



City of Concord

City Council

Meeting Minutes - Draft

Monday, September 8, 2025

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. Mayor Champlin called the meeting to order at 7:03 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 Fred Keach, Councilor Jennifer Kretovic, 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 Michele Horne

5. Approval of Meeting Minutes.

August 11, 2025 City Council Draft Meeting Minutes.

Action: Councilor Todd moved approved of the August 11, 2025 Draft Meeting Minutes. Councilor Grady Sexton duly seconded the motion and passed with no dissenting votes.

6. Agenda overview by the Mayor.

Consent Agenda Items

Action: Councilor Grady Sexton moved approval of the consent agenda. Item #24 was pulled from the consent agenda. The motion was duly seconded by Councilor Kretovic. Councilor Brown recused herself from item #16, as her husband is a member of the Police Department. The motion passed with no dissenting votes.

Referral to the Parking Committee

7. Communication from Councilor Grady Sexton, on behalf of, Elizabeth Lahey and Cathryn Vaughn requesting that the Parking Committee review the municipal policy and practice of issuing a ticket when a customer selects the wrong vehicle in the payment app, rather than for non-payment.

Action: Item was referred to the Parking Committee.

Items Tabled for October 14, 2025 Public Hearings

8. 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: Ordinance moved to set for a public hearing.

9. 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: Ordinance moved to set for a public hearing.

10. 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: Resolution moved to set for a public hearing.

11. 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: Resolution moved to set for a public hearing.

12. 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: Resolution moved to set for a public hearing.

13. 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: Resolution moved to set for a public hearing.

From the City Manager

14. Positive Citizen Comments.

Action: Positive comments were received and filed.

Consent Reports

15. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling \$10,456.87 as provided under the pre-authorization granted by City Council.

Action: Consent report approved.

16. Diminimus gifts and donations report from the Deputy Chief of Police requesting authorization to accept gifts and donations totaling \$5,031.00 as provided under the pre-authorization granted by City Council, these funds were collected during fundraising efforts on August 5, 2025, during the National Night Out event sponsored by the Concord Police Department.

Action: Consent report approved. Councilor Brown recused herself from Item #16 because her husband works for the Police Department.

17. Report from the Acting General Services Director regarding the Hall Street Wastewater Treatment Plant De-watering Project Scope Change.

Action: Consent report approved.

18. Report from the Acting General Services Director requesting the City Manager be authorized to accept an assignment of a temporary construction easement and permanent slope easement from Onyx Steeplegate Concord, LLC to the City of Concord.

Action: Consent report approved.

19. Report from the Assistant Director of Community Development, on behalf of the Parking Committee, in response to a referral from City Council requesting consideration of the elimination of a parking space on South Fruit Street between 66 South Fruit Street and the Memorial Field Entrance.

Action: Consent report approved.

20. Report from the City Planner in response to BM Investments, LLC request for the restoration of involuntarily merged lots at 27 Carter Street, Tax Map 7914Z Lot 91 (2025-072, PL-RMG-2025-001).

Action: Consent report approved.

21. Report from the Transportation Engineer, on behalf of the Traffic Operations Committee, in response to a referral from City Council to consider the neighborhood traffic concerns presented in the Rolfe Park Neighborhood Meeting Minutes.

Action: Consent report approved.

22. Report from the Transportation Engineer, on behalf of the Traffic Operations Committee, in response to a referral from City Council to grant the private neighborhood association permission to install a gate blocking Metalak Drive at Loon Ave.

Action: Consent report approved.

23. Report from the Transportation Engineer in regards to Capital Improvement Project #590, Green Street Pedestrian Safety Improvements.

Action: Consent report approved.

24. June 30, 2025 Trusts Reports / MS-9 and MS-10 from the City Treasurer/Tax Collector. (Pulled from consent by Councilor Brown.)

Action: Pulled from consent for discussion.

Consent Resolutions

25. Resolution authorizing the City Manager to enter into a Lease Agreement and Group Net Metering Agreement with Kearsarge Old Turnpike Road, LLC and to execute a license for the utility interconnection poles for the proposed 5 MW solar array at the capped landfill on Old Turnpike Road; together with a report from the Director of Special Projects & Strategic Initiatives.

Action: Consent resolution approved.

26. Resolution authorizing the City Manager to enter into a Municipal Work Zone Agreement (MWZA) with the State of New Hampshire Department of Transportation (NHDOT) concerning proposed improvements to the bridge carrying NH 132 (East Side Drive) over I-393, US 4, and US 202 (NHDOT Bridge Number 156/138); together with a report from the City Engineer.

Action: Consent resolution approved.

27. Resolution adopting an Investment and Cash Management Policy; together with a report from the City Treasurer/Tax Collector.

Action: Consent resolution approved.

28. Resolution designating depositories for the City of Concord, New Hampshire for the Fiscal Year 2026; together with a report from the City Treasurer/Tax Collector.

Action: Consent resolution approved.

29. Resolution authorizing prepayment of taxes in accordance with RSA 80:52-a; together with a report from the City Treasurer/Tax Collector.

Action: Consent resolution approved.

30. Resolution relative to Short Term Investment of Excess Funds.

Action: Consent resolution approved.

End of Consent Agenda

Public Hearings

- 31A. Resolution appropriating the sum of \$859,689, for the Steeplegate Mall Municipal Sewer Pump Replacement within the Sewer Pump Station Improvements Project (CIP #275) and accepting the sum of \$859,689, in grant funds from the New Hampshire Department of Business and Economic Affairs (BEA) Housing

Champion Housing Infrastructure Municipal Grant Program for this purpose; together with a report from the Deputy City Manager - Development.

Action: City Manager Aspell indicated that in December of 2024, the City of Concord was designated as a Housing Champion by the NH Department of Business and Economic Affairs. The award letter stated that the designation “is a testament to your community’s outstanding commitment to fostering an environment that supports innovative and sustainable solutions to address New Hampshire’s housing needs.” The letter also noted that Concord’s “efforts have demonstrated leadership and vision in creating pathways for housing development that will positively impact residents and contribute to solving the state’s housing crisis.”

City Manager Aspell further explained that through this designation the City could apply for \$5 million of State grants to assist with infrastructure improvements or other initiatives designed to support housing. City Council authorized City Administration to apply for up to \$1.75 million in grants, which was the maximum potential grant award for the program. The City applied for a grant to support a new sewer pump station, which would increase capacity from 91,000 gallons a day to 347,000 gallons a day. This would serve the Steeplegate Mall area, specifically the areas located to the west, north, and east of D'Amante Drive.

City Manager Aspell indicated that the new pump station and related improvements were necessitated due to a 2019 zoning change. This change allowed residential development in the Gateway Performance Zoning District, which had previously not supported such use. He further indicated that on April 18, 2025, the NH Department of Business & Economic Affairs awarded the City \$859,869 for the Steeplegate Mall Municipal Sewer Pump Station replacement. The award stipulated that the City execute the grant contracts no later than April 25, 2025, therefore the City Manager executed the grant agreement on April 18th, and moved forward with the project in accordance of Resolution #9697. The Governor and Executive Council approved the grant award in June, and transmitted to the City on June 24, 2025.

City Manager Aspell recommended the City Council appropriate the funds to support the replacement of the pump station. He further noted that the funds would provide additional resources, reducing the amount of bonds the City would need to borrow, in turn, reducing the cost of the project. Lastly, City Manager Aspell noted that the City Waste Water Division of General Services will be the administrator of the grant.

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

- 31B. Resolution authorizing the City Manager to enter into a project agreement with the New Hampshire Department of Transportation (NHDOT), appropriating the sum of \$3,664,480.97 in the Broadway/West Street Intersection project (CIP #31), accepting the sum of \$3,169,480.97 of Congestion Mitigation and Air Quality (CMAQ) grant funds, and authorizing the issuance of general obligation bonds and notes in the sum of \$495,000 for this purpose; together with a report from the Associate Engineer and the Deputy City Manger - Development.

Action: City Manager Aspell explained that in November 2022, City Council gave approval for the City to apply for a Congestion Mitigation and Air Quality grant program (CMAQ), which is a federally funded program that pays 80% of the costs to improve air quality by reducing vehicular emissions. City Manager Aspell further indicated that the application was submitted in 2023, and that the funds are available on a four-year rotating basis. In FY24, the City appropriated \$275,671 for preliminary design of intersection improvement alternatives, and in April of 2024, the NH DOT awarded \$2.5 million in CMAQ grant funds to support the project. At that time the NH DOT estimated the project would cost around \$3 million.

City Manager Aspell further explained that in 2026, City Council had approved a CIP to include \$400,000 for final design and permitting. He noted that during the FY2026 Budget process \$25,000 was appropriated, while the remaining \$375,000 would be funded through grants, which were marked with an asterisk in the CIP to indicate that they were not appropriated. He also noted that construction and improvements are tentatively scheduled for the FY2027 CIP Program.

City Manager Aspell indicated that design, permitting, and construction of the McKee Square Project would be managed by the City through the NH DOT Local Public Agency (LPA) program. He noted the project would be administered directly by the City and funded, in part, by the state and federal grants. He explained that in July of 2025, the NH DOT provided the City with the agreements, which have been reviewed.

City Manager Aspell explained that, in order to proceed, the City must adopt the necessary resolutions authorizing the City Manager to execute the agreements, accept the CMAQ grant, and appropriate the required City matching funds. The total estimated project cost, which includes design, permitting, right-of-way, and

construction, as presently programmed by the State, is \$3,961,851.21. The amount scheduled to be supported by the CMAQ grant funds is \$3,169,480.97, which is an increase due to the anticipated costs. This would leave \$792,370.24 to be supported by the City, with \$300,671 being previously appropriated, and qualifying as CMAQ matching funds.

City Manager Aspell noted that once the required contracts and agreements are in place, the City will work to refine the intersection design alternatives, which will then be presented to the community for input. Following that process, the final preferred design concept will be presented to the City Council for approval. Upon acceptance by City Council, the project will advance to design development, which will initiate the State/Federal permitting process, with updated total project costs. City Manager Aspell indicated that additional CMAQ funds may be awarded by the State subject to availability, which would require matching City funds. Anticipated construction of the project would tentatively start in the summer of 2027.

Councilor Brown inquired if there have been any previous community meetings, as she has heard from residents that they are not in favor of a roundabout.

Deputy City Manager of Development, Matthew Walsh noted that initially the City intended to proceed with the conceptual design independently. However, the availability of the grant prompted the City to pause that effort. As part of the LPA process, a review of alternative design concepts is required. This process includes an analysis of the pros and cons of each alternative, along with community input, in order to arrive at a preferred concept to move forward with.

Mayor Champlin opened the public hearing.

Nancy Guilbault, resident of Concord, mentioned that she had previously lived in the south end, and indicated that Broadway, South Street, and Clinton Streets deal with constant traffic issues. She inquired whether all of the streets will be considered, noting that West Street can be particularly dangerous.

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

- 31C. Resolution authorizing the City Manager to enter into a utility agreement with the State of New Hampshire Department of Transportation (NHDOT) for the construction of water distribution infrastructure improvements as part of the NHDOT's Bridge Rehabilitation project at the East Side Drive bridge,

appropriating the sum of \$300,000 in the Water Main Replacement project (CIP #85), and authorizing the issuance of general obligation bonds and notes in the sum of \$300,000 for this purpose; together with a report from the City Engineer.

Action: City Manager Aspell explained that the project includes a 16-inch water main through both the north and south parapet walls, with new 24-inch steel casing pipe on either side of the bridge, expansion joints, transition couplings, temporary water mains, and associated fittings. The project is recommended to be completed during the NHDOT bridge rehabilitation project. The NHDOT offered to include the water improvement work as part of their construction project of the bridge, however, this would require a Utility Agreement, as well as funding for the water improvement work. City Manager Aspell noted that the cost estimate was between \$250,000 and \$300,000.

Mayor Champlin opened the public hearing.

Nancy Guilbault, resident of Concord, who resides next to the East Side Bridge, inquired if the project would affect their water pressure.

City Manager Aspell welcomed Marco Philippon, General Services Water Treatment Plant Supervisor to address Ms. Guilbault's concerns.

Marco Philippon, General Services Water Treatment Plant Supervisor, explained that during the process she should not see any disruption in water service, explaining the process of the temporary water main.

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

- 31D. Resolution authorizing the City Manager to enter into a Payment in Lieu of Taxes Agreement between Kearsarge Old Turnpike Road, LLC and the City of Concord under RSA 72:74; together with a report from the Director of Assessing.

Action: City Manager Aspell indicated that in July 2023, through an RFP process, the City selected Kearsarge to install, own, operate and maintain, and ultimately decommission a fully ballasted solar photovoltaic system to be located at the capped landfill at 75 Old Turnpike Road. The proposed solar installation is approximately 5 megawatts, with utilization of approximately 23.36 acres of the 52.9-acre capped landfill. The proposal offered payments of approximately \$3 million, split between lease payments and PILOT (payment in lieu of taxes) payments, with possible annual payments resulting from a group net metering

agreement.

City Manager Aspell indicated that the payment agreement extends over twenty years, which is the term of the agreement. In the event that the lease is renewed, a new PILOT would need to be negotiated. The annual payments to the City are proposed to be a flat fee of \$98,729, unless adjusted due to the scope of the project. The PILOT agreement has been reviewed and agreed upon by the participating parties, and requires City Council approval in order to allow the City Manager to execute accordingly. City Manager Aspell noted that by statute, the City Council's acceptance of a PILOT must be made following a public hearing.

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

- 31E. Public hearing to determine whether the City Council should place the Social District (House Bill 467) question on the ballot. (Public testimony received.)

Action: City Manager Aspell explained that the City Council is holding a hearing with public input to decide if they should place the recently passed State House Bill 467 social district question on the November 4, 2025 municipal election ballot.

A robust conversation ensued, with Councilors asking a variety of questions including: What are social districts and how are they created? What would happen if City Council did not put the question on the ballot? Could the public petition to have the question placed on the ballot? If the question were approved by the public, what controls the City Council would have and who would determine the parameters for the social districts. Could social districts be temporary. What accountability if any the City would have if social districts were allowed. Further discussion focused on potential outcomes if the question moved forward and if the result was less than desirable, and what actions City Council would need to take to mitigate those effects.

Deputy City Solicitor John Conforti shared that social districts are designated areas where pre-existing liquor licensees could sell alcoholic beverages, and patrons are permitted to carry their drinks within a defined outdoor area. Deputy City Solicitor John Conforti indicated that the language for the ballot is prescribed by the statute and cannot be amended, "shall we allow the operation of social districts within the City?" He noted that if the City Council did not place the question on the ballot, the City would not be able to enact a social district for the next two years, and could then be revisited in November of 2027. He also noted that there would not be

enough time for the public to petition to have the question placed on the ballot for November.

Deputy City Solicitor John Conforti explained that if the question was approved at the municipal election, the City would need to identify the proposed districts in coordination with participating licensees, obtain City Council approval, and develop a maintenance plan outlining the applicable rules. The social district must include multiple licensees located in close proximity to one another, in order to create a continuous district. He noted that restaurants in a potential social district are not required to participate. He further indicated that it would be up to the City Council to decide whether districts could operate on a temporary basis, as well as to establish specific days and hours of operation. The City Council would have the authority to approve districts on an ad-hoc basis.

Deputy City Solicitor John Conforti indicated that if social districts were put in place and the results were less than desirable, that City Council could take steps to mitigate those issues. He also noted that City Council could place a ballot question to rescind approval of social districts. Additionally, he indicated that the City Council could prepare informational materials to help educate the public.

Mayor Champlin opened the public hearing.

Kate Frey, Vice President of Advocacy at New Futures and a Concord resident, testified stating that New Futures is not taking a position on the subject. However, she advised the City Council to provide public education of social districts, encouraging the discussion to be framed around supporting the community and local culture as a whole. New Futures is a non-partisan organization focused on the health and wellness of NH residents. She expressed her concerns that social districts, by their very nature, will increase alcohol consumption and lead to negative social impacts. She recommended that the City Council implement strong safety measures, while strongly suggesting temporary districts. She also indicated that advocacy groups for substance misuse, along with law enforcement should be part of the discussion for establishing a thoughtful and carefully crafted maintenance plan.

Councilor Sekou thanked Ms. Frey for her testimony, and asked for examples of communities that have been successful with the establishment of social districts.

Ms. Frey indicated that North Carolina has enacted many social districts, including

in rural areas where the focus was more on community values and culture, bringing families together, and while alcohol was available, it was not the focus. In comparison, Virginia Beach social districts seem to focus more on the consumption of alcohol. She indicated that Concord truly cares about families and if that is resonated in the creation of the plan, the social districts could be very successful.

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

Public Hearing Action

32. Resolution appropriating the sum of \$859,689, for the Steeplegate Mall Municipal Sewer Pump Replacement within the Sewer Pump Station Improvements Project (CIP #275) and accepting the sum of \$859,689, in grant funds from the New Hampshire Department of Business and Economic Affairs (BEA) Housing Champion Housing Infrastructure Municipal Grant Program for this purpose; together with a report from the Deputy City Manager - Development.

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

33. Resolution authorizing the City Manager to enter into a project agreement with the New Hampshire Department of Transportation (NHDOT), appropriating the sum of \$3,664,480.97 in the Broadway/West Street Intersection project (CIP #31), accepting the sum of \$3,169,480.97 of Congestion Mitigation and Air Quality (CMAQ) grant funds, and authorizing the issuance of general obligation bonds and notes in the sum of \$495,000 for this purpose; together with a report from the Associate Engineer and the Deputy City Manager - Development.

Action: Councilor Fennessy moved approval. Councilor Kretovic duly seconded the motion and passed with no dissenting votes.

34. Resolution authorizing the City Manager to enter into a utility agreement with the State of New Hampshire Department of Transportation (NHDOT) for the construction of water distribution infrastructure improvements as part of the NHDOT's Bridge Rehabilitation project at the East Side Drive bridge, appropriating the sum of \$300,000 in the Water Main Replacement project (CIP #85), and authorizing the issuance of general obligation bonds and notes in the sum of \$300,000 for this purpose; together with a report from the City Engineer.

Action: Councilor Schultz moved approval. Councilor Kretovic duly seconded the motion and passed with no dissenting votes.

35. Resolution authorizing the City Manager to enter into a Payment in Lieu of Taxes Agreement between Kearsarge Old Turnpike Road, LLC and the City of Concord under RSA 72:74; together with a report from the Director of Assessing.

Action: Councilor Kretovic moved approval. Councilor McNamara duly seconded the motion and passed with no dissenting votes.

36. Public hearing to determine whether the City Council should place the Social District (House Bill 467) question on the ballot. (Public testimony received.)

Action: Councilor Kretovic moved approval. Councilor Grady Sexton duly seconded the motion and passed with no dissenting votes.

Discussion ensued, with Councilors expressing concern that the process feels rushed. They emphasized that, if the question were to be approved, the City and City Council must clearly outline the process, framing it in a way that aligns with family values. There was agreement that the City Council trusts the voters to make a thoughtful decision, but that voter education is very important moving forward.

Councilor Fennessy stated that he feels placing the question on the ballot is the first step. This would give City Council the authorization to put a process in place, which he indicated would most likely take about a year.

There was discussion that the City Council would have the prerogative to slow the process, allowing time to clearly craft the rules and policies.

Councilor Grady Sexton commented that if the question went to ballot and was supported, that it should go to the Public Safety Advisory Board to work closely with the Fire and Police Departments.

Mayor Champlin indicated that he would be voting in favor of the measure, however, he does share some of the concerns by his fellow Councilors. He emphasized that he too has great faith in the voters. He noted that it would be incumbent on City Council to educate the voters through the public hearing in October, and he urged the Councilors to invite their constituents in order to have a robust conversation. He supported other measures the City could take to provide more information. Mayor Champlin indicated that if the voters were to pass the measure, that it would be important to have safety services, as well as social

service organizations at the table in order to frame the plan in an intentional way.

The motion passed with one dissenting vote.

Reports

37. Report to Mayor and City Council From the City Solicitor's Office; Regarding House Bill (HB) 737.

Action: Deputy City Solicitor John Conforti explained that in 2017, the State Legislature passed RSA 284:51, which authorized the game of keno with a local option only for municipalities that had approved the game. At that time, City Council put the local option on the ballot, where it was rejected by voters. He further explained that House Bill 737 was recently passed into law, which amended RSA 284:51 by still keeping the local option, however, Keno is by default now authorized unless a municipality votes to deny approval.

Deputy City Solicitor John Conforti explained that the change does not come into effect until June of 2027, however, with the municipal election coming up in November, City Council would need to determine whether to put the prohibition question on the ballot. This language is prescribed, "Shall we prohibit the operation of keno games within the City of Concord?"

Councilor Schlosser asked if the previous city-wide vote would preclude Concord from having to address the new House Bill.

Deputy City Solicitor John Conforti indicated that he did not feel that was the case, since the previous RSA authorized municipalities to have the option to allow keno, whereas, the current House Bill has the option to opt out and prohibit the game.

Councilor Brown asked what would happen if the City Council did not approve the question for the ballot in November.

Deputy City Solicitor John Conforti explained that as of June 1, 2027, a lottery retailer in the City could apply for a license to sell keno. The question could be put on the following municipal election with the voters determining if they want to prohibit the sale.

Councilor Kretovic moved the question.

Councilor Kretovic moved approval. The motion was duly seconded by

Councilor Fennessy.

Councilor Fennessy indicated that again, he trusts the voters to make the decision, and felt it was incumbent to put the question on the ballot.

Councilor Kurtz emphasized that it would be prudent to inform the community of the change in the language from the previous RSA.

The motion passed with no dissenting votes.

New Business

Unfinished Business

38. 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.)
39. 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

24. June 30, 2025 Trusts Reports / MS-9 and MS-10 from the City Treasurer/Tax Collector. (Pulled from consent by Councilor Brown.)

Action: Councilor Brown indicated that she pulled Item #24 in order to request more information about withdrawals from the Capital Reserve accounts, more specifically a \$200,000 withdrawal from the Recreation Reserve, after reviewing the reports.

Deputy City Manager of Finance, Brian LeBrun explained that the particular withdrawal was a budgetary item that the Council considered from the FY 2025 Budget, during budget deliberations in June of 2024. He indicated \$200,000 was transferred in from trusts from the Recreation Reserve fund, and was accounted for in the detail summary under trusts that City Council received during deliberations. Deputy City Manager LeBrun indicated that he had included those

particular documents in their recent communication.

Discussion ensued around the process of transferring funds from specific accounts into General Funds and whether those funds are earmarked accordingly. Deputy City Manager LeBrun explained the process of transferring funds to cover program expenditures for a particular project's debt services and operating costs, and that each year the City provides the budget details for each line during the budget process. Councilor Brown indicated that she was unable to locate that specific transfer information for the Recreation Reserve, however, she found other transfers from various accounts.

Deputy City Manager stated that every single item that was transferred out of the Recreation Reserve Fund was by approval of the City Council either through a supplemental appropriation or through the budget process.

Councilor Kretovic moved approval. The motion was duly seconded by Councilor McNamara.

Councilor Brown indicated that she is trying to understand the reserve accounts that the City Council is responsible for overseeing, and account for transfers and withdrawals.

Councilor Brown made a motion to have clarity of what Recreation items the Recreation Reserve Funds paid for. The motion was duly seconded by Councilor Sekou.

Councilor Kretovic indicated that she had a motion on the table.

Councilor Brown indicated that she wanted clarity on how the funds were spent in the report.

Councilor Schultz mentioned that it would be helpful to have these types of questions through a meeting with City staff.

Deputy City Manager LeBrun offered clarification that the \$200,000 is a revenue source that offsets expenses, however those expenses are not drilled down to the minute detail in their budget reports.

Councilor Keach moved the question. The motion was seconded and passed with

no dissenting votes.

The motion to accept the report passed with no dissenting votes.

Councilor Brown made a motion to have a detailed report of the withdrawals from the Recreation Reserve.

Councilor Sekou indicated that Deputy City Manager LeBrun explained where he could find the information and withdrew his second to Councilor Brown's motion.

Mayor Champlin indicated that the motion failed due to the second being withdrawn.

Consideration of Suspense Items

Sus1 Referral to the Traffic Operations Committee

Communication from Jessica Wheeler Russell and Devin Rodrique, on behalf of area residents, requesting safety improvements in the Manor neighborhood and surrounding streets.

Action: Councilor Fennessy moved to suspend the rules to consider this item not previously advertised. The motion was duly seconded by Councilor Todd passing unanimously.

Councilor Kretovic moved to refer the communication to the Traffic Operations Committee, to include the area of the lower ends of Manor Road to Sewalls Falls Road, and Abbott Road that feeds into the area. The motion was duly seconded by Councilor Grady Sexton.

Councilor Todd emphasized his appreciation for the residents who have been engaged and proactive in the process. He touched on a phased approach that considers both enforcement and engineering aspects.

Councilor Grady Sexton indicated that she too is in support of the referral, while also showing her appreciation for the Police Departments preliminary actions addressing the issues.

The motion passed unanimously.

Comments, Requests by Mayor, City Councilors

Action: Councilor Todd thanked City Solicitor Pacik on behalf of the community for her diligent work over the years, wishing her much success in her next endeavor.

Councilor Kretovic presented paintings that Councilor Grady Sexton and Councilor Keach had commissioned for the past Paint the Town Red event that she found at a recent yard sale.

Councilor McNamara informed residents that Thrive Crisis Center of NH is holding the WAM Walk a Mile event on Wednesday, October 8th.

Councilor Brown emphasized the incredible dinner experience at the Sunflower Festival. She mentioned that September is Library Card Sign-up month. Lastly, she indicated that she will be with Steven Winnett at the Farmer's Market on September 20th, discussing bittersweet on behalf of the Tree Subcommittee.

Councilor Kurtz reminded all residents and visitors to slow down during their daily commutes and to be on the lookout for school-aged walkers and cyclists. She informed residents that Concord's Multicultural Festival will take place on Sunday, September 21st, at Keach Park. Lastly, she wished Concord's Jewish community a Happy Jewish New Year, Rosh Hashanah, in the coming weeks.

Councilor Grady Sexton emphasized her sincere appreciation for the Parks & Recreation's tireless work this summer staffing the pools and summer programs. She also highlighted the upcoming Bicentennial Square Restoration Project public meeting on September 16th, at 6:00 p.m.

Councilor Schlosser informed residents there will be a Ward 7 Resident Meeting on September 23rd, from 7:00 - 8:30 p.m. with special guest Joel Berman who is the NH lead of Braver Angels, an organization that promotes civil dialogue for people with different political persuasions. The topic centers around teaching essential skills for communicating across different political viewpoints.

Councilor Sekou also highlighted the Multicultural Festival. He also informed residents of the Community Walk hosted by the YMCA on Thursday, September 18th, at 6:00 p.m.

Councilor Schultz referenced a recent article in the Concord Monitor regarding the

passing of Tim Russell, a 29-year-old Concord resident who was experiencing houselessness. Mr. Russell, a father and full-time employee at Dos Amigo's, was actively working with the Concord Coalition to End Homelessness and was the next person in line to receive housing access. The article noted that tragedies like Mr. Russell's are "tragically common," and Councilor Schultz expressed deep grief that there are so many houseless people and children. She offered her condolences, empathy, and compassion for all who knew and loved Mr. Russell. She emphasized that not enough has been done to support those experiencing houselessness, and encouraged civic engagement to address the issue. Councilor Schultz offered a moment of silence in honor of Mr. Russell.

Councilor Foote informed residents that on October 18th, the Pink Tie Gala will be taking place at Phenix Hall with the goal of raising \$100,000 for the NH Cancer Society. Tickets are available at PinkTieGala.givesmart.com.

Mayor Champlin also highlighted the Multicultural Festival. He noted that Concord General Services is holding its annual Hazardous Waste Collection day for Concord and Penacook residents, on Saturday, September 13th from 9:00-3:00 p.m. at Everett Arena for household waste. Additionally, Mayor Champlin mentioned that earlier, the City Council had approved a resolution for the 2050 Vision Facilitation efforts, and subsequently, he will be appointing a planning group to work with NH Listens. This initiative will frame the focus and design of the community engagement centered around the Concord 2050 vision. He emphasized that there will be community engagement events to allow residents share to their hopes and ambitions for Concord, and encouraged broad participation from both the City Council and the community.

Comments, Requests by the City Manager

Adjournment

Action: Councilor Schultz moved to adjourn the meeting at 8:55 p.m. The motion was duly seconded by Councilor Grady Sexton and passed unanimously.

Information

Inf1 March 6, 2025 and May 29, 2025 Transportation Policy Advisory Committee Meeting Minutes.

Action: Information item received and filed.

Inf2 June 11, 2025 Conservation Commission Trails Subcommittee Meeting Minutes.

Action: Information item received and filed.

Inf3 June 17, 2025 Traffic Operations Committee Meeting Minutes.

Action: Information item received and filed.

Inf4 July 9, 2025 Conservation Commission Meeting Minutes.

Action: Information item received and filed.

Inf5 July 16, 2025 Planning Board Meeting Minutes.

Action: Information item received and filed.

Inf6 July 28, 2025 Parking Committee Meeting Minutes.

Action: Information item received and filed.

Inf7 August 4, 2025 Conservation Commission Meeting Minutes.

Action: Information item received and filed.

Inf8 August 13, 2025 Ad-Hoc Semi Quincentennial & Tri-Centennial Committee Draft Meeting Minutes.

Action: Information item received and filed.

A true copy, I attest:

*Deborah Tuite
Deputy City Clerk*