



# City of Concord

## City Council

### Meeting Minutes - Draft

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Monday, May 12, 2025

7:00 PM

City Council Chambers  
37 Green Street  
Concord, NH 03301

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***Non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition to begin at 5:30 PM***

**Present:** 13 - Councilor Stacey Brown, Mayor Byron Champlin, Councilor Jeff Foote, Councilor Amanda Grady Sexton, Councilor Michele Horne, Councilor Fred Keach, Councilor Jennifer Kretovic, Councilor Judith Kurtz, Councilor Karen McNamara, Councilor Jim Schlosser, Councilor Kris Schultz, Councilor Ali Sekou and Councilor Brent Todd

**Excused:** 2 - Councilor Nathan Fennessy, Councilor Paula McLaughlin

Mayor Champlin called the meeting to order at 5:30 PM.

Councilor Kretovic moved to enter a non-public session in accordance with RSA 91-A:3, II (d) to discuss property acquisition. The motion was duly seconded and passed with no dissenting votes.

Staff Present: City Manager Thomas Aspell, Deputy City Manager - Development Matt Walsh, Deputy City Manager - Brian LeBrun, Assistant Community Development Director Timothy Thompson, and City Solicitor Danielle Pacik

At 6:59 PM, Councilor Grady Sexton moved to exit the non-public meeting. The motion was duly seconded and passed with no dissenting votes.

In public session, Councilor Kretovic moved to seal the minutes of the non-public session. The motion was duly seconded by Councilor Kurtz and passed with no dissenting votes.

At 7:00 PM, there being no additional Council business, Councilor Kretovic moved to adjourn. The motion was duly seconded by Councilor Kurtz and passed with no

dissenting votes.

1. Mayor Champlin called the meeting to order at 7:01 p.m.
2. Invocation.
3. Pledge of Allegiance.
4. Roll Call.

**Present:** 13 - Councilor Stacey Brown, Mayor Byron Champlin, Councilor Jeff Foote, Councilor Amanda Grady Sexton, Councilor Michele Horne, Councilor Fred Keach, Councilor Jennifer Kretovic, Councilor Judith Kurtz, Councilor Karen McNamara, Councilor Jim Schlosser, Councilor Kris Schultz, Councilor Ali Sekou, and Councilor Brent Todd

**Excused:** 2 - Councilor Nathan Fennessy, and Councilor Paula McLaughlin

Councilor Grady Sexton left the meeting at 8:00 p.m.

5. Approval of Meeting Minutes.

April 14, 2025 City Council Draft Meeting Minutes.

**Action:** Councilor Grady Sexton moved approval of the April 14, 2025 Meeting Minutes. Councilor McNamara duly seconded the motion.

Mayor Champlin moved to correct that Councilor Keach was excused from the meeting, and not absent. The motion as amended was duly seconded and passed with no dissenting votes.

6. Agenda overview by the Mayor.
7. Resolution in Recognition of the Services of Earle "Chip" Chesley, P.E.

**Action:** Mayor Champlin presented a Proclamation for Earle "Chip" Chesley, expressing the Council's sincere appreciation for his years of service.

Chip graciously thanked City Council, division heads, staff, as well as his family, for their support over his tenure.

City Manager Aspell also thanked Chip for his service and dedication. He then invited Marco Philippon, Water Treatment Plant Supervisor to speak.

Mr. Philippon thanked Chip for his leadership. He then presented City Council with the 2025 NH Best Tasting Water Award, which the City won for the third year

in a row.

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

**Action:** Councilor Grady Sexton moved approval of the consent agenda. Items 24, 25, and 27 were pulled from the consent agenda. Councilor Kretovic, Mayor Champlin, Councilor McNamara, and Councilor Horne indicated that they had contributed to the White Park Monkey Around Playground. The motion was duly seconded by Councilor Todd and passed with no dissenting votes.

**Referral to Community Development and the Traffic Operations Committee**

8. Request from Councilor Kretovic on behalf of Meredith Raczka / Chocorua Village Condominium Association for review of potential closure of Metalak Drive at Loon Circle.

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

**Referral to the Parking Committee**

9. Communication from Charla Mayotte, Celeste Oliva Olive Oils & Balsamic Vinegars, requesting consideration be given to developing a tailored parking permit system to support small downtown businesses.

**Action:** Communication was referred to the Parking Committee.

**Referrals to the Transportation Policy Advisory Committee and the Traffic Operations Committee**

10. Communication from the Pembroke Town Administrator requesting consideration be made to removing no thru trucking signage near the North Pembroke Road bridge.

**Action:** Communication was referred to the Transportation Policy Advisory Committee and the Traffic Operations Committee.

11. Communication from Kimberly Pooler, a resident of Ward Eight, requesting consideration for the installation of one or more crosswalks to enhance pedestrian and cyclist safety along Regional Drive, in particular at the end of the sidewalk on Chenell Drive, crossing Regional Drive to the adjacent street.

**Action:** Communication was referred to the Transportation Policy Advisory Committee and the Traffic Operations Committee.

**Items Tabled for June 5, 2025 Public Hearings**

12. Resolution fixing and determining the amount of money to be appropriated by the City of Concord for the fiscal year 2026 ending June 30, 2026 for the General fund, Special Revenue funds, Enterprise funds, Debt Service funds, and diminimus accounts.

**Action:** Resolution moved to set for a public hearing.

13. Resolution for the annual capital closeout and repurposing of capital project funds; together with a report from the Senior Accountant.

**Action:** Resolution moved to set for a public hearing.

14. Resolution appropriating for Fiscal Year 2026 (July 1, 2025 to June 30, 2026) the sum of \$31,620,250 for capital projects, authorizing the issuance of bonds and notes in the sum of \$26,415,000, authorizing the use of \$3,585,000 in reserve and impact fees, accepting the sum of \$480,000 in federal grant funds, and accepting the sum of \$250,000 in donations for various capital projects more specifically identified in the budget document.

**Action:** Resolution moved to set for a public hearing.

15. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines, and Penalties, Schedule I, by amending Chapter 9, Water, Section 9-1-6 Water Use Rates, Section 9-1-8 Water Fixed Charges, Section 9-3-8 Sewer Use Rates, and Section 9-3-8(a) Sewer Fixed Charges.

**Action:** Ordinance moved to set for a public hearing.

**Items Tabled for June 9, 2025 Public Hearings**

16. Ordinance amending the Code of Ordinances, Title V, Administrative Code, Chapter 30, Administrative Code, Article 30-3, Boards and Commissions; together with a report from the City Solicitor.

**Action:** Ordinance moved to set for a public hearing.

17. Resolution authorizing the City Manager to enter into a lease agreement with Hampshire Aviation, LLC concerning Development Zone 4 at the Concord Municipal Airport and to execute required documents with State and Federal agencies regarding revisions to the location of Development Zone 4; together with a report from the Assistant Director of Community Development.

**Action:** Resolution moved to set for a public hearing.

18. Resolution appropriating the sum of \$150,000 for the Beaver Meadow Parking Lot Project (CIP #107) to include the issuance of bonds and notes in the sum of \$107,000 and accepting the sum of \$43,000 in donations for this purpose; together with a report from the Deputy City Manager - Finance.

**Action:** Resolution moved to set for a public hearing.

19. Resolution appropriating the sum of \$10,000 in the White Park Project (CIP #51) for the construction of a new playground at White Park and accepting the sum of \$10,000 as a donation from the Lynch Family Trust for this purpose; together with a report from the Parks & Recreation Director.

**Action:** Resolution moved to set for a public hearing.

20. Resolution authorizing the City Manager to enter into Development Agreement Amendment #6 with Capital Commons, LLC and to authorize the creation of a new Master Parking Agreement, both documents associated with parking for Capital Commons' 11 South Main Street tenants at the Storrs Street Municipal Parking Garage; together with a report from the Assistant Director of Community Development.

**Action:** Resolution moved to set for a public hearing.

### **From the City Manager**

21. Positive Citizen Comments.

**Action:** Positive comments were received and filed.

### **Consent Reports**

22. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling \$1,781.87, as provided under the pre-authorization granted by City Council.

**Action:** Consent report approved.

23. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$39,234.50, as provided for under the pre-authorization granted by City Council.

**Action:** Consent report approved.

24. Quarterly Status Report on the City Council's 2024-2025 Priorities. (Pulled from consent by Councilor Brown.)

**Action:** Pulled from consent for discussion.

25. March 31, 2025 Fiscal Year to Date Financial Statements; together with a report from the Deputy City Manager-Finance. (Pulled from consent by Councilor Brown.)

**Action:** Pulled from consent for discussion.

26. Report from the City Solicitor's Office Regarding the April 18, 2025 Board of Ethics Meeting.

**Action:** Consent report approved.

27. Report from the Parks and Recreation Director on the upcoming outdoor pool season. (Pulled from the consent agenda by Councilor Brown.)

**Action:** Pulled from consent for discussion.

28. Report from the City Surveyor recommending that the City Manager be authorized to enter into a Boundary Line Agreement with The Robert D. & Sherri A. Morrill Revocable Trust dated March 4, 1993, to resolve boundary line discrepancies due to the loss or obliteration of monumentation.

**Action:** Consent report approved.

29. Report from the Transportation Engineer, on behalf of the Traffic Operations Committee and Transportation Policy Advisory Committee, in response to multiple referrals from City Council regarding safety and speed concerns on N State Street near Lake Street.

**Action:** Consent report approved.

### **Consent Resolutions**

30. Resolution authorizing the City Manager to submit a grant application for \$2,500 from the NH Council on Developmental Disabilities for the purpose of constructing the White Park Playground (CIP #51); together with a report from the Parks & Recreation Director.

**Action:** Consent resolution approved.

**Appointments**

31. City Manager's Proposed Appointment to the Conservation Commission: Kevin Porter.

**Action:** Appointment approved.

32. Mayor Champlin's proposed appointments to the Airport Advisory Committee: David T. Segal, Tom Winkelmann, Richard Bartle and Warren Runde.

**Action:** Appointments approved.

33. Mayor Champlin's proposed appointment to the Energy & Environment Advisory Committee: Thomas Kolling.

**Action:** Appointment approved.

34. Mayor Champlin's proposed appointment to the Golf Course Advisory Committee: Jerise Mares.

**Action:** Appointment approved.

35. Mayor Champlin's proposed appointment to the Recreation and Parks Advisory Committee: Déodonné P. Bhattarai.

**Action:** Appointment approved.

36. Mayor Champlin's proposed appointment to the Transportation Policy Advisory Committee: Peter C.L. Roth.

**Action:** Appointment approved.

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

**Public Hearings**

- 37A. Resolution appropriating the sum of \$90,000 in the City-Wide Community Center project (CIP #443) for the replacement of two heat exchangers and authorizing the issuance of bonds and notes in the sum of \$90,000 for this purpose; together with a report from the Parks and Recreation Director.

**Action:** City Manager Aspell indicated that once the heat exchangers are installed, the original exchangers would be sent back to the manufacturer for inspection and would be covered under a ten-year warranty.

Mayor Champlin added that the City would receive some funds back from the manufacturer for this purchase due to the existing warranty.

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

- 37B. Resolution appropriating the sum of \$73,046.50 as a transfer to the Opioid Abatement Reserve and accepting the sum of \$73,046.50 in Opioid Litigation Settlement Funds for this purpose; together with a report from the Deputy City Manager - Finance.

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

- 37C. Resolution appropriating the sum of \$51,900 for the establishment of a Patrol K9 Unit and accepting the sum of \$51,900 in unmatched grant funds from the Stanton K9 Foundation for this purpose; together with a report from the Deputy Chief of Police.

**Action:** City Manager Aspell indicated that this will support the Police Department with their startup costs for the program.

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

- 37D. Resolution appropriating the sum of \$48,000 in the Forest Inventory and Management Plan Project (CIP #672) to update the Forest Inventory and Management Plan and authorizing the use of \$48,000 from the Conservation Trust Forestry Fund for this purpose; together with a report from the Conservation Commission Chair and the City Planner.

**Action:** City Manager Aspell indicated that the Conservation Commission intends to update the Forestry Inventory and Management Plan last completed in 2009.

Mayor Champlin opened the public hearing.

Ron Klemarczyk, City Forester with Concord since 1987, spoke in support of the resolution, stating that while timber harvesting was once the primary focus, the City's priorities have shifted towards recreation due to increased land acquisition. He noted a growing concern over the spread of many invasive species, which are damaging many of the native tree species. Additionally, climate change has prompted the Commission to begin exploring the preservation and role of old



growth forests.

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

- 37E. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-5, Fees, Fines, and Penalties, Schedule 1; together with non-ordinance fees and a report from the Deputy City Manager-Finance. (Supplemental report and revised fee schedule submitted.)

**Action:** City Manager Aspell provided a brief overview of the fee change proposal process.

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

- 37F. Ordinance amending the Code of Ordinances, Title III, Building and Housing Codes; Chapter 26, Building Regulations, Article 26-9 Demolition Review; together with a report from the Code Administrator and the Deputy City Manager - Development. (Referred to the Heritage Commission at the May 12, 2025 City Council meeting.)

**Action:** City Manager Aspell provided the rationale for amending the ordinance to eliminate the Demolition Review Committee, transferring those responsibilities to the Heritage Commission. He explained that the change is intended to streamline the review process, improve efficiency and transparency, and formalizing procedures for conducting site visits. The proposed amendment also clarifies that the demolition delay process would not apply to structures deemed an immediate threat to public health or safety.

A brief discussion was held around public noticing.

Mayor Champlin opened the public hearing.

Richard Jacques, a Penacook resident, testified in his capacity of both the Chair of the Heritage Commission and Demolition Review Committee (DRC). He noted that the DRC lacks statutory support under RSA 673, and unlike the Heritage Commission, it operates without state guidelines. Given the lack of formal structure and oversight, Mr. Jacques expressed his support for transferring the responsibilities of the DRC to the Heritage Commission.

Councilor Todd reviewed the language in both versions of the ordinance and expressed his concern that the earlier version appeared to include stronger provisions regarding public noticing requirements.

Mr. Jacques explained that the language in the ordinance hinges on the landowner's permission. He also acknowledged that the City has, at times, fallen short in ensuring that required signage is properly posted. When reviewing the proposed revised language, the Heritage Commission emphasized the importance of the City consistently following through on public noticing for demolition sites.

Councilor Kretovic noted that there are sometimes challenges to enforcing public posting requirements, particularly in cases involving safety hazards, visibility constraints, or demolitions on private property.

Kate West, Ward 9 resident, testified that she perceived a lack of enforcement by the City's part regarding the posting of signage. She emphasized that the ordinance is intended to convey clear expectations and expressed that having signage in place is important for public safety.

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

- 37G. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Library Acquisition Technician, together with a report from the Director of Human Services.

**Action:** City Manager Aspell provided brief overview of the proposed Library Acquisition Technician position, noting that it is intended to address the upcoming retirement of the current Library Technician.

Kate West, Ward 9 resident, testified that the City should consider promoting internally.

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

### **Public Hearing Action**

38. Resolution appropriating the sum of \$90,000 in the City-Wide Community Center project (CIP #443) for the replacement of two heat exchangers and authorizing the

issuance of bonds and notes in the sum of \$90,000 for this purpose; together with a report from the Parks and Recreation Director.

**Action:** Councilor Kurtz moved approval. The motion was duly seconded by Councilor Todd and passed unanimously.

39. Resolution appropriating the sum of \$73,046.50 as a transfer to the Opioid Abatement Reserve and accepting the sum of \$73,046.50 in Opioid Litigation Settlement Funds for this purpose; together with a report from the Deputy City Manager - Finance.

**Action:** Councilor Kretovic moved approval. The motion was duly seconded by Councilor Grady Sexton, and passed unanimously.

40. Resolution appropriating the sum of \$51,900 for the establishment of a Patrol K9 Unit and accepting the sum of \$51,900 in unmatched grant funds from the Stanton K9 Foundation for this purpose; together with a report from the Deputy Chief of Police.

**Action:** Councilor Grady Sexton moved approval. The motion was duly seconded by Councilor Kretovic. Councilor Brown recused herself as her husband is a Concord City Police Officer. The motion passed unanimously.

41. Resolution appropriating the sum of \$48,000 in the Forest Inventory and Management Plan Project (CIP #672) to update the Forest Inventory and Management Plan and authorizing the use of \$48,000 from the Conservation Trust Forestry Fund for this purpose; together with a report from the Conservation Commission Chair and the City Planner.

**Action:** Councilor Kretovic moved approval. The motion was duly seconded by Councilor Grady Sexton, and passed unanimously.

42. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-5, Fees, Fines, and Penalties, Schedule 1; together with non-ordinance fees and a report from the Deputy City Manager-Finance. (Supplemental report and revised fee schedule submitted.)

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

Councilor Kurtz noted that, in addition to fee increases, there were also fee decreases, and expressed appreciation for the thoughtful consideration of market patterns.

The motion passed unanimously.

43. Ordinance amending the Code of Ordinances, Title III, Building and Housing Codes; Chapter 26, Building Regulations, Article 26-9 Demolition Review; together with a report from the Code Administrator and the Deputy City Manager - Development. (Referred to the Heritage Commission at the May 12, 2025 City Council meeting.)

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

Councilor Todd voiced concerns about past issues with sign posting and expressed hope that City staff will work closely with the Heritage Commission to ensure required signage is properly posted in the future, emphasizing the importance of public outreach.

Councilor Kurtz echoed the sentiments of both Councilor Todd and the community representative, stating that the ordinance should aim to fulfill its intended purpose, and that providing as much notice as possible, within the constraints of safety, is paramount.

Councilor Todd moved to amend current section 26-9-3 (c), to include the following language "The sign shall be posted by the Code Administrator on the applicant's property with the applicant's permission in a visible location. If the sign is not posted continuously as required, the 60-day delay period shall stop running and not resume until the sign is posted continuously and as required." Councilor Horne duly seconded the motion.

Councilor Kretovic moved to table the ordinance and return it back to the Heritage Commission for further review, noting that the majority of the Commission voted in favor of this ordinance change and this would allow them to review and make the necessary revisions while also considering Councilor Todd's recommendation. The motion was duly seconded by Councilor Todd, who suggested that the Heritage Commission conduct further research on appropriate language.

The motion to table passed unanimously.

44. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Library Acquisition Technician, together with a report from the Director of Human Services.

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

Councilor Kurtz acknowledged that this is a positive step, noting that positions that have been long-established may now face new demands. Councilor Todd expressed his appreciation for the efforts of the Library Director and staff in relation to this recommendation, as well as for their work in general.

The motion passed unanimously.

### **Reports**

45. Report from the Director of Special Projects & Strategic Initiatives regarding the I-93 Bridge Park Feasibility Study.

**Action:** City Manager Aspell welcomed Community Development Director of Special Projects and Strategic Initiatives Beth Fenstermacher, and Gregory Bakos and Stefanie Kizza from VHB, who provided a detailed presentation on the Bridge Park Feasibility Study.

Mayor Champlin entertained a motion to accept the report and direct staff to add the Bridge Park to the Capital Improvement Project Schedule in Fiscal Year 2035 with an asterisk indicating that outside funding is needed.

Councilor Horne moved approval. The motion was duly seconded by Councilor Todd, and passed with one dissenting vote.

46. Keach Park lighting reports from the Parks and Recreation Director and the Assistant Director of Community Development.

**Action:** City Manager Aspell invited Parks & Recreation Director David Gill for questions.

A lengthy discussion was held by Council, during which Councilor Foote raised several considerations, including the potential increase in park usage if lighting were installed, ongoing park maintenance, funding sources, the size of the field, fee structures, and the monitoring, management, and enforcement of field use,

particularly during unscheduled or inactive periods. He also addressed concerns related to accessibility, parking, as well as public support and opposition.

Mr. Gill explained that the lighting would be funded through City bonds. He noted that the field is a youth sized field and, therefore, would not support middle or high school athletics. He also stated that typically field usage in the City is managed through a fee-based permitting system, supported by a structured process for scheduling and maintenance. Regarding parking, Mr. Gill mentioned that options under consideration included potentially closing off Newton Avenue, purchasing a strip of land for a new parking lot, and exploring the use of the City-Wide Community Center for parking options along Canterbury Road, though this latter option is currently unfunded and would cost approximately one million dollars. Additionally, Mr. Gill noted that a public meeting had been held to address community concerns and to inform residents about whom to contact should issues arise.

Councilor Schultz questioned whether the project had already been approved, aside from any remaining policy concerns.

Mayor Champlin agreed.

Councilor Kretovic acknowledged that parking is a concern, but emphasized that the primary focus is on providing children with a place to play.

Mr. Gill indicated that when the City is tasked with installing field lighting, it assumes liability. As a result, the decision was made to work with Musco Sports Lighting to ensure compliance with appropriate standards.

Councilor Kurtz inquired about the type of lighting required for a youth field and asked who is currently using the field.

Mr. Gill explained that, following discussions with the Recreation and Parks Advisory Committee (RPAC), the decision was made to use the same lighting standards as those applied to other fields in Concord. He noted that the field is currently used by Concord's Youth Soccer Program. There are three designated areas for sports activities, and the addition of lighting would extend field usage, particularly in the fall months.

Councilor Kurtz asked if field usage was tracked during nighttime hours.

Mr. Gill explained that it is not.

Councilor Horne questioned how long it would take to construct the field, once all of the necessary approvals and preparations are in place.

Mr. Gill explained that the fields would most likely not be available for use until late spring of 2026.

Councilor Brown asked if the lights were already bonded.

City Manager Aspell indicated that the City has already issued bonds for the project and the necessary funds are available.

Councilor Sekou remarked that he had not seen this level of scrutiny for a park lighting project which costs under a half million dollars. He inquired whether all similar City projects include associated fees and whether this park is comparable to others in terms of operating costs. Lastly, he asked if there is sufficient parking to allow the community to fully enjoy the field.

Mr. Gill confirmed that each project includes both bonding and operating costs. He noted that the park operations typically begin in late April conclude in late October. All parks used by organized groups require a rental fee, and the \$25-per-hour rate for Keach Park is consistent with other municipalities, some of which charge up to \$50 an hour. Mr. Gill also acknowledged that the current 24 parking spaces at the end of Newton Road are insufficient to meet anticipated demand.

City Manager Aspell noted that when City Council voted on this particular project, Council included the restrictions. The Parks and Recreation Advisory Committee was concerned that once lights were installed, it would become one of the few if not the only lighted free public park in the State of NH, which opens the door for many organizations to request usage which may impact the original intent of the usage.

Mayor Champlin thanked Mr. Gill, Recreation and Parks Advisory Committee, and the Airport Advisory Committee for their work on this project. He emphasized that he takes the work of all volunteer advisory committees very seriously and does not take their recommendations lightly. He noted that City Council had previously approved this project.

Mayor Champlin stated that he will entertain a motion to direct staff to pursue a permit from the FAA and once obtained move forward with installing lights, putting them on a timer, if necessary, illuminating the field from dusk to 10 PM, Thursday through Sunday, and making it available during those hours for unstructured play on a first-come, first-served basis. And to direct staff to manage use of the field outside those days and hours as it sees fit.

Councilor Schultz moved approval. The motion was duly seconded by Councilor Sekou.

Councilor Foote requested a roll call vote.

Councilor Schultz expressed that she felt blind-sided by the questions and believed that the community may have felt the same. However, she emphasized that she appreciated the conversation, as she believes the issues can be monitored and addressed as they arise.

Councilor Foote expressed his appreciation for Councilor Schultz's comments and noted that, as a fiscally conservative member of the Council, he consistently evaluates whether the City is receiving a good return on its investments. He pointed out that Memorial Field - a marquee facility currently in disrepair and used by both middle school and high school athletes - will be losing its track. Councilor Foote emphasized his commitment to ensuring all areas of the City are represented and stated his belief that investing in Memorial Field would be a better use of taxpayer money than Keach Park, where, in his view, the City will not see a significant increase in field usage hours.

Councilor Kretovic expressed that there was a disservice to Change for Concord, who initially brought this request forward in 2016, as they have waited a long time for the installation of the lights.

Councilor Todd thanked Mr. Gill and the Recreation and Parks Advisory Committee (RPAC) for their time and efforts in reviewing this project. He emphasized that he also takes the advice and recommendations from the City's committees very seriously. While acknowledging that RPAC likely made the right decision from their perspective, he noted that it is the Council's responsibility to make decisions with a broader, citywide view. He described the discussion as constructive, expressed appreciation for Councilor Foote's comments, and



ultimately stated his support for moving forward with this project while addressing any issues as they arise.

City Manager Aspell questioned whether it would make sense to run programs and events at night, provided they do not conflict with already scheduled events. He also clarified that the City will not permit organizations to charge fees or generate profits by utilizing the fields.

Councilor Schultz inquired if a group wants formal access to the field, if it would be reasonable to charge and require insurance.

City Manager Aspell indicated that the park is supposed to be free of charge.

Councilor Sekou thanked Mr. Gill for his work, acknowledging his concern for the community.

The motion passed by a roll call vote.

**Action:** The motion was duly seconded and passed by the following vote:

**Yes:** 11 - Councilor Brown, Mayor Champlin, Councilor Horne, Councilor Keach, Councilor Kretovic, Councilor Kurtz, Councilor McNamara, Councilor Schlosser, Councilor Schultz, Councilor Sekou, and Councilor Todd

**No:** 1 - Councilor Foote

**Excused:** 3 - Councilor Fennessy, Councilor Grady Sexton, and Councilor McLaughlin

### **New Business**

### **Unfinished Business**

47. 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.)

48. 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. Quarterly Status Report on the City Council's 2024-2025 Priorities. (Pulled from consent by Councilor Brown.)

**Action:** Councilor Brown stated that she pulled this item to review priorities and recreation opportunities for residents, particularly with regard to golf at Beaver Meadow. She stated that she did not feel that growing the game of golf was a priority. She indicated that constituents have contacted her as they have had difficulty booking a tee time due to the number of tournaments. She is also concerned that the City is not charging enough for tournaments or other uses, and she is concerned that there are no offerings for Concord residents through Parks & Recreation.

Councilor Kretovic moved approval of the report. The motion was duly seconded by Councilor Keach.

Councilor Kretovic noted that Councilor Brown's concerns are valid and those concerns should be taken up during the budget process.

Councilor Horne asked for clarification from Manager Aspell if the budget process was the appropriate avenue to discuss these concerns.

City Manager Aspell confirmed that policies could be addressed during the budget process.

Councilor Kretovic noted that some of the fees are under the threshold for the Council's purview, and the Golf Superintendent would work with the City Manager to address those items.

City Manager Aspell agreed, noting that at times in the past Council has given authorization for the City to maximize profits when there may be a downturn in usage by offering dynamic pricing.

Mayor Champlin asked if there was a business value to grow the game of golf?

City Manager Aspell confirmed, reminding the Council that when the concept of dynamic pricing was instituted it was to grow the game for women and children.

The motion passed unanimously.

25. March 31, 2025 Fiscal Year to Date Financial Statements; together with a report from the Deputy City Manager-Finance. (Pulled from consent by Councilor Brown.)

**Action:** Councilor Brown indicated that she has concerns that members of the golf course are benefiting from tournaments, paying different fees than other tournament participants. She voiced concerns as to where the money is going and the loss of revenues.

Councilor Kretovic explained that when members pay for a membership fee that includes their green fees, in turn that reduces their cost for some tournaments, with the exception of non-profit tournament fees.

Councilor Brown mentioned that Mr. LeBrun had advised her that members were expected to pay the same tournament fees for Beaver Meadow run tournaments. She also indicated that there are 10-member exclusive events that block out time for residents to use the course.

Councilor Kretovic motioned to approve the report. The motion was duly seconded by Councilor Todd.

Councilor Kretovic clarified that season members of Beaver Meadow pay a tournament fee. Non-members pay a greens fee and a tournament fee. She also clarified that many tournaments are open for non-members, but there is a price differential.

The motion passed with no dissenting votes.

27. Report from the Parks and Recreation Director on the upcoming outdoor pool season. (Pulled from the consent agenda by Councilor Brown.)

**Action:** Councilor Brown indicated that there were over 40,000 people using the pools last year and the City is in desperate need of 15 more life guards.

City Manager Aspell mentioned that the City is doing all they can in this regard.

Councilor Kretovic made a motion to approve the report. The motion was duly seconded by Councilor Keach, and passed with no dissenting votes.

### **Comments, Requests by Mayor, City Councilors**

**Action:** Councilor Todd announced the Penacook Village Association will be hosting their annual Memorial Day Parade on Sunday, May 25th.

Councilor Horne expressed her appreciation for the Concord Housing and Redevelopment for sponsoring the Learn to Swim program which is free to participants. Please visit the Parks and Recreation website for registration details, which opens in early June.

Councilor Kretovic mentioned that the Ad-Hoc Semiquincentennial and Tri-Centennial Committee is looking for volunteers to bring their talents and ideas to help Concord celebrate.

Councilor McNamara mentioned that the Friends of White Park has generously received \$55,040 in fundraising efforts for the Monkey Around Playground. Please visit the Parks & Recreation website to donate.

Councilor Brown acknowledged Councilor Foote and Councilor Horne for their efforts in organizing clean-up events in Concord honoring Earth Day. She announced the upcoming S & W Bike Swap on May 17th from 9:00-5:00 pm, and May 18th from 9:00 - 1:00 pm. Lastly, she mentioned the upcoming Women's Club Tax Impact discussion, being held on May 30th at 5:30 pm, 44 Pleasant Street.

Councilor Kurtz expressed her appreciation for the Concord Garden Club's beautification project at White Park.

Councilor Sekou extended his sincerest gratitude to Chip Chesley for his service, leadership and dedication.

Councilor Schultz recognized the service provided by staff and volunteers alike for the common good.

Councilor Foote echoed Councilor Schultz's comments, stating that our employees are the biggest asset in the City. He recognized and thanked the volunteers for their clean-up efforts.

Mayor Champlin shared that information about Concord's Memorial Day Parade will be provided as soon as it becomes available. He also took a moment to honor the memory of longtime Concord resident John Swope, who passed away in April. Mr. Swope was a respected business leader, community volunteer, and philanthropist. As President of Chubb Life America, he made a lasting impact not only in business but also through his dedicated public service, serving on several city boards, including the Zoning Board of Appeals and the Planning Board. Mr. Swope played a key role in the transformation of the Capital Center for the Arts. He also generously donated land for the creation of Marjory Swope Park, named in honor of his late wife, further demonstrating his deep commitment to the Concord community.

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

### **Adjournment**

**Action:** At 9:43 PM, with there being no additional business, Councilor Todd moved to adjourn. The motion was duly seconded by Councilor Horne and passed with no dissenting votes.

**Information**

Inf1 March 5, 2025 Heritage Sign Program Review Committee Meeting Minutes.

**Action:** Information item received and filed.

Inf2 March 12, 2025 Conservation Commission Meeting Minutes.

**Action:** Information item received and filed.

Inf3 March 18, 2025 Traffic Operations Committee Meeting Minutes.

**Action:** Information item received and filed.

Inf4 March 19, 2025 Planning Board Meeting Minutes.

**Action:** Information item received and filed.

Inf5 March 20, 2025 Recreation and Parks Advisory Committee Meeting Minutes.

**Action:** Information item received and filed.

Inf6 March 27, 2025 Ad-Hoc Semi-Quincentennial & Tri-Centennial Committee Draft Meeting Minutes.

**Action:** Information item received and filed.

Inf7 March 27, 2025 Conservation Commission, Site Walk, Meeting Minutes.

**Action:** Information item received and filed.

Inf8 April 1, 2025 Diversity Equity Inclusion Justice and Belonging (DEIJB) Committee Draft Meeting Minutes.

**Action:** Information item received and filed.

Inf9 April 1, 2025 Joint Memorial Field Planning Committee Meeting Minutes.

**Action:** Information item received and filed.

Inf10 April 7, 2025 Concord Public Library Board of Trustees Meeting Minutes.

**Action:** Information item received and filed.

Inf11 April 10, 2025 Golf Course Advisory Committee Draft Meeting Minutes.

**Action:** Information item received and filed.

Inf12 April 15, 2025 Diversity Equity Inclusion Justice and Belonging (DEIJB) Draft Meeting Minutes.

**Action:** Information item received and filed.

Inf13 April 18, 2025 Board of Ethics Draft Meeting Minutes.

**Action:** Information item received and filed.

Inf14 April 21, 2025 Fiscal Policy Advisory Committee Draft Meeting Minutes.

**Action:** Information item received and filed.

Inf15 April 24, 2025 Airport Advisory Committee Draft Meeting Minutes.

**Action:** Information item received and filed.

Inf16 Press Release from Unitil announcing that Unitil Energy Systems has filed for a change in electric distribution rates for New Hampshire customers.

**Action:** Information item received and filed.

*A true copy, I attest:*

*Deborah Tuite*

*Deputy City Clerk*