



# City of Concord

## City Council

### Meeting Minutes - Final

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Tuesday, October 15, 2024

7:00 PM

City Council Chambers  
37 Green Street  
Concord, NH 03301

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***Non-meeting in accordance with RSA 91-A: 2, I (a) to discuss collective bargaining strategies followed by a non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition to begin at 5:00 PM***

**Present:** 12 - Councilor Stacey Brown, Mayor Byron Champlin, Councilor Nathan Fennessy, Councilor Jeff Foote, Councilor Amanda Grady Sexton, Councilor Michele Horne, Councilor Jennifer Kretovic, Councilor Judith Kurtz, Councilor Paula McLaughlin, Councilor Kris Schultz, Councilor Ali Sekou, and Councilor Brent Todd

**Absent:** 2 - Councilor Fred Keach and Councilor Karen McNamara

**Late:** 1 - Councilor Jim Schlosser

Mayor Champlin called the meeting to order at 5:03 PM.

Councilor Kretovic moved to enter a non-meeting in accordance with RSA 91-A:2, I (a) to discuss collective bargaining strategies followed by a non-public session in accordance with RSA 91-A: 3, II (d). The motion was duly seconded by Councilor Kurtz and passed with no dissenting votes. Councilor Stacey Brown was not present during collective bargaining discussions.

At 6:57 PM, Councilor Kretovic moved to exit the meeting. The motion was duly seconded by Councilor Kurtz 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 Grady Sexton and passed with no dissenting votes.

There being no additional Council business, Councilor Kretovic moved to adjourn the non-meeting. The motion was duly seconded by Councilor Grady Sexton and passed with no dissenting votes.

1. Call to Order.

**Action:** Mayor Champlin called the meeting to order at 7:09 PM. Mayor Champlin noted that devices are available to help those who have difficulty hearing. These devices use a transmitter and headphones, and allow for an individual to personally adjust the volume to their needs. A device can be obtained at the ConcordTV booth in the back of Council Chambers.

2. Invocation.

3. Pledge of Allegiance.

4. Roll Call.

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

**Excused:** 2 - Councilor Fred Keach, and Councilor Karen McNamara

5. Approval of the Meeting Minutes.

September 9, 2024 City Council Draft Meeting Minutes

**Action:** Councilor Kretovic moved approval of the September 9, 2024 City Council meeting minutes. The motion was seconded by Councilor Kurtz and passed with no dissenting votes.

6. Agenda overview by the Mayor.

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

**Action:** Mayor Champlin noted that items 16, 19, 22, 31, and 33 were pulled from the consent agenda for discussion by Councilor Brown.

Councilor Brown recused from items 25 and 30. Councilor Foote recused from item 32 because his spouse is one of the proposed appointees.

Councilor Grady Sexton moved approval of the consent agenda. The motion was seconded by Councilor Kretovic. The motion passed with no dissenting votes.

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**Referral to City Administration and the Recreation and Parks Advisory Committee**

7. Communication from Reggie Allred, COO of the Player League, requesting use of the Warren Doane Baseball Field at Memorial Field to host 15 - 18 collegiate baseball games during the summer of 2025.

**Action:** This item was referred to City Administration and the Recreation and Parks Advisory Committee.

**Items Tabled for November 12, 2024 Public Hearings**

8. Resolution appropriating the sum of \$400,000 for Winter Operations Retention Payments and authorizing the use of General Fund balance in the sum of \$400,000 for this purpose; together with a report from the General Services Director.

**Action:** This resolution was moved to set for a public hearing.

9. Resolution authorizing the City Manager to submit an application in an amount of up to \$25,000, appropriating the sum of \$25,000 to conduct a planning and feasibility study for Families in Transition to perform an analysis of potential space for additional low-income housing at 9 Odd Fellows Avenue and 5 Market Lane, and accepting the sum of \$25,000 in Community Development Block Grant funds for this purpose; together with a report from the Assistant Director of Community Development.

**Action:** This resolution was moved to set for a public hearing.

10. Resolution adopting an Anti-Displacement and Relocation Policy Statement and Procedures in support of the City's Community Development Block Grant application to the New Hampshire Community Development Finance Authority to support Families in Transition's Planning Grant to perform an analysis of potential space for additional low-income housing at 9 Odd Fellows Avenue and 5 Market Lane; together with a report from the Assistant Director of Community Development.

**Action:** This resolution was moved to set for a public hearing.

11. Resolution appropriating the sum of \$23,000 as a transfer out to the Sidewalk Reserve and accepting the sum of \$23,000 from Sheep Davis Limited Partnership for this purpose; together with a report from the City Planner.

**Action:** This resolution was moved to set for a public hearing.

12. Resolution appropriating the sum of \$10,582 to assist the Library's mission in providing a variety of equitable services to patrons at the Concord Public Library and accepting the sum of \$10,582 in grant funds from the Alice J. Reen Charitable Trust for this purpose; together with a report from the Library Director.

**Action:** This resolution was moved to set for a public hearing.

### **From the City Manager**

13. Positive Citizen Comments.

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

### **Consent Reports**

14. Diminimis gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling \$1,499.99, as provided under the pre-authorization granted by City Council.

**Action:** This consent report was approved.

15. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$5,428.60 as provided for under the pre-authorization granted by City Council.

**Action:** This consent report was approved.

16. Report from the Deputy City Manager-Finance, on behalf of the Fiscal Policy Advisory Committee, regarding proposed changes to the City's Fiscal Goals and Fund Balance Policy. (Pulled from consent by Councilor Brown.)

**Action:** This consent agenda item was pulled for discussion.

17. City Solicitor's Report to Council relative to the Board of Ethics, together with Board of Ethics September 16, 2024 Meeting Minutes.

**Action:** This consent report was approved.

18. Report from the General Services Director requesting authorization for the City Manager to apply for and accept grant funds available from the US Department of Energy to procure an EV Ford F-150 Lightning Pickup Truck.

**Action:** This consent report was approved.

19. Report from the Parks and Recreation Director to expand scope of FY23 CIP52 Keach Park. (Pulled from consent by Councilor Brown.)

**Action:** This consent agenda item was pulled for discussion.

20. Quarterly Current Use Change Tax Report from Director of Real Estate Assessments.

**Action:** This consent report was approved.

21. Report from the Recreation and Parks Advisory Committee on the City Council referral from April 8, 2024 related to parking and safety concerns around Rolfe Park.

**Action:** This consent report was approved.

22. Report from the Recreation and Parks Advisory Committee on the City Council referral regarding the free meeting space request by Change for Concord. (Pulled from consent by Councilor Brown.)

**Action:** This consent agenda item was pulled for discussion.

23. Report from the Transportation Engineer, on behalf of the Traffic Operations Committee, in response to a referral from City Council regarding a communication from Councilor Foote with a resident request for a sidewalk and traffic calming measures on Broken Ground Drive.

**Action:** This consent report was approved.

24. June 30, 2024 Trusts Reports / MS-9 and MS-10 from the City Treasurer/Tax Collector.

**Action:** This consent report was approved.

### **Consent Resolutions**

25. Resolution authorizing the City Manager to submit an application to the United States Department of Justice Edward Byrne Memorial Justice Assistance Grant Program for funds designated for Law Enforcement related programs; together with a report from the Police Department.

**Action:** This consent resolution was approved. Councilor Brown recused.

26. Resolution adopting a Cash Management Policy; together with a report from the City Treasurer/Tax Collector.

**Action:** This consent resolution was approved.

27. Resolution designating depositories for the City of Concord, New Hampshire for the Fiscal Year 2025; together with a report from the City Treasurer/Tax Collector.

**Action:** This consent resolution was approved.

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

**Action:** This consent resolution was approved.

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

**Action:** This consent resolution was approved.

30. Resolution authorizing the City Manager by way of the Police Department to submit an application to the United States Department of Justice - Bulletproof Vest Partnership Grant Program to receive funding for the purchase of Ballistic Vests; together with a report from the Deputy Chief of Police.

**Action:** This consent resolution was approved. Councilor Brown recused.

31. Resolution to direct the Tax Collector not to execute a tax deed on certain properties in accordance with RSA 80:76 II AND II-a; together with a report from the City Treasurer/Tax Collector. (Pulled from consent by Councilor Brown.)

**Action:** This consent agenda item was pulled for discussion.

32. Resolution creating an Ad-Hoc Concord Semiquincentennial and Tri-Centennial Committee; together with a report from Mayor Champlin.

**Action:** This consent resolution was approved. Councilor Foote recused.

### **Appointments**

33. Mayor Champlin's proposed appointments to the Diversity, Equity, Inclusion, Justice & Belonging (DEIJB) Steering Committee: Becky Kennedy and Cara Meeker. (Pulled from consent by Councilor Brown.)

**Action:** This consent agenda item was pulled for discussion.

34. Mayor Champlin's proposed appointments to the Golf Course Advisory Committee: James C. Tanner and Mack Bean.

**Action:** These appointments were approved.

35. Mayor Champlin's proposed appointment to the Recreation and Parks Advisory Committee: Sarah Beauregard.

**Action:** This appointment was approved.

36. Mayor Champlin's proposed appointment to the Steering Committee for Concord's Plan to End Homelessness: Beth Heyward.

**Action:** This appointment was approved.

37. Mayor Champlin's proposed appointment to the Steering Committee for Concord's Plan to End Homelessness: Karen M. Jantzen.

**Action:** This appointment was approved.

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

### **Public Hearings**

- 38A. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-3, Parking Meters, Schedule X and Chapter 18, Parking, Article 18-1, Stopping, Standing, and Parking, Schedule XXI, to modify law enforcement only parking near the Federal complex on Pleasant Street; together with a report from Assistant Director of Community Development.

**Action:** City Manager Aspell provided a brief overview of this item in which a member of the U.S. Marshals contacted City staff to request an additional four spaces of on-street law enforcement parking for Marshal's staff and other federal agencies. If approved, this would remove three metered spaces along Pleasant Street.

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

- 38B. Ordinance amending the Code of Ordinances, Title III, Building and Housing Codes, Chapter 26, Building Regulations, Articles 26-16 and 26-18; together with a report from the Fire Chief.

**Action:** City Manager Aspell provided a brief overview of this item.

The State of New Hampshire occasionally adopts a new State Fire Code which then requires cities and towns to update their ordinances to reference the newer versions of the Fire Code and Life Safety Code. This ordinance will allow the City of Concord's codes to automatically stay synchronized with the State Fire Code

without having to change the ordinance each time a new State Fire Code is adopted.

The proposed amendment also provides the ability for the Fire Chief to establish additional rules and regulations for the City of Concord, which was unintentionally removed during a previous ordinance change.

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

- 38C. Resolution appropriating the sum of \$210,000 to include \$180,000 to the Golf Fund and \$30,000 to the Arena Fund for Fiscal Year 2024 retroactive to June 30, 2024, to be funded from excess revenues in each of the funds; together with a report from the Deputy City Manager - Finance.

**Action:** City Manager Aspell provided a brief overview of this item. Annually, City administration reviews total expenditures in each fund and provides a supplemental appropriation request, if needed, for funds that have exceeded budgeted expenditures. For the Fiscal Year ending June 30, 2024, adjustments are requested for the Golf and Arena Funds. Preliminary results for the Golf Fund are a gain of \$102,000 in revenues received more than expenditures. Preliminary results for the Arena Fund are a loss of \$20,400 in revenues received less than expenditures. The supplemental request amounts are to align the actual expenditures with the budget and are supported by excess revenues in numerous accounts.

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

- 38D. Resolution appropriating the sum of \$80,000 in the New Airport Terminal Building Project (CIP #383) to replace water services at the Municipal Airport located at 71, 77, 83 and 87 Airport Road and authorizing the issuance of Airport General Obligation Bonds and Notes in the sum of \$80,000 for this purpose; together with a report from the City Engineer.

**Action:** City Manager Aspell provided a brief overview of this item.

Seven water services and three sewer services were proposed for the replacement of deteriorated and “piggy-back” services to existing buildings and the proposed new airport terminal building. The City leases some of the affected buildings to tenants at the airport and municipal utility service is required to be provided as a condition of the lease.

This service work was proposed to be coordinated with the annual paving program as Airport Road is scheduled to be paved with the Fiscal Year 2024 paving budget. The work was proposed to be completed prior to the construction of the new airport terminal building to facilitate that construction. An additional \$80,000 is required to complete the four remaining water service replacements.

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

- 38E. Resolution appropriating the sum of \$12,500 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 \$250,000 in the New Airport Terminal Building Project (CIP #383) for an Environmental Assessment (EA), accepting the sum of \$225,000 in grant funds from the Federal Aviation Administration, accepting the sum of \$12,500 of grant funds from the State of New Hampshire, and authorizing the use of \$12,500 as a transfer from the Airport fund for this purpose; together with a report from the Associate Engineer - Capital Projects and the Deputy City Manager - Development.

**Action:** City Manager Aspell provided a brief overview of this item. During its August 2024 meeting, City Council approved a consent resolution which authorized the City Manager to apply for up to \$605,000 in Federal and State funding. In order to expedite the project and comply with pre-award grant requirements, City administration recommends that City Council approve the attached resolution to accept and appropriate Federal and State grant funds as well as appropriating City matching funds.

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

- 38F. Resolution appropriating the sum of \$20,000 in the General fund for the Parks and Recreation Department to offer programming for resident youth and authorizing the use of \$20,000 as a transfer in from the Special Event Reserve Fund for this purpose; together with a report from the Parks and Recreation Director. (Public testimony submitted.) (Additional public testimony received.)

**Action:** City Manager Aspell provided a brief overview of this item.

Last winter, the Parks and Recreation Department and community partners created the CommUNITY Activity Program, a free program for resident youth held on

Saturday and Sunday afternoons. The department would like to continue this program for this winter and offer a free program for resident youth, with supervised gym activities and supervised room available for board games and arts and crafts.

It is proposed that this year's program be called SPARC (Sports, Play, Arts and Recreation Club) and be supervised by department staff. If funded, this year's program would run over 18 weeks from mid-November until mid-March 2025.

General discussion followed regarding capacity at the Citywide Community Center and Penacook Community Center as well as outreach.

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

- 38G. Resolution appropriating the sum of \$73,000 for law enforcement-related programs and accepting the sum of \$73,000 in unmatched grant funds from the United States Department of Justice, Byrne Discretionary Community Project grant program for this purpose; together with a report from the Deputy Chief of Police.

**Action:** City Manager Aspell provided a brief overview of the use of these funds for technical upgrades and training.

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

- 38H. Resolution authorizing the City Manager to submit an application in an amount of up to \$25,300, appropriating the sum of \$25,300 for Police Department roadway safety and outreach initiatives and accepting the sum of \$25,300 in grant funds from the New Hampshire Highway Safety Agency for this purpose; together with a report from the Deputy Chief of Police.

**Action:** City Manager Aspell provided a brief overview of this item. The total amount of the City match for this grant is \$6,325. This in-kind match puts a dollar amount on the resources that the City will be providing towards these patrols and equipment throughout the grant period.

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

- 38I. Resolution appropriating the sum of \$11,000 in the Granite United Way grant project for training in Adverse Childhood Experiences (ACES) and accepting the sum of \$11,000 from the Granite United Way for this purpose; together with a report from the Deputy Chief of Police.

**Action:** The public hearings for agenda items number 38I and 38J were held in conjunction.

City Manager Aspell provided a brief overview of this item. The Adverse Childhood Experiences Response Team is made up of members from the Concord Police Department, mental health providers from Riverbend, and a coordinator from the Merrimack County Human Resources. This team will visit families who have experienced incidents, when police are requested for service, where children may have been exposed to violence or other adverse childhood experiences. This funding will be used to train those officers that have not had the Adverse Childhood Experiences training.

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

- 38J. Resolution appropriating the sum of \$23,505 in the Granite United Way Grant Project for expenses incurred by the police department for Adverse Childhood Experience Response Team (ACERT) Program activities and accepting the sum of \$23,505 from the Granite United Way for this purpose; together with a report from the Deputy Chief of Police.

**Action:** The public hearings for agenda items number 38I and 38J were held in conjunction.

### **Public Hearing Action**

39. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-3, Parking Meters, Schedule X and Chapter 18, Parking, Article 18-1, Stopping, Standing, and Parking, Schedule XXI, to modify law enforcement only parking near the Federal complex on Pleasant Street; together with a report from Assistant Director of Community Development.

**Action:** Councilor Kretovic moved approval. The motion was seconded by Councilor Fennessy and passed with no dissenting votes.

40. Ordinance amending the Code of Ordinances, Title III, Building and Housing Codes, Chapter 26, Building Regulations, Articles 26-16 and 26-18; together with a report from the Fire Chief.

**Action:** Councilor Kretovic moved approval. The motion was seconded by Councilor Kurtz and passed with no dissenting votes.

41. Resolution appropriating the sum of \$210,000 to include \$180,000 to the Golf Fund and \$30,000 to the Arena Fund for Fiscal Year 2024 retroactive to June 30, 2024, to be funded from excess revenues in each of the funds; together with a report from the Deputy City Manager - Finance.

**Action:** Councilor Fennessy moved approval. The motion was seconded by Councilor Grady Sexton and passed with no dissenting votes.

42. Resolution appropriating the sum of \$80,000 in the New Airport Terminal Building Project (CIP #383) to replace water services at the Municipal Airport located at 71, 77, 83 and 87 Airport Road and authorizing the issuance of Airport General Obligation Bonds and Notes in the sum of \$80,000 for this purpose; together with a report from the City Engineer.

**Action:** Councilor Grady Sexton moved approval. The motion was seconded by Councilor Kurtz and passed with no dissenting votes.

43. Resolution appropriating the sum of \$12,500 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 \$250,000 in the New Airport Terminal Building Project (CIP #383) for an Environmental Assessment (EA), accepting the sum of \$225,000 in grant funds from the Federal Aviation Administration, accepting the sum of \$12,500 of grant funds from the State of New Hampshire, and authorizing the use of \$12,500 as a transfer from the Airport fund for this purpose; together with a report from the Associate Engineer - Capital Projects and the Deputy City Manager - Development.

**Action:** Councilor Grady Sexton moved approval. The motion was seconded by Councilor Fennessy and passed with no dissenting votes.

44. Resolution appropriating the sum of \$20,000 in the General fund for the Parks and Recreation Department to offer programming for resident youth and authorizing the use of \$20,000 as a transfer in from the Special Event Reserve Fund for this purpose; together with a report from the Parks and Recreation Director. (Public testimony submitted.) (Additional public testimony received.)

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

Councilor Brown requested that Parks and Recreation Director David Gill work closely with Charm Emiko of Project STORY, Fisto Ndayishimiye of Change for Concord, Jessica Livingston, Clement Kigugu of Overcomers, and the Concord Police Department social worker.

Councilor Fennessy discussed the elimination of one budgeted program affecting 60 - 65 children for the implantation of this program and discussed reviewing programs as a whole.

The motion passed with two dissenting votes.

45. Resolution appropriating the sum of \$73,000 for law enforcement-related programs and accepting the sum of \$73,000 in unmatched grant funds from the United States Department of Justice, Byrne Discretionary Community Project grant program for this purpose; together with a report from the Deputy Chief of Police.

**Action:** Councilor Todd moved approval. The motion was seconded by Councilor Grady Sexton and passed with no dissenting votes. Councilor Brown recused.

46. Resolution authorizing the City Manager to submit an application in an amount of up to \$25,300, appropriating the sum of \$25,300 for Police Department roadway safety and outreach initiatives and accepting the sum of \$25,300 in grant funds from the New Hampshire Highway Safety Agency for this purpose; together with a report from the Deputy Chief of Police.

**Action:** Councilor Todd moved approval. The motion was seconded by Councilor Kretovic and passed with no dissenting votes. Councilor Brown recused.

47. Resolution appropriating the sum of \$11,000 in the Granite United Way grant project for training in Adverse Childhood Experiences (ACES) and accepting the sum of \$11,000 from the Granite United Way for this purpose; together with a report from the Deputy Chief of Police.

**Action:** Councilor Todd moved approval. The motion was seconded by Councilor Kretovic and passed with no dissenting votes. Councilor Brown recused.

48. Resolution appropriating the sum of \$23,505 in the Granite United Way Grant Project for expenses incurred by the police department for Adverse Childhood Experience Response Team (ACERT) Program activities and accepting the sum of \$23,505 from the Granite United Way for this purpose; together with a report from the Deputy Chief of Police.

**Action:** Councilor Todd moved approval. The motion was seconded by Councilor Grady Sexton and passed with no dissenting votes. Councilor Brown recused.

### **Reports**

49. Report from the Assistant Finance Director regarding Annual Comprehensive Financial Report award notification.

**Action:** Deputy City Manager - Finance Brian LeBrun announced that the City of Concord's Finance Department has been awarded the Certificate of Achievement for Excellence in Financial Reporting for their preparation of the Annual Comprehensive Financial Report.

Councilor Kretovic moved approval. The motion was seconded by Councilor Grady Sexton and passed with no dissenting votes.

50. Report and presentation for Beaver Meadow Golf Course Facility options and referral to Ad-hoc Beaver Meadow Golf Course Building Committee, Golf Course Advisory Committee and Fiscal Policy Advisory Committee.

**Action:** Deputy City Manager Finance LeBrun presented three potential designs, and their costs, along with Golf Pro Phil Davis, Bill Hickey of The H.L. Turner Group, and Frank LeMay of Milestone Construction.

The three options presented included renovation of the existing facility, the renovation of the existing facility along with the addition of an addition, and a completely new building.

General discussion followed regarding the existing building as well as the concept of fundraising.

Councilor Kretovic moved to refer this item to the Ad-hoc Beaver Meadow Golf Course Building Committee, Golf Course Advisory Committee, and Fiscal Policy Advisory Committee.

Councilor Brown noted her hope to see fundraising by these committees.

The motion was seconded by Councilor Todd and passed with no dissenting votes.

51. Staff presentation relative to Housing Developments recently completed or currently underway in Concord.

**Action:** Deputy City Manager - Development Matt Walsh provided an update on housing.

Popularity of the area, as well as the amount of income restricted housing units, was discussed. Deputy City Manager - Development Walsh also provided an overview of housing projects currently underway. In total, 2,352 units are in permitting or construction is underway.

General discussion followed regarding income restricted housing in the region as well as Concord's vacancy rate.

Councilor Kretovic moved approval. The motion was seconded by Councilor Kurtz and passed with no dissenting votes.

52. Report from Mayor Champlin regarding updates to the City's Boards and Commissions web pages.

**Action:** Mayor Champlin provided an overview of the review of the appointment process to the City's Boards and Commissions and the suggestion by Councilor Horne to create a vacancy page.

General discussion followed regarding terms of service.

Councilor Schultz moved approval. The motion was seconded by Councilor Kurtz and passed with no dissenting votes.

### **New Business**

### **Unfinished Business**

53. 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.)

54. Ordinance amending the Code of Ordinances, Title I, General Code, Chapter 13, Public Health, Article 13-5, Sanitary Food Code; together with a report from the Health & Licensing Officer. (Referred back to the Ad-Hoc Committee to review Outdoor Dining & Food Trucks at the September 9, 2024 City Council meeting.)

### **Consideration of Suspense Items**

16. Report from the Deputy City Manager-Finance, on behalf of the Fiscal Policy Advisory Committee, regarding proposed changes to the City's Fiscal Goals and Fund Balance Policy. (Pulled from consent by Councilor Brown.)

**Action:** Councilor Brown asked about the impact to residents regarding water bills, and Deputy City Manager - Finance LeBrun discussed per unit versus fixed rate unit costs.

Councilor Kurtz moved approval. The motion was seconded and passed with no dissenting votes.

19. Report from the Parks and Recreation Director to expand scope of FY23 CIP52 Keach Park. (Pulled from consent by Councilor Brown.)

**Action:** Councilor Brown discussed her desire for a water fountain at Keach Park and the addition of a bus stop at the Citywide Community Center.

Discussion followed regarding water access at Keach Park and the feasibility of a fountain.

Councilor Kretovic discussed expanding bus services to Manchester Street.

City Manager Aspell explained how the bond limited the funding to Keach Park.

Councilor Brown moved to amend the motion to include the review of an inclusion of a fountain at Keach Park.

Councilor Kretovic moved to accept the report as amended. The motion was seconded by Councilor Schultz and passed with no dissenting votes.

22. Report from the Recreation and Parks Advisory Committee on the City Council referral regarding the free meeting space request by Change for Concord. (Pulled from consent by Councilor Brown.)

**Action:** Councilor Brown noted she would like to see Parks and Recreation work with Change for Concord.

Councilor Kretovic moved to refer this item to the Recreation and Parks Advisory Committee. The motion was seconded.

General discussion followed regarding use of the space and staffing.

Councilor Brown moved to amend the report to add the consideration of a pilot program.

The motion as amended passed with no dissenting votes.

31. Resolution to direct the Tax Collector not to execute a tax deed on certain properties in accordance with RSA 80:76 II AND II-a; together with a report from the City Treasurer/Tax Collector. (Pulled from consent by Councilor Brown.)

**Action:** Councilor Brown asked what sort of communication occurs with struggling community members.

City Manager Aspell described how the Collections Office works closely with owners who are able to be contacted.

Councilor Kretovic moved approval. The motion was seconded by Councilor Kurtz and passed with no dissenting votes.

33. Mayor Champlin's proposed appointments to the Diversity, Equity, Inclusion, Justice & Belonging (DEIJB) Steering Committee: Becky Kennedy and Cara Meeker. (Pulled from consent by Councilor Brown.)

**Action:** Councilor Brown discussed Community Power and the outreach to marginalized communities and stated her opinion that other candidates could better represent marginalized communities.

Mayor Champlin explained that he contacted the Superintendents of both school districts and the Superintendents recommended these individuals be selected to represent the districts and act as a conduit to the community.

General discussion followed the selection of these individuals as liaisons.

Councilor Kurtz moved approval. The motion was seconded by Councilor Schultz and passed with no dissenting votes.

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

Councilor Schultz announced her resignation as a Supervisor of the Checklist in Ward Nine, after 16 years, and noted that anyone interested in assisting at the polls can contact the City Clerk's Office.

Councilor Brown announced the I-93 widening conversation, a group hike, the Energy Expo, and Election Day. Councilor Brown also discussed amendments on the Concord School District ballot.

Councilor Kurtz and Mayor Champlin announced Concord Sound and Color including performances and art. Visit [Concordsoundandcolor.com](https://Concordsoundandcolor.com) for more information.

Councilor Sekou announced the Mr. Concord event and invited members of City Council.

Councilor Foote complimented the General Services Department for their efforts on road paving and sidewalk improvements. Councilor Foote also complimented the volunteers who cleaned up the roundabout in East Concord. Lastly, an American Cancer Society walk takes place October 24.

Councilor Todd announced a Penacook Historical Society event as well as a Halloween event.

Councilor Horne announced a Diwali celebration at the Unitarian Universalist Church.

Councilor Fennessy announced leaf pick-up and thanked the City Clerk's Office for their work on the upcoming election.

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

**Action:** At 10:03 PM, with there being no additional business, Councilor Horne moved to adjourn. The motion was seconded by Councilor McLaughlin and passed with no dissenting votes.

**Information**

Inf1 June 12, 2024 Trails Subcommittee Meeting Minutes.

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

Inf3 August 6, 2024 Architectural Design Review Committee Meeting Minutes.

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

Inf4 August 9, 2024 Architectural Design Review Committee Meeting Minutes.

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

Inf5 August 14, 2024 Conservation Commission Meeting Minutes.

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

Inf6 August 21, 2024 Planning Board Meeting Minutes.

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

Inf7 August 28, 2024 Community Development Advisory Committee Draft Meeting Minutes.

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

Inf8 September 9, 2024 Concord Public Library Board of Trustees Meeting Minutes.

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

Inf9 September 16, 2024 Fiscal Policy Advisory Committee Draft Meeting Minutes.

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

*A true copy, I attest:*

*Elisabeth Harrington  
Deputy City Clerk*

