



City of Concord

City Council

Meeting Minutes - Draft

Monday, July 14, 2025

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

Non-meeting in accordance with RSA 91-A:2, I (a), strategy and negotiations with respect to collective bargaining 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. Mayor Champlin called the meeting to order at 7:00 p.m.
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 Fred Keach, Councilor Jennifer Kretovic, Councilor Judith Kurtz, Councilor Jim Schlosser, Councilor Kris Schultz, Councilor Ali Sekou, and Councilor Brent Todd

Excused: 2 - Councilor Paula McLaughlin, and Councilor Karen McNamara

5. Approval of the Meeting Minutes.

June 5, 2025 Finance Committee Draft Meeting Minutes.

Action: Councilor Brown moved to table action on the June 5, 2025 Finance Committee Meeting Minutes until the August 11, 2025 City Council Meeting. Councilor Brown indicated the roll call votes were missing from multiple pages of the minutes. The motion was duly seconded by Councilor Schultz and passed with no dissenting votes.

June 5, 2025 City Council Draft Meeting Minutes.

Action: Councilor Kretovic moved approval of the June 5, 2025 City Council Meeting Minutes. Councilor Grady Sexton duly seconded the motion and passed with no dissenting votes.

June 9, 2025 City Council Draft Meeting Minutes.

Action: Councilor Kretovic moved approval of the June 9, 2025 City Council Meeting Minutes. Councilor Grady Sexton duly seconded the motion and passed with no dissenting votes.

June 23, 2025 City Council Meeting Minutes.

Action: Councilor Kretovic moved approval of the June 23, 2025 City Council Meeting Minutes. Councilor Grady Sexton duly seconded the motion. Councilor Todd noted that his name was duplicated in the minutes. The motion as amended passed with no dissenting votes.

6. Agenda overview by the Mayor.
7. City Council action relative to the City Manager's evaluation and employment contract, in accordance with Section 21(b) of the City Charter.

Action: Mayor Champlin outlined the responsibility of the City Council to conduct an annual review and evaluation of the City Manager as outlined in Section 21(b) of the City Charter. Mayor Champlin indicated the City Charter limits the evaluation of the City Manager to either satisfactory or unsatisfactory.

By consensus of the Council, Councilor Kretovic moved to formally recognize a satisfactory performance rating of the City Manager for the FY 2025 evaluation cycle. She indicated that the motion reflects the Council's acknowledgement of the City Manager's effective leadership and consistent performance throughout the year. The motion was duly seconded by Councilor Todd.

Councilor Brown stated that she had submitted evaluations to her colleagues and indicated that she believes the evaluation process could be improved. She requested the Manager Review Committee and City Council reexamine the evaluation process to include a public report.

Councilor Schultz agreed, and stated that other cities have a reciprocal review process from other division leaders of city government which might be beneficial.

Councilor Kretovic appreciated Councilor Brown's information and Councilor Schultz's comments, and indicated that the Committee would gladly take up the suggestions as a referral.

The motion as presented passed unanimously.

Action: Councilor Kretovic moved to modify the City Manager's contract to

include a 3% salary increase for FY 2026, equating to approximately \$6,500 annually above his current compensation, as well as an update to the Manager's vacation accrual policy which will allow for a 90-day carry-over that is in alignment with all other contractual and non-contractual employees. The motion was duly seconded by Councilor Todd.

Councilor Schultz emphasized that she believes the City Manager is doing an excellent job, and that her comments should not be seen as a reflection of his performance. However, she will be voting against the motion due to concerns about the public perception of wages and the broader issue of wage levels in the community. She noted the wage scale discrepancies in the City and the minimum wage discrepancies with other surrounding states. She stated that she is not comfortable supporting a cost of living increase of this level, as it exceeds what would typically be considered a standard cost of living adjustment.

Councilor Kretovic indicated that the City Council should take into consideration that the City Manager has served in his current role for 20 years, and has worked a total of 27 years for the City of Concord. She expressed that a veteran employee of the City with such long-standing service deserves compensation that reflects that commitment. She also acknowledged the City Manager's consistent practice of prioritizing employees above and beyond himself. She noted that City employees receive a 4% cost of living increase, and the proposal for the City Manager to receive a 3% increase is a reflection of his responsible approach and steady leadership in an environment that is constantly changing. This motion underscores the Council's appreciation to the City Manager and the ongoing commitment to his leadership, and that his compensation remains fair and equitable.

Councilor Schultz requested a roll call vote.

NO - Councilor Schultz, Councilor Brown, Councilor Horne.

YES - Councilor Sekou, Councilor Todd, Councilor Champlin, Councilor Fennessy, Councilor Foote, Councilor Grady Sexton, Councilor Keach, Councilor Kretovic, Councilor Kurtz, Councilor Schlosser.

The motion passed 10-3.

Mayor Champlin expressed his pleasure working another year with City Manager Aspell, noting his thoughtfulness, his expertise, and his ability to tighten spending where needed, thanking City Manager Aspell for his service.

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

Action: Councilor Grady Sexton moved approval of the consent agenda. Items 29, 31, and 34 were pulled from the consent agenda. The motion was duly seconded by Councilor Kurtz. Councilor Kretovic recused herself from item #25, as she works for the contributing company. The motion passed with no dissenting votes.

Referral to the Fiscal Policy Advisory Committee

8. Recreation and Parks Advisory Committee request for a policy for rental fee reduction and fee waivers.

Action: Item was referred to the Fiscal Policy Advisory Committee.

Referral to the Fire Department and the Parks and Recreation Advisory Committee

9. Communication from Steve Michlovitz, Concord resident, requesting consideration of an accessible Automated External Defibrillator (AED) device at the Beaver Meadow pickleball/tennis courts.

Action: Item was referred to the Fire Department and the Parks and Recreation Advisory Committee.

Referral to General Services, the Traffic Operations Committee and the Transportation Policy Advisory Committee

10. Communication from the Woodcrest Heights Homeowners Association requesting consideration for street paving/reclamation and traffic safety improvements at their neighborhood entrance/exit.

Action: Item was referred to General Services, the Traffic Operations Committee, and the Transportation Policy Advisory Committee.

Referral to the Legal Department

11. Request from Wilcox & Barton to allow for landscaped plantings to be located within the right-of-way at the Doubletree Conversion site located at 172 North Main Street.

Action: Item was referred to the Legal Department.

12. Communication from Brett W. Allard, Shaughnessy Allard Attorneys at Law, on behalf of his client BM Investments, LLC requesting the restoration of involuntarily merged lots, 27 Carter Street, Concord, pursuant to RSA 674:39-aa.

Action: Item was referred to the Legal Department.

Referral to the Parking Committee

13. Communication from Megan and Brendan Ryder requesting consideration of parking improvements near 300 Pleasant Street in Concord.

Action: Item was referred to the Parking Committee.

14. Communication from Tony Schinella requesting consideration of parking changes in the vicinity of Concord High School.

Action: Item was referred to the Parking Committee.

Referral to the Traffic Operations Committee

15. Communication from Alan Harris, a resident of Cemetery Street, requesting enforcement of the speed limit on Cemetery Street in Concord.

Action: Item was referred to the Traffic Operations Committee.

Items Tabled for August 11, 2025 Public Hearings

16. 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 Chair of the Heritage Commission and Demolition Review Committee and the City Planner.

Action: Ordinance moved to set for a public hearing.

17. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-8 Nonconforming Lots, Uses, and Structures, Section 28-8-2 Determination of a Nonconformity; together with a report from the City Planner.

Action: Ordinance moved to set for a public hearing.

18. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-7.1, Parking Prohibited During Certain Hours and Months in Designated Places, Schedule IX; to modify parking requirements on School Street between Pine and Liberty Streets;

together with a report from the Assistant Director of Community Development.

Action: Ordinance moved to set for a public hearing.

19. Resolution appropriating the sum of \$90,000 in the Water Plant Improvements Project (CIP #88) to replace a failed boiler and authorizing the issuance of Water General Obligation Bonds and Notes in the sum of \$90,000 for this purpose; together with a report from the Acting General Services Director.

Action: Resolution moved to set for a public hearing.

20. Resolution appropriating the sum of \$14,000 for Human Services assistance and accepting a donation in the sum of \$14,000 from the Trustees of the Protestant Episcopal Church of New Hampshire for this purpose, retroactive to June 30, 2025; together with a report from the Deputy City Manager-Finance.

Action: Resolution moved to set for a public hearing.

21. Resolution retroactively appropriating to June 30, 2025 the sum of \$27,500 as a transfer to the Highway Reserve and accepting the sum of \$27,500 from Shaw's Supermarkets for this purpose; together with a report from the Deputy City Manager-Development.

Action: Resolution moved to set for a public hearing.

22. Resolution authorizing the City Manager to enter into a Purchase and Sale Agreement with the Boston and Maine Corporation, a subsidiary of CSX Transportation, Inc., concerning the acquisition of portions of the Boston and Maine Northern Main Line Railroad for the purpose of facilitating the Merrimack River Greenway Trail project (CIP #543), appropriating the sum of \$143,000 in the Merrimack River Greenway Trail project (CIP #543), authorizing the issuance of general obligation bonds and notes in the sum of \$105,000, and authorizing the transfer and use of \$38,000 from the Recreation Impact Fee fund for this purpose

Action: Resolution moved to set for a public hearing.

From the City Manager

23. Positive Citizen Comments.

Action: Positive comments were received and filed.

Consent Reports

24. Diminimus gifts and donations report from the Deputy City Manager-Finance and the Beaver Meadow Golf Course Acting Director of Operations requesting authorization to accept gifts and donations totaling \$2,975, as provided under the pre-authorization granted by City Council and retroactive to June 30, 2025.

Action: This consent report was approved.

25. Diminimus gifts and donations report from the City Clerk on behalf of Councilor Jennifer Kretovic, Ad-Hoc Semi Quincentennial and Tri-Centennial Committee Chair requesting authorization to accept gifts and donations totaling \$246, as provided under the pre-authorization granted by City Council.

Action: This consent report was approved. Councilor Kretovic recused herself as she works for the company that is the contributor.

26. Diminimus gifts and donations report from the Director of Special Projects & Strategic Initiatives requesting authorization to accept a monetary gift totaling \$580, as provided under the pre-authorization granted by City Council.

Action: This consent report was approved.

27. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling \$1,270.52, as provided under the pre-authorization granted by City Council.

Action: This consent report was approved.

28. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$2,639, as provided for under the pre-authorization granted by City Council.

Action: This consent report was approved.

29. Status report from the City Manager on FY 2025 Event Grant Funding. (Pulled from consent by Councilor Brown.)

Action: Pulled from consent for discussion.

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

Action: This consent report was approved.

31. Report from the Director of Special Projects & Strategic Initiatives on the status of the 4 Bouton Street New Police Station project (CIP 643). (Pulled from consent by Councilor Fennessy.)

Action: Pulled from consent for discussion.

32. Report from the Transportation Engineer, on behalf of the Traffic Operations Committee, in response to a referral requesting review of speeds and commercial/cut through traffic on Sewalls Falls Road and West Parish Road.

Action: This consent report was approved.

33. Report from the Transportation Engineer in regards to Capital Improvement Project #520, Intersection Safety Improvements at the Centre/Washington intersection.

Action: This consent report was approved.

34. Report from the Director of Human Resources and Labor Relations recommending changing the Fiscal Supervisor Position within the Equipment Services Division of General Services to an Administrative Support Specialist Position. (Pulled from consent by Councilor Brown.)

Action: Pulled from consent for discussion.

35. Report from the Parks and Recreation Director regarding the Land and Water Conservation Grant Round 36.

Action: This consent report was approved.

Consent Resolutions

36. Resolution authorizing the City Manager to enter into a Traffic Signal Maintenance Agreement with the New Hampshire Department of Transportation (NHDOT) for the coordinated traffic signal system at Exit 13 and associated intersections; together with a report from the Transportation Engineer.

Action: This consent resolution was approved.

Appointments

37. Mayor Champlin's proposed appointment to the Solid Waste Advisory Committee: Taylor Hall.

Action: Appointment approved.

38. City Manager's Appointment to the Board of Trustees of Trust Funds: Sabrina C. Beavens.

Action: Appointment approved.

End of Consent Agenda

Public Hearings

- 39A. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Compensation Plan, Schedule D; together with a report from the Director of Human Resources and Labor Relations.

Action: City Manager Aspell indicated the report from the Director of Human Resources recommends City Council approve the addition of the Parking Enforcement Officer and Equipment Technician II, Labor Grade 13 position onto the Schedule D class specification index, which was previously approved in the Budget. Additionally, City Manager Aspell indicated the report requests the change of title from the Director of Real Estate Assessments to the Director of Assessing.

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

- 39B. Resolution appropriating the sum of \$30,406.50 as a transfer out to the Highway Reserve for future improvements to Sewalls Falls Road and accepting the sum of \$30,406.50 as a contribution from Country Estates of Concord LLC for this purpose; together with a report from the Deputy City Manager - Development.

Action: City Manager Aspell indicated that City staff recommends accepting the funds from the developer for future improvements to the Sewalls Falls Road in lieu of the full width roadway patch at this time. He indicated that in the short-term the developer will restore all of the utility pavement patches in Sewalls Falls Road and Abbott Road improving the conditions of the road. In addition, the developer is obligated to pay street damage fees in the amount of \$13,210 which can be used to support future improvements on Sewalls Falls Road.

Councilor Brown inquired how the \$30,406 was derived.

Deputy City Manager of Community Development Matthew Walsh indicated they arrived at that figure through staff estimates and through negotiations with the developer.

Councilor Brown asked if inflation was taken into consideration.

Deputy City Manager of Community Development Walsh explained the cost was indicative of what it would cost currently.

Councilor Kretovic asked if the same logic was applied to the \$13,210.

Deputy City Manager of Community Development Walsh agreed, indicating that there would be \$43,000 combined for future improvements of Sewalls Falls Road.

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

- 39C. Resolution appropriating the sum of \$10,000 for the construction of a new playground at White Park (CIP #51) and accepting a donation in the sum of \$10,000 for this purpose; together with a report from the Parks & Recreation Director.

Action: City Manager Aspell indicated that in March of 2025 the final quote of the White Park playground was \$60,000 over the approved funds. The Parks and Recreation Department worked with the Friends of White Park, Mayor Byron Champlin, City Councilor McNamara and himself to create an enhanced fundraising campaign that raised the additional money. He noted that this was an anonymous donation.

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

Public Hearing Action

40. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Compensation Plan, Schedule D; together with a report from the Director of Human Resources and Labor Relations.

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

41. Resolution appropriating the sum of \$30,406.50 as a transfer out to the Highway Reserve for future improvements to Sewalls Falls Road and accepting the sum of \$30,406.50 as a contribution from Country Estates of Concord LLC for this purpose; together with a report from the Deputy City Manager - Development.

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

Councilor Kretovic explained that the neighborhood surrounding this development feels traumatized by the loss of trees that were removed too early, an unsightly dirt pile, and the condition of the roadway through the winter and frost season. She stated that finally there are positive improvements in the area and she hopes the City Council approves the resolution.

Councilor Horne asked if these types of funds are earmarked for the specific project identified.

Deputy City Manager of Finance Brian LeBrun explained that there is one Reserve Account and indicated that CIP 78 has a list of proposed streets that require paving and that the funding would be available when the time comes for the project.

Councilor Brown asked if the Highway Paving Reserve Fund is the same reserve that the City Council has consistently approved funding through surplus funds from the Unassigned Fund balance in the past. Councilor Brown also asked whether staff would return to request these specific funds from City Council when the project is ready to proceed.

Deputy City Manager of Finance LeBrun agreed that on an annual basis City Council approves surplus funds for the Highway Paving Reserve. He explained that this particular resolution is for a proportional part of a larger future paving project. He indicated that staff would come back to City Council to request the funds when the project is ready, which happens through the budget process or permission through supplemental appropriations.

A short discussion ensued around the fund balances.

The motion passed unanimously by the required 2/3rds majority.

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

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

Councilor Horne expressed the City Council's appreciation for the donation.

The motion passed unanimously by the necessary 2/3rds majority vote.

Reports

43. Report from the Parks and Recreation Director, on behalf of the Recreation and Parks Advisory Committee, requesting additional clarification regarding the City Council's request to review the City's aquatics operations.

Action: City Manager Aspell invited Parks and Recreation Director David Gill to present.

Parks and Recreation Director David Gill indicated that the Parks and Recreation Advisory Committee reviewed the operation of the pools at their last meeting. The Committee requested additional direction regarding the specific information the City Council would like to obtain.

Mayor Champlin explained that City Council was asking for RPAC to take a broad view of what the needs of the City are and to take a comprehensive look at the number of pools and if that is the appropriate number, if the pools are good for their respective locations, and are the pool sites based on populations.

A discussion ensued around staffing, pay, overall costs, maintenance, location of pools based on projected population growth, types of offerings. City Council recommended comparing other community's pool programs to gather data and better understand their projections.

New Business

Unfinished Business

44. 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.)
45. 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.)

Request for Reconsideration

46. City Manager's Proposed Appointment to the Zoning Board of Adjustment: Mary Rose Deak. (Request for consideration of the vote taken on this item at the June 9, 2025, City Council meeting by Councilor Keach and Councilor Brown, in accordance with Section 16 of the City Council Rules.)

Action: Councilor Brown moved to reconsider the vote taken on June 9, 2025 to appoint Mary Rose Deak as a member of the Zoning Board of Adjustment. The motion was duly seconded by Councilor Keach. The motion passed unanimously.

Councilor Brown moved to deny the appointment. The motion was duly seconded by Councilor Schultz. The motion passed unanimously.

Consideration of Suspense Items

- Sus1 Report from the City Planner requesting the City Manager be authorized to amend the agricultural lease for Sunfox Farm LLC to allow limited public and vendor parking during the annual sunflower festival as recommended by the Conservation Commission.

Action: City Manager Aspell recommended approval.

Councilor Kurtz moved to suspend the rules taking action on an item not previously advertised. The motion was duly seconded by Councilor Grady Sexton and passed unanimously.

Councilor Brown moved to accept the report and to allow the City Manager to amend the agricultural lease. The motion was duly seconded by Councilor Sekou.

Councilor Brown indicated that the first year of the Sunflower Festival attracted over 12,000 visitors. She expressed what an incredible opportunity this continues to be and appreciates Sunfox Farm's efforts.

A brief discussion was held around the amendment. City Solicitor Danielle Pacik indicated that the amendment was specific to this year's festival, and that the Conservation Commission will revisit the proposal next year.

The motion passed unanimously.

Referral to the Parking Committee

Sus2 Communication from Councilor Keach requesting consideration for the elimination of a parking space on South Fruit Street between 66 South Fruit Street and the Memorial Field Entrance.

Action: Councilor Fennessy moved to suspend the rules taking action on an item not previously advertised. The motion was duly seconded by Councilor Horne and passed unanimously.

City Manager Aspell recommended approval of the referral.

Councilor Grady Sexton moved approval of the referral. The motion was duly seconded by Councilor Horne and passed unanimously.

Consideration of Items pulled from the Consent Agenda

29. Status report from the City Manager on FY 2025 Event Grant Funding. (Pulled from consent by Councilor Brown.)

Action: Councilor Brown asked for clarification on what will happen to the remaining \$43,000 in unused funds.

City Manager Aspell indicated that the funds would be returned to City Council. He explained that the funds originated from the Unassigned Fund Balance where they would remain unspent.

Councilor Kretovic moved approval of the report. The motion was duly seconded by Councilor Brown and passed unanimously.

31. Report from the Director of Special Projects & Strategic Initiatives on the status of the 4 Bouton Street New Police Station project (CIP 643). (Pulled from consent by Councilor Fennessy.)

Action: Councilor Fennessy explained that he pulled the report to inquire about the 34,000 square foot addition, indicating the original proposal was around 13,000 square feet. He also asked about the conceptual pricing and what the impact would be.

Director of Special Projects and Strategic Initiatives Beth Fenstermacher explained that the original study was conducted as a conceptual analysis to determine whether the facility would be viable. She indicated that upon further review and in consultation with the Chief, Deputy Chiefs, and a Public Safety expert, it was determined that the International Building Code Category 4 would require more robust structural, electrical, and mechanical components based on certain public safety divisions for any natural disasters that may occur, which required a larger addition.

Councilor Fennessy clarified that certain divisions have requirements within the International Building Code, and asked about the requirements in the current building.

Director of Special Projects and Strategic Initiatives Fenstermacher explained that moving to a new facility prompts the current building code requirements to be met, which are not required in the existing space.

Councilor Fennessy asked about the costs associated with the additional upgrades required to transition to the new site.

Director of Special Projects and Strategic Initiatives Fenstermacher explained that at this time they have not completed an analysis of the additional costs. She indicated that the existing building does not meet the needs of the Police Department and a new facility is required to meet the needs of a modern police department. She explained that building a brand-new facility would be more expensive due to the need to meet all current requirements, whereas remodeling an existing structure allows them to save on areas that don't require those upgrades.

Mayor Champlin asked if some of the restrictions that the Department is experiencing might be preventing the Department from being accredited.

Police Chief Bradley Osgood explained that national accreditation comes from the standpoint of safety. The existing building has safety issues around transporting detainees from the garage to the basement. Another issue is having a modern HVAC system. He noted that the current facility does not have shower facilities for detainees.

Councilor Foote asked if it was absolutely necessary to be a Category 4 building.

Director of Special Projects and Strategic Initiatives Fenstermacher confirmed that it was necessary.

Councilor Horne mentioned that she had toured the Police Station when she first came on, however, she was concerned that the new space may limit where certain divisions can go.

Director of Special Projects and Strategic Initiatives Fenstermacher explained that the building is designed to accommodate future expansion, as their plan projects 50 years into the future.

Councilor Kretovic moved to approve the report. The motion was duly seconded by Councilor Grady Sexton and passed with no dissenting votes.

Action:

34. Report from the Director of Human Resources and Labor Relations recommending changing the Fiscal Supervisor Position within the Equipment Services Division of General Services to an Administrative Support Specialist Position. (Pulled from consent by Councilor Brown.)

Action: Councilor Brown explained that in her review of the position and the Code of Ordinances, 30-2-2, for General Services, she was curious if this transfer was in line with the Ordinance.

Director of Human Resources Jennifer Johnston explained that the change is in line with the Ordinance. She explained that if it was not in line with the Ordinance, the Director would request City Council to amend the Ordinance. She further explained that Fleet and General Services are synonymous terms, and they currently have two Administrative Support Specialist positions in the Administrative Division. This request only changes the title, which opens the position up internally for five days per the Ordinance. The current Fiscal Supervisor is the intended incumbent as

most likely they would be the most qualified candidate for the position.

Councilor Brown moved approval of the report. The motion was duly seconded by Councilor Schultz and passed with no dissenting votes.

Comments, Requests by Mayor, City Councilors

Action: Councilor Todd noted a few upcoming events: July 15th, there is a free Nevers Band concert in Rolfe park. July 16th, Lucas Gallo & the Guise will be playing at the new Riverfront Park, kicking off the first summer concert series being held every Wednesday night at 6:30 p.m. The Penacook Historical Society will be hosting their annual Family Fun Day on July 19th from 1:00 p.m. - 4:00 p.m.

Councilor Horne noted that Councilor Todd and herself will be hosting a joint community meeting on Tuesday, July 22nd, at 6:30 p.m. at the Penacook Library and Activity Center. They have invited State Senator Tara Reardon and New Hampshire State Representative Tracy Bricchi to attend.

Councilor Kretovic noted that the Beav will be hosting their first event - Bash at the Beav on Friday, July 2nd, from 4:00 p.m. - 8:00 p.m. Donations of used golf clubs are requested to help grow the game of golf for children.

Councilor Brown requested more information for all of the reserve accounts.

City Manager Aspell Deputy City Manager of Finance LeBrun indicated that annually City staff provides a report during the budget cycle which indicates the balances and activity for each reserve account.

Councilor Brown requested the Parks and Recreation Department to provide more offerings for non-golfers at Beaver Meadows Golf Course.

Councilor Grady Sexton congratulated the Concord Little League Intermediate Team for winning the State of New Hampshire Championship Tournament. They will be heading to Delaware to play in the East Region Tournament. She noted that Concord will be hosting National Night Out at Rollins Park on August 5th, from 5:00 p.m. - 8:00 p.m. Lastly, she indicated that tomorrow night, July 15th, at 5:00 p.m. there will be an event to say goodbye to the old Monkey Around Park.

Mayor Champlin also congratulated the Concord Little League Softball Team as they won their State Final. Councilor Fennessy indicated that they will be heading to the Eastern Regional Tournament in Connecticut.

Councilor Keach expressed his sincere appreciation to both the Police Department and the Fire Department for their prompt response as he had occasion to request assistance.

Councilor Schlosser noted that the Concord Lions Club and the Unitarian Universalist Church of Concord are hosting a Window Dresser Build event October 23rd-28th. They will be building custom insulating window inserts at reduced costs or free for local low-income residents. They are currently taking orders for measurements, so please visit www.windowdressers.org or email nhlionsgreenteam@gmail.com for more information. They are also looking for volunteers for the event.

Councilor Sekou also showed his sincerest gratitude to both the Police Department and the Fire Department for their prompt and professional services during a recent request for assistance. Councilor Sekou noted that the Islamic Society of Great Concord celebrated Eid al-Adha at Keach Park and graciously thanked the leadership and staff of the Parks and Recreation Department for their efforts in making the event a success. He also noted that he was honored to attend the reading of Frederick Douglass's "What to the Slave is the Fourth of July?" speech with Mayor Champlin and Councilor Kurtz and Councilor Kretovic on June 28th at the State House. The reading was organized by the Concord Historical Society and the Black Heritage Trail, and Councilor Sekou expressed how meaningful this event was to him.

Councilor Schultz expressed her deepest appreciation and recognition for the City Council's commitment to come together, regardless of political ideation, for the best interest of the community. She noted that she feels such a sense of pride in Concord for what government is and can be.

Councilor Foote noted that on Tuesday, July 22nd, at 5:00 p.m. the Joint City/School Memorial Field Planning Committee will be meeting. He thanked the Granite Group for their efforts in removing graffiti on their Storrs Street facade facing the highway. He also thanked the efforts of all involved in their cleanup efforts around the City of Concord, such as Healy Park and the railroad tracks, including City Manager Aspell and the City Council. Lastly, he emphasized his appreciation to Lucille Patten, Sue Hoffman, and Mable Wheeler for their perseverance and persistence in having the Welcome to East Concord sign erected. In addition, he thanked Martha Drukker and Beth Fenstermacher for their efforts.

Councilor Foote and Councilor Grady Sexton noted that on Saturday, July 19th, at 8:00 a.m., they will be joining forces to clean up Colonel John Pecker Park at the intersection of Mountain Road and Shaker Road, extending an invite for volunteers.

Mayor Champlin noted that on July 26th, at 11:30 a.m. at City Plaza, the City will be hosting a Disability Pride Parade, recognizing Disability Pride Month. Mayor Pro Tem Ali Sekou will be attending the event with a Proclamation declaring July 26th as Disability Pride Day in Concord. Mayor Champlin congratulated the Friends of White park for their efforts in celebrating the Monkey Around Playground. He mentioned that he is appointing an Ad-Hoc Committee on the Quasi-Judicial Board Approval Process, appointing Councilor Fennessy, Councilor Kurtz, Councilor Todd, noting that the Mayor will serve as an Ex-Officio member, and Councilor Kurtz will chair the committee.

Comments, Requests by the City Manager

Adjournment

Action: Councilor Kretovic moved to adjourn at 8:31 p.m. The motion was duly seconded and passed with no dissenting votes.

Information

Inf1 April 15, 2025 and May 20, 2025 Traffic Operations Committee Meeting Minutes.

Action: Information item received and filed.

Inf2 April 23, 2025 Community Development Advisory Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf3 May 1, 2025 Heritage Commission Meeting Minutes.

Action: Information item received and filed.

Inf4 May 6, 2025 Architectural Design Review Committee Meeting Minutes.

Action: Information item received and filed.

Inf5 May 7, 2025 Zoning Board of Adjustment Meeting Minutes.

Action: Information item received and filed.

Inf6 May 14, 2025 Conservation Commission Meeting Minutes.

Action: Information item received and filed.

Inf7 May 14, 2025 Trails Subcommittee Meeting Minutes.

Action: Information item received and filed.

Inf8 May 15, 2025 Recreation and Parks Advisory Committee Approved Minutes.

Action: Information item received and filed.

Inf9 May 20, 2025 Joint Memorial Field Planning Committee Approved Meeting Minutes.

Action: Information item received and filed.

Inf10 May 21, 2025 Planning Board Meeting Minutes.

Action: Information item received and filed.

Inf11 May 23, 2025 Conservation Commission Meeting Minutes.

Action: Information item received and filed.

Inf12 June 2, 2025 Concord Public Library Board of Trustees Meeting Minutes.

Action: Information item received and filed.

Inf13 June 3, 2025 Everett Arena Advisory Committee Meeting Minutes.

Action: Information item received and filed.

Inf14 June 12, 2025 Golf Course Advisory Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf15 Communications from Xfinity regarding service changes.

Action: Information item received and filed.

Inf16 Notification from Wheelabrator Concord - Permit Modification Application for Installation of Exhaust Fans in Compressor Room.

Action: Information item received and filed.

Inf17 E-mail from Mary Lee Allison re: Street Closures on Sunday, June 1, 2025 for Concord Pride 5K which caused accessibility issues for patrons of South Congregational Church.

Action: Information item received and filed.

Inf18 Communication from Pamela Walsh, Concord School Board Chair, requesting the City consider installing a Rapid Flashing Beacon (RRFB) at the intersection of Centre Street and Rumford Street to improve pedestrian safety due to limited visibility from street parking, high traffic volume, and ongoing challenges in filling school crossing guard positions.

Action: Information item received and filed.

A true copy, I attest:

Deborah Tuite

Deputy City Clerk