



# City of Concord

## City Council

### Meeting Agenda

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Monday, December 11, 2023

7:00 PM

City Council Chambers  
37 Green Street  
Concord, NH 03301

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1. Call to Order.
2. Invocation by Father Richard Roberge, Christ the King Parish.
3. Pledge of Allegiance.
4. Roll Call.
5. Approval of the Meeting Minutes.  
November 13, 2023 City Council Draft Meeting Minutes.  
**Attachments:** [Minutes](#)
6. Agenda overview by the Mayor.
7. Resolution proclaiming December 2023 as Capital Region Food Program Month.  
**Attachments:** [Resolution](#)

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

#### **Referral to the Parking Committee**

8. Communication from Safiya Wazir requesting consideration be made to creating parking passes for Social Workers who utilize public places, within the City of Concord, to do supervised visits while working closely with DHHS and DCYF.  
**Attachments:** [Communication](#)

#### **Items Tabled for January 8, 2024 Public Hearings**

9. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-6 (a), Parking Prohibited at All Times in Designated Places, Schedule I, and Section 18-1-8, Parking Time is Limited in Designated Places, Schedule III; together with a report from the Assistant Director of Community Development.  
**Attachments:** [Ordinance](#)  
[Report](#)

10. Resolution appropriating the sum of \$800,000 for the construction of a new playground at White Park (CIP #51), authorizing the issuance of bonds and notes in the sum of \$350,000, accepting the sum of \$400,000 in Land and Water Conservation Fund (LWCF) grant funds, and accepting the sum of \$50,000 in donations from the Friends of White Park for this purpose; together with a report from the Parks & Recreation Director. (Public testimony submitted.)  
**Attachments:** [Resolution](#)  
[Report](#)  
[Public Testimony](#)
11. 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 Dakota Partners' development of workforce housing at 103 Old Loudon Road; together with a report from the Assistant Director of Community Development.  
**Attachments:** [Resolution](#)  
[Report](#)
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 of Community Development Block Grant funds to support Dakota Partners' development of workforce housing at 103 Old Loudon Road; together with a report from the Assistant Director of Community Development.  
**Attachments:** [Resolution](#)  
[Report](#)  
[CDBG Application](#)
13. 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 improvements at Fellowship Housing Opportunities' Concord properties; together with a report from the Assistant Director of Community Development.  
**Attachments:** [Resolution](#)  
[Report](#)  
[Fellowship Housing Opportunities CDBG Request](#)
14. 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 improvements at Fellowship Housing Opportunities' Concord properties; together with a report from the Assistant Director of Community Development.

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

15. Resolution appropriating the sum of \$2,584,300 as a transfer to reserves and authorizing the use of \$2,584,300 from Fiscal Year 2023 General Fund Assigned Fund Balance for this purpose and establish a Human Resources Reserve; together with a surplus report from the Deputy City Manager - Finance.  
**Attachments:** [Resolution](#)  
[Report](#)
16. Resolution appropriating the sum of \$27,500 for the replacement of Human Services software (CIP #302) and authorizing the use of \$27,500 in Equipment Reserve funds for this purpose.  
**Attachments:** [Resolution](#)
17. Resolution appropriating the sum of \$126,800 in the General Fund for furniture, wellness, equipment, and training; and authorizing the use of \$126,800 in Reserve Funds for these purposes.  
**Attachments:** [Resolution](#)
18. Resolution rescinding the sum of \$196,936.62 in donations for the White Park Multipurpose Recreation Building (CIP #51) and authorizing the use of \$196,936.62 in Recreation Reserve funds for this purpose.  
**Attachments:** [Resolution](#)
19. Resolution appropriating the sum of \$247,549.64 as a transfer to the Highway Reserve and accepting the sum of \$247,549.64 as a special one-time payment from the New Hampshire Department of Transportation for this purpose; together with a report from the Deputy City Manager-Finance.  
**Attachments:** [Resolution](#)  
[Report](#)  
[Communication from NHDOT](#)
20. Resolution appropriating the sum of \$23,020 in the Granite United Way grant project for expenses incurred by the Police Department for Adverse Childhood Experience Response Team (ACERT) program activities and accepting the sum of \$23,020 from the Granite United Way for this purpose; together with a report from the Deputy Chief of Police.  
**Attachments:** [Resolution](#)  
[Report](#)
21. Resolution appropriating the sum of \$13,537.50 in the Police Department Ballistic Vest Replacement Program project (CIP #370) for the purchase of ballistic vests and accepting the sum of \$13,537.50 in unmatched United States Department of Justice

Patrick Leahy Bulletproof Vest Partnership Grant program funds for this purpose; together with a report from the Deputy Chief of Police.

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

[Report](#)

22. Resolution authorizing the City Manager to apply for a New Hampshire Council on the Arts grant in the sum of \$18,000, appropriating the sum of \$18,000 in the Pocket Parks project (CIP #528) for improvements of the clock tower on Eastman Street, and accepting the sum of \$18,000 from the New Hampshire Council on the Arts for this purpose; together with a report from the Parks and Recreation Director.

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

[Report](#)

### **From the City Manager**

23. Positive Citizen Comments.

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

### **Consent Reports**

24. Diminimus gifts and donations report from the Beaver Meadow Golf Course Director of Operations requesting authorization to accept monetary gifts totaling \$725 as provided under the pre-authorization granted by City Council.

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

25. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,420.39, as provided under the pre-authorization granted by City Council.

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

26. Diminimus gifts and donations report from the Assistant City Planner requesting authorization to accept monetary gifts totaling \$100 as provided under the pre-authorization granted by City Council.

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

27. Recommendation through the City Manager to authorize the Police Department to increase the special duty rate for private police services in order to keep up with inflation and other rising costs related to providing private police services.

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

28. Report from the Beaver Meadow Golf Course Director of Operations requesting approval to accept two hand carved Beaver Meadow Golf Course signs.

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

29. Hall Street Wastewater Plant sludge lime stabilization equipment decommission and removal report from the General Services Director.

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

30. Report from the Transportation Engineer, on behalf of the Traffic Operations Committee, in response to a referral from City Council regarding a communication from Councilor Brown, on behalf of Stickney Hill Road residents, expressing concern about the speeds vehicles are traveling on the newly repaired road to and from the ramp for I-89.

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

31. Report from the Transportation Engineer, on behalf of the Traffic Operations Committee and the Transportation Policy Advisory Committee, in response to a referral from City Council regarding communication from Carol Brooks, 11 Auburn Street, expressing concerns with traffic approach and sightline issues on Auburn and Liberty Streets in Concord.

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

32. 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 a report from the General Services Director.

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

33. Resolution authorizing the City Manager or his designee to apply for grant funding in the amount of \$259,062 through the 2024 New Hampshire Department of Safety, State Homeland Security Competitive Grant Program, for the purpose of purchasing a modular vehicle barrier system for the protection of crowds at public gatherings in closed roadways; together with a report from the Fire Chief.

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

34. City Manager's Proposed Appointment to the Zoning Board of Adjustment: Mark Davie.

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

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

**Public Hearings**

35A. Resolution appropriating the sum of \$68,000 for a Source Development Charge Study and accepting the sum of \$68,000 in Drinking Water and Groundwater Trust Fund Grant funds for this purpose; together with a report from the General Services Director.

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

35B. Resolution appropriating the sum of \$24,657 for law enforcement related programs and accepting the sum of \$24,657 in unmatched grant funds from the United States Department of Justice, Edward Byrne Memorial Justice Assistance Grant program, for this purpose; together with a report from the Deputy Chief of Police.

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

35C. Resolution appropriating the sum of \$20,200 to assist the Library's mission in providing a variety of equitable services to patrons at the Concord Public Library and accepting the sum of \$20,200 in grant funds from the Concord Public Library Foundation for this purpose; together with a report from the Library Director.

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

35D. Resolution authorizing the City Manager to enter into a Purchase and Sales Agreement with the Duprey Company, or related entity, to acquire real estate located at 4 Bouton Street and 124 North State Street for the Police Headquarters Project (CIP #643), appropriating the sum of \$4,090,000 for the acquisition and purchase of real estate located at 4 Bouton Street and 124 North State Street (CIP #643), and authorizing the issuance of bonds and notes in the sum of \$4,090,000 for this purpose; together with a report from the Deputy City Manager - Development.

**Attachments:** [Resolution](#)  
[Report](#)  
[2021 Police Station Needs Assessment Study](#)  
[4 Bouton St Assessing Card](#)  
[124 North State St Assessing Card](#)  
[CIP 643 FY2024 Project Detail](#)  
[HI Zoning District Map](#)  
[Locus Map](#)  
[Purchase & Sale Agreement](#)  
[Broker's Listing Sheet](#)

35E. Resolution establishing a Technology Infrastructure and Equipment Capital Reserve (Technology reserve), appropriating the sum of \$112,521.25 as a transfer to the Technology Reserve, and accepting the sum of \$112,521.25 from Breezeline for this purpose; together with a report from the Deputy City Manager - Finance.

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

35F. 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, Senior Assistant City Prosecutor; together with a report from the City Solicitor.

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

35G. Resolution appropriating the sum of \$385,000 for General Services Department retention payments and authorizing the use of \$385,000 in unassigned fund balance for this purpose; together with a report from the General Services Director.

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

35H. 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](#)

### **Public Hearing Action**

36. Resolution appropriating the sum of \$68,000 for a Source Development Charge Study and accepting the sum of \$68,000 in Drinking Water and Groundwater Trust Fund Grant funds for this purpose; together with a report from the General Services Director.

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

37. Resolution appropriating the sum of \$24,657 for law enforcement related programs and accepting the sum of \$24,657 in unmatched grant funds from the United States Department of Justice, Edward Byrne Memorial Justice Assistance Grant program, for this purpose; together with a report from the Deputy Chief of Police.

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

38. Resolution appropriating the sum of \$20,200 to assist the Library's mission in providing a variety of equitable services to patrons at the Concord Public Library and accepting the sum of \$20,200 in grant funds from the Concord Public Library Foundation for this purpose; together with a report from the Library Director.

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

39. Resolution authorizing the City Manager to enter into a Purchase and Sales Agreement with the Duprey Company, or related entity, to acquire real estate located at 4 Bouton Street and 124 North State Street for the Police Headquarters Project (CIP #643), appropriating the sum of \$4,090,000 for the acquisition and purchase of real estate located at 4 Bouton Street and 124 North State Street (CIP #643), and authorizing the issuance of bonds and notes in the sum of \$4,090,000 for this purpose; together with a report from the Deputy City Manager - Development.

**Attachments:** [Resolution](#)  
[Report](#)  
[2021 Police Station Needs Assessment Study](#)  
[4 Bouton St Assessing Card](#)  
[124 North State St Assessing Card](#)  
[CIP 643 FY2024 Project Detail](#)  
[HI Zoning District Map](#)  
[Locus Map](#)  
[Purchase & Sale Agreement](#)  
[Broker's Listing Sheet](#)

40. Resolution establishing a Technology Infrastructure and Equipment Capital Reserve (Technology reserve), appropriating the sum of \$112,521.25 as a transfer to the Technology Reserve, and accepting the sum of \$112,521.25 from Breezeline for this purpose; together with a report from the Deputy City Manager - Finance.

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



41. 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, Senior Assistant City Prosecutor; together with a report from the City Solicitor.

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

42. Resolution appropriating the sum of \$385,000 for General Services Department retention payments and authorizing the use of \$385,000 in unassigned fund balance for this purpose; together with a report from the General Services Director.

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

43. 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](#)

## **Reports**

### **New Business**

### **Unfinished Business**

44. Resolution authorizing the City Manager to enter into a License Agreement with Brady Sullivan, or related entity, for private use of City property located on Storrs Street for improvements associated with redevelopment of 11 Stickney Avenue; together with a report from the Deputy City Manager - Development. (Supplemental report and draft agreement submitted.)

**Attachments:** [Resolution](#)  
[Report](#)  
[Overall Site Plan](#)  
[Demolition Plan](#)  
[Site Plan with License Area Detail](#)  
[Planning Board Notice of Decision March 2023](#)  
[Supplemental Report](#)  
[Draft License Agreement](#)

**Comments, Requests by Mavor, City Councilors**

**Comments, Requests by the City Manager**

**Adjournment**

**Information**

- Inf1 November 9, 2023 Golf Course Advisory Committee Draft Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf2 November 15, 2023 Ad-Hoc Beaver Meadow Golf Course Building Committee Draft Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf3 November 6, 2023 Concord Public Library Board of Trustee Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf4 District Two Executive Council Report from Executive Councilor Cinde Warmington.  
**Attachments:** [Report](#)
- Inf5 Communication from Comcast regarding Xfinity Price Changes.  
**Attachments:** [Correspondence](#)
- Inf6 Merrimack County 2024 Proposed Budget.  
**Attachments:** [Proposed Budget](#)