



City of Concord

City Council

Meeting Minutes - Draft

Tuesday, October 14, 2025

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

Non-meeting in accordance with RSA 91-A, II (a) followed by a non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition to begin at 5:30 p.m.

1. Mayor Champlin called the meeting to order at 7:06 p.m.
2. Invocation.
3. Pledge of Allegiance.
4. Roll Call.

Present: 14 - Councilor Stacey Brown, Mayor Byron Champlin, Councilor Nathan Fennessy, Councilor Jeff Foote, Councilor Amanda Grady Sexton, Councilor Michele Horne, Councilor Fred Keach, Councilor Judith Kurtz, Councilor Paula McLaughlin, Councilor Karen McNamara, Councilor Jim Schlosser, Councilor Kris Schultz, Councilor Ali Sekou, and Councilor Brent Todd

Excused: 1 - Councilor Jennifer Kretovic

5. Approval of the Meeting Minutes.

September 8, 2025 City Council Draft Meeting Minutes.

Action: Councilor Grady Sexton moved approved of the September 8, 2025, Draft Meeting Minutes. Councilor McNamara duly seconded the motion and passed with no dissenting votes.

6. Agenda overview by the Mayor.

Consent Agenda Items

Action: Councilor Kurtz moved approval of the consent agenda. Items #9, #24, #25, and # 28 were pulled from the consent agenda. The motion was duly seconded by Councilor Sekou.

Councilor Kurtz moved to amend Item #8 to also be referred to the Economic Development Advisory Committee (EDAC).

The motion passed with no dissenting votes.

Referral to Community Development and the Traffic Operations Committee

7. Request for the installation of additional street lights on Prescott Street.

Action: Item was referred to Community Development and the Traffic Operations Committee.

Referral to the Fiscal Policy Advisory Committee, the City Solicitor, the Director of Real Estate Assessments and Community Development

8. Report from the Energy & Environment Advisory Committee recommending that City Council refer the Commercial Property Assessed Clean Energy and Resiliency (C-PACER) program to the Fiscal Policy Advisory Committee, City Solicitor, and Community Development Department - Administration for review.

Action: Item was referred to the Fiscal Policy Advisory Committee, the City Solicitor, the Director of Real Estate Assessments, Community Development, and the Economic Development Advisory Committee.

Referral to the Recreation and Parks Advisory Committee and the Parks and Recreation Department

9. Communication from Concord National Youth Softball (CNYS) and Concord Northeast (CNE) regarding unification into a single recreation softball program and proposed expansion of CNYS's lease to include Dillon and Sanel Fields. (Pulled from consent by Councilor Fennessy.)

Action: Pulled from consent for discussion.

Referral to the Transportation Policy Advisory Committee

10. Communication from Christopher Herr, 15 Cypress Street, regarding bus entry/exit plans and sidewalk safety concerns for the new Rundlett Middle School.

Action: Item was referred to the Transportation Policy Advisory Committee.

Items Tabled for November 10, 2025 Public Hearings

11. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-16, Handicapped Parking, Schedule XVIII; to clarify parking requirements for public accessible parking spaces and time limit requirements; together with a report from the Assistant Director of Community Development.

Action: Ordinance moved to set for a public hearing.

12. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-2, Zoning Districts and Allowable Uses, by amending Section 28-2-4(k), Table of Accessory Uses; Article 28-5, Supplemental Standards, Section 28-5-9 Child Day Care Facilities; and the Glossary; together with a report from the Deputy City Manager - Development.

Action: Ordinance moved to set for a public hearing.

13. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, by amending the Glossary; together with a report from the Deputy City Manager - Development.

Action: Ordinance moved to set for a public hearing.

14. Resolution appropriating the sum of \$678,000 in the Concord Stables Redevelopment Project (CIP #664) to support the remediation of hazardous building materials at the Concord Stables building, 111.5 Warren Street and accepting the sum of \$678,000 in unmatched grant funds from the U.S. Environmental Protection Agency Brownfields Cleanup Program for this purpose; together with a report from the Director of Special Projects & Strategic Initiatives.

Action: Resolution moved to set for a public hearing.

15. Resolution re-adopting the City of Concord's Housing and Community Development Plan; together with a report from the Assistant Director of Community Development.

Action: Resolution moved to set for a public hearing.

16. 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 of Community Development Block Grant Funds to support Families in Transition's Bicentennial Square Renovation Project creating four new units of affordable

housing; together with a report from the Assistant Director of Community Development.

Action: Resolution moved to set for a public hearing.

17. Resolution adopting an Anti-Displacement and Relocation Policy Statement and Procedures in support of the City's Community Development Block Grant application to the New Hampshire Community Development Finance Authority to support Families in Transition's Bicentennial Square Renovation Project at 9 Odd Fellows Avenue and 5 Market Lane; together with a report from the Assistant Director of Community Development.

Action: Resolution moved to set for a public hearing.

18. Resolution authorizing the City Manager to submit an application in an amount of \$130,000 and to accept and appropriate grant proceeds of \$130,000 of Community Development Block Grant COVID-19 funds (CDBG-CV) for the Concord Coalition to End Homelessness' Emergency Winter Shelter and Resource Center operations; together with a report from the Assistant Director of Community Development.

Action: Resolution moved to set for a public hearing.

19. Resolution adopting an Anti-Displacement and Relocation Policy Statement and Procedures in support of the City's Community Development Block Grant COVID-19 (CDBG-CV) application to the New Hampshire Community Development Finance Authority for the Concord Coalition to End Homelessness' Emergency Winter Shelter and Resource Center operations; together with a report from the Assistant Director of Community Development.

Action: Resolution moved to set for a public hearing.

20. Public Hearing regarding the status of the following: \$25,000 in Community Development Block Grant (CDBG) Planning Study funds subgranted to the Families in Transition and \$25,000 in CDBG Planning Study funds subgranted to Community Justice Center (603 Legal Aid, Disability Rights Center NH, and NH Legal Assistance), together with a report from the Assistant Director of Community Development.

Action: Public hearing report moved to set for a public hearing.

21. Resolution authorizing the City Manager to enter into a payment in lieu of taxes agreement between the City of Concord and LSE Ursa Minor, LLC; together with a report from the Director of Real Estate Assessments.

Action: Resolution moved to set for a public hearing.

From the City Manager

22. Positive Citizen Comments.

Action: Positive comments were received and filed.

Consent Reports

23. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling \$2,726.76 as provided under the pre-authorization granted by City Council.

Action: Consent report was approved.

24. Report from the Deputy City Manager - Finance regarding 2026 Young Adult Membership Age Correction for Beaver Meadow Golf Course. (Pulled from consent by Councilor Brown.)

Action: Pulled from consent for discussion.

25. Report from the Director of Office of Management & Budget regarding the Distinguished Budget Presentation Award for the City of Concord Fiscal Year 2026 Budget Document. (Pulled from consent by Councilor Fennessy.)

Action: Pulled from consent for discussion.

26. Quarterly Current Use Tax Report from the Director of Real Estate Assessments.

Action: Consent report was approved.

Consent Resolutions

27. Resolution authorizing the City Manager to apply for up to \$650,000 representing 80% of replacement costs from the NH Department of Environmental Services for the replacement of qualifying units in the municipal fleet; together with a report from the Acting General Services Director.

Action: Consent resolution was approved.

28. Resolution to revise the Fiscal Year 2026 General Fund budget due to the Final MS-1 Real Growth estimate reduction; together with a report from the Deputy City Manager - Finance. (Pulled from consent by Councilor Brown.)

Action: Pulled from consent for discussion.

29. Resolution to direct the Tax Collector not to execute a tax deed on certain properties in accordance with RSA 80:76-II and RSA 80:76-II-a; together with a report from the City Treasurer/Tax Collector.

Action: Consent resolution was approved.

30. Resolution authorizing the City Manager to negotiate and accept a revised pedestrian and utility easement deed from the owners of real estate located at 31 and 33 Samuel Drive; together with report from Deputy City Manager - Development

Action: Consent resolution was approved.

Appointments

31. City Manager's Proposed Reappointments to the Library Board of Trustees: Jeremy Clemans and Norman Kinsler.

Action: Appointments were approved.

32. Mayor Champlin's proposed appointments to the Golf Course Advisory Committee: Judith A. Fairclough and Steve Norton.

Action: Appointments were approved.

End of Consent Agenda

Public Hearings

- 33A. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-6, Parking Prohibited at All Times in Designated Places, Schedule I; to modify parking requirements on Pleasant Street between Langley Parkway and the intersection with Hopkinton Road & Dunbarton Road; together with a report from the Assistant Director of Community Development.

Action: City Manager Aspell indicated the Parking Committee had discussed the referral and recommends that both sides of Pleasant Street between Langley Parkway and the intersection with Hopkinton Road and Dunbarton Road be restricted to no parking at all times.

Mayor Champlin opened the public hearing.

Councilor Brown mentioned that her constituents could not attend the meeting, however, they are in favor of the recommendation.

There being no further public testimony, Mayor Champlin declared the hearing closed.

- 33B. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, by amending Article 28-2, Zoning Districts and Allowable Uses, Section 28-2-4(k), Table of Accessory Uses, Use #13, Accessory Dwelling Unit; Article 28-5, Supplemental Standards, Section 28-5-52 Single-Family Detached Dwellings with One (1) Accessory Dwelling Unit (ADU); Article 28-9, Administration and Enforcement, Section 28-9-4 Decisions by the Planning Board, Section 28-9-4(f) Architectural Design Review; and the Glossary; together with a report from the Deputy City Manager - Development.

Action: City Manager Aspell indicated that in accordance with House Bill 577, and input received from the Economic Development Advisory Committee, the Architectural Design Review Committee, and the Planning Board, the Planning Board voted unanimously to modify the ordinance as follows; to eliminate provisions that require that either the principal dwelling or the ADU be owner-occupied. They noted the provision was originally intended to discourage investors from acquiring single-family detached dwellings to operate as rental properties. City Manager Aspell indicated that the elimination of this provision allows the principal dwelling or the ADU to be used as rental units simultaneously.

Mayor Champlin opened the public hearing.

Roy Schweiker, resident, testified expressing his opposition to the proposed ordinance amendment, citing concerns that removing the owner-occupancy requirement could lead to increased investor ownership, potentially reducing the level of care and oversight typically seen with owner-occupied properties. He also raised concerns about the ban on manufactured housing amid the current housing crisis. Additionally, he noted that the current parking requirements for ADU's are insufficient and contribute to neighborhood congestion. He recommended

amending the zoning requirements for ADUs to follow the requirements for duplexes and suggested revising subdivision requirements to improve parking, including the possibility of imposing a parking impact fee.

There being no further public testimony, Mayor Champlin declared the hearing closed.

- 33C. Resolution appropriating the sum of \$260,000, for Fire Department wages and benefits and authorizing an increase to the amount to be raised in taxes in the amount of \$260,000, in the General Fund for this purpose; together with a report from the Deputy City Manager Finance.

Action: City Manager Aspell noted that as a result of negotiations between the City and Local 1045, additional funding was needed to cover the increase in the new contract.

Councilor Brown asked if the funds could be pulled from the Unassigned Fund Balance.

City Manager Aspell indicated that pulling the funds from the Unassigned Fund Balance would create an impact on the 2027 budget.

Mayor Champlin sought clarification on the financial implications of using the Unassigned Fund Balance to cover the costs this year, thereby not raising taxes. Specifically, Mayor Champlin asked if by doing so, the City would still need to implement a tax increase in 2027 to support this funding, on top of any other anticipated funding needs at that time.

City Manager Aspell confirmed that would be the case.

Mayor Champlin opened the public hearing.

Roy Schweiker, resident, expressing agreement with Councilor Brown's suggestion to use the Unassigned Fund Balance or another available fund to avoid a tax increase. He also referenced past misconduct by a few firefighters that resulted in a \$450,000 cost to the City and recommended pursuing reasonable reimbursement from the individuals responsible.

There being no further public testimony, Mayor Champlin declared the hearing closed.

- 33D. Resolution appropriating the sum of \$53,000, to include \$50,000 in the Golf Fund and \$3,000 in the Arena Fund for Fiscal Year 2025 retroactive to June 30, 2025, to be funded from excess revenues in the Golf Fund and fund balance in the Arena Fund; together with a report from the Deputy City Manager - Finance.

Action: City Manager Aspell noted that annually administration reviews the total expenditures in each fund and then provides a supplemental appropriation request if needed for funds that have exceeded budgeted expenditures. City Manager Aspell briefly reviewed the preliminary results for the Golf Fund and Arena Fund, as indicated in the report.

Councilor Brown expressed her concerns that the City is not profiting from the leagues and tournaments. She inquired if there is a cap on the number of leagues and tournaments the City allows, noting they prevent the club from raising revenues through greens fees.

City Manager Aspell indicated that the revenues are over in expenditures by \$54,000.

Mayor Champlin opened the public hearing.

Roy Schweiker, resident, testified expressing that he feels that individual funds should balance out. He acknowledged it may be appropriate for the General Fund to support golf-related expenses, however, he emphasized that all such transfers and costs should be clearly documented for transparency. He was concerned that the City does not have \$50,000 to put in the Golf Fund, and felt the funds should be put towards the Firefighters contract. He also supported lowering the age threshold for junior golf memberships from 39 to 29. Lastly, he expressed surprise that some family membership fees were reduced, while also allowing up to three adults per membership and felt that should be addressed.

Jennifer Chase, Penacook resident, testified expressing her concerns over the amount of money allocated to the golf course, especially given the financial struggles many residents are facing and the burden of increasing taxes.

There being no further public testimony, Mayor Champlin declared the hearing closed.

- 33E. Resolution appropriating the sum of \$3,500, for nuisance abatement at 30 Penacook Street, Concord, New Hampshire and authorizing the use of \$3,500, from the Community Improvement Reserve for this purpose; together with a report from the Code Administrator.

Action: City Manager Aspell explained that the City is seeking the allocation in order to abate exterior property conditions by hiring a contractor to mow the lot and remove garbage and refuse. He noted that the City intends to recover the costs through the lien process. City Manager Aspell added that the City has recently taken possession of the property due to unpaid taxes

Councilor Brown requested an explanation of the process for disbursing funds from the specific capital reserve accounts.

City Manager Aspell explained that the City holds a public hearing and the City Council makes a determination if they would like to use the funds for the intended purpose. If the City then recovers the funds, those funds can then be deposited back into the specific funds they were drawn from.

Councilor Brown inquired where she could find the parameters for the Community Improvement and the Economic Development Reserve accounts to better understand what qualifies for funding under each.

Deputy City Manager of Finance - Brian LeBrun indicated that a resolution with a description of the appropriate uses was approved by City Council a few years back.

Councilor Brown inquired whether the Trustees of the Trust Funds disperse funds.

Deputy City Manager of Finance - Mr. LeBrun explained that the City Council is the sole authority for approving such disbursements, after which the treasurer carries out the authorized transfers.

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

- 33F. Resolution appropriating the sum of \$5,000 in the City Council General Fund Budget for the 2050 Vision Facilitation efforts and authorizing the use of \$5,000 from the Economic Development Reserve for this purpose; together with a report from Mayor Champlin.

Action: City Manager Aspell stated he had nothing further to add.

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

- 33G. Public Hearing on Social District Ballot Question (HB 467).

Action: Mayor Champlin explained that the City Council placed a measure on the November ballot a measure asking the public whether they are in favor of the City allowing social districts. He further noted that, by statute, the City Council is required to hold a public hearing 15-30 days prior to an election.

Mayor Champlin opened the public hearing.

Roy Schweiker, resident, testified that he does not object to the items being on the ballot, however, he hopes the public votes against the measure, and instead votes on actual proposals rather than general approval. He emphasized his concerns with public safety if the measure were to pass. He felt that the City prioritizes business over citizens.

Councilor Keach asked Mr. Schweiker to provide examples where he feels the City prioritizes businesses over citizens.

Mr. Schweiker expressed concern that the Planning Board tends to rush projects through the approval process, not allowing enough time for citizens to review and investigate the proposals. He recommended that related documents should be made available at least ten days in advance. He also expressed concerns regarding the Zoning Board of Adjustment's public hearing process, noting that while public testimony is typically limited to five minutes, applicants are sometimes given nearly an hour. He further observed that applicants are permitted to respond to public comments, whereas members of the public are not afforded an opportunity to rebut. He advocated for equal time and opportunity for public input during hearings.

Councilor Sekou asked Mr. Schweiker to elaborate on the safety concerns.

Mr. Schweiker explained that liquor laws were established in response to issues related to consumption and poor decision-making. He expressed concern that allowing patrons to be outside the view of an establishment could create opportunities for individuals to share drinks with someone who is underage or who has already consumed too much alcohol.

Alex Stoye, owner of Revelstoke Coffee, testified thanking the Council for placing the question on the ballot. He noted that, if the measure is approved, individual businesses will still be required to apply for approval. He emphasized that Concord is becoming a destination city and expressed hope that the measure will pass.

Ben Greenslate, resident, testified thanking the City Council for placing the item on ballot. He indicated that this is a great opportunity for the City to be a trend setter and to become a destination city.

Fisto Ndayishimiye, resident, testified expressing support for the proposed measure, noting its potential to strengthen the local economy. He praised the Concord community's overall strength, but emphasized the City needs to examine policies that drive disconnections and create divisions. He suggested that establishing social districts could help bring people together, however, he voiced concern about underserved areas, such as the Heights, and encouraged efforts to bridge those gaps. Mr. Ndayishimiye recommended that, if the measure is approved, the City Council should actively engage citizens in discussions regarding the development of social districts.

Councilor Schultz mentioned that Representative Merryl Gibbs had hoped to the make the meeting tonight, however, she not able. Representative Gibbs had sent an invitation to the community to reach out to her for a balanced perspective on how the House of Representatives viewed the measure.

There being no further testimony, Mayor Champlin closed the public hearing.

33H. Public Hearing on Keno Ballot Question (HB 737).

Action: Mayor Champlin opened the public hearing.

Roy Schweiker, resident, testified stating his opposition to Keno, further expressing his frustration that the State Legislature is requiring the City of Concord to vote on the measure again. Regarding the proposed social district, he

recommended that if the measure is approved, any committee formed should include at least 50% of members who oppose the initiative to ensure a balanced and fair debate.

There being no further testimony, Mayor Champlin closed the public hearing.

Councilor Kurtz provided a brief summary of the ballot questions in order to make them easier for people to understand. She explained that voting 'yes' on the social district question means allowing the City Council to consider social districts, while voting 'yes' on the Keno question means prohibiting Keno in the City.

Public Hearing Action

34. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-6, Parking Prohibited at All Times in Designated Places, Schedule I; to modify parking requirements on Pleasant Street between Langley Parkway and the intersection with Hopkinton Road & Dunbarton Road; together with a report from the Assistant Director of Community Development.

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

35. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, by amending Article 28-2, Zoning Districts and Allowable Uses, Section 28-2-4(k), Table of Accessory Uses, Use #13, Accessory Dwelling Unit; Article 28-5, Supplemental Standards, Section 28-5-52 Single-Family Detached Dwellings with One (1) Accessory Dwelling Unit (ADU); Article 28-9, Administration and Enforcement, Section 28-9-4 Decisions by the Planning Board, Section 28-9-4(f) Architectural Design Review; and the Glossary; together with a report from the Deputy City Manager - Development.

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

A brief discussion followed regarding concerns about the changes proposed by the Planning Board related to the owner-occupied requirement and the potential for abuse of the ordinance as written. The Council also discussed possible options for imposing impact fees associated with parking.

Councilor Todd indicated that he was hesitant to speak on behalf of the entire Planning Board, however, he shared that the general consensus was to loosen the

regulations to align with the new State RSA, which would eventually impose the requirement on municipalities regardless.

Councilor Fennessy emphasized that the City Council should consider any avenues to make housing more available and affordable, taking advantage of the opportunity to create ADUs. He complimented the Planning Board for putting the ordinance together so quickly.

Councilor Brown made an amendment to the motion to send the item back to the Planning Board to craft impact fee language for parking. The motion was duly seconded by Councilor Foote.

Councilor Schultz opposed the amendment to the motion, as it was an example of the barriers to housing that might stifle the opportunity to create ADUs.

The motion to amend failed.

Mayor Champlin expressed that he shared Councilor Kurtz's concerns and acknowledged uncertainty regarding the extent of the City Council's authority over short-term rentals. He emphasized, however, that the issue was broader in scope and would require a more comprehensive approach.

Councilor Kurtz emphasized that since residents can add ADU's due to the new State statute, she felt that the City Council should not rush the ordinance through in order to consider if owner-occupation is a necessary safeguard to protect the residents of Concord from properties being bought by out-of-state investors that may not have the best interests of the City of Concord.

A brief discussion ensued around the potential benefits and drawbacks associated with the short-term rental market.

Councilor Schultz requested a roll call vote.

Roll Call:

Yes - Councilor Schultz, Councilor Sekou, Councilor Todd, Mayor Champlin, Councilor Fennessy, Councilor Grady Sexton, Councilor Keach, Councilor McLaughlin, Councilor McNamara, Councilor Schlosser

No - Councilor Brown, Councilor Foote, Councilor Horne, Councilor Kurtz

Councilor Fennessy's motion to approve the ordinance passed with four dissenting votes.

36. Resolution appropriating the sum of \$260,000, for Fire Department wages and benefits and authorizing an increase to the amount to be raised in taxes in the amount of \$260,000, in the General Fund for this purpose; together with a report from the Deputy City Manager Finance.

Action: Councilor Fennessy moved approval. The motion was duly seconded by Councilor Kurtz.

Councilor Brown made an amendment to the report to pull the \$260,000 from the Unassigned Fund Balance. Councilor Horne duly seconded the amendment.

Councilor Horne shared her belief that taking the funds from the Unassigned Fund Balance would serve the best interest of the community.

Councilor Fennessy indicated that he would not be in support of the amendment as it was not a best practice to use the City's savings account to pay for City expenses. He noted that the City Council approved the wage increases and was aware that there would be an impact and should move forward with the tax increase for this purpose.

A discussion ensued around the best way to fund the increase for the best interest of the taxpayers, and the potential downfalls of pushing the funding to the FY 2027 budget.

Mayor Champlin noted that he would be voting against the amendment to take the funds from the Unassigned Fund Balance. He further indicated that the next City Council could certainly make reductions, however, such reductions typically result in a corresponding decrease in services. He noted that the Fire Department is already stressed with five vacancies. He felt it was prudent to make an incremental increase in the current tax rate to cover the overage.

Councilor Brown asked for a roll call vote on the motion to amend.

Roll Call:

Yes - Councilor Brown, Councilor Schultz

No - Mayor Champlin, Councilor Fennessy, Councilor Foote, Councilor Grady Sexton, Councilor Horne, Councilor Keach, Councilor Kurtz, Councilor McLaughlin, Councilor McNamara, Councilor Schlosser, Councilor Sekou, Councilor Todd

The motion to amend failed.

Councilor Fennessy's motion to approve the resolution passed unanimously.

37. Resolution appropriating the sum of \$53,000, to include \$50,000 in the Golf Fund and \$3,000 in the Arena Fund for Fiscal Year 2025 retroactive to June 30, 2025, to be funded from excess revenues in the Golf Fund and fund balance in the Arena Fund; together with a report from the Deputy City Manager - Finance.

Action: Councilor Fennessy moved approval. The motion was duly seconded by Councilor McNamara and passed with one dissenting vote.

38. Resolution appropriating the sum of \$3,500, for nuisance abatement at 30 Penacook Street, Concord, New Hampshire and authorizing the use of \$3,500, from the Community Improvement Reserve for this purpose; together with a report from the Code Administrator.

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

39. Resolution appropriating the sum of \$5,000 in the City Council General Fund Budget for the 2050 Vision Facilitation efforts and authorizing the use of \$5,000 from the Economic Development Reserve for this purpose; together with a report from Mayor Champlin.

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

Reports

40. Report on the results of design development and cost estimate for construction of the New Police Station at 4 Bouton Street (CIP 643). (Items distributed during presentation at October City Council meeting.)

Action: Director of Special Projects and Strategic Initiatives Beth Fenstermacher gave a detailed presentation on the status of the design development and cost estimates for the New Police Station. She was accompanied by Chief Osgood, Public Properties Superintendent Jay Burgess, and Matt Beaulieu from Milestone Construction. The presentation will be available on City website in the near future.

While Director of Special Projects and Strategic Initiatives Fenstermacher was providing her detailed presentation, staff distributed a resolution appropriating the sum of \$45,500,000 in the police headquarters project (CIP #643) for the construction of the new police department building and authorizing the issuance of general fund general obligation bonds and notes in the sum of \$45,500,000 for this purpose, together with a report from Ms. Fenstermacher.

Councilor Grady Sexton indicated that many of the City Councilors were at the recent community presentation, and inquired about the projected costs in delays.

Director of Special Projects and Strategic Initiatives Beth Fenstermacher shared that the consultant had indicated potential delay costs could be as high as \$40,000 per month.

Mayor Champlin asked for clarification on how large the training space would be, and how the 1700 square feet would be configured.

Director of Special Projects and Strategic Initiatives Beth Fenstermacher indicated that approximately 400 square feet in the new addition would be designated for the Computer Crime and Investigation Unit within a closed-off area, to be completed with fit and finish at a later date. She added that another area on the second floor of the existing building would also be prepared for future fit and finish, potentially for storage or other needs. The training facility would encompass approximately 1400 square feet.

Mayor Champlin asked how critical the training facility was for the Police Department.

Chief Osgood explained that the Police Department already owns the training module, however, currently there are space limitations. The new space would provide that extra space, as well as storage space for the machine.

Councilor Fennessy noted that the building's size raised the question of whether it

might be more cost-effective to pursue a larger addition instead of renovating the existing structure. He also inquired whether the building's size was a determining factor in its Level Four designation.

Director of Special Projects and Strategic Initiatives Beth Fenstermacher indicated that the cost to renovate was around \$514 per square foot, compared to \$717 per square foot for the addition.

Councilor Fennessy inquired if they looked at ways to reduce the size of the building to meet the minimum size requirements to comply with the designation.

Director of Special Projects and Strategic Initiatives Beth Fenstermacher indicated that the driving force to the size of the building was the facilities that the Department determined to be critical, such as holding cells, the sally port, patrol, dispatch, all of which would be located on the first floor for accessibility. She indicated that the computer crimes division and evidence storage would be located on the second floor.

Chief Osgood further added the Department is currently over capacity and has had to use different areas around the building to store evidence. The new design would create one dedicated storage space which should meet their needs for the next 50 years.

Councilor Grady Sexton asked if the offices that the City currently rents would be brought back to the City campus.

Director of Special Projects and Strategic Initiatives Beth Fenstermacher indicated that both the Human Services Department and the Prosecutor's Office would be brought back to the City Hall campus.

Councilor Keach asked Chief Osgood for more information around the numbers of sworn officers versus un sworn officers.

Chief Osgood noted that the Department has expanded its social worker staff from zero to three in less than two years. The community service aid concept has proven very valuable to patrol and the community alike. The Department is also considering the addition of civilian positions in the future for the property room. Additionally, he remarked that dispatch is extremely understaffed.

City Manager Aspell indicated that he had asked the Committee to review the

timeline, looking 50 years out, to ensure that it was built appropriately. He pointed out that if the building is too small in ten years, it would mean the City didn't plan properly.

Mayor Champlin asked for a motion to accept the report and to set a public hearing for November 10, 2025.

Councilor Grady Sexton moved to set the resolution for a public hearing. The motion was duly seconded by Councilor McNamara and passed unanimously.

New Business

Unfinished Business

41. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-7.1, Parking Prohibited During Certain Hours and Months in Designated Places, Schedule IX; to modify parking requirements on School Street between Pine and Liberty Streets; together with a report from the Assistant Director of Community Development. (Action on this item tabled at the August 11, 2025 City Council meeting.)
42. Resolution appropriating the sum of \$84,000 to support efforts by Concord's Plan to End Homelessness and authorizing a transfer in from the Community Improvement Reserve in the sum of \$84,000 for this purpose; together with report from Councilor Jim Schlosser. (Action on this item tabled at the April 14, 2025 City Council meeting.)

Consideration of Items pulled from the Consent Agenda

9. Referral to the Recreation and Parks Advisory Committee and the Parks and Recreation Department

Communication from Concord National Youth Softball (CNYS) and Concord Northeast (CNE) regarding unification into a single recreation softball program and proposed expansion of CNYS's lease to include Dillon and Sanel Fields. (Pulled from consent by Councilor Fennessy.)

Action: Councilor Fennessy indicated that he pulled the item in order to request that Parks & Recreation review the Little League fields, as they also had a recent unification into a single program, coupled with the possible elimination of a field due to the Memorial Field project.

Councilor Fennessy moved approval as amended. The motion was duly seconded

by Councilor Grady Sexton and passed unanimously.

24. Report from the Deputy City Manager - Finance regarding 2026 Young Adult Membership Age Correction for Beaver Meadow Golf Course. (Pulled from consent by Councilor Brown.)

Action: Councilor Brown indicated that she would like to keep the junior membership age range between 19-29. She also indicated that the City should eliminate the use of the golf course for boarding schools, when there are still no offerings through the Parks & Recreation program for Concord's youth. She indicated that she does not accept the report. Additionally, she stated that recently the family rate changed from two to four adult members.

Councilor Brown made a motion to not accept the report, sending it back to the Golf Course Advisory Committee so that the rate changes meet the budget expectations, and to change the family rate back to two people.

The motion failed due to a lack of a second.

Councilor Fennessy moved to accept the report. The motion was duly seconded by Councilor Grady Sexton and passed with one dissenting vote.

25. Report from the Director of Office of Management & Budget regarding the Distinguished Budget Presentation Award for the City of Concord Fiscal Year 2026 Budget Document. (Pulled from consent by Councilor Fennessy.)

Action: Councilor Fennessy invited Director of the Office of Management and Budget Rebekah Dougherty and Olivia Harvey to speak to the award. Councilor Fennessy mentioned that this is the 11th consecutive year that the City of Concord has received the Distinguished Budget Presentation Award for Fiscal Year 2026, which is a national recognition from the Federal Government Officer's Association for Best Practices in Budgeting. The City was among 190 communities being recognized, which is a very high honor.

Director of the Office of Management and Budget Dougherty and Olivia Harvey introduced themselves, and shared that the award was a culmination of hard work by City staff.

Councilor Fennessy wanted to ensure they were recognized for their hard work.

Councilor Fennessy moved approval. The motion was duly seconded by

Councilor Todd.

City Manager Aspell emphasized that the work accomplished thus far has been outstanding. He highlighted the transparency of the budgeting process, noting that both the Council and the community have been given direct access to the information-something that is not commonly seen in many other places. He extended his appreciation to Ms. Dougherty and Ms. Harvey for consistently providing high-quality information year after year.

The motion passed unanimously.

28. Resolution to revise the Fiscal Year 2026 General Fund budget due to the Final MS-1 Real Growth estimate reduction; together with a report from the Deputy City Manager - Finance. (Pulled from consent by Councilor Brown.)

Action: Councilor Brown inquired if this was an appropriation and if it required a public hearing per Charter #37.

City Manager Aspell indicated that he did not agree that the item was an appropriation, rather that a resolution was the appropriate way to handle this item. He noted that the City cannot stop people from selling property to the State of NH.

Deputy City Manager of Finance Brian LeBrun clarified that this action does not constitute an appropriation of funds. Rather, the City is de-authorizing previously approved expenditures. He explained that under the City Charter, appropriating funds requires authorization from City Council with a 2/3rds vote. In this case, he reiterated, there is a reduction in appropriations totaling \$176,500. The City plans to use \$105,000 from the Fund Balance to help support this effort, while also reducing the overlay calculation by \$125,000. Deputy City Manager LeBrun further clarified that this approach was taken to maintain the tax rate at the same level as was recommended during the Budget process. He added that because this is a reduction in expenditures, a public hearing is not required.

City Manager Aspell emphasized that the City is requesting to spend less money in order to help keep the tax rate down.

Councilor Schlosser moved approval. The motion was duly seconded by Councilor Fennessy and passed unanimously.

Comments, Requests by Mayor, City Councilors

Action: Councilor Todd wished everyone a happy and safe Halloween celebration. He noted that Gate Night will be held on Thursday, October 30th. The Penacook Historical Society Annual Halloween Parade around the Bog Road neighborhood will be held on Saturday, October 25th from 1:00 p.m. - 3:00 p.m.

Councilor McNamara welcomed residents to celebrate the re-opening of the new Monkey Around Playground, this Friday, October 17th at 5:00 p.m.

Councilor Brown shared that she has been taking a financial policy certificate course through the NH Municipal Association.

Councilor Grady Sexton noted there will be a community costume swap at the Concord Public Library on Saturday, October 18th from 9:00 a.m. - 3:00 p.m.

Councilor Fennessy noted that the Parks & Recreation fall-winter brochure is available on the City's website.

Councilor Sekou thanked all of the Councilors who attended the Multi-Cultural Event. Additionally, he thanked all of the businesses and sponsors for helping to make the event successful. He emphasized the hard work of Jessica Livingston and her team for their excellent planning.

Councilor Schultz recognized the recent motor vehicle death on Loudon Road and the need to address the issue. She then recognized a land acknowledgment for Indigenous People's Day.

Councilor Foote noted that he recently attended the Thrive, Walk a Mile in Their Shoes Fundraiser and the Friends of the Beav Golf Fundraiser. He brought attention to the Social District and Keno ballot questions.

Mayor Champlin indicated that there was information for both ballot question on the City website.

Mayor Champlin expressed his enthusiasm for the upcoming opening of the White Park Playground. He also attended the Walk a Mile in Their Shoes event, offering his congratulations to Thrive for their dedicated efforts.

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

Action: Councilor Foote moved to adjourn at 10:19 p.m. and reenter the non-public session. The motion was duly seconded by Councilor Todd and passed unanimously.

Information

Inf1 August 5, 2025 Architectural Design Review Committee Meeting Minutes.

Action: Information item received and filed.

Inf2 August 7, 2025 Heritage Commission Meeting Minutes.

Action: Information item received and filed.

Inf3 September 10, 2025 Golf Course Advisory Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf4 July 9, 2025 Trails Subcommittee Site Walk Meeting Minutes.

Action: Information item received and filed.

Inf5 July 9, 2025 Trails Subcommittee Meeting Minutes.

Action: Information item received and filed.

Inf6 August 13, 2025 Conservation Commission Meeting Minutes.

Action: Information item received and filed.

Inf7 August 13, 2025 Trails Subcommittee Meeting Minutes.

Action: Information item received and filed.

Inf8 September 15, 2025 Fiscal Policy Advisory Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf9 September 8, 2025 Concord Public Library Board of Trustees Meeting Minutes.

Action: Information item received and filed.

Inf10 August 25, 2025 Parking Committee Meeting Minutes.

Action: Information item received and filed.

Inf11 September 19, 2025 Community Development Advisory Committee Meeting Minutes.

Action: Information item received and filed.

Inf12 August 20, 2025 Planning Board Meeting Minutes.

Action: Information item received and filed.

A true copy, I attest:

Deborah Tuite

Deputy City Clerk