



**City of Concord**  
**City Council**  
**Meeting Agenda - Final-revised**

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Monday, April 8, 2024

7:00 PM

City Council Chambers  
37 Green Street  
Concord, NH 03301

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1. Call to Order.
2. Invocation.
3. Pledge of Allegiance.
4. Roll Call.
5. Approval of the Meeting Minutes.  
March 11, 2024 City Council Draft Meeting Minutes.

**Attachments:** [Minutes](#)

6. Agenda overview by the Mayor.
7. Presentation by the Concord Public Library Foundation.
8. SkitheBeav Presentation.

**Attachments:** [Snowmaking Update April 2024](#)

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

**Referral to the Public Safety Board and the Recreation and Parks Advisory Committee**

9. Communication from Councilor Horne and Councilor Todd requesting the City consider holding a community meeting for the Rolfe Park neighborhood to discuss ongoing safety concerns.

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

**Items Tabled for May 13, 2024 Public Hearings**

10. Resolution appropriating the sum of \$65,722.88 in the Wastewater Fund as a Transfer Out to Capital and authorizing the use of Wastewater Fund Balance for this purpose, and appropriating the sum of \$65,722.88 in the Equipment Replacement Project (CIP #121) to restore previously reprogrammed funding and accepting the sum of \$65,722.88 as a Transfer from the Wastewater Fund for this purpose; together with a report from the Acting Assistant Finance Director.

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

11. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-5, Fees, Fines, and Penalties, Schedule 1; together with non-ordinance fees and a report from the Deputy City Manager - Finance.

**Attachments:** [Ordinance](#)  
[Report](#)  
[Proposed Ordinance & Non-Ordinance Based Fee Changes](#)

12. 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, reorganization of the General Services Highways and Utilities Division; together with a report from the General Services Director.

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

### **From the City Manager**

13. Positive Citizen Comments.

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

### **Consent Reports**

14. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts totaling \$1,611.50, as provided under the pre-authorization granted by City Council.

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

15. Report from Deputy City Manager - Finance recommending the FY25 Budget Schedule and Guidelines

**Attachments:** [Report](#)  
[FY 2025 Finance Committee Schedule](#)  
[FY 2025 Finance Committee Guidelines](#)

16. Quarterly Current Use Change Tax Report from Director of Real Estate Assessments.

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

17. 2023/2024 Winter Operations Staff Stipend Outcomes Report from the General Services Director.

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

18. Report from the Golf Course Director of Operations requesting authorization to

collect resident information for the Beaver Meadow Golf Course. (Pulled from consent by Councilor Brown.)

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

### **Consent Resolutions**

19. Resolution adopting the City of Concord Hazard Mitigation Plan as revised in 2024, together with all associated appendices and maps; together with a report from the Fire Chief.

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

[Report](#)

[2024 APA Hazard Mitigation Plan](#)

[2024 APA Hazard Mitigation Plan - Maps and Appendices](#)

20. Resolution authorizing the City Manager to submit an application to Jeanne Shaheen Congressional directed spending program for funds designated for Law Enforcement Related Programs; together with a report from the Deputy Police Chief.

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

[Report](#)

### **Appointments**

21. Mayor Champlin's proposed appointments to the Economic Development Advisory Committee: Michelline Dufort, Stephen M. Duprey, Chuck Gilboy, Jean Hakuzimana, Emily Ricard, Robert M. Segal, Alex Stoye, Patrick Tompkins, Mike Vlachich, Salvatore Prizio, Jim Bouley, Ari Pollack, Mayor Champlin, Councilor Kurtz and Councilor Sekou. (Pulled from consent by Councilor Brown.)

**Attachments:** [Appointment](#)

22. Mayor Champlin's proposed appointment to the Community Development Advisory Committee: Travis J. Craig.

**Attachments:** [Appointment](#)

23. Mayor Champlin's proposed reappointments to the Contoocook River Local Advisory Committee: Marco Philippon and Jack Shields.

**Attachments:** [Appointment](#)

24. Mayor Champlin's Proposed Appointment to the Planning Board: Dina S. Condodemetraky.

**Attachments:** [Appointment.](#)

25. Mayor Champlin's proposed appointments to the Public Safety Board: Moe Djabelarbi, Natch Greyes, Lisa Brown, Donald Carter, Steve Edwards and Jessica Eskeland.

**Attachments:** [Appointment](#)

26. Mayor Champlin's Proposed Appointment to the Steering Committee for Concord's Plan to End Homelessness: Valerie R. Guy.

**Attachments:** [Appointment.](#)

*\*\*End of Consent Agenda\*\**

### **Public Hearings**

- 27A. Resolution modifying the Elderly Exemption for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Real Estate Assessments. (Public testimony submitted.)

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

[Report](#)

[TY23 Final Exemption & Credit Comparison by Town](#)

[Public Testimony](#)

- 27B. Resolution modifying the Optional Veterans' Tax Credit for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Real Estate Assessments. (Public testimony submitted.)

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

[Report](#)

[TY23 Final Exemption and Credit Comparison by Town](#)

[Public Testimony](#)

- 27C. Resolution modifying the All Veterans' Tax Credit for the City of Concord pursuant to the provisions of RSA 72:28-a; together with a report from the Director of Real Estate Assessments. (Public testimony submitted.)

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

[Report](#)

[TY23 Final Exemption and Credit Comparison by Town](#)

[Public Testimony](#)

- 27D. Resolution modifying the Blind Exemption for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Real Estate Assessments. (Public testimony submitted.)

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

[Report](#)

[TY23 Final Exemption and Credit Comparison by Town](#)

[Public Testimony](#)

- 27E. Resolution appropriating the sum of \$35,000 in the Solid Waste fund to modify the entrance to the transfer station located on Old Turnpike Road and authorizing the use of \$35,000 in the Solid Waste fund balance for this purpose; together with a report

from the General Services Director.

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

- 27F. Resolution accepting the sum of \$9,660.75 in residential granite curb cost sharing and reimbursement from developers and appropriating the sum of \$9,660.75 in the Annual Roadway Surface Improvements project (CIP #78) for this purpose; together with a report from the General Services Director.

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

- 27G. Resolution amending and restating resolution #9573 which determined that the proposed project has a public benefit and approved an application by First Church Holdings L.L.C. for a seven year RSA 79-E Community Revitalization Tax Relief Incentive for the renovation of real estate located at 177 North Main Street, City Assessor's Parcel Map 55 Block 3 Lot 14 and 16; together with a report from the Assistant Director of Community Development.

**Attachments:** [Resolution](#)  
[Report](#)  
[Resolution Amendment Request Letter](#)  
[8-14-2023 City Council Minutes Excerpt](#)  
[Staff Report \(June 28, 2023\)](#)  
[Supplemental Staff Report \(30 Units\) \(August 7, 2023\)](#)  
[Revised Tax Savings Calculation \(30 Units\)](#)  
[Resolution #9573](#)

- 27H. 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, reorganization of the General Services Administration Division; together with a report from the General Services Director.

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

- 27I. Resolution appropriating the sum of \$66,190 for City overtime payments to cover shifts when earned leave is used and using fund balance in the amount of \$66,190 for this purpose; together with a report from the Director of Human Resources and Labor Relations.

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

### **Public Hearing Action**

28. Resolution modifying the Elderly Exemption for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Real Estate Assessments. (Public testimony submitted.)

**Attachments:** [Resolution](#)  
[Report](#)  
[TY23 Final Exemption & Credit Comparison by Town](#)  
[Public Testimony](#)

29. Resolution modifying the Optional Veterans' Tax Credit for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Real Estate Assessments. (Public testimony submitted.)

**Attachments:** [Resolution](#)  
[Report](#)  
[TY23 Final Exemption and Credit Comparison by Town](#)  
[Public Testimony](#)

30. Resolution modifying the All Veterans' Tax Credit for the City of Concord pursuant to the provisions of RSA 72:28-a; together with a report from the Director of Real Estate Assessments. (Public testimony submitted.)

**Attachments:** [Resolution](#)  
[Report](#)  
[TY23 Final Exemption and Credit Comparison by Town](#)  
[Public Testimony](#)

31. Resolution modifying the Blind Exemption for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Real Estate Assessments. (Public testimony submitted.)

**Attachments:** [Resolution](#)  
[Report](#)  
[TY23 Final Exemption and Credit Comparison by Town](#)  
[Public Testimony](#)

32. Resolution appropriating the sum of \$35,000 in the Solid Waste fund to modify the entrance to the transfer station located on Old Turnpike Road and authorizing the use of \$35,000 in the Solid Waste fund balance for this purpose; together with a report from the General Services Director.

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

33. Resolution accepting the sum of \$9,660.75 in residential granite curb cost sharing and reimbursement from developers and appropriating the sum of \$9,660.75 in the

Annual Roadway Surface Improvements project (CIP #78) for this purpose; together with a report from the General Services Director.

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

34. Resolution amending and restating resolution #9573 which determined that the proposed project has a public benefit and approved an application by First Church Holdings L.L.C. for a seven year RSA 79-E Community Revitalization Tax Relief Incentive for the renovation of real estate located at 177 North Main Street, City Assessor's Parcel Map 55 Block 3 Lot 14 and 16; together with a report from the Assistant Director of Community Development.

**Attachments:** [Resolution](#)  
[Report](#)  
[Resolution Amendment Request Letter](#)  
[8-14-2023 City Council Minutes Excerpt](#)  
[Staff Report \(June 28, 2023\)](#)  
[Supplemental Staff Report \(30 Units\) \(August 7, 2023\)](#)  
[Revised Tax Savings Calculation \(30 Units\)](#)  
[Resolution #9573](#)

35. 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, reorganization of the General Services Administration Division; together with a report from the General Services Director.

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

36. Resolution appropriating the sum of \$66,190 for City overtime payments to cover shifts when earned leave is used and using fund balance in the amount of \$66,190 for this purpose; together with a report from the Director of Human Resources and Labor Relations.

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

### **Reports**

37. Report on results of due diligence for acquisition of 4 Bouton Street and 124 North State Street for a new Police Station and City Council authorization to complete purchase.

**Attachments:** [Report](#)  
[HI District Map](#)  
[Purchase & Sales Agreement](#)  
[2021 Study](#)  
[2024 Study](#)

## **New Business**

### **Unfinished Business**

38. 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**

18. Report from the Golf Course Director of Operations requesting authorization to collect resident information for the Beaver Meadow Golf Course. (Pulled from consent by Councilor Brown.)  
**Attachments:** [Report](#)
21. Mayor Champlin's proposed appointments to the Economic Development Advisory Committee: Michelline Dufort, Stephen M. Duprey, Chuck Gilboy, Jean Hakuzimana, Emily Ricard, Robert M. Segal, Alex Stoye, Patrick Tompkins, Mike Vlachich, Salvatore Prizio, Jim Bouley, Ari Pollack, Mayor Champlin, Councilor Kurtz and Councilor Sekou. (Pulled from consent by Councilor Brown.)  
**Attachments:** [Appointment](#)

### **Comments, Requests by Mayor, City Councilors**

### **Comments, Requests by the City Manager**

### **Adjournment**



**Information**

- Inf1. January 2, 2024 Architectural Design Review Committee Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf2. January 4, 2024 Heritage Commission Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf3. January 10, 2024 Conservation Commission Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf4. January 10, 2024 Conservation Commission Trails Subcommittee Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf5. January 17, 2024 Planning Board Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf6. January 25, 2024 Transportation Policy Advisory Committee Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf7. January 26, 2024 Conservation Commission Tree Subcommittee Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf8. February 1, 2024 Heritage Commission Draft Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf9. February 6, 2024 Architectural Design Review Committee Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf10. February 8, 2024 Conservation Commission Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf11. February 14, 2024 Conservation Commission Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf12. February 14, 2024 Trails Subcommittee Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf13. February 20, 2024 Traffic Operations Committee Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf14. March 4, 2024 Concord Public Library Board of Trustees Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf15. March 14, 2024 Golf Course Advisory Committee Draft Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf16. March 25, 2024 Parking Committee Draft Minutes.

*Attachments:* [Minutes](#)