



City of Concord

City Council

Meeting Agenda

Monday, November 10, 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 and a non-public session in accordance with RSA 91-A: 3, II (d) to discuss contract negotiations to begin at 5:30 p.m.

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

October 14, 2025 City Council Draft Meeting Minutes.

Attachments: [Minutes](#)

6. Agenda overview by the Mayor.
7. Canvass of the Votes for the Municipal Election held on November 4, 2025. (To be submitted under separate cover).

Consent Agenda Items

Referral to the Traffic Operations Committee

8. Communication from Rob Walters, 96 South State Street, requesting consideration of improvements to pedestrian and traffic safety on State Street.

Attachments: [Communication](#)

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

9. Requests from Claire Michlovitz, South Curtisville Road, for traffic safety and school drop-off/pick-up flow improvements at South Curtisville Road and Portsmouth Street.

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

Items Tabled for December 8, 2025 Public Hearings

10. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-8, Parking Time Limited in Designated Places, Schedule III; to modify parking time limits on Village Street north of Canal Street; together with a report from the Assistant Director of Community Development.
Attachments: [Ordinance](#)
[Report](#)
[10-27-2025 Parking Committee Materials](#)
11. Resolution appropriating the sum of \$80,100 for Police Department Roadway Safety Outreach Initiatives and C.A.R. equipment and accepting the sum of \$80,100 in grant funds from the New Hampshire Highway Safety Agency for this purpose; together with a report from the Deputy Chief of Police.
Attachments: [Resolution](#)
[Report](#)
12. Resolution appropriating the sum of \$80,000 designated for conducting illegal drug related investigations and accepting the sum of \$80,000 in grant funding from the New Hampshire Department of Safety-Law Enforcement Substance Abuse Reduction Initiative for this purpose; together with a report from the Deputy Chief of Police.
Attachments: [Resolution](#)
[Report](#)
13. Resolution appropriating the sum of \$71,271.91 as a transfer to the Opioid Abatement Reserve and accepting the sum of \$71,271.91 in Opioid Litigation Settlement Funds for this purpose; together with a report from the Deputy City Manager - Finance.
Attachments: [Resolution](#)
[Report](#)
14. Resolution appropriating the sum of \$48,540 in the Golf Course Winter Recreation Improvements project (CIP #515) to purchase one snow gun and accepting the sum of \$24,270 in donations from SkiTheBeav as well as the sum of \$24,270 as a rebate through the NH Saves program for this purpose; together with a report from the Parks & Recreation Director.
Attachments: [Resolution](#)
[Report](#)

Consent Reports

15. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling \$2,009.39 as provided under the pre-authorization granted by City Council.
Attachments: [Report](#)
16. Diminimus gifts and donations report from the Human Services Director requesting to accept a monetary gift totaling \$728.20, as provided under the pre-authorization granted by City Council.
Attachments: [Report](#)
17. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$5,549.50, as provided for under the pre-authorization granted by City Council.
Attachments: [Report](#)
18. Quarterly Report on the Status of the City Council's CY 2024-2025 Priorities.
Attachments: [Report](#)
19. September 30, 2025 Fiscal Year to Date Financial Statements; together with a report from the Deputy City Manager-Finance.
Attachments: [Financial Statements](#)
20. Report from the Rules Committee recommending the adoption of a Financial Interest Disclosure Form.
Attachments: [Report](#)
[Financial Disclosure Form](#)
21. Report from the Parks and Recreation Director regarding a new information sign at Memorial Field.
Attachments: [Report](#)
22. Report from the Assistant Director of Community Development, on behalf of the Parking Committee, in response to a referral from City Council requesting review of mobile parking app violation policy for citations based on selection of incorrect vehicle.
Attachments: [Report](#)
[10-27-2025 Parking Committee Attachment](#)
23. Report from the Transportation Engineer, on behalf of the Traffic Operations Committee, in response to a referral from City Council regarding a communication from Alan Harris in regards to speed concerns on Cemetery Street.
Attachments: [Report](#)
[Communication](#)

Consent Resolutions

24. Resolution proclaiming December 2025 as Capital Region Food Program Month (for presentation in December).
Attachments: [Resolution](#)
25. Resolution authorizing the City Manager to enter into a License Agreement for the use of the pocket park located at the corner of Pleasant Street Extension and Storrs Street by Monitor Statesman, LLC for use as an outdoor dining area; together with a report from the Assistant Director of Community Development.
Attachments: [Resolution](#)
[Report](#)
[Draft License](#)
[Monitor-Statesman Proposed Plan - Renderings](#)
26. Resolution authorizing the City Manager to accept the donation of a 23.26-acre parcel of land identified as Tax Map 67Z Lot 24, located off Long Pond Road, from Joline B. Kimball and Carroll A. Kimball Estate for the purpose of conserving the land in perpetuity; together with a report from the Senior Planner on behalf of the Conservation Commission.
Attachments: [Resolution](#)
[Report](#)
[Map](#)

Appointments

27. Mayor Champlin's Proposed Appointment to the Energy & Environment Advisory Committee: Elise J. Foerster.
Attachments: [Appointment](#)
28. City Manager's Proposed Appointment to the Board of Trustees of Trust Funds: Susan Dunton.
Attachments: [Trust Funds - Dunton Reappointment](#)
29. City Manager's Proposed Appointment to the Zoning Board of Adjustment: Craig Walker.
Attachments: [Report](#)
[Letter of Interest & Resume](#)

End of Consent Agenda

Public Hearings

- 30A. 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.

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

- 30B. 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.

Attachments: [Ordinance](#)
[Report to Council](#)
[NH RSA 674:16 VI Childcare](#)
[NH RSA 170-E.2 Definitions](#)

- 30C. 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.

Attachments: [Ordinance](#)
[Report](#)
[SB 283 \(2025\)](#)

- 30D. Resolution re-adopting the City of Concord's Housing and Community Development Plan; together with a report from the Assistant Director of Community Development.

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

- 30E. 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.

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

- 30F. 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.

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

- 30G. 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.

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

- 30H. 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.

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

- 30I. 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.

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

- 30J. 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.

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

- 30K. 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.

Attachments: [Report](#)
[Families in Transition Feasibility Study](#)

- 30L. 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 the Director of Special Projects & Strategic Initiatives.

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

Public Hearing Action

31. 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.

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

32. 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.

Attachments: [Ordinance](#)
[Report to Council](#)
[NH RSA 674:16 VI Childcare](#)
[NH RSA 170-E.2 Definitions](#)

33. 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.

Attachments: [Ordinance](#)
[Report](#)
[SB 283 \(2025\)](#)

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

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

35. 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.

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

36. 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.

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

37. 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.

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

38. 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.

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

39. 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.
Attachments: [Resolution](#)
[Report](#)
40. 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.
Attachments: [Resolution](#)
[Report](#)
41. 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.
Attachments: [Report](#)
[Families in Transition Feasibility Study](#)
42. 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 the Director of Special Projects & Strategic Initiatives.
Attachments: [Resolution](#)
[Report](#)

Reports

43. Presentation on the Memorial Field Master Plan from the Parks and Recreation Director.

New Business

Unfinished Business

44. 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.)

Attachments: [Ordinance](#)

[Report](#)

[2023 CHS Area Parking Restrictions Summary Report](#)

45. 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.)

Attachments: [Resolution](#)

[Report](#)

[Attachments](#)

Comments, Requests by Mayor, City Councilors**Comments, Requests by the City Manager****Adjournment****Information**

- Inf1 May 1, 2025 Demolition Review Commission Meeting Minutes.

Attachments: [Minutes](#)

- Inf2 May 8, 2025 Demolition Review Commission Meeting Minutes.

Attachments: [Minutes](#)

- Inf3 June 26, 2025 Transportation Policy Advisory Committee Meeting Minutes.

Attachments: [Minutes](#)

- Inf4 July 9, 2025 Conservation Commission Trails Subcommittee Meeting Minutes.

Attachments: [Minutes](#)

- Inf5 July 18, 2025 Recreation and Parks Advisory Committee Approved Meeting Minutes.

Attachments: [Minutes](#)

- Inf6 August 6, 2025 Zoning Board of Adjustment Meeting Minutes.

Attachments: [Minutes](#)

Inf7 August 19, 2025 and September 16, 2025 Traffic Operations Committee Meeting Minutes.

Attachments: [Minutes](#)

[Minutes](#)

Inf8 September 2, 2025 Architectural Design Review Committee Meeting Minutes.

Attachments: [Minutes](#)

Inf9 September 4, 2025 Heritage Commission Meeting Minutes.

Attachments: [Minutes](#)

Inf10 September 10, 2025 Conservation Commission Trails Subcommittee Meeting Minutes.

Attachments: [Minutes](#)

Inf11 September 17, 2025 Planning Board Meeting Minutes.

Attachments: [minutes](#)

Inf12 October 6, 2025 Concord Public Library Board of Trustees Meeting Minutes.

Attachments: [Minutes](#)

Inf13 October 28, 2025 Diversity Equity Inclusion Justice and Belonging (DEIJB) Committee Draft Meeting Minutes.

Attachments: [Minutes](#)

Inf14 October 30, 2025 Ad-hoc Semiquincentennial and Tri-Centennial Committee Draft Meeting Minutes.

Attachments: [Minutes](#)

Inf15 Parks and Recreation Department's Winter Brochure.

Attachments: [Winter Brochure](#)