



City of Concord

City Council

Meeting Minutes - Draft

Monday, February 12, 2018

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

Non-public session to discuss the City Managers Evaluation in accordance with RSA 91-A: 3, II (a) followed by a non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition and a non-meeting with legal counsel in accordance with RSA 91-A: 2, I (b) to be held at 5:30 p.m.

Present: Councilor Bouchard, Mayor Bouley, Councilors Champlin, Coen, Grady Sexton, Herschlag, Kenison, Kretovic, Matson, Nyhan, St. Hilaire, Shurtleff and Councilor Todd were present. Councilor Werner arrived at approximately 6:10 p.m. and Councilor Keach was absent and excused. City Manager Tom Aspell was also present.

Mayor Bouley called the meeting to order at 5:30 p.m.

Councilor Nyhan moved to enter non-public session in accordance with RSA 91-A: 3, II (a) to discuss the City Managers Evaluation, RSA 91-A: 3, II (d) to discuss property acquisition and RSA 91-A: 2, I (b) a non-meeting with legal counsel. The motion was duly seconded by Councilors Todd and Grady Sexton and passed unanimously with no dissenting votes.

At 6:48 p.m. Councilor St. Hilaire voted to exit non-public session. The motion was duly seconded and passed with no dissenting votes.

In public session Councilor St. Hilaire voted to seal the minutes. The motion was duly seconded and passed with no dissenting votes.

This portion of the meeting was adjourned at 6:48 p.m.

1. Call to Order.

Mayor Bouley called the regular meeting to order at 7:00 p.m.

2. Invocation by Reverend Virginia Fryer, Bow Mills United Methodist Church.

3. Pledge of Allegiance.

4. Roll Call.

Present: 14 - Councilor Candace Bouchard, Mayor Jim Bouley, Councilor Byron Champlin, Councilor Mark Coen, Councilor Amanda Grady Sexton, Councilor Allan Herschlag, Councilor Linda Kenison, Councilor Jennifer Kretovic, Councilor Gail Matson, Councilor Keith Nyhan, Councilor Dan St. Hilaire, Councilor Stephen Shurtleff, Councilor Brent Todd, and Councilor Robert Werner

Excused: 1 - Councilor Fred Keach

5. Approval of the Meeting Minutes.

January 8, 2018 City Council Meeting Minutes.

Action: Councilor St. Hilaire moved approval of the January 8, 2018 City Council meeting minutes. The motion was duly seconded and passed with no dissenting votes.

January 29, 2018 City Council Meeting Minutes.

Action: Councilor Grady Sexton moved approval of the January 29, 2018 City Council meeting minutes. The motion was duly seconded and passed with no dissenting votes.

6. Agenda overview by the Mayor.

Consent Agenda Items

Items pulled from consent will be discussed at the end of the meeting.

Approval of the Consent Agenda

Action: Councilor Grady Sexton moved approval of the consent agenda. The motion was duly seconded. Councilor Coen recused himself from voting on item 19. Councilor Nyhan recused himself from voting on item 18. Item 18 was not removed and remained on the consent agenda. The motion to approve passed with no dissenting votes.

Referral to Community Development and General Services

7. Communication from Kelly Buchanan, 152 North Main Street, suggesting the City of Concord only allow construction and snow removal during the early evening and/or early morning hours in the Main Street area.

Items Tabled for March 12, 2018 Public Hearings

8. Resolution authorizing the Annual Appraisal of Real Estate at Market Value per RSA 75:8-b; together with report from the Director of Real Estate Assessments. (Public hearings to be held in March and April with final action in May)

Action: This resolution was moved to set for a public hearing.

9. Resolution authorizing and appropriating the sum of \$1,601,622 in Highway Reserve funds to be used for the Fiscal Year 2018 Roadway Surface Improvements project (CIP #78); together with report from the General Services Director.

Action: This resolution was moved to set for a public hearing.

10. Resolution appropriating the sum of \$20,000 for the renovation of the Concord Municipal Airport terminal lobby and pilot lounge (CIP #75), including an authorization for the issuance of bonds and notes in the amount \$20,000; together with report from the Deputy City Manager - Development.

Action: This resolution was moved to set for a public hearing.

11. Resolution appropriating the sum of \$7,000 for sponsorship of the New Hampshire Travel Council's Governor's Conference on Tourism to be funded entirely with Economic Development Reserve Funds; together with report from the Economic Development Director.

Action: This resolution was moved to set for a public hearing.

12. Ordinance amending the Code of Ordinances; Title I, General Code; Chapter 15, Licensing and Regulation of Businesses, Trades and Occupations, Article 15-11, Police False Alarm Charge; together with report from the Police Department.

Action: This ordinance was moved to set for a public hearing.

From the City Manager

13. Positive Citizen Comments.

Action: This positive comments was received and filed.

Consent Reports

14. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,867.94 as provided for under the

pre-authorization granted by City Council.

Action: This consent report was approved.

15. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$3,149.00 as provided for under the pre-authorization granted by City Council.

Action: This consent report was approved.

16. Final report from the City Manager on the Status of City Council's 2016-2017 Priorities.

Action: This consent report was approved.

17. City Council 2018-2019 Priorities Report from the City Manager.

Action: This consent report was approved.

18. Report from the City Manager requesting authorization to include up to \$5,000 in the FY19 budget to defray City-imposed charges for the inaugural League of NH Craftsmen event on South Main Street. (Pulled from consent by City Manager Aspell)

Action: This consent report was approved.

19. Report from the Deputy City Manager - Finance recommending City Council approve the acceptance of a gift with a value exceeding \$150 for the Beaver Meadow Golf Course.

Action: This consent report was approved.

20. 2018 Fiscal Year to Date Financial Statements from Deputy City Manager - Finance.

Action: This consent report was approved.

22. Report from the Traffic Engineer on behalf of the Traffic Operations Committee recommending the installation of a street light on an existing utility pole on the northeast corner of the North State Street/Franklin Street roundabout.

Action: This consent report was approved.

23. Report from the Traffic Engineer on behalf of the Transportation Policy Advisory Committee in response to a referral from Councilor Matson regarding a constituent concern with delivery trucks parking in the median area on Main Street too close to

crosswalks.

Action: This consent report was approved.

24. Report from the Traffic Engineer on behalf of the Transportation Policy Advisory Committee in response to a referral from Councilor Bouchard regarding a constituent concern with Loudon Road left turns into the new Dairy Queen site.

Action: This consent report was approved.

25. Report from the Traffic Engineer on behalf of the Transportation Policy Advisory Committee in response to a referral from Councilor Bouchard regarding a constituent concern with cut-through traffic and speeds on Christian Avenue.

Action: This consent report was approved.

26. Report from the Tax Exemption Policy Committee on revision to the Existing Elderly and Blind Exemptions & Veterans Credits from the Director of Real Estate Assessments.

Action: This consent report was approved.

27. Former Allied Leather Tannery Caleb Development Corporation Project Update from the Director of Redevelopment, Downtown Services, and Special Projects.

Action: This consent report was approved.

28. Report from the Parks and Recreation Director in response to a request from the Empire Baseball League to expand to Concord and play their home games at Memorial Field.

Action: This consent report was approved.

29. Report from the Facilities Naming Committee and the Recreation and Parks Advisory Committee in response to a communication from Matthew R. St. Onge asking that consideration be given to naming the park at the intersection of Canal Street and MacCoy Street Twin Bridges Park.

Action: This consent report was approved.

30. Hall Street Wastewater Treatment Plant Energy Conservation Initiative report from the General Services Director.

Action: This consent report was approved.

Consent Resolutions

31. Resolution in honor of the services of retired Fire Lieutenant Thomas Freire (for presentation in March)

Action: This consent resolution was approved.

32. Resolution supporting Argen Tech Solutions, Inc.'s tenancy and operation of unmanned aircraft systems (UAS) at the Concord Municipal Airport; together with a report from the Deputy City Manager - Development.

Action: This consent resolution was approved.

33. Resolution authorizing the City Manager to submit applications to the New Hampshire Highway Safety Agency as outlined in its current grant program, traffic enforcement initiatives and equipment purchases; together with report from the Police Department.

Action: This consent resolution was approved.

34. Resolution authorizing the City Manager to submit an application with the National Recreation and Parks Association (NRPA); together with report from the Parks and Recreation Director.

Action: This consent resolution was approved.

35. Resolution authorizing the City Manager to submit an application for United States Tennis Association (USTA); together with report from the Parks and Recreation Director.

Action: This consent resolution was approved.

Appointments

36. City Manager's proposed reappointments to the Conservation Commission. James Owers, Kristine Tardiff and Tracey Boisvert

Action: This appointment was approved.

37. City Manager's proposed appointment to the Heritage Commission. J. Richard Jaques, Sr

Action: This appointment was approved.

End of Consent Agenda

Public Hearings

- 38A. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 14, Morals and Conduct; together with report from the Deputy City Manager - Development.

Action: City Manager Tom Aspell provided a brief overview.

Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

- 38B. 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, Fleet Body & Maintenance Technician/Welder; together with report from the General Services Director and the Director of Human Resources and Labor Relations.

Action: City Manager Tom Aspell provided a brief overview.

Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

Public Hearing Action

39. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 14, Morals and Conduct; together with report from the Deputy City Manager - Development.

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

40. 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, Fleet Body & Maintenance Technician/Welder; together with report from the General Services Director and the Director of Human Resources and Labor Relations.

Action: Councilor Kenison moved approval. The motion was duly seconded and passed with no dissenting votes.

Reports

41. Conservation Commission Conservation Open Space Plan Update, presented by the Conservation Commission Chair and Assistant City Planner.

Action: Kristine Tardiff, Conservation Commission Chair, noted that since the Conservation Commission was created in 1971, they have been guided by an open space plan. She noted that they view these plans as important in ensuring that their decision making is robust and that they are considering a variety of factors in bringing proposals forth. This update is an addendum to the open space chapter of the master plan.

Beth Fenstermacher, Assistant Planner, explained that the open space plan update was a six to nine month process with the purpose of taking new information that was available since 2008 and integrating it into a usable format. She noted that one of the outcomes on this update was a GIS database that they can use when making decisions on purchasing land or going after easements. She added that it includes more of a public interface to help the public understand the different components that the Conservation Commission looks at when looking at properties and the importance of preserving open space.

Councilor Coen asked how much land is currently under conservation easements. Ms. Fenstermacher responded that she is not sure of the exact amount noting that it's over 600 acres. Ms. Tardiff added that one of the things that they hear a lot from people are the number of trails on those open space acres adding that there are 83 miles of trails.

Councilor St. Hilaire pointed out that he feels the report was very collaborative and is happy to see how well the Conservation Commission is working with the city in presenting their vision to the public.

Mayor Bouley noted that he feels this is well done and particularly likes the interactive technology noting that the city strives to make city government more user friendly.

Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

42. Presentation and advisory report, from the Concord Energy and Environment Committee, in support of the goal of 100% renewable energy for the City of Concord.

Action: Councilor Werner stated that they are presenting a very specific vision this evening and are urging the Council to adopt goals by 2050 via a resolution coming forth later in the Spring. They want a stronger relationship between the committee,

city staff and administration in terms of driving this process over a long period of time assuming that this goal and road is adopted later this Spring.

Charles Willing, Energy and Environment Committee, stated that the Energy and Environment Committee's recommendation is as follows:

- 100 percent renewable energy for Concord
- community-wide and not just municipal government
- cover electric, thermal and transportation sectors
- propose to achieve the electric goal by 2030 and the thermal and transportation goal by 2050

Mr. Willing stated that the committee believes that this proposal, not only has environmental benefits, but presents an economic opportunity for the city. He provided a detailed overview of the distributed handout including threats and solutions. He stated that the committee doesn't think of this as a proposal asking the city to sacrifice something; they feel that they are proposing to take advantage of an economic opportunity and would like the city to embrace this opportunity. *(Handout on file in the City Clerk's Office)*

Zachary Jonas, Energy and Environment Committee, noted that there are two major problems that the resolution is meant to address: energy policy is very difficult; an aspirational goal such as this requires the buy in from the entire community and not just specific stakeholders and/or the city government. He pointed out that their Council resolution supports specific goals:

- creates an immediate goal of creating a strategic plan for 100 percent by 2050 within the year
- creates long term structures to create and carry out operational plans
- it's right for Concord
- puts city staff and energy experts in the drivers seat for the policy
- creates new structures to build an inclusive process and community buy in

Mr. Jonas highlighted the structures to carry out a policy and to build community support contained within the handout.

Councilor Coen pointed out that they initially started out with goals and then switched to policies. He asked for clarity between the two. Mr. Jonas explained that the first thing the resolution would establish is the overall goal which is to get

the city to 100 percent renewable energy noting that the plan is more flexible in terms of policy. He explained that what they are trying to do, rather than dictate specific objectives at this point, is to try to create a process that will create that outcome. Councilor Werner added that this is an aggressive aspirational goal but, to meet that goal, they have to have specific projects to do that - specific guts and aspects have to be addressed and identified in order to move to this goal.

Councilor Coen noted that what is not included is the cost to taxpayers noting that there will be costs involved. He questioned whether it's known what this would entail as far as financing and the structure itself. Councilor Werner responded that they have had very preliminary discussions with the City Manager noting that he believes there is interest and support for finding how they might be able to have some formal city support. He noted that its essential, for such a program to succeed, to have a great deal of collaboration and support within the city; they need to closely collaborate with city staff to ensure that the choices they make are rational choices for them at the time in terms of energy use and energy opportunities, He feels that this is something that can be visited during the budget process but feels that its essential to have a more formal link between Administration, the volunteer time of their committee members and the public.

Councilor Coen questioned as to what is going to entice the private sector and everyone else to join in this; what is being offered. Mr. Willing responded that they will eventually be enticed by the pricing noting that it will save them money by converting to renewable energy.

Councilor Kretovic feels that it's important to have a discussion right now with regards to a solar project that's looking to come to the city. She is curious to know what the thoughts are with regards to, if Council were to accept this, what message does this send to the neighborhood that may not be in favor of a solar field today. Referencing the the open space plan update presented this evening, she pointed out that there is very specific language within this to agricultural land and, ironically enough, this solar field is going to touch upon very rich agricultural soil. She is curious on what their take is if the Council were to accept this report and adopt this policy. She questioned whether it would send the wrong message to the Planning Board which is still deliberating and to a neighborhood that is concerned with the impact when they haven't had the opportunity to do what is suggested which is to take a broader view and have a community discussion. Mr. Jonas responded that the views of those residents are incredibly important both to their own lives and for the success of a project. He indicated that the goal is to

add the goal of 100 percent renewable energy by 2050 to the mix of factors which decide the outcome of specific instances. He noted that they wouldn't expect people, businesses or the city to take on projects that are economically deleterious but also wouldn't expect the city to approve projects that were deleterious for other reasons either; the point of this is to shine a spotlight on it, to make sure the city is thinking about it in a formal way, and to elevate it into the conversation. Mr. Willing added that they don't take any position on any particular project noting that one of their recommendations was that the Planning Board consider adopting a solar ordinance that would set a framework for how these particular decisions get made moving forward. He noted that they feel its important for the city to get ahead of these kinds of developments adding that, whether or not these goals, more developers will be seeking to build more projects within the city. Councilor Werner doesn't feel that setting a general goal, that is long reaching in terms of the timeframe, sends the wrong signal.

Councilor Kenison sees this dovetailing well with the city now looking at their zoning.

Councilor Herschlag noted that they bring up the importance of the committee's work and why adopting this report is so important. He feels that the coordination between all parties, having zoning that encourages renewable energy while protecting current use and neighborhoods, and having city policies and ordinances which allow the implementation and expansion of renewable energy is important to the city. He indicated that as they move forward with redoing the zoning, what they have found out is that they don't have zoning that adequately addresses some renewables. He noted that having this report and having city staff working with the committee will move them in the direction to answer all these questions, will ensure that they can move forward in a manner that protects their community, and at the same time protects the rights and the character of the community.

Councilor Champlin commended the work put into this stating he feels that its an important step for Concord. Relative to the proposed east Concord project, he commented that, as he understands, this is not a project for local consumption but is a product for consumption out of state. He hopes that the business community embraces this idea and that they see a positive response from them.

Councilor Todd asked what is foreseen as the educational component of this and getting information out to the public and the businesses. Councilor Werner indicated that they would like to work with all Councilors on a ward basis to find

opportunities to hold presentations for citizens. He feels that its incumbent upon them, as a committee, to drive this process in collaboration with Council.

Mayor Bouley pointed out that this is an example of something that didnt come from the Administration but that came from an advisory committee of the Council comprised of Council members as well as members of the public. He noted that this is a well thought out and thorough document in which a lot of effort went into. He feels that this is an excellent representation of exactly how they function in the city - they work with committees and the public. He pointed out that the recommendations are in two parts and recommended combining them both into one. He explained that the reason for this suggestion is because part two has a public input process as well as meeting with stakeholders, business community groups, etc. for feedback. He hopes they get the input process and meeting with the stakeholders first. Mr. Jonas explained that both parts happen at the same time but it was split into two pieces to address the two challenges.

Mayor Bouley hopes the committee comes back with something more concrete and not only reach out to outside groups but also work with the Planning Department.

Councilor Werner thanked the students from St. Paul's School and Concord High School for attending the meeting and for the commitment of their future.

Councilor Kretovic moved to accept the report. The motion was duly seconded and passed with no dissenting votes.

43. Report and presentation from the Economic Development Director - Economic Development Marketing Tool Kit.

Action: Suzi Pegg, Economic Development Director, indicated that they have the economic development tool kit in place which means they are ready to go out to attract and retain businesses and talent. She highlighted the website's look and brand stating that its a simple navigable website.

Councilor Todd noted that he has been talking about this for years and how the city has been out of competition with some of its neighbors in this regard. He feels that what has been done looks great, is easy to navigate and is a great representation of who they are.

Councilor Coen inquired whether there is a reason Maine was eliminated on the

landing page.

Councilor Herschlag questioned whether there are links to the Chamber of Commerce and Intown Concord. Ms. Pegg responded yes.

Councilor Herschlag inquired as to how it was determined which businesses would be included on the site. Ms. Pegg responded that they were ones that she has been talking to noting that they can be changed around. She added that once they talk to other businesses and get permission to use their logos, they can swap them out.

Referencing the brochure, Councilor Bouchard pointed out that, under distribution, it mentions the proximity to highways and railways but doesn't mention the airport. She inquired whether the airport is mentioned. Ms. Pegg responded that it is included on the website.

Councilor Champlin asked whether this will be included within the Chamber's website. Ms. Pegg responded that it will be. She stated that they just wanted to make sure everybody was okay with this website before they start doing reverse links with each other.

Councilor St. Hilaire complimented the website and brochure. He questioned whether there is any reason that it doesn't mention that the city is the hub of government in the area. Ms. Pegg replied that they are trying to attract businesses in the area and sometimes, in her experiences, listing government can be construed as negative.

Councilor St. Hilaire inquired whether the information in regards to no sales tax and income tax is included. Ms. Pegg responded that this information is included.

Councilor Werner commended the city for this noting that its an aggressive marketing push that has been needed for a long time. He inquired as what kind of links would exist with state economic development agencies and other regional economic development efforts and agencies. Ms. Pegg responded that the state is already included as a link and noted that she can't fit everybody on this.

Mayor Bouley thanked Ms. Pegg noting that when she came to the city she started with absolutely nothing. He stated that she has developed an excellent platform to which to grow from. Referencing digital media, the Mayor inquired whether Ms. Pegg sees any potential for this. Ms. Pegg responded that content is really

paramount explaining that part of the economic plan that she is putting together is working with the PIO on providing that content and looking at how they put content out collectively across the city.

Councilor Nyhan asked whether Ms. Pegg is ready to start tracking all of the additional activity that is going to be generated. Ms. Pegg responded that they have an analytical platform on this to make sure they can track who's hitting it and what type. She noted that she may look for a more sophisticated platform. She pointed out that typically something like this out of the gate, will need to be given six months to start filtering out.

Councilor Herschlag asked how people will know that the city is out there. Ms. Pegg responded that there will be the marketing campaign using social media, direct marketing, meetings, emails, etc.

44. "Concord Recycles: One Bin - No Bags" Presentation.

Action: Adam Clark, Solid Waste Manager, indicated that he is here tonight to spread the word about a new outreach campaign that they at the General Services Department have undertaken called "Concord Recycles, One Bin - No Bags". He explained that it is designed to celebrate their single stream collection method while educating residents at a critical time in recycling. He highlighted information contained within the handout. Mr. Clark stated that the biggest contamination problem that they see is plastic bags and plastic films; they are not only the most common contaminant but also the most problematic. They are difficult to process in a sorting environment and end up mixing with sorted recyclable materials - most often and worst of all with paper. He noted that they need to directly address this in order to meet the new contamination standards. He pointed out that the city's part in protecting these markets: residents should begin by not using plastic bags as a mean to package recyclables nor included with other recyclables; residents should refamiliarize themselves what is and isn't recyclable; staff at the General Services Department is available to help with any questions. *(Handout on file at the City Clerk's Office).*

Mayor Bouley asked where residents can find General Services for questions and information.

Mr. Clark responded that Concord General Services is on Facebook and Twitter. He indicated that they plan to roll this out on printed materials, water bills, and on the sides of the bins in their next order.

Councilor Nyhan stressed that they continue to reach out to the schools as well noting that, when kids bring information home, it tends to reach the parents.

45. Report and presentation by the City Planner on a draft of the Main Street Design Guide.

Action: Heather Shank, City Planner, stated that at the end of last summer city staff was asked to come up with a guideline for Main Street. She noted that they met with the Architectural Design Review Committee to craft a scope for this to determine what items should be looked at, how this document should be laid out, who it should be for, and how it could be used. They had several special meetings with the Design Review Committee and with the Planning Board to answer big questions and to figure out what should be in here and what their stance should be on certain items. She stated that the scope of the document is that this is for everyone: property owners, store owners, people who want to come in to open a new business and/or to build new buildings. She pointed out that its also for the Design Review Committee to utilize when they are evaluating applications. She added that part of the purpose of the document is to ensure that the ADA accessibility goals of the Main Street redevelopment are met. She provided an overview of the guide. Ms. Shank indicated that one of the things that she is hoping to get out of this meeting is feedback. She noted that the Planning Board would like to hold a community presentation to members of the downtown business community and to the community for feedback to make sure everybody is comfortable in the direction they are going.

Ms. Shank explained that there are a number of regulatory recommendations that were made for proposed changes and she would like to receive feedback from the Council as to whether they want them to pursue these regulatory changes or whether they want to keep these as recommendations for guidelines so as to not have regulatory power. She explained that there were a few changes relative to things already within the zoning ordinance so they did start working on some of those regulatory changes with regard to lighting and signage. Some of the others are not in the zoning ordinance so it would be regulated some other way either through city code or policy change. She highlighted some of the recommended regulatory changes contained within her report: prohibit balconies within the right of way; require a minimum five to six foot wide pedestrian clear zone; require a minimum three foot wide clear are around public amenities; require all private amenities in the right of way to obtain a license/permit and liability insurance.

Councilor Coen noted that the majority of times, when items are discussed about Main Street, there was also a question about why aren't they applying the same things to Penacook Village. He inquired whether the Planning Board or Planning staff have looked at this to be included within Penacook. Ms. Shank responded that she believes, to some degree, the recommendations of the design guidelines would be appropriate for Penacook as well. She explained that a big part of the push as to why they are doing this was because of the widening of the sidewalk and so many new things are happening on Main Street. She indicated that the document and the applicability could certainly be expanded.

Councilor St. Hilaire noted that he feels that this is well done. He feels that permitting or regulating balconies is a great idea and agrees with furniture permitting. In regards to the five to six feet, he would rather not have that written in stone and regulated but have the city have the authority to monitor this.

Councilor Kretovic explained that approximately 14 or 15 years ago Main Street Concord, before they became a Main Street community, had presented design guidelines to the city which accepted the report. She noted that it was very similar to the recommendations here with the exception that there was a very heavy emphasis on historic preservation because that was the mission of the organization. She noted her appreciation for what is being presented because she feels it dovetails what they were thinking in terms of what their community should have. She feels that the piece that was missing in follow up to this, was that the report was accepted but there were no zoning changes, no codes were changed and no ordinances were created. She feels that they need to move in the direction of putting something down in regulatory fashion for the community but does also appreciate the level of flexibility that they've enjoyed this entire time; she hopes they would have a balance between the two.

Councilor Herschlag inquired whether they would be regulating awnings and canopies. Ms. Shank noted that they've covered awning and canopies through zoning and design review. She stated that this is something that they can pursue but is not being proposed at this time because it seems to be working well through the design review process.

Councilor Herschlag noted that it would be helpful to him if he had a list of all the items that are in here that would require either regulatory changes or require new regulations in the city's zoning or ordinances. Ms. Shank responded that the memo distinctly outlines this. She stated that she is looking for Council feedback this

evening as to whether Council wants them to pursue items as regulatory changes otherwise they just remain recommendations.

Councilor Herschlag noted that he feels that this opens up another area of subjectivity that's all dependent upon how ADR interprets it and is not sure why they wouldn't codify this. He is asking for the changes that they are making recommendations for that is already in code, what isn't in code, and what adjustments or amendments would have to be made.

Mayor Bouley explained that the root of Councilor Herschlag's question is what Ms. Shank is asking the Council - what do they want.

Councilor Champlin commended the City Planner and her staff for the time and energy they placed in this. He noted that this is a really solid piece of work and feels that it's very easy to understand, easy to digest and is user friendly.

Councilor Todd concurred with Councilor Champlin and appreciates the thoroughness. He feels that having some flexibility is crucial.

Mayor Bouley cautioned final decisions about the regulations and hopes that they don't codify a lot of items; the more they tie their hands, the less flexibility they will have. He hopes that, with the discussions the businesses and residents downtown, they understand that they need to police themselves. He indicated that when something goes askew, they need to speak up amongst themselves as opposed to having the city come in because as soon as the city comes in, it's going to be a much different environment.

Ms. Shank asked for clarification as to whether they should follow up with some proposal.

Mayor Bouley noted that it sounds like staff is going to do some outreach. He suggests waiting to see what people have to say during the outreach and then formulate some conclusions.

New Business

Unfinished Business

Comments, Requests by Mayor, City Councilors

Councilor Werner indicated that he went to the Beaver Meadow Golf Course this past weekend and saw many individuals enjoying winter recreation there such as

skiing, skating and virtual golfing.

Councilor Herschlag announced a Ward Two meeting scheduled for February 20th from 6:30 p.m. to 8:00 p.m. at the Newell Post Restaurant.

Councilor Champlin acknowledged the great job on the Black Ice Hockey Tournament that was held over the past weekend.

Mayor Bouley asked whether Councilors would be available on Monday, March 5th, to meet and discuss the CIP. Council agreed to meet on Monday, March 5th to discuss the CIP.

Comments, Requests by the City Manager

Consideration of items pulled from the consent agenda for discussion

**Item 18 pulled from consent*

Action: This item was not removed from the consent agenda.

Adjournment

The time being 9:10 p.m., Councilor St. Hilaire moved to adjourn the meeting. The motion was duly seconded and passed with no dissenting votes.

A true copy; I attest:

*Michelle Mulholland
Deputy City Clerk*