club CDBG Proposal](#)
[Boys & Girls Site Plan](#)
[Boys & Girls Floor Plan and Elevations](#)

29E. Resolution authorizing the City Manager to submit an application in the sum of \$750,000 for Community Development Block Grant funding to support development of a new food pantry by Christ the King Church and accepting and appropriating the sum of \$750,000 for this purpose; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Resolution](#)
[Report](#)
[CDBG Proposal](#)
[Site Plan](#)
[Floor Plans & Renderings](#)

29F. Resolution authorizing the City Manager to submit an application in the sum of \$77,248 for Community Development Block Grant funding to support renovation of residential treatment facilities operated by Riverbend Community Mental Health, Inc., and accepting and appropriating the sum of \$77,248 for this purpose; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Resolution](#)
[Report](#)

29G. Resolution authorizing the City Manager to submit an application in the sum of \$69,740, appropriating the sum of \$69,740 in Community Development Block Grant funds to support renovation of outpatient treatment facilities operated by Riverbend Community Mental Health, Inc., and accepting the sum of \$69,740 for this purpose; together with report from the Director of Redevelopment, Downtown Services and Special Projects.

Attachments: [Resolution](#)
[Report](#)

29H. Public Hearing regarding the status of the following: \$499,899 in Covid-19 Pandemic Relief Community Development Block Grant funds subgranted to the Concord Coalition to End Homelessness, Family Promise, Friendly Kitchen, Friends Program and City of Concord Human Services Department; \$386,242 in Housing Community Development Block Grant funds subgranted to Riverbend Mental Health Services Inc.; \$348,700 of Public Facilities Community Development Block Grant funds subgranted to Riverbend Mental Health Services Inc.; \$25,000 in Planning Community Development Block Grant funds subgranted to Concord Makerspace, together with a report from the Director of Redevelopment, Downtown Services and Special Projects.

Attachments: [Report - CDBG Project Update Covid-19 & Makerspace](#)
[Report - Riverbend Housing](#)
[Report - Riverbend Public Facilities](#)

29I. Report from the Senior Planner recommending a request to modify the official map and amend the mapped lines of future streets for the Integra Drive and Old Suncook Road extensions as recommended by the Planning Board.

Attachments: [Report](#)
[Request](#)

29J. Resolution accepting the terms of a New Hampshire Governor's Office for Emergency Relief and Recovery (GOFERR) Locality Equipment Purchase Program grant, appropriating the sum of \$47,368 for ambulance and training equipment, and accepting the sum of \$47,368 in GOFERR Locality Equipment Purchase Program grant funding for this purpose; together with report from the Interim Fire Chief.

Attachments: [Resolution](#)
[Report](#)

29K. Resolution appropriating the sum of \$26,630 and repurposing the sum of \$30,150 from FY2021 needs/structural assessment (CIP #484) to purchase a forensic laser scanner (CIP #642) and accept \$26,630 from the New Hampshire Department of Safety in grant funds for this purpose.

Attachments: [Resolution](#)
[Report](#)

Public Hearing Action

30. Resolution appropriating the sum of \$15,337.92 to address violent crime in the community and accepting the sum of \$15,337.92 in grant funding from the New Hampshire Project Safe Neighborhoods Initiative grant program for this purpose; together with report from the Police Department.

Attachments: [Resolution](#)
[Report](#)

31. Resolution re-adopting the City's Anti-Displacement and Relocation Policy Statement and Procedures in support of the City's Community Development Block Grant application to the New Hampshire Community Development Finance Authority to support development of a new Boys and Girls Club of Central New Hampshire facility in Penacook Village; together with a report from the Director of Redevelopment, Downtown Services, and Special Projects.

Attachments: [Resolution](#)
[Report](#)
[Boys & Girls Club CDBG Proposal](#)
[Boys & Girls Site Plan](#)
[Boys & Girls Floor Plan and Elevations](#)

32. Resolution re-adopting the City's Anti-Displacement and Relocation Policy Statement and Procedures in support of the City's Community Development Block Grant application to the New Hampshire Community Development Finance Authority to support development of a new food pantry at Christ the King Church; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Attachments: [Resolution](#)
[Report](#)
[CDBG Proposal](#)
[Site Plan](#)
[Floor Plans & Renderings](#)

33. Resolution authorizing the City Manager to submit an application in the sum of \$750,000 for Community Development Block Grant funding to support development of a new Boys and Girls Club of Central New Hampshire facility in Penacook Village and accepting and appropriating the sum of \$750,000 for this purpose; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Resolution](#)
[Report](#)
[Boys & Girls Club CDBG Proposal](#)
[Boys & Girls Site Plan](#)
[Boys & Girls Floor Plan and Elevations](#)

34. Resolution authorizing the City Manager to submit an application in the sum of \$750,000 for Community Development Block Grant funding to support development of a new food pantry by Christ the King Church and accepting and appropriating the sum of \$750,000 for this purpose; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Resolution](#)
[Report](#)
[CDBG Proposal](#)
[Site Plan](#)
[Floor Plans & Renderings](#)

35. Resolution authorizing the City Manager to submit an application in the sum of \$77,248 for Community Development Block Grant funding to support renovation of residential treatment facilities operated by Riverbend Community Mental Health, Inc., and accepting and appropriating the sum of \$77,248 for this purpose; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Resolution](#)
[Report](#)

36. Resolution authorizing the City Manager to submit an application in the sum of \$69,740, appropriating the sum of \$69,740 in Community Development Block Grant funds to support renovation of outpatient treatment facilities operated by Riverbend Community Mental Health, Inc., and accepting the sum of \$69,740 for this purpose; together with report from the Director of Redevelopment, Downtown Services and Special Projects.

Attachments: [Resolution](#)
[Report](#)

37. Public Hearing regarding the status of the following: \$499,899 in Covid-19 Pandemic Relief Community Development Block Grant funds subgranted to the Concord Coalition to End Homelessness, Family Promise, Friendly Kitchen, Friends Program and City of Concord Human Services Department; \$386,242 in Housing Community Development Block Grant funds subgranted to Riverbend Mental Health Services Inc.; \$348,700 of Public Facilities Community Development Block Grant funds subgranted to Riverbend Mental Health Services Inc.; \$25,000 in Planning Community Development Block Grant funds subgranted to Concord Makerspace, together with a report from the Director of Redevelopment, Downtown Services and Special Projects.

Attachments: [Report - CDBG Project Update Covid-19 & Makerspace](#)
[Report - Riverbend Housing](#)
[Report - Riverbend Public Facilities](#)

38. Report from the Senior Planner recommending a request to modify the official map and amend the mapped lines of future streets for the Integra Drive and Old Suncook Road extensions as recommended by the Planning Board.

Attachments: [Report](#)
[Request](#)

39. Resolution accepting the terms of a New Hampshire Governor's Office for Emergency Relief and Recovery (GOFERR) Locality Equipment Purchase Program grant, appropriating the sum of \$47,368 for ambulance and training equipment, and accepting the sum of \$47,368 in GOFERR Locality Equipment Purchase Program grant funding for this purpose; together with report from the Interim Fire Chief.

Attachments: [Resolution](#)
[Report](#)

40. Resolution appropriating the sum of \$26,630 and repurposing the sum of \$30,150 from FY2021 needs/structural assessment (CIP #484) to purchase a forensic laser scanner (CIP #642) and accept \$26,630 from the New Hampshire Department of Safety in grant funds for this purpose.

Attachments: [Resolution](#)
[Report](#)

Appointments by the Mayor

Reports

New Business

Unfinished Business

41. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-6, Code of Ethics; together with report from the Rules Committee. (Supplemental ordinance and report submitted.) (Public testimony received.)

Attachments: [Ordinance](#)
[Report](#)
[Supplemental Ordinance](#)
[Supplemental Report](#)
[Public Testimony](#)

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Consideration of Suspense Item to be set for August 8, 2022 Public Hearings

Sus1 Discretionary Preservation Easement Request for property located at 184 Lake View Drive owned by the Floyd Atwater 2019 Trust per RSA 79-D.

Attachments: [Report](#)
[Application](#)
[Narrative](#)
[Site Map](#)
[Grid](#)
[Pictures](#)
[Rating Sheet](#)

Sus2 Discretionary Preservation Easement Request for property located at 35 Mountain Rd owned by Keith Michael and Jillian Kristine Curley per RSA 79-D.

Attachments: [Report](#)
[Application](#)
[Grid](#)
[Letter](#)
[Owner Pictures](#)
[Pictures](#)
[Rating Sheet](#)

Adjournment

Information

Inf1 March 15, 2022 Committee for Concord's Plan to End Homelessness Draft Minutes.

Attachments: [Minutes](#)

Inf2 March 24, 2022 Transportation Policy Advisory Committee Meeting Minutes.

Attachments: [Minutes](#)

Inf3 May 2, 2022: Ad-Hoc Committee to Review Fees Meeting Minutes.

Attachments: [Minutes](#)

Inf4 May 3, 2022 Committee for Concord's Plan to End Homelessness Draft Minutes.

Attachments: [Minutes](#)

Inf5 May 25, 2022: Ad-Hoc Committee to Review Fees Draft Meeting Minutes.

Attachments: [Minutes](#)

Inf6 June 9, 2022 Golf Course Advisory Committee Draft Meeting Minutes.

Attachments: [Minutes](#)

Inf7 June 20, 2022 Concord Public Library Board of Trustee Meeting Minutes.

Attachments: [Minutes](#)

Inf8 Communication from Comcast informing City Council about upcoming changes to Xfinity TV services.

Attachments: [Communication](#)

Inf9 Communication from Kevin Porter expressing his concern over a lack of diversity on appointed commissions and committees within the City of Concord.

Attachments: [Communication](#)

Inf10 Communication from Eversource regarding routine maintenance of its transmission structures.

Attachments: [Letter](#)