



City of Concord

City Council

Meeting Agenda - Final-revised

Monday, August 9, 2021

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

*In accordance with RSA 91-A:2, I (b) , Consultation with Legal Counsel to be held at
5:30 p.m.*

1. Mayor Bouley called the meeting to order at 7:00 P.M.
2. The Invocation was led by Pastor Kevin Twombly of the Restoration Foursquare Church in Concord.
3. The Pledge of Allegiance was completed.
4. Roll Call.
5. Canvass of the Votes for the Special Ward Four Municipal Election held on July 13, 2021.

Attachments: [Canvass of Votes](#)

6. Ceremonial swearing in of newly elected Ward Four City Councilor.
7. Approval of the Meeting Minutes.

July 12, 2021 City Council Draft Meeting Minutes

Attachments: [Minutes](#)

8. Agenda overview by the Mayor.

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

Note: Items listed as pulled from the consent agenda will be discussed at the end of the meeting.

Referral to Planning Board

9. Communication from Steve Duprey requesting consideration be given to amending the Code of Ordinances by creating a new overlay district that would promote an economically viable downtown for Concord, requiring that all uses established or expanded after the date of adoption on the entry-level of buildings be dedicated to retail, restaurants and/or entertainment along Main Street.

Attachments: [Communication](#)
[Proposed Amendment](#)

Referral to the Fiscal Policy Advisory Committee (FPAC)

10. Report from the Energy and Environment Advisory Committee requesting the City Manager be authorized to sign the Joint Powers Agreement and join the Community Power Coalition of New Hampshire.

Attachments: [Report](#)
[CPCNH Invitation Letter Concord](#)
[Joint Powers Agreement](#)

Referral to the Transportation Policy Advisory Committee and the Traffic Operations Committee

11. Petition from residents, staff members and visitors to Havenwood/Heritage Heights requesting consideration be made for traffic safety improvements on Christian Avenue in Concord.

Attachments: [Petition](#)

Referral to the Transportation Policy Advisory Committee, the Traffic Operations Committee and the Police Department

12. Communication from Dawn Pollinger, Penacook resident, requesting consideration be given to traffic safety improvements on Elm Street in Penacook.

Attachments: [Communication](#)

Items Tabled for September 13, 2021 Public Hearings

13. Resolution appropriating the sum of \$126,064.72 for the Hoit Road / Whitney Road Intersection Improvement Project (CIP #30) and accepting the sum of \$126,064.72 in supplemental donations from Interchange Development L.L.C. for this purpose; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

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

14. Resolution authorizing the City Manager to submit an application in an amount of up to \$25,000 and to accept and appropriate grant proceeds of up to \$25,000 of Community Development Block Grant funds to conduct a needs assessment and feasibility study for entrepreneurial and small business technical support services in conjunction with Making Matters NH d/b/a Concord Makerspace; together with report from the Director of Redevelopment, Downtown Services and Special Projects and the Local Government Management Fellow.

Attachments: [Resolution](#)
[Report](#)
[Making Matters NH Proposal](#)

15. Resolution readopting 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; together with report from the Director of Redevelopment, Downtown Services and Special Projects and the Local Government Management Fellow.
Attachments: [Resolution](#)
[Report](#)
[Making Matters NH Proposal July 19, 2021](#)
16. 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; Administrative Library Technician; together with report from the Library Director.
Attachments: [Ordinance](#)
[Report](#)

From the City Manager

17. Positive Citizen Comments.
Attachments: [Report](#)

Consent Reports

18. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$4,924.97, as provided for under the pre-authorization granted by City Council.
Attachments: [Report](#)
19. City Council 2020-2021 Quarterly Priorities Report from the City Manager.
Attachments: [Report](#)
20. Report from Deputy City Manager - Finance recommending approval of the proposed 2022 Membership Rates for Beaver Meadow Golf Course as recommended by the Golf Course Advisory Committee.
Attachments: [Report](#)
[Golf Advisory Recommended 2022 Membership Rates](#)
21. Report from Deputy City Manager - Finance regarding go live of new Munis Payroll System.
Attachments: [Report](#)
22. May 31, 2021 Fiscal Year to Date Financial Statements from the Deputy City Manager Finance.
Attachments: [Report](#)

23. Report from the Director of Human Resources and Labor Relations recommending the addition of a Fiscal Supervisor to the Police Department replacing the vacant Fiscal Technician III position.
Attachments: [Report](#)
24. Report from the Water Treatment Plant Superintendent requesting the City Manager be authorized to enter into a Radio Tower License agreement with NH News, Views, and Blues (WNHN 94.7 Radio).
Attachments: [Report](#)
[License Agreement](#)
[Exhibit A](#)
[Exhibit B](#)

Consent Resolutions

25. Resolution ordering the extinguishment of a City of Concord, Department of Human Services, lien on 11 South Emperor Drive in the City of Concord in the total amount of \$6,403.50; together with report from the Human Services Director.
Attachments: [Resolution](#)
[Report](#)
26. Resolution authorizing the City Manager, by way of the Police Department, to submit a grant application to the NH Department of Safety - Law Enforcement Opioid Abuse Reduction Initiative, for funding designated to assist the Department in conducting illegal drug related investigations; together with report from the Police Department.
Attachments: [Resolution](#)
[Report](#)
27. Resolution repurposing the sum of \$12,695.83 from the Merrill Pool Reconstruction subproject (CIP #63) to a White Park Pool subproject (CIP #63) for use on conceptual development of a splash-pad at White Park. (Pulled from consent by Councilor Champlin)
Attachments: [Resolution](#)
[Report](#)

Appointments

28. Mayor Bouley's proposed reappointments to the Energy & Environment Advisory Committee: Jennifer Galbraith and Chuck Willing.
Attachments: [Appointment](#)
29. Mayor Bouley's proposed re-appointment to the Golf Course Advisory Committee: Chris Mulleavey.
Attachments: [Appointment](#)

30. Mayor Bouley's proposed reappointment to the Transportation Policy Advisory Committee: Gregory L. Bakos.
Attachments: [Appointment](#)
31. Mayor Bouley's proposed reappointment to the Utility Appeals Board: Tom Arnold.
Attachments: [Appointment](#)

End of Consent Agenda

Public Hearings

- 32A. Resolution establishing an Opioid Abatement Reserve fund for expenses related to opioid abatement, appropriating the sum of \$13,425.24 as a transfer to the Opioid Abatement Reserve fund, for Fiscal Year 2021 retroactive to June 30, 2021, and accepting the sum of \$13,425.24 for this purpose; together with report from the Deputy City Manager-Finance.
Attachments: [Resolution](#)
[Report](#)
- 32B. Resolution appropriating the sum of \$12,500 for a facility assessment of Beaver Meadow Golf Course and authorizing the use of Golf Fund Balance for this purpose; together with report from the Deputy City Manager - Finance.
Attachments: [Resolution](#)
[Report](#)
- 32C. Resolution appropriating the sum of \$23,118.64 for the Annual Roadway Surface Improvements project (CIP #78) and accepting the sum of \$23,118.64 in Resident Granite Curb Cost Sharing Program contributions for this purpose; together with report from the General Services Director.
Attachments: [Resolution](#)
[Report](#)
- 32D. Resolution appropriating the sum of \$23,151 for law enforcement related programs and accepting the sum of \$23,151 in unmatched grant funds from the United States Department of Justice, Edward Byrne Memorial Justice Assistance Grant program for this purpose; together with report from the Deputy Chief of Police.
Attachments: [Resolution](#)
[Report](#)
- 32E. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-9, Administration and Enforcement; together with report from the City Solicitor.
Attachments: [Ordinance](#)
[Report](#)

- 32F. 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, modifying positions within Schedule D based on Fiscal Year 22 Budget Appropriations; together with report from the Director of Human Resources and Labor Relations.

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

Public Hearing Action

33. Resolution establishing an Opioid Abatement Reserve fund for expenses related to opioid abatement, appropriating the sum of \$13,425.24 as a transfer to the Opioid Abatement Reserve fund, for Fiscal Year 2021 retroactive to June 30, 2021, and accepting the sum of \$13,425.24 for this purpose; together with report from the Deputy City Manager-Finance.

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

34. Resolution appropriating the sum of \$12,500 for a facility assessment of Beaver Meadow Golf Course and authorizing the use of Golf Fund Balance for this purpose; together with report from the Deputy City Manager - Finance.

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

35. Resolution appropriating the sum of \$23,118.64 for the Annual Roadway Surface Improvements project (CIP #78) and accepting the sum of \$23,118.64 in Resident Granite Curb Cost Sharing Program contributions for this purpose; together with report from the General Services Director.

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

36. Resolution appropriating the sum of \$23,151 for law enforcement related programs and accepting the sum of \$23,151 in unmatched grant funds from the United States Department of Justice, Edward Byrne Memorial Justice Assistance Grant program for this purpose; together with report from the Deputy Chief of Police.

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

37. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-9, Administration and Enforcement; together with report from the City Solicitor.

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

38. 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, modifying positions within Schedule D based on Fiscal Year 22 Budget Appropriations; together with report from the Director of Human Resources and Labor Relations.

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

Reports

39. Report from the Tree Subcommittee of the Conservation Commission regarding the new Sustainable Tree Program grant program and update on the Tree Inventory.

Attachments: [Report](#)

New Business

40. Communication from Jessica Martin, Executive Director, Intown Concord requesting the City waive the cost of the required police detail for Market Days to be held August 19th through August 21st.

Attachments: [Communication](#)

Unfinished Business

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Consideration of item pulled from the consent agenda

27. Resolution repurposing the sum of \$12,695.83 from the Merrill Pool Reconstruction subproject (CIP #63) to a White Park Pool subproject (CIP #63) for use on conceptual development of a splash-pad at White Park. (Pulled from consent by Councilor Champlin)

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

Consideration of Suspense Items to be set for September 13, 2021 Public Hearings

- Sus1. Resolution authorizing the City Manager to enter into a Purchase and Sale Agreement Amendment with the John J. Flatley Company concerning the sale and redevelopment of the former New Hampshire Employment Security Property located at 32-34 South Main Street and 33 South State Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

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

- Sus2. Resolution appropriating the sum of \$150,000 to compensate the John J. Flatley

Company for abatement of certain asbestos containing materials at the former New Hampshire Employment Security Property (CIP #578) located at 32-34 South Main Street and 33 South State Street and authorizing the use of \$150,000 in Economic Development Reserve Funds for this purpose; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

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

Sus3. Resolution authorizing the City Manager to apply for the sum of \$27,500 in New Hampshire Department of Environmental Services Brownfields Program Grant Funds, appropriating the sum of \$27,500 for Hazardous Building Materials Abatement at the Former New Hampshire Employment Security Property located at 32-34 South Main Street (CIP #578), and accepting the sum of \$27,500 in New Hampshire Department of Environmental Services Brownfields Program Grant Funds for this purpose; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

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

Adjournment

Information

Inf1 July 12, 2021 Concord Public Library Board of Trustee Meeting Minutes.

Attachments: [Minutes](#)

Inf2 July 15, 2021 Golf Course Advisory Committee Draft Meeting Minutes.

Attachments: [Minutes](#)