



# City of Concord

## City Council

### Meeting Agenda

---

Monday, December 11, 2017

7:00 PM

City Council Chambers  
37 Green Street  
Concord, NH 03301

---

*Non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition to be held at 6:30 p.m.*

1. Call to Order.
2. Invocation.
3. Pledge of Allegiance.
4. Roll Call.
5. Approval of the Meeting Minutes.  
November 13, 2017 City Council Meeting Minutes.  
**Attachments:** [Minutes](#)
6. Resolution proclaiming December 2017 as Capital Region Food Program Month.  
**Attachments:** [Resolution](#)
7. Presentation by Unifit of \$50,964 donation for Arena Lighting and Chiller Projects.
8. Agenda overview by the Mayor.

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

#### **Items Tabled for January 8, 2018 Public Hearings**

9. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 30, Administrative Code; Article 30-3, Boards and Commissions, Economic Development Advisory Council; together with a report from the Deputy City Manager-Development.  
**Attachments:** [Ordinance](#)  
[Report](#)
10. Ordinance amending the Code of Ordinances, Title V, Administrative Code, Chapter 35, Classification and Compensation Plan, Article 35-2, Compensation Plan; together with report from the General Services Director and the Director of Human Resources and Labor Relations.

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

**From the City Manager**

11. Positive Citizen Comments.  
**Attachments:** [Citizen Comments](#)

**Consent Reports**

12. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,897.83 as provided for under the pre-authorization granted by City Council.  
**Attachments:** [Report](#)
13. Diminimus gifts and donations report from the Director of Human Services requesting authorization to accept monetary gifts totaling \$650.00 as provided for under the pre-authorization granted by City Council.  
**Attachments:** [Report](#)
14. Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2017.  
**Attachments:** [Report](#)  
[CAFR 2017](#)
15. Report from the Associate Engineer recommending using \$25,000 of unexpended funds from the FY2017 Sanitary Sewer Main Rehabilitation Project (CIP #91) to support needed sewer repairs/upgrades in conjunction with the FY 2017 Water Main Replacement Project.  
**Attachments:** [Report](#)
16. Report from the City Manager requesting authorization for Concord Area Transit to use unexpended funds for their Complementary Paratransit Bus Service  
**Attachments:** [Report](#)  
[Concord Area Transit Request](#)
17. Reports from the Conservation Commission and the Recreation and Parks Advisory Committee in response to the City Council Referral regarding hunting on Conservation Land.  
**Attachments:** [Conservation Commission Report](#)  
[Supplemental](#)  
[Recreation and Parks Advisory Committee Report](#)

**Consent Resolutions**

18. Resolution authorizing the City Manager to divest of the East Concord Community Center located at 18 Eastman Street; together with report from the Director of Redevelopment, Downtown Services, and Special Projects  
**Attachments:** [Resolution](#)  
[Report](#)
19. Resolution authorizing the City Manager to apply for, and accept, up to \$45,000 from the NH Department of Environmental Services for Household Hazardous Waste Collection and Special Project Grants; together with report from the General Services Director.  
**Attachments:** [Resolution](#)  
[Report](#)

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

**Public Hearings**

- 20A. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-3, Parking Meters, including Schedule X; together with report from the Parking Committee. (Supplemental report from the Director of Redevelopment, Downtown Services, and Special Projects; together with public testimony submitted)  
**Attachments:** [Ordinance](#)  
[Report](#)  
[Supplemental Report](#)  
[Public Testimony](#)
- 20B. Ordinance amending the Code of Ordinances; Title I, General Code; Chapter 1, Government Organization, Article 1-5, Fees, Fines, and Penalties, including Schedule I and II; together with report from the Parking Committee. (Supplemental report from the Director of Redevelopment, Downtown Services, and Special Projects; together with public testimony submitted)  
**Attachments:** [Ordinance](#)  
[Report](#)  
[Supplemental Report](#)  
[Public Testimony](#)
- 20C. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-2, Restricted Residential Parking Areas; together with report from the Parking Committee.(Supplemental report from the Director of Redevelopment, Downtown Services, and Special Projects; together with public testimony submitted)

**Attachments:** [Ordinance](#)  
[Report](#)  
[Supplemental Report](#)  
[Public Testimony](#)

20D. Resolution determining the proposed project has a public benefit and approving an application by South Pleasant Street LLC for a six year RSA 79-E Community Revitalization Tax Relief Incentive for the renovation of real estate located at 5-7 South State Street; together with report from the Director of Redevelopment, Downtown Services and Special Projects.

**Attachments:** [Resolution](#)  
[Projected Financial Benefit to Applicant](#)  
[Historic Inventory](#)  
[5-7 S State Street RSA 79-E Application](#)  
[Report - 5-7 S State 79-E](#)

20E. Resolution determining the proposed project has a public benefit and approving an application by South Pleasant Street LLC for a six-year RSA 79-E Community Revitalization Tax Relief incentive for the renovation of real estate located at 15-17 Pleasant Street; together with report from Director of Redevelopment, Downtown Services & Special Projects.

**Attachments:** [Resolution](#)  
[Report](#)  
[Historic Inventory](#)  
[Financial Benefit to Applicant 15-17 Pleasant St](#)  
[RSA 79-E Application 15-17 Pleasant St](#)

20F. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines, and Penalties, by amending the fee for Chapter 26 - Building Code, Section 26-16-4, Fire Prevention Schedule, Tents and Air-supported Structures; together with report from the Deputy Fire Chief.

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

20G. Resolution authorizing the City Manager to continue implementation of the Revolving Loan Fund Program and appropriating the sum of \$260,586; together with report from the Director of Redevelopment, Downtown Services and Special Projects.

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

- 20H. Resolution authorizing and appropriating the sum of \$975,000 as a transfer to reserves; funding for this appropriation shall be entirely from Fiscal Year 2017 General Fund Assigned Fund Balance; together with 2017 Year End report from Deputy City Manager-Finance.  
**Attachments:** [Resolution](#)  
[Report](#)
- 20I. Resolution appropriating the sum of \$50,000 from reserves as a supplemental appropriation to the City's General Fund for furniture/equipment purchase and replacement and education and training. Funding for these purposes shall be entirely from Trust Fund Reserve Accounts.  
**Attachments:** [Resolution](#)
- 20J. Resolution appropriating \$51,000 from the Economic Development Reserve to fund the Public Information Officer (PIO) position; together with report from the Deputy City Manager-Development.  
**Attachments:** [Resolution](#)  
[Report](#)
- 20K. Resolution accepting and appropriating the sum of \$11,133.46 in grant funds from the New Hampshire Highway Safety Agency, funds designated for conducting Distracted Driver Enforcement Patrols; together with report from the Police Department.  
**Attachments:** [Resolution](#)  
[Report](#)
- 20L. Resolution accepting and appropriating the sum of \$24,053.78 in grant funds from the New Hampshire Highway Safety Agency, funds designated for DWI/Impaired Driver Patrols; together with report from the Police Department.  
**Attachments:** [Resolution](#)  
[Report](#)
- 20M. Resolution accepting and appropriating the sum of \$27,270.92 in grant funds from the New Hampshire Highway Safety Agency, funds designated for Sustained Traffic Safety Enforcement Patrols (STEP); together with report from the Police Department.  
**Attachments:** [Resolution](#)  
[Report](#)
- 20N. Resolution authorizing and appropriating the sum of \$93,490 for Fiscal Year 2018 operating expenses for the City-Wide Community Center; together with report from the Parks and Recreation Director.  
**Attachments:** [Resolution](#)  
[Report](#)

200. Resolution accepting and appropriating the sum of \$20,596 from the New Hampshire Charitable Foundation to support projects that enhance the special character and vitality of Concord; together with report from the Deputy City Manager-Finance.

**Attachments:** [Resolution](#)  
[Report](#)  
[Charitable Foundation Letter](#)

### **Public Hearing Action**

21. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-3, Parking Meters, including Schedule X; together with report from the Parking Committee. (Supplemental report from the Director of Redevelopment, Downtown Services, and Special Projects; together with public testimony submitted)
- Attachments:** [Ordinance](#)  
[Report](#)  
[Supplemental Report](#)  
[Public Testimony](#)
22. Ordinance amending the Code of Ordinances; Title I, General Code; Chapter 1, Government Organization, Article 1-5, Fees, Fines, and Penalties, including Schedule I and II; together with report from the Parking Committee. (Supplemental report from the Director of Redevelopment, Downtown Services, and Special Projects; together with public testimony submitted)
- Attachments:** [Ordinance](#)  
[Report](#)  
[Supplemental Report](#)  
[Public Testimony](#)
23. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-2, Restricted Residential Parking Areas; together with report from the Parking Committee.(Supplemental report from the Director of Redevelopment, Downtown Services, and Special Projects; together with public testimony submitted)
- Attachments:** [Ordinance](#)  
[Report](#)  
[Supplemental Report](#)  
[Public Testimony](#)
24. Resolution determining the proposed project has a public benefit and approving an application by South Pleasant Street LLC for a six year RSA 79-E Community Revitalization Tax Relief Incentive for the renovation of real estate located at 5-7 South State Street; together with report from the Director of Redevelopment,

Downtown Services and Special Projects.

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

[Projected Financial Benefit to Applicant](#)

[Historic Inventory](#)

[5-7 S State Street RSA 79-E Application](#)

[Report - 5-7 S State 79-E](#)

25. Resolution determining the proposed project has a public benefit and approving an application by South Pleasant Street LLC for a six-year RSA 79-E Community Revitalization Tax Relief incentive for the renovation of real estate located at 15-17 Pleasant Street; together with report from Director of Redevelopment, Downtown Services & Special Projects.

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

[Report](#)

[Historic Inventory](#)

[Financial Benefit to Applicant 15-17 Pleasant St](#)

[RSA 79-E Application 15-17 Pleasant St](#)

26. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines, and Penalties, by amending the fee for Chapter 26 - Building Code, Section 26-16-4, Fire Prevention Schedule, Tents and Air-supported Structures; together with report from the Deputy Fire Chief.

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

[Report](#)

27. Resolution authorizing the City Manager to continue implementation of the Revolving Loan Fund Program and appropriating the sum of \$260,586; together with report from the Director of Redevelopment, Downtown Services and Special Projects.

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

[Report](#)

28. Resolution authorizing and appropriating the sum of \$975,000 as a transfer to reserves; funding for this appropriation shall be entirely from Fiscal Year 2017 General Fund Assigned Fund Balance; together with 2017 Year End report from Deputy City Manager-Finance.

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

[Report](#)

29. Resolution appropriating the sum of \$50,000 from reserves as a supplemental appropriation to the City's General Fund for furniture/equipment purchase and replacement and education and training. Funding for these purposes shall be entirely

from Trust Fund Reserve Accounts.

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

30. Resolution appropriating \$51,000 from the Economic Development Reserve to fund the Public Information Officer (PIO) position; together with report from the Deputy City Manager-Development.

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

[Report](#)

31. Resolution accepting and appropriating the sum of \$11,133.46 in grant funds from the New Hampshire Highway Safety Agency, funds designated for conducting Distracted Driver Enforcement Patrols; together with report from the Police Department.

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

[Report](#)

32. Resolution accepting and appropriating the sum of \$24,053.78 in grant funds from the New Hampshire Highway Safety Agency, funds designated for DWI/Impaired Driver Patrols; together with report from the Police Department.

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

[Report](#)

33. Resolution accepting and appropriating the sum of \$27,270.92 in grant funds from the New Hampshire Highway Safety Agency, funds designated for Sustained Traffic Safety Enforcement Patrols (STEP); together with report from the Police Department.

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

[Report](#)

34. Resolution authorizing and appropriating the sum of \$93,490 for Fiscal Year 2018 operating expenses for the City-Wide Community Center; together with report from the Parks and Recreation Director.

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

[Report](#)

35. Resolution accepting and appropriating the sum of \$20,596 from the New Hampshire Charitable Foundation to support projects that enhance the special character and vitality of Concord; together with report from the Deputy City Manager-Finance.

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

[Report](#)

[Charitable Foundation Letter](#)



**Reports**

36. Report from the Parks and Recreation Director on Terrill Park Design Plans.

**Attachments:** [Report](#)  
[Map of Terrill Park with Bus Lane](#)

**New Business****Unfinished Business**

37. Resolution authorizing the City Manager to enter into a license agreement with Associated Enterprises, Inc. to install a balcony and related improvements within the North Main Street rights-of-way; together with report from the Director of Redevelopment, Downtown Services & Special Projects. (Action on this item tabled at the May 8, 2017 Council meeting)

**Attachments:** [Resolution](#)  
[Report](#)  
[Planning Board Approved Rendering & Plans](#)

**Comments, Requests by Mayor, City Councilors****Comments, Requests by the City Manager****Consideration of Suspense Items****Referrals to the Transportation Policy Advisory Committee**

- Sus1. Communication from Councilor Matson, on behalf of a constituent, requesting safety procedures be considered relative to the parking of delivery vehicles on Main Street in relation to pedestrians in crosswalks.

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

- Sus2. Communication from Councilor Champlin requesting that consideration be given to the installation of, children at play, signage on Chapel Street in Concord.

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

**Adjournment**

**Information**

Inf1. September 7, 2017 Heritage Commission Meeting Minutes.

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

Inf2. September 13, 2017 Conservation Commission Minutes.

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

Inf3. September 13, 2017 Trails Committee Minutes.

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

Inf4. October 10, 2017 Architectural Design Review Committee Minutes.

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

Inf5. October 17, 2017 Concord Committee to End Homelessness Meeting Minutes.

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

Inf6. November 6, 2017 Concord Public Library Board of Trustees Meeting Minutes.

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

Inf7. November 16, 2017 Golf Course Advisory Committee Draft Meeting Minutes.

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

Inf8. November 20, 2017 Fiscal Policy Advisory Committee Draft Meeting Minutes.

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

Inf9. November 21, 2017 Airport Advisory Committee Draft Meeting Minutes.

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

Inf10. Communications from Comcast Cable notifying the City of Concord of upcoming price changes and service enhancements.

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

Inf11. Proposed Merrimack County Budget for Calendar Year 2018.

**Attachments:** [Proposed Merrimack County Budget](#)