



City of Concord

City Council

Meeting Agenda - Final-revised

Monday, May 9, 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 followed by a consultation with Legal Counsel in accordance with RSA 91-A:2, I (b) to be held following the Council meeting.

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

April 11, 2022 City Council Draft Meeting Minutes.

Attachments: [Minutes](#)

6. Agenda overview by the Mayor.
7. Resolution in recognition of the services of Craig Walker.
8. Presentation by Paul Lloyd, NH State Veterans Advisory Committee.
Attachments: [Purple Heart Package](#)
9. Presentation by the Police Department and H.L. Turner Group Inc. - Concord Police Department Space Analysis.

Consent Agenda Items

Referral to the Parking Committee

10. Communication from Katie Katsikas and Christopher Carr, asking for reconsideration of recent parking changes on Spruce Street in Concord.
Attachments: [Communication](#)

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

11. Communication from Taylor Hall requesting consideration be made for the installation of a traffic light in the area of North State, Clarke and Lake Streets in Concord.
Attachments: [Communication](#)

Referral to the Planning Board

12. 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 be referred to the Planning Board.

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

Items Tabled for June 9, 2022 Public Hearings at 5:30 P.M.

13. Resolution fixing and determining the amount of money to be appropriated by the City of Concord for the Fiscal Year 2023, ending June 30, 2023, for the General Fund, Special Revenue Funds, Enterprise Funds, Debt Service Funds and Diminimis Accounts. (To be submitted under separate cover.)
14. Resolution for the annual capital closeout and repurposing of capital project funds; together with a report from the Senior Accountant. (To be submitted under separate cover.)
15. Resolution authorizing and appropriating funds for Fiscal Year 2023, ending June 30, 2023, for Capital Projects and authorizing the issuance of bonds and notes for various Capital Projects more specifically identified in the budget document. (To be submitted under separate cover.)
16. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-5, Fees, Fines, and Penalties, Schedule I, Water Rates, Water/Wastewater Rate Increase. (To be submitted under separate cover.)

Items Tabled for June 13, 2022 Public Hearings

17. Resolution reauthorizing the Revolving Loan Fund Program for FY2023 and appropriating the sum of \$1,131,746 associated therewith; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Attachments: [Resolution](#)
[Report](#)
[PIRP Final June 2015](#)
[Signed Housing and CD Plan Jan 2020](#)

18. Resolution appropriating the sum of \$32,100 to demolish, remove, and dispose of the hazardous building at 107-109 South Main Street, Concord, New Hampshire, and authorizing the use of \$32,100 from General Fund Unassigned fund balance for this purpose; together with report from the Deputy City Manager-Development.

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

From the City Manager

19. Positive Citizen Comments.

Attachments: [Report](#)

Consent Reports

20. Diminimus gifts and donations report from the Deputy City Manager - Finance and the Beaver Meadow Director of Operations requesting authorization to accept grant funds totaling \$2,000 from the New England Professional Golf Association for the Beaver Meadow Golf Course as provided under the pre-authorization granted by City Council.

Attachments: [Report](#)

21. Diminimus gift and donation report from the Deputy City Manager-Development requesting authorization to accept grant funds totaling \$4,999 as provided under the pre-authorization granted by City Council.

Attachments: [Report](#)

22. Diminimus gift and donation report from the Human Services Director requesting authorization to accept a monetary gift totaling \$22.80 as provided under the pre-authorization granted by City Council.

Attachments: [Report](#)

23. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$5,263.65, as provided for under the pre-authorization granted by City Council.

Attachments: [Report](#)

24. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$6,659 as provided for under the pre-authorization granted by City Council.

Attachments: [Report](#)

25. Diminimus gifts and donations report from the Police Department requesting authorization to accept a gift valued at approximately \$5,000 in fitness equipment from Dick's Sporting Goods as provided for under the pre-authorization granted by City Council.

Attachments: [Report](#)

26. Report from the Deputy City Manager-Finance requesting updates to Arena Fees to be effective July 1, 2022.

Attachments: [Report](#)

[Proposed Non-Ordinance Based Fee Changes](#)

27. March 31, 2022 Fiscal Year to Date Financial Statements report from Deputy City Manager - Finance.
Attachments: [Report](#)
28. Report from the Fiscal Policy Advisory Committee in follow-up to the City Council Referral the Ad-Hoc Gully Hill Road committee report regarding lease of farmland on Gully Hill.
Attachments: [Response to Council re FPAC Referral on Gully Hill](#)
29. Report from General Services Director recommending the City Manager be authorized to execute an amended easement with Unitil Energy Systems, Inc. and Consolidated Communications of Northern New England, LLC for the installation and maintenance of a new electrical service line on North Pembroke Road to provide service to the City's water pumping station 2, the Pembroke Well Field.
Attachments: [Report](#)
30. Report from the Deputy City Manager for Development requesting the de-authorization of the sum of \$177.61 representing the outstanding balance from the U.S. Food and Drug Administration's Voluntary Retail Standards Category 3 Training Grant.
Attachments: [Report](#)
31. Report from the City Engineer recommending the City Manager be authorized to execute an easement deed with State Pleasant Street, LLC for the installation and maintenance of a permanent public traffic control signal cabinet and foundation.
Attachments: [Report](#)
[Deed](#)
[Plan](#)

Consent Resolutions

32. Resolution authorizing the City Manager to submit an application to the New Hampshire Project Safe Neighborhoods Initiative Grant Program for funding designated to address violent crime in the community; together with report from the Police Department.
Attachments: [Resolution](#)
[Report](#)
33. Resolution authorizing the City Manager, by way of the Police Department, to submit an application to the United States Department of Justice - Bulletproof Vest Partnership Grant Program to receive funding for the purchase of ballistic vests; together with report from the Police Department.
Attachments: [Resolution](#)
[Report](#)

Appointments

34. City Manager's Appointments to the Library Board of Trustees: Jeremy Clemans and Norman Kinsler.

Attachments: [Report](#)

End of Consent Agenda

Public Hearings

- 35A. Ordinance amending the Code of Ordinances, Title I, General Code: Chapter 15, Licensing and Regulation of Businesses, Trades and Occupations, Article 15-8, Peddlers; together with report from the Ad Hoc Outdoor Dining and Food Truck Committee.

Attachments: [Ordinance](#)

[Report](#)

[Food Truck Rules](#)

[Article 15-8 \(Compare Document for City Council Meeting\)](#)

- 35B. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 34, Personnel Rules and Regulations, Article 34-11-6, Military Leave; together with report from the Director of Human Resources and Labor Relations.

Attachments: [Ordinance](#)

[Report](#)

- 35C. Resolution appropriating the sum of \$36,359 and repurposing \$9,241 to purchase a tracked cross-country trail groomer (CIP #515) and authorizing the use of \$36,359 of Equipment Reserve funds for this purpose; together with report from the Parks and Recreation Director. (Public testimony submitted.) (Additional public testimony received.)

Attachments: [Resolution](#)

[Report](#)

[Public Testimony](#)

[Additional Public Testimony](#)

- 35D. Resolution appropriating the sum of \$11,820 to continue the work of reducing the energy usage at the Combined Operations and Maintenance Facility (COMF) (CIP #323) and accepting the sum of \$11,820 from the Unitil NHSAVES Energy Efficiency Incentive Grant program for this purpose; together with report from the General Services Director.

Attachments: [Resolution](#)

[Report](#)

- 35E. Resolution appropriating the sum of \$8,500 for the purpose of updating the Stormwater Pollution Prevention Plan (SWPPP) at the Airport, accepting the sum of \$7,650 in grant funds from the Federal Aviation Administration, accepting the sum of \$425 from the State of New Hampshire, and appropriating and authorizing the use of \$425 of Airport Fund Balance as a transfer out from the Airport Fund for this purpose; together with report from the Associate Engineer.

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

- 35F. Resolution re-adopting the Beneflex Plan and authorizing the City Manager to execute Beneflex Plan Documents.

Attachments: [Resolution](#)

- 35G. Resolution authorizing the City Manager to execute a Memorandum of Agreement ("MOA") with the NH Department of Transportation concerning acquisition of discontinued portions of the Northern Main Railroad located between Horseshoe Pond Lane and the Contoocook River for the purposes of developing the Merrimack River Greenway Trail (CIP #543); together with report from the Director of Redevelopment, Downtown Services, and Special Projects. (Public testimony submitted.)

Attachments: [Resolution](#)
[Report](#)
[Map of Northern Main Line Railroad](#)
[City NHDOT MOA Northern Line](#)
[Purchase and Sales Agreement](#)
[Public Testimony](#)

Public Hearing Action

36. Ordinance amending the Code of Ordinances, Title I, General Code: Chapter 15, Licensing and Regulation of Businesses, Trades and Occupations, Article 15-8, Peddlers; together with report from the Ad Hoc Outdoor Dining and Food Truck Committee.

Attachments: [Ordinance](#)
[Report](#)
[Food Truck Rules](#)
[Article 15-8 \(Compare Document for City Council Meeting\)](#)

37. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 34, Personnel Rules and Regulations, Article 34-11-6, Military Leave; together with report from the Director of Human Resources and Labor Relations.

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

38. Resolution appropriating the sum of \$36,359 and repurposing \$9,241 to purchase a tracked cross-country trail groomer (CIP #515) and authorizing the use of \$36,359 of Equipment Reserve funds for this purpose; together with report from the Parks and Recreation Director. (Public testimony submitted.) (Additional public testimony received.)

Attachments: [Resolution](#)
[Report](#)
[Public Testimony](#)
[Additional Public Testimony](#)

39. Resolution appropriating the sum of \$11,820 to continue the work of reducing the energy usage at the Combined Operations and Maintenance Facility (COMF) (CIP #323) and accepting the sum of \$11,820 from the Unitil NHSAVES Energy Efficiency Incentive Grant program for this purpose; together with report from the General Services Director.

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

40. Resolution appropriating the sum of \$8,500 for the purpose of updating the Stormwater Pollution Prevention Plan (SWPPP) at the Airport, accepting the sum of \$7,650 in grant funds from the Federal Aviation Administration, accepting the sum of \$425 from the State of New Hampshire, and appropriating and authorizing the use of \$425 of Airport Fund Balance as a transfer out from the Airport Fund for this purpose; together with report from the Associate Engineer.

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

41. Resolution re-adopting the Beneflex Plan and authorizing the City Manager to execute Beneflex Plan Documents.

Attachments: [Resolution](#)

42. Resolution authorizing the City Manager to execute a Memorandum of Agreement ("MOA") with the NH Department of Transportation concerning acquisition of discontinued portions of the Northern Main Railroad located between Horseshoe Pond Lane and the Contoocook River for the purposes of developing the Merrimack River Greenway Trail (CIP #543); together with report from the Director of Redevelopment, Downtown Services, and Special Projects. (Public testimony submitted.)

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[Map of Northern Main Line Railroad](#)
[City NHDOT MOA Northern Line](#)
[Purchase and Sales Agreement](#)
[Public Testimony](#)

Reports

New Business

Unfinished Business

43. 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 Mavor, City Councilors

Comments, Requests by the City Manager

Consideration of Suspense Items

Adjournment

Information

- Inf1 January 27, 2022 Transportation Policy Advisory Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf2 March 7, 2022 Concord Public Library Board of Trustee Meeting Minutes - REVISION.
Attachments: [Minutes](#)
- Inf3 March 15, 2022 Traffic Operations Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf4 April 4, 2022 Concord Public Library Board of Trustee Meeting Minutes.
Attachments: [Minutes](#)
- Inf5 April 12, 2022 Ad Hoc Outdoor Dining and Food Truck Committee Draft Meeting Minutes.

Attachments: [Minutes](#)

Inf6 April 18, 2022 Fiscal Policy Advisory Committee Draft Meeting Minutes.

Attachments: [Minutes](#)

Inf7 April 21, 2022 Golf Course Advisory Committee Draft Meeting Minutes.

Attachments: [Minutes](#)

Inf8 April 21, 2020, September 15, 2020, December 15, 2020, March 23, 2021, June 15, 2021, September 21, 2021, December 21, 2021, and March 15, 2022 Committee for Concord's Plan to End Homelessness Minutes:

Attachments: [April 21, 2020 Minutes](#)
[September 15, 2020 Minutes](#)
[December 15, 2020 Minutes](#)
[March 23, 2021 Minutes](#)
[June 15, 2021 Minutes](#)
[September 21, 2021 Minutes](#)
[December 21, 2021 Minutes](#)
[March 15, 2022 Minutes](#)

Inf9 Invitation for Mayor Bouley and Members of City Council to participate in the City of Concord Memorial Day Parade to be held on Monday, May 30, 2022.

Attachments: [Invitation](#)

Inf10 Copy of the Parks and Recreation Department Summer/Fall Brochure.

Attachments: [Brochure](#)

Inf11 Informational letter submitted by Councilor Brown for community meeting to be held at Bishop Brady High School on May 11th from 6:30 - 9: 30 P.M.

Attachments: [Informational letter](#)

Inf12 Petition opposing Langley Parkway 3, submitted by Councilor Brown.

Attachments: [Petition](#)