



City of Concord

City Council

Meeting Agenda

Monday, December 9, 2019

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.

November 12, 2019 City Council Meeting Minutes.

Attachments: [Minutes](#)

6. Resolution in recognition of the services of Lieutenant Cori J. Casey.
Attachments: [Resolution](#)
7. Resolution proclaiming December 2019 as Capital Region Food Program Month.
Attachments: [Resolution](#)
8. Agenda overview by the Mayor.

Consent Agenda Items

Referral to the Parking Committee

9. Communication from Phyllis Skafidas expressing her concerns regarding parking in front of her property on Pleasant Street.
Attachments: [Communication](#)

Referral to Engineering, the Traffic Operations Committee, the Transportation Policy Advisory Committee and the Fiscal Policy Advisory Committee

10. Communication from Councilor Kretovic, on behalf of Alan Johns, requesting consideration be made to storm drain improvements at the intersection of Palm and North State Street in Concord.
Attachments: [Communication](#)

Items tabled for January 13, 2020 Public Hearings

11. Resolution authorizing the City Manager to submit an application in an amount of up to \$500,000 and to accept and appropriate grant proceeds of up to \$500,000 in Community Development Block Grant housing funds for building improvements at property owned by Fellowship Housing at 36 Pleasant Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects.
Attachments: [Resolution](#)
[Report](#)
[Fellowship Housing Proposal](#)
12. Resolution authorizing the City Manager to submit an application in an amount of up to \$500,000 and to accept and appropriate grant proceeds of up to \$500,000 in Community Development Block Grant Public Facility Funds for building improvements at property owned by the Crisis Center of Central New Hampshire; together with report from the Director of Redevelopment, Downtown Services & Special Projects.
Attachments: [Resolution](#)
[Report](#)
[Crisis Center of Central NH Proposal](#)
13. Resolution re-adopting the City of Concord's Housing and Community Development Plan; together with report from the Director of Redevelopment, Downtown Services & Special Projects.
Attachments: [Resolution](#)
[Report](#)
14. Resolution readopting the City's Anti-Displacement and Relocation Policy Statement and procedures; together with report from the Director of Redevelopment, Downtown Services & Special Projects.
Attachments: [Resolution](#)
[Report](#)
- 14A. Resolution determining the proposed project has a public benefit and approving an application by WB4 L.L.C. for a nine year RSA 79-E Community Revitalization Tax Relief Incentive for the renovation of real estate located at 10 Pleasant Street Extension, City Assessor's Parcel Map 35, Block 2, Lot 3; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Resolution](#)
[Report](#)
[Tax Savings Calculation](#)
[1999 Historic Inventory](#)
[2019 Historic Inventory](#)
[Renovation Plans](#)
[10 Pleasant Ext 79-E Application](#)

15. Resolution appropriating the sum of \$708,760 for the purpose of the design, right-of-way acquisition, and bidding of the Loudon Road Bridge Rehabilitation Project (CIP #588), accepting \$566,960 in New Hampshire State Bridge Aid Program funds, and authorizing the issuance of bonds and notes in the sum of up to \$141,800 for the local agency match for this project; together with report from the City Engineer.

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

16. Resolution appropriating the sum of \$300,000 for improvements to the School Street Parking Garage (CIP #433) and authorizing the issuance of bonds and notes in the amount of up to \$300,000 for the School Street Parking Garage (CIP #433); together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

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

17. Resolution appropriating the sum of \$230,000 for the purpose of supplementing the design, permitting, right-of-way, and construction of the North Pembroke Road Bridge Replacement Project (CIP #478), and accepting \$184,000 in New Hampshire State Bridge Aid Program funds and \$46,000 in donations from the Town of Pembroke, NH, as the local agency match for this project; together with report from the City Engineer.

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

18. Resolution appropriating the sum of \$50,000 designated for conducting illegal drug related investigations and accepting \$50,000 in grant funding from the New Hampshire Department of Safety Law Enforcement Opioid Abuse Reduction Initiative; together with report from the Police Department.

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

From the City Manager

19. Positive Citizen Comments.

Attachments: [Report](#)

Consent Reports

20. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$2,601.54, as provided for under the pre-authorization granted by City Council.
Attachments: [Report](#)
21. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$959.16, as provided for under the pre-authorization granted by City Council.
Attachments: [Report](#)
22. Diminimus gifts and donations report from the Police Department requesting authorization to accept a donation of \$100 from an anonymous donor through the Upton & Hatfield Trust account designated for the Concord Police Department's Project Blue Elf program, as provided for under the pre-authorization granted by City Council.
Attachments: [Report](#)
23. Fiscal Year to Date Financial Statements Report from the Deputy City Manager Finance.
Attachments: [Report](#)
24. Fiscal Year 2019 Comprehensive Annual Financial Report (CAFR) from the Assistant Finance Director.
Attachments: [Report](#)
[CAFR 2019](#)
25. June 30, 2019 Trust Fund Reports, MS-9 and MS-10, from the City Treasurer.
Attachments: [Report](#)
[MS9](#)
[MS10](#)
26. Beaver Meadow Golf Course Agronomist Report from the Deputy City Manager - Finance.
Attachments: [Report](#)
[Onsite Visit Report](#)
[Tree Evaluation Report](#)

27. General Services Department Wastewater Treatment Division Staffing Realignment Report from the General Services Director.
Attachments: [Report](#)
28. Report from the Parks and Recreation Director on the contribution from the Friends of White Park for the design of the new Monkey Around Playground.
Attachments: [Report](#)
29. December 2019 Economic Development Report from the Economic Development Director.
Attachments: [Report](#)
30. Report from the Senior Planner regarding the Annual Review of the Public Capital Facilities Impact Fee Ordinance.
Attachments: [Report](#)
[Ordinance Amendment](#)

Consent Resolutions

31. Resolution authorizing the City Manager to apply for and accept up to \$45,000 from the NH Department of Environmental Services for Household Hazardous Waste Collection and Special Project grants; together with report from the General Services Director.
Attachments: [Resolution](#)
[Report](#)
32. Resolution repurposing the sum of \$32,600.00 from the 2017 Secondary Clarifier Equipment Replacement Subproject (CIP #104) for use on the 2017 Service Elevator Controls Upgrade Subproject (CIP #104); together with report from the General Services Director.
Attachments: [Resolution](#)
[Report](#)
33. Resolution appropriating the sum of \$10,000 for childhood obesity programs in the Grants and Donations Fund and authorizing the transfer of \$10,000 to the Grants and Donations Fund; together with report from the OMB Director.
Attachments: [Resolution](#)
[Report](#)
34. Resolution authorizing Prepayment of Taxes in Accordance with RSA 80:52-a; together with report from the City Treasurer/Tax Collector.
Attachments: [Resolution](#)
[Report](#)

35. Resolution Designating Depositories for the City of Concord, New Hampshire, for the Fiscal Year 2020; together with report from the City Treasurer/Tax Collector.

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

36. Resolution Adopting a Cash Management Policy; together with report from the City Treasurer/Tax Collector.

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

37. Resolution relative to Short Term Investment of Excess Funds; together with report from the City Treasurer/Tax Collector.

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

Appointments

38. Proposed Appointment of Jeffrey L. Schindler to the Board of Trustees of Trust Funds.

Attachments: [Appointment](#)

39. Mayor Bouley's proposed reappointments to the Golf Course Advisory Committee. Richard Holden, Frances Hunt, Roger Jobin, Linda Mattlage and Robert Norton

Attachments: [Appointment](#)

40. Mayor Bouley's proposed appointments to the Recreation and Parks Advisory Committee. Jennifer Roff and Nooruhuda (Nora) Ismael

Attachments: [Appointment](#)

End of Consent Agenda

Public Hearings

- 41A. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-16, Handicap Parking, Schedule XVIII; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Ordinance](#)
[Report](#)
[Request from Temple Beth Jacob](#)

- 41B. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-5, Supplemental Standards; and Article 28-7, Access, Circulation, Parking and Loading; together with report from the City Planner.

(Supplemental report from the City Planner submitted)

Attachments: [Ordinance](#)
[Report](#)
[Request](#)
[Revised request](#)
[Supplemental Report](#)

- 41C. Resolution authorizing and appropriating the sum of \$1,100,000 as a transfer to Reserves. Funding for this appropriation shall be entirely from Fiscal Year 2019 General Fund Assigned Fund Balance; together with report from the Deputy City Manager - Finance.

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

- 41D. Resolution appropriating the sum of \$120,000 from Reserves as a supplemental appropriation to the City's General Fund for furniture/equipment purchase and replacement, education/training, and the Interstate 93 Maintenance Project; and appropriating the sum of \$77,000 from Reserves to Capital for replacement of a police cruiser (CIP #575), and additional Community Development software funding (CIP #574). Funding for these purposes shall be entirely from Reserve Accounts.

Attachments: [Resolution](#)

- 41E. Resolution appropriating the sum of \$749,727.79 in the General Fund as a transfer to the Highway Reserve and accepting the sum of \$749,727.79 in State Municipal Aid funds; together with report from the Deputy City Manager - Finance.

Attachments: [Resolution](#)
[Report](#)
[Check Image](#)
[Additional Municipal Aid for FY's 20 and 21](#)

- 41F. Resolution appropriating the sum of \$275,000 for the procurement of outside services to recycle solid waste and authorizing the use of Wastewater Fund Balance for this purpose; together with a report from the General Services Director.

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

- 41G. Resolution appropriating the sum of \$20,711 to support projects that enhance the special character and vitality of Concord and accepting the sum of \$20,711 from the New Hampshire Charitable Foundation; together with report from the Deputy City Manager - Finance.

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

- 41H. Resolution appropriating the sum of \$10,500 for outside services to study the gas holder house repairs and authorizing the use of economic development reserve funds for this purpose; together with report from the Mayor and City Manager.

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

- 41I. Resolution determining the proposed project has a public benefit and approving an application by 135NNS L.L.C. for a nine year RSA 79-E Community Revitalization Tax Relief Incentive for the renovation of real estate located at 135 North State Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Resolution](#)
[Report](#)
[Tax Savings Calculation](#)
[79-E Application - 135 N. State Street](#)
[Historic Inventory](#)

Public Hearing Action

42. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-16, Handicap Parking, Schedule XVIII; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Ordinance](#)
[Report](#)
[Request from Temple Beth Jacob](#)

43. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-5, Supplemental Standards; and Article 28-7, Access, Circulation, Parking and Loading; together with report from the City Planner. (Supplemental report from the City Planner submitted)

Attachments: [Ordinance](#)
[Report](#)
[Request](#)
[Revised request](#)
[Supplemental Report](#)

44. Resolution authorizing and appropriating the sum of \$1,100,000 as a transfer to Reserves. Funding for this appropriation shall be entirely from Fiscal Year 2019 General Fund Assigned Fund Balance; together with report from the Deputy City Manager - Finance.

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

45. Resolution appropriating the sum of \$120,000 from Reserves as a supplemental appropriation to the City's General Fund for furniture/equipment purchase and replacement, education/training, and the Interstate 93 Maintenance Project; and appropriating the sum of \$77,000 from Reserves to Capital for replacement of a police cruiser (CIP #575), and additional Community Development software funding (CIP #574). Funding for these purposes shall be entirely from Reserve Accounts.

Attachments: [Resolution](#)

46. Resolution appropriating the sum of \$749,727.79 in the General Fund as a transfer to the Highway Reserve and accepting the sum of \$749,727.79 in State Municipal Aid funds; together with report from the Deputy City Manager - Finance.

Attachments: [Resolution](#)

[Report](#)

[Check Image](#)

[Additional Municipal Aid for FY's 20 and 21](#)

47. Resolution appropriating the sum of \$275,000 for the procurement of outside services to recycle solid waste and authorizing the use of Wastewater Fund Balance for this purpose; together with a report from the General Services Director.

Attachments: [Resolution](#)

[Report](#)

48. Resolution appropriating the sum of \$20,711 to support projects that enhance the special character and vitality of Concord and accepting the sum of \$20,711 from the New Hampshire Charitable Foundation; together with report from the Deputy City Manager - Finance.

Attachments: [Resolution](#)

[Report](#)

49. Resolution appropriating the sum of \$10,500 for outside services to study the gas holder house repairs and authorizing the use of economic development reserve funds for this purpose; together with report from the Mayor and City Manager.

Attachments: [Resolution](#)

[Report](#)

50. Resolution determining the proposed project has a public benefit and approving an application by 135NNS L.L.C. for a nine year RSA 79-E Community Revitalization Tax Relief Incentive for the renovation of real estate located at 135 North State Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Resolution](#)
[Report](#)
[Tax Savings Calculation](#)
[79-E Application - 135 N. State Street](#)
[Historic Inventory](#)

Reports

New Business

51. Communication from Ascentria Care Alliance seeking City Council's written consent to continue refuge resettlement in Concord. (Communication from Jack Watts submitted)

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

Unfinished Business

52. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance; Article 28-5, Supplemental Standards; Section 28-5-50, Keeping of Chickens as Pets Accessory to a Residential Use; together with a report from the City Planner. (Ordinance referred to the Public Safety Advisory Board at the October 15, 2019 City Council meeting.)

Attachments: [Ordinance](#)
[Report](#)
[Request](#)
[Public Testimony](#)
[Additional Public Testimony](#)
[Additional Public Testimony 2](#)

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Adjournment

Information

- Inf1 October 31, 2019 Golf Course Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf2 November 18, 2019 Fiscal Policy Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf3 Communication from the State of New Hampshire, Department of Natural and Cultural Resources, notifying City Council of the reappointment of Dan Andrus as Forest Fire Warden within the City of Concord.
Attachments: [Communication](#)
- Inf4 Communication from Comcast Cable notifying City Council of upcoming price changes.
Attachments: [Communication](#)
- Inf5 Communication from Comcast Cable notifying City Council of upcoming price changes.
Attachments: [Communication](#)
- Inf6 Internet Essentials from Comcast.
Attachments: [Communication](#)
- Inf7 Proposed Merrimack County Budget for Calendar Year 2020.
Attachments: [Merrimack County Proposed Budget](#)