



City of Concord

City Council

Meeting Agenda

Monday, February 12, 2024

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

Non meeting to discuss collective bargaining negotiations in accordance with RSA 91-A:2, I (a) followed by a non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition to begin at 5:30 PM

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

January 3, 2024 City Council Orientation Meeting Minutes.

Attachments: [Minutes](#)

January 4, 2024 City Council Draft Meeting Minutes.

Attachments: [Minutes](#)

January 8, 2024 City Council Draft Meeting Minutes

Attachments: [Minutes](#)

6. Agenda overview by the Mayor.
- p7. Presentation by the Friends of the Merrimack River Greenway Trail.

Consent Agenda Items

Referral to City Administration and the Recreation and Parks Advisory Committee

8. Communication from Change for Concord requesting free meeting space twice a month on Friday evenings at the City Wide Community Center.

Attachments: [Communication](#)

Items Tabled for March 11, 2024 Public Hearings

9. Resolution adopting a Community Power Program for electricity supply in Concord and authorizing the City to join the Community Power Coalition of New Hampshire; together with a report from the Director of Special Projects & Strategic Initiatives.

Attachments: [Resolution](#)
[Report](#)
[Comparison of Models](#)
[State-Wide Status of Community Power](#)

10. Resolution appropriating the sum of \$880,000 in the Traffic Signals and Traffic Operations Improvements project (CIP #283) for the design and construction of traffic signal upgrades and associated improvements at the intersections of North State/Centre Streets and North Main/Washington/Ferry streets, authorizing the issuance of bonds and notes in the sum of \$880,000, and repurposing the sum of \$101,221.97 from the State/Pleasant Intersection subproject (CIP #283) for this purpose; together with a report from the City Engineer.

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

11. Public Hearing regarding the status of the following: \$750,000 in Public Facilities & Covid-19 Pandemic Relief Community Development Block Grant (CDBG) funds subgranted to the Boys and Girls Club of Central New Hampshire; \$500,000 in Public Facilities CDBG funds subgranted to Crisis Center of Central NH; and \$500,000 in Housing CDBG funds subgranted to Concord Coalition to End Homelessness, together with a report from the Assistant Director of Community Development.

Attachments: [Report](#)

12. Resolution appropriating the sum of \$561,074 in the new airport terminal building project (CIP #383) for the design, permitting, and bidding of a new airport terminal building and accepting the sum of \$365,754 in grant funds from the Federal Aviation Administration, the sum of \$20,320 from the State of New Hampshire, and authorizing the issuance of bonds and notes in the sum of \$175,000 for this purpose, together with a report from the Associate Engineer.

Attachments: [Resolution](#)
[Report](#)
[Terminal Presentation to City Council Feb 2021](#)
[CIP #383 Project Detail \(FY2024\)](#)

13. Resolution appropriating the sum of \$305,000 in the general fund as a transfer out to capital for the purchase of PFAS-free structural firefighting gear, authorizing the use of \$305,000 in unassigned fund balance, and appropriating the sum of three hundred five thousand dollars (\$305,000.00) in the Fire Department Personnel Protective Equipment Project (CIP #573) for this purpose.

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

14. Resolution appropriating the sum of \$50,000 as a transfer in from trust in the Abbott Road/Sewalls Falls Road Intersection project (CIP #520) and authorizing the use of \$50,000 in Highway Reserve funds for this purpose; together with a report from the City Engineer.

Attachments: [Resolution](#)
[Report](#)
[Sewalls Falls - Abbott Rd Intersection Plan](#)

15. Resolution appropriating the sum of \$42,000 in the ERP Needs Analysis project (CIP #302) for replacement of the City Prosecutor's Office software (CIP #302) and authorizing the use of \$42,000 in technology reserve funds for this purpose; together with a report from the Deputy City Solicitor.

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

16. Resolution establishing a Sidewalk Reserve, appropriating the sum of \$22,023.18 in the General fund as a transfer out to trust, and accepting the sum of \$22,023.18 from Amoskeag Beverages LLC/Amoskeag Realty LLC for this purpose; together with a report from the Deputy City Manager - Development.

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

17. Resolution appropriating the sum of \$5,792 in the Airport fund as a transfer out to capital and authorizing the use of airport fund balance for this purpose, and appropriating the sum of \$115,830 in the New Airport Terminal Building project (CIP #383) for the design and permitting of a new parking lot and related improvements, accepting the sum of \$104,246 in grant funds from the Federal Aviation Administration, accepting the sum of \$5,792 from the State of new Hampshire, and accepting the sum of \$5,792 as a transfer from the Airport fund for this purpose; together with a report from the Associate Engineer.

Attachments: [Resolution](#)
[Report](#)
[Terminal Presentation to City Council Feb 2021](#)
[CIP #383 Project Detail \(FY2024\)](#)

18. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 30, Administrative Code, Article 30-3, Boards and Commissions, Economic Development Advisory Committee; together with a report from Mayor Champlin.

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

From the City Manager

19. Positive Citizen Comments.

Attachments: [Report](#)

Consent Reports

20. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,909.15, as provided under the pre-authorization granted by City Council.
Attachments: [Report](#)
21. Diminimus gifts and donations report from the Police Department requesting authorization to accept monetary gifts totaling \$1,588.80, in electronic equipment from WalMart, as provided under the pre-authorization granted by City Council.
Attachments: [Report](#)
22. Final Status Report on the City Council's CY 2022-2023 Priorities.
Attachments: [Report](#)
23. Report from Deputy City Manager - Development seeking approval for modifications of the approved development plan and associated building designs for the John Flatley Company's apartment building at #32 South Main Street, as well as associated modifications 2022 License Agreement for stairs and handicap accessible ramp in City's South Main Street rights-of-way related thereto.
Attachments: [Report](#)
[Original 2022 Design](#)
[Proposed 2024 Revisions](#)
[License Agreement](#)
24. December 31, 2023 Fiscal Year to Date Financial Statements together with a report from the Deputy City Manager-Finance.
Attachments: [Report](#)
25. Report from the Fire Chief authorizing the City Manager or his designee to apply for grants totaling up to \$25,000.00 from the Department of Safety, Division of Fire Standards & Training and Emergency Medical Services for the time period ranging from October 1, 2023 to the end of Fiscal Year 2024 (June 30, 2024) for the purpose of reimbursement of overtime and backfill for Fire Department members to attend Technical Rescue courses.
Attachments: [Report](#)
26. Report requesting the Police Department be authorized to apply for up to \$16,000 in grant funding through the New Hampshire Department of Safety - State Homeland Security for funds to purchase equipment to assist the Concord Police Department

and the Central New Hampshire Special Operations Unit for search and rescue operations.

Attachments: [Report](#)

27. Report from the Recreation and Parks Advisory Committee, the Parks & Recreation Director and the General Services Director regarding scheduled renovations of the Garrison Park Pool. (Pulled from consent by Councilor Brown.)

Attachments: [Report](#)

28. Report from the Library Director recommending acceptance of a gift from The Joan Hertz Trust and The Alan F. Gordon Trust, in the amount of \$217,654.46, to the Concord Public Library. Funds will be appropriated from this trust in the future through the annual budget process.

Attachments: [Report](#)

29. Report from the City Engineer, General Services Director, and Deputy City Manager - Development recommending modifications to the FY2024 Annual Highway Paving and Sidewalk Improvement Programs (CIP #78 and #17) relative to Pembroke Road (full length), Brookwood Drive (full length), Fox Run (full length), and Pinecrest Circle (full length).

Attachments: [Report](#)

[CIP #78 Project Detail FY2024](#)

[CIP #17 Project Detail FY2024](#)

30. Report from the City Engineer requesting authorization for the City Manager to accept two public drainage easements related to the installation of a public culvert under Broad Cove Drive.

Attachments: [Report](#)

31. Report from the Associate Engineer recommending the City Manager be authorized to accept \$32,000 of Airport Rescue Plan Act (ARPA) Grants funds in the amount of \$32,000 from the New Hampshire Department of Transportation, Bureau of Aeronautics for operations and maintenance expenses at the Concord Municipal Airport, together with a report from the Associate Engineer - Capital Projects.

Attachments: [Report](#)

32. Facilities Naming Committee report regarding the naming of City space within the Penacook Community Center.

Attachments: [Report](#)

33. Report from the Purchasing Manager regarding the Purchasing Division eProcurement Vendor Self-Service Program.

Attachments: [Report](#)

Consent Resolutions

34. Resolution authorizing the City Manager to accept an Easement Deed for a Recreational Trail from Sarnia Seacoast, L.L.C. on a portion of private property at 6 Loudon Road for the purposes of constructing a portion of the Merrimack Greenway Trail; together with a report from the Director of Special Projects & Strategic Initiatives.

Attachments: [Resolution](#)

[Report](#)

[Plan](#)

35. Resolution authorizing the City Manager to submit an application for Rebuilding American Infrastructure with Sustainability and Equity (RAISE) funding from the U.S. Department of Transportation for the purpose of designing and constructing a portion of the Merrimack River Greenway Trail (CIP #543); together with a report from the Director of Special Projects and Strategic Initiatives.

Attachments: [Resolution](#)

[Report](#)

[Plans](#)

Appointments

36. Mayor Champlin and City Manager Aspell's proposed appointments to the Board of Ethics: James D. Rosenberg, Stephen J. Shurtleff, Marcia Moran, Tenley Callaghan and John Sullivan.

Attachments: [Appointment](#)

37. City Manager's Proposed Appointments to the Conservation Commission: Mark Coen, Kristine Tardiff, Emily Landry, and James Owers.

Attachments: [Report](#)

38. City Manager's Proposed Appointment to the Library Board of Trustees: Ceillie Clark-Keane.

Attachments: [Report](#)

[Resume](#)

39. Mayor Champlin's proposed appointments to the Planning Board: Erle Pierce, David Allyn Fox, Matthew Hicks, Jeffrey Santacruce, Richard Woodfin, Chiara Dolcino and Frank Kenison.

Attachments: [Appointments](#)

End of Consent Agenda

Public Hearings

- 40A. Resolution appropriating the sum of \$544,318.75 as a transfer to the Bridge Reserve fund and accepting the sum of \$544,318.75 for this purpose; together with a report from the City Engineer.

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

- 40B. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 34 Personnel Rules and Regulations, Article 34-5-5, Probationary Appointments, to modify the time frame for probation of original appointments within the Information Technology (IT) department from one year to six months; together with a report from the Director of Human Resources and Labor Relations.

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

Public Hearing Action

41. Resolution appropriating the sum of \$544,318.75 as a transfer to the Bridge Reserve fund and accepting the sum of \$544,318.75 for this purpose; together with a report from the City Engineer.

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

42. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 34 Personnel Rules and Regulations, Article 34-5-5, Probationary Appointments, to modify the time frame for probation of original appointments within the Information Technology (IT) department from one year to six months; together with a report from the Director of Human Resources and Labor Relations.

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

New Business**Unfinished Business**

43. Resolution appropriating the sum of \$10,308,000 in the Beaver Meadow Golf Course Club House & Buildings Project (CIP #107) for the construction of a new facility and related improvements, and authorizing the issuance of bonds and notes in the sum of \$10,308,000 for this purpose; together with a report from the Deputy City Manager - Finance. (Presentation and proforma submitted.) (Public testimony received.) (Revised presentation submitted.) (Additional public testimony received.)

Attachments: [Resolution](#)
[Report](#)
[Option 1.2 Plans](#)
[Beaver Meadow New Facility Project Presentation](#)
[Golf Proforma](#)
[Public Testimony](#)
[Beaver Meadow New Facility Project Presentation Revised](#)
[Additional Public Testimony](#)

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

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

Consideration of items pulled from the Consent Agenda

27. Report from the Recreation and Parks Advisory Committee, the Parks & Recreation Director and the General Services Director regarding scheduled renovations of the Garrison Park Pool. (Pulled from consent by Councilor Brown.)

Attachments: [Report](#)

Consideration of Suspense Items

Referral to the Solid Waste Advisory Committee

- Sus1 Communication from Terri Trier, on behalf of the residents of Hills Court Condo Association, inquiring as to how fees for their trash pickup are calculated.

Attachments: [Communication](#)

To be set for a July 8, 2024 Public Hearing

- Sus2 Ordinance amending the Code of Ordinances; Title IV, Zoning Code; Chapter 28, Article 28-2-4 Allowable Principal and Accessory Uses in Zoning Districts, Article 28-5, Supplemental Standards and Glossary; together with a report from the Assistant Director of Community Development.

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

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Adjournment

Information

- Inf1 January 8, 2024 Concord Public Library Board of Trustee Meeting Minutes.
Attachments: [Minutes](#)
- Inf2 January 10, 2024 Ad-Hoc Beaver Meadow Golf Course Building Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf3 January 22, 2024 Fiscal Policy Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf4 January 29, 2024 Facilities Naming Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf5 Report from NH Executive Councilor Cinde Warmington.
Attachments: [Report](#)
- Inf6 Parks and Recreation Departments 2023 Year In Review Report.
Attachments: [2023 Year In Review](#)