



City of Concord

City Council

Meeting Agenda - Final-revised

Monday, February 10, 2025

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

1. Call to Order.
2. Invocation.
3. Pledge of Allegiance.
4. Roll Call.
5. Approval of the Meeting Minutes.
January 13, 2025 City Council Draft Meeting Minutes.
Attachments: [Minutes](#)
6. Agenda overview by the Mayor.
7. Hall Street Wastewater Treatment Plant Presentation.
Attachments: [Presentation](#)

Consent Agenda Items

Referral to General Services and the Legal Department

8. Communication from Cleveland, Waters and Bass, on behalf of the Penacook Boscawen Water Precinct, regarding a petition to expand the boundaries of the Precinct pursuant to RSA 52:5.
Attachments: [Communication](#)

Items Tabled for March 10, 2024 Public Hearings

- 8A. Resolution expanding the boundary of the Penacook Boscawen Water Precinct. (Not previously distributed.)
Attachments: [Resolution](#)
9. Resolution appropriating the sum of \$43,062.71, as reimbursement of personnel costs related to the deployment of Fire Department personnel to areas impacted by natural disasters, and accepting the sum of \$43,062.71, in Federal Emergency Management Agency funds for this purpose; together with report from the Deputy Fire Chief.
Attachments: [Resolution](#)
[Report](#)

10. Resolution appropriating the sum of \$15,000, in the Community Development Miscellaneous Grants and Donations project for tree planting on City property and within public rights-of-way under the Sustainable Tree Program, and authorizing a transfer in the sum of \$15,000, from the Urban Tree Trust Fund for this purpose; together with a report from the Tree Subcommittee of the Conservation Commission.
Attachments: [Resolution](#)
[Report](#)

From the City Manager

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

Consent Reports

12. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling \$1,415.31, as provided under the pre-authorization granted by City Council.
Attachments: [Report](#)
13. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$3,817, as provided for under the pre-authorization granted by City Council.
Attachments: [Report](#)
14. Diminimus gifts and donations report from the Director of Special Projects & Strategic Initiatives requesting authorization to accept a monetary gift totaling \$250, as provided under the pre-authorization granted by City Council.
Attachments: [Report](#)
15. Quarterly Status Report from the City Manager on City Council's 2024-2025 Priorities. (Pulled from consent by Councilor Brown.)
Attachments: [Report](#)
16. Report from the Deputy City Manager - Development and the Human Resource and Labor Relations Director regarding reclassification of the Administrative Specialist II position within the Planning Division of the Community Development Department to Administrative Technician III.
Attachments: [Report](#)
17. December 31, 2024 Fiscal Year to Date Financial Statements; together with a report from the Deputy City Manager - Finance. (Pulled from consent by Councilor Brown.)
Attachments: [Financial Statements](#)
18. Distinguished Budget Presentation Award for the Fiscal Year 2025 Budget Document report from the Director of the Office of Management & Budget.

Attachments: [Report](#)
[GFOA Distinguished Budget Presentation Award - FY25](#)

19. Report from the Director of Real Estate Assessments requesting the City Manager be Authorized to renew the voluntary Payment in Lieu of Taxes Agreement between Fellowship Housing Opportunities, Inc. and Affiliates and the City of Concord.

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

20. Report from the Fire Chief, on behalf of the Public Safety Board, recommending that City Council encourages City staff to consider service agency deliverables to the community when selecting which service organizations should receive City funding in the development of City budgets, and to encourage City staff to review the City's application and reporting processes for nonprofits requesting funding.

Attachments: [Report](#)

21. City Street Tree Removal Policy report from the General Services Director

Attachments: [Report](#)
[Street Tree Removal Policy](#)

22. Highway and Utilities Division Realignment report from the General Services Director.

Attachments: [GSD Highway and Utilities Reorganization Council Report 12-13](#)

23. Report from the Parks and Recreation Director on Department Operations in 2024. (Pulled from consent by Councilor Brown.)

Attachments: [Report](#)
[2024 Parks and Recreation Year In Review](#)

24. Report from the Solicitor's Office regarding a Collective Bargaining Tentative Agreement between the City and the Concord Fire Officers Association, Local 3195.

Attachments: [Report](#)

25. Report from the Assistant Director of Community Development, on behalf of the Parking Committee, in response to a referral from City Council regarding communication from Safiya Wazir requesting consideration be made to create parking passes for Social Workers who utilize public places, within the City of Concord.

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

26. Report from the Director of Special Projects & Strategic Initiatives authorizing the City Manager to execute a release deed and new easement deed to Unitil Energy Systems for the relocation of a transmission line at the former landfill on Old Turnpike Road.

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

27. Report from the Transportation Engineer, on behalf of the Traffic Operations Committee and the Transportation Policy Advisory Committee, in response to a referral from City Council regarding a communication from Councilor Horne requesting consideration be given to implementing traffic improvements on River Road.

Attachments: [Report](#)
[Email - Chevron Signs Installed 2023-12-23](#)

28. Report from the Transportation Engineer, on behalf of the Traffic Operations Committee and Transportation Policy Advisory Committee, in response to a referral from City Council regarding communication from resident Tony Puntin requesting consideration be given for the installation of a sidewalk along Borough Road.

Attachments: [Report](#)
[History by Deputy City Manager - Development](#)
[Attachment 1 2020 Report to Council](#)
[Attachment 2 April 2020 Council Meeting Minutes](#)
[Attachment 3 2023 61 Borough Road Site Plan](#)
[Attachment 4 TPAC Sidewalk Priority List](#)

Consent Resolutions

29. Resolution authorizing the City Manager to submit an application to the NH Department of Business and Economic Affairs Housing Champion Housing Infrastructure Municipal Grant Program; together with a report from the Deputy City Manager - Development.

Attachments: [Resolution](#)
[Staff Report](#)
[Housing Champion Award Certificate](#)
[Housing Champion Designation Award Letter](#)

30. Resolution authorizing the City Manager to submit an application to the NH Department of Business and Economic Affairs Housing Champion Housing Production Municipal Grant Program; together with a report from the Deputy City Manager - Development.

Attachments: [Resolution](#)
[Report](#)
[Housing Champion Award Certificate](#)
[Housing Champion Designation Award Letter 12-11-2024](#)

31. Resolution authorizing the City Manager to submit an application for the Outdoor Recreation Legacy Partnership Grant Program (ORLP) for the purpose of constructing a portion of Terrill Park (CIP #59); together with a report from the Director of Parks & Recreation.

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

32. Resolution appropriating the sum of \$5,000, in the Parks and Recreation Miscellaneous Grants and Donations project for repairs to the Beaver Meadow snow groomer, and authorizing the use of \$5,000, as a transfer in from the Recreation Reserve for this purpose; together with a report from the Parks and Recreation Director.

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

Appointments

33. City Manager's Appointments to the Conservation Commission: Frederick Chormann, Katherine Healy, and Mark Coen. (Pulled from consent by Councilor Brown.)

Attachments: [Report](#)

34. City Manager's Appointments to the Library Board of Trustees: Jeanie West and Stephanie Simard.

Attachments: [Report](#)
[Resume - Jeanie West](#)
[Resume - Stephanie Simard](#)

End of Consent Agenda

Public Hearings

- 35A. 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, Wastewater Maintenance Manager; together with a report from the Director of Human Resources.

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

- 35B. Resolution appropriating the sum of \$35,000, for reimbursement of demolition costs associated with the Next Step Living, Inc project at 3 North State Street, and accepting the sum of \$35,000, in grant proceeds from the New Hampshire Department of Business and Economic Affairs (BEA) Municipal Demolition Grant program for this purpose; together with a report from the Assistant Director of Community Development.

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

- 35C. Resolution appropriating the sum of \$21,499, for law enforcement related programs, and accepting the sum of \$21,499, in unmatched grant funds from the United States Department of Justice Edward Byrne Memorial Justice Assistance Grant Program for this purpose; together with a report from the Deputy Chief of Police.

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

- 35D. Resolution accepting the terms of a Federal Fiscal Year 2024 Homeland Security Grant Program (HSGP) grant issued by the US Department of Homeland Security (DHS) / Federal Emergency Management Agency (FEMA), appropriating the sum of \$259,062, for the purchase of a modular vehicle barrier system, and accepting the sum of \$259,062, from the US Department of Homeland Security (DHS) / Federal Emergency Management Agency (FEMA) for this purpose; together with a report from the Fire Chief.

Attachments: [Resolution](#)
[Report](#)
[Traffic Barrier City Policy](#)

Public Hearing Action

36. 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, Wastewater Maintenance Manager; together with a report from the Director of Human Resources.

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

37. Resolution appropriating the sum of \$35,000, for reimbursement of demolition costs associated with the Next Step Living, Inc project at 3 North State Street, and accepting the sum of \$35,000, in grant proceeds from the New Hampshire Department of Business and Economic Affairs (BEA) Municipal Demolition Grant program for this purpose; together with a report from the Assistant Director of Community Development.

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

38. Resolution appropriating the sum of \$21,499, for law enforcement related programs, and accepting the sum of \$21,499, in unmatched grant funds from the United States Department of Justice Edward Byrne Memorial Justice Assistance Grant Program for this purpose; together with a report from the Deputy Chief of Police.

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

39. Resolution accepting the terms of a Federal Fiscal Year 2024 Homeland Security Grant Program (HSGP) grant issued by the US Department of Homeland Security (DHS) / Federal Emergency Management Agency (FEMA), appropriating the sum of \$259,062, for the purchase of a modular vehicle barrier system, and accepting the sum of \$259,062, from the US Department of Homeland Security (DHS) / Federal Emergency Management Agency (FEMA) for this purpose; together with a report from the Fire Chief.

Attachments: [Resolution](#)
[Report](#)
[Traffic Barrier City Policy](#)

Reports

40. Presentation from the Committee for Concord's Plan to End Homelessness. (Presentation postponed until the March 10, 2025 City Council Meeting.)

New Business

Unfinished Business

41. Resolution appropriating the sum of \$10,308,000, in the Beaver Meadow Golf Course Club House & Buildings Project (CIP #107) for the construction of a new facility and related improvements, and authorizing the issuance of bonds and notes in the sum of \$10,308,000, for this purpose; together with a report from the Deputy City Manager - Finance. (Presentation and proforma submitted.) (Public testimony received.) (Revised presentation submitted.) (Additional public testimony received.)

Attachments: [Resolution](#)
[Report](#)
[Option 1.2 Plans](#)
[Beaver Meadow New Facility Project Presentation](#)
[Golf Proforma](#)
[Public Testimony](#)
[Beaver Meadow New Facility Project Presentation Revised](#)
[Additional Public Testimony](#)

Consideration of Items Pulled from the Consent Agenda

15. Quarterly Status Report from the City Manager on City Council's 2024-2025 Priorities. (Pulled from consent by Councilor Brown.)
Attachments: [Report](#)

17. December 31, 2024 Fiscal Year to Date Financial Statements; together with a report from the Deputy City Manager - Finance. (Pulled from consent by Councilor Brown.)
Attachments: [Financial Statements](#)

23. Report from the Parks and Recreation Director on Department Operations in 2024. (Pulled from consent by Councilor Brown.)
Attachments: [Report](#)
[2024 Parks and Recreation Year In Review](#)

33. City Manager's Appointments to the Conservation Commission: Frederick Chormann, Katherine Healy, and Mark Coen. (Pulled from consent by Councilor Brown.)
Attachments: [Report](#)

Comments, Requests by Mayor, City Councilors**Comments, Requests by the City Manager****Adjournment**

Information

- Inf1 September 18, 2024 Joint Planning Board/Architectural Design Review Committee Work Session Meeting Minutes.
Attachments: [Minutes](#)
- Inf2 September 18, 2024 Planning Board Meeting Minutes.
Attachments: [Minutes](#)
- Inf3 October 1, 2024 Solid Waste Advisory Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf4 October 17, 2024 Everett Arena Advisory Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf5 November 5, 2024 Architectural Design Review Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf6 November 7, 2024 Transportation Policy Advisory Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf7 November 13, 2024 Conservation Commission Meeting Minutes.
Attachments: [Minutes](#)
- Inf8 November 13, 2024 Trails Subcommittee Meeting Minutes.
Attachments: [Minutes](#)
- Inf9 November 19, 2024 Traffic Operations Committee Meeting Minutes.
Attachments: [Minutes](#)
[Item 4c NHDOC Presentation](#)
- Inf10 November 20, 2024 Planning Board Meeting Minutes.
Attachments: [Minutes](#)
- Inf11 November 21, 2024 Recreation and Parks Advisory Committee Approved Meeting Minutes.
Attachments: [Minutes](#)
- Inf12 December 3, 2024 Architectural Design Review Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf13 December 3, 2024 Economic Development Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf14 December 3, 2024 Solid Waste Advisory Committee Meeting Minutes.
Attachments: [Minutes](#)

- Inf15 December 4, 2024 Zoning Board of Adjustment Meeting Minutes.
Attachments: [Minutes](#)
- Inf16 December 5, 2024 Demolition Review Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf17 December 10, 2024 Diversity Equity Inclusion Justice and Belonging (DEIJB) Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf18 December 11, 2024 Conservation Commission Meeting Minutes.
Attachments: [Minutes](#)
- Inf19 December 11, 2024 Conservation Commission Trails Subcommittee Meeting Minutes.
Attachments: [Minutes](#)
- Inf20 December 16, 2024 Demolition Review Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf21 December 17, 2024 Committee for Concord's Plan to End Homelessness Meeting Minutes; together with work group updates Powerpoint presentation.
Attachments: [Minutes with PowerPoint Presentation](#)
- Inf22 December 18, 2024 Planning Board Meeting Minutes.
Attachments: [Minutes](#)
- Inf23 December 30, 2024 Parking Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf24 December 30, 2024 Demolition Review Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf25 January 6, 2025 Concord Public Library Board of Trustees Meeting Minutes.
Attachments: [Minutes](#)
- Inf26 January 27, 2025 Fiscal Policy Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf27 Communications from Xfinity advising City Council about changes in programming.
Attachments: [Communications](#)