



City of Concord

City Council

Meeting Minutes - Draft

Tuesday, October 12, 2021

7:00 PM

City Council Chambers
37 Green Street
Concord, New Hampshire

Consultation with legal counsel in accordance with RSA 91:A:2, I (b) to be followed by a non-public session in accordance with RSA 91-A:3, II (d), to discuss the acquisition, sale or lease of property to be held at 5:30 p.m.

Present: 14 - Councilor Candace Bouchard, Mayor Jim Bouley, Councilor Byron Champlin, Councilor Nathan Fennessy, Councilor Amanda Grady Sexton, Councilor Fred Keach, Councilor Linda Kenison, Councilor Jennifer Kretovic, Councilor Keith Nyhan, Councilor Karen McNamara, Councilor Erle Pierce, Councilor Zandra Rice Hawkins, Councilor Brent Todd, and Councilor Robert Werner

Excused: 1 - Councilor Gail Matson

Action: At 5:34 p.m. Councilor Fennessy moved to enter non-public session in accordance with RSA 91A:3, II (d), to discuss the acquisition, sale or lease of property. No consultation with legal counsel was held. The motion was duly seconded and passed with no dissenting votes.

Staff members present: City Manager Tom Aspell, Deputy City Managers Carlos Baia and Brian LeBrun, City Solicitor Jim Kennedy, City Clerk Janice Bonenfant and Director of Redevelopment, Downtown Services and Special Projects Matt Walsh.

At 6:55 p.m. Councilor Kretovic moved to exit non-public session. The motion was duly seconded and passed with no dissenting votes.

In public session, Councilor Champlin moved to seal the minutes. The motion was duly seconded and passed with no dissenting votes.

Councilor Bouchard moved to adjourn the non-public session. The motion was duly seconded and passed with no dissenting votes.

1. The meeting was called to order at 7:02 P.M.

Present: 14 - Councilor Candace Bouchard, Mayor Jim Bouley, Councilor Byron Champlin, Councilor Nathan Fennessy, Councilor Amanda Grady Sexton, Councilor Fred Keach, Councilor Linda Kenison, Councilor Jennifer Kretovic, Councilor Keith Nyhan, Councilor Karen McNamara, Councilor Erle Pierce, Councilor Zandra Rice Hawkins, Councilor Brent Todd, and Councilor Robert Werner

Excused: 1 - Councilor Gail Matson

2. Invocation.

3. The Pledge of Allegiance was completed.

4. Roll Call.

Present: 14 - Councilor Candace Bouchard, Mayor Jim Bouley, Councilor Byron Champlin, Councilor Nathan Fennessy, Councilor Amanda Grady Sexton, Councilor Fred Keach, Councilor Linda Kenison, Councilor Jennifer Kretovic, Councilor Keith Nyhan, Councilor Karen McNamara, Councilor Erle Pierce, Councilor Zandra Rice Hawkins, Councilor Brent Todd, and Councilor Robert Werner

Excused: 1 - Councilor Gail Matson

5. Approval of the Meeting Minutes.

September 13, 2021 City Council Draft Meeting Minutes

Action: Councilor Bouchard moved to approve the September 13, 2021 Council Meeting Minutes. This motion was duly seconded and passed with no dissenting votes.

September 20, 2021 City Council Draft Meeting Minutes.

Action: Councilor Bouchard moved to approve the September 20, 2021 Council Meeting Minutes. This motion was duly seconded and passed with no dissenting votes.

6. Agenda overview by the Mayor.

7. Resolution in recognition of the services of Maintenance Technician Timothy W. Fontaine.

Action: Mayor Bouley read Resolution 9405, a proclamation in recognition of the services of Maintenance Technician Timothy W. Fontaine, and gave a signed plaque to Mr. Fontaine's family on behalf of the City of Concord. City Council members took a group photo with the Fontaine family and reiterated their appreciation and thanks to the Fontaine family. Mayor Bouley also thanked the General Services Department for coordinating the ceremony.

8. Introduction of Ernie Creveling, Zoning Administrator.

Action: City Manager Aspell stated that Mr. Creveling was unavailable, but would be introduced at the next Council meeting.

Consent Agenda Items

Action: Councilor Nyhan moved approval of the Consent Agenda Items. This motion was duly seconded and passed with no dissenting votes.

Items Tabled for November 8, 2021 Public Hearings

9. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 34, Personnel Rules and Regulations; Article 34-10, Attendance; Section 34-10-3, Holidays; together with report from the City Solicitor. (Public testimony received)

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

10. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 13, Public Health; Article 13-6, Noise; Section 13-6-9, Construction Noise; together with report from the City Solicitor.

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

11. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines and Penalties; Schedule II, Section 19-1-1, Penalties (Parking Violations); together with report from the City Solicitor.

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

12. Ordinance amending the Code of Ordinances, Title 1, General Code, Chapter 1, Government Organization, Article 1-3, Miscellaneous Regulations, amending Section 1-3-9, Ward Lines; together with report from the Redistricting Committee. (To be submitted under separate cover)

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

13. Resolution appropriating the sum of \$23,125 to support projects that enhance the special character and vitality of Concord and accepting the sum of \$23,125 from the New Hampshire Charitable Foundation for this purpose; together with report from the Deputy City Manager - Finance.

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

14. Resolution appropriating the sum of \$55,000 designated for conducting illegal drug related investigations and accepting \$55,000 in grant funding from the New Hampshire Department of Safety - Law Enforcement Opioid Abuse Reduction Initiative; together with report from the Police Department.

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

15. Resolution appropriating the sum of \$23,400 for groundwater management permit activities for the former Allied Leather Tannery and Amazon Reality sites located at 11, 33, and 35 Canal Street and authorizing the use of \$23,400 from Penacook Village Tax Increment Finance District fund balance; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

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

Consent Reports

16. Diminimus gifts and donations report from the City Manager requesting authorization to accept a monetary gift totaling \$4,500, as provided for under the pre-authorization granted by City Council.
Action: This consent report was approved.
17. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$8,115.89, as provided for under the pre-authorization granted by City Council.
Action: This consent report was approved.
18. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$6,380.22, as provided for under the pre-authorization granted by City Council.
Action: This consent report was approved.
19. Diminimus gifts and donations report from the Assistant City Planner requesting authorization to accept monetary gifts for use on City Trails totaling \$124.06, as provided for under the pre-authorization granted by City Council.
Action: This consent report was approved.
20. Report from the Deputy City Manager for Development recommending approval of a license agreement between the City and Interchange Development, LLC for the installation of a private storm water pipe under Whitney Road.
Action: This consent report was approved.
21. Quarterly Current Use Tax Report from the Director of Real Estate Assessments.
Action: This consent report was approved.
22. Report from the Parks and Recreation Director recommending City Council approve the creation of a mural projects in a City Park.
Action: This consent report was approved.
23. Report from the Police Department regarding reimbursement provided by Granite United Way for the purchase of a computer and related software upgrades for the Department's Adverse Childhood Experiences Response Team (ACERT).
Action: This consent report was approved.

Consent Resolutions

24. Resolution proclaiming December 2021 at Capital Region Food Program Month.
(For presentation in December)

Action: This consent resolution was approved.

Appointments

25. Mayor Bouley's Redistricting Committee Appointments.

Action: This appointment was approved.

26. Mayor Bouley's proposed appointment to the Everett Arena Advisory Committee.
Jeffrey M. Cain.

Action: This appointment was approved.

27. City Manager's Appointment to the Heritage Commission: Althea Barton

Action: This appointment was approved.

End of Consent Agenda

Public Hearings

- 28A. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing and Parking; Schedule VII, Bus and Taxicab Stands; together with report from the Transportation Engineer.

Action: City Manager Aspell noted that a request to consolidate two Concord Area Transit (CAT) bus stops had been submitted to the Public Transportation Subcommittee of the Transportation Policy Advisory Committee (TPAC-PT) to reduce potential traffic conflicts. He stated that Engineering staff, in concert with TPAC-PT and CAT management, investigated alternative locations and the recommended solution was to consolidate the two existing bus stops at a new location just south of the signal at North Main Street and Washington Street. He noted that there was an existing 11-foot shoulder for the bus to pull off in an existing no parking zone, making it a more attractive location than the existing bus stop, which required the bus to stop in the travel way. It also provided more distance for the driver to negotiate shifting over into the leftmost lane.

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

28B. 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, Jackson Street; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Action: City Manager Aspell noted that the Parking Committee initiated a comprehensive review of narrow streets located in Wards 4, 5, and 6, and predominately focused on the neighborhoods located to the south, west, and north of the Downtown Central Business District. He stated that in February 2021, Nathan Parker, a Jackson Street resident, contacted City Administration with concerns about on-street parking during the winter months for the portion of Jackson Street located between Franklin and Highland streets.

City Manager Aspell stated that upon review, staff determined that Ordinance #3064, which was adopted on March 9, 2020 for the purposes of implementing Winter Parking Bans on certain streets, inadvertently omitted the Parking Committee's recommendation to establish a winter parking ban for this segment of Jackson Street. He noted that on April 26, 2021, the Parking Committee reviewed this issue and voted unanimously to recommend that the City Council adopt the attached ordinance establishing a winter parking ban on Jackson Street, to include the section between Franklin and Highland streets, between January 1 – March 15 annually.

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

28C. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-6, Parking Prohibited at All Times in Designated Places, Schedules I and Ia, Whitney Road; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Action: City Manager Aspell stated that Laurie and David Rauseo, d/b/a Interchange Development L.L.C., requested that the City establish an ordinance to prohibit stopping, standing and parking on both sides of Whitney Road between Route 4 / Hoit Road and the Wheelabrator Waste-to-Energy facility. He stated that this section of Whitney Road was approximately 38' wide and the redevelopment plans would limit the areas that would have sufficient width for on-street parking. In addition, he noted that certain inappropriate activities associated with truck traffic at the Wheelabrator facility was driving this request.

City Manager Aspell noted that on June 28, 2021, the Parking Committee reviewed this request and voted unanimously to recommend that the City Council adopt the requested ordinance.

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

- 28D. Resolution appropriating the sum of \$20,000 for the addition of a Fiscal Tech II at the Beaver Meadow Golf Course, funding for which shall be provided from anticipated excess revenues for Fiscal Year 2022; together with report from the Deputy City Manager for Finance.

Action: City Manager Aspell stated that business at Beaver Meadow Golf Course had steadily increased, making it necessary to request the addition of some technical administrative staffing to process daily workloads. He noted that some of the responsibilities included reconciliation of previous days' cash receipts, and assisting with tournament operations, weekly events, pre-outing agreements, post tournament billing, promotion, preparation and follow-up. It was noted that this position was part-time and would also assist the Director of Operations.

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

- 28E. Resolution appropriating the sum of \$21,527 for Police Department Roadway Safety Initiatives and accepting the sum of \$21,527 in grant funds from the New Hampshire Highway Safety Agency; together with report from the Police Department.

Action: City Manager Aspell stated that the Concord Police Department desired to continue its efforts in making the City's roadways safer. He noted that an important aspect of this was to conduct roadway safety and enhanced enforcement initiatives. Funding provided by this grant would significantly augment the Department's efforts to keep the roadways of the City safe for all those that use them. He noted that grant funded patrols would be conducted throughout the year until the grant period ended on September 30, 2022. He recommended that the City Council authorize the Police Department to accept and appropriate \$21,527 in grant funding from the NH Highway Safety Agency designated for police department roadway safety initiatives.

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

- 28F. Resolution appropriating the sum of \$32,000 for the general operations and maintenance of the Concord Municipal Airport and accepting the sum of \$32,000 in American Rescue Plan Act funding as administered by the New Hampshire Department of Transportation Bureau of Aeronautics for this purpose; together with report from the Deputy City Manager for Development.

Action: City Manager Aspell stated that the Airport was notified that it was eligible for an airport rescue allocation in the amount of \$32,000 from the American Rescue Plan Act of 2021 (ARPA), for operations and maintenance. He noted that there was no match requirement with this grant.

Councilor Champlin asked if there were any specific projects or maintenance that these funds would be used for. Deputy City Manager - Development Baia noted that these funds would be applied to general maintenance needs currently budgeted, as there were no specific needs. It was noted that these funds would reduce tax payer dollars allocated toward the annual budget.

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

- 28G. Resolution appropriating the sum of \$180,000, to include \$20,000 to the Inspection Fund and \$160,000 to the Golf Fund for Fiscal Year 2021, retroactive to June 30, 2021, to be funded from excess revenues in the Golf Fund and fund balance in the Inspection Fund, together with report from the Deputy City Manager for Finance.

Action: City Manager Aspell stated that the preliminary results for the Fiscal Year 2021 Golf Fund resulted in a gain of \$241,000 including expenses that exceeded budget by \$153,200. He noted that the supplemental requested amount was \$160,000 and this amount was supported by excess Golf Fund revenues.

City Manager Aspell stated that the preliminary results for the Fiscal Year 2021 the Inspection Fund reported an over expenditure of \$19,300 due to wages and benefits greater than budgeted. He noted that this request was to use \$20,000 from the available Inspection Fund balance.

It was noted that these requests were to be funded from each specific fund instead of the General Fund.

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

- 28H. Resolution establishing Birch Street as an Emergency Lane under RSA 231:59-a; together with report from the General Services Director.

Action: City Manager Aspell stated that Birch Street, a Class VI public highway, is a gravel road that connects Clinton Street to Iron Works Road. He noted that there is a 30-inch drain line under Birch Street, approximately 2585 feet long, serving Concord Meadows that is publicly maintained by the City. He noted that there is also a 15-inch cross culvert that passes under Birch Street at its southerly end near Iron Works Road.

City Manager Aspell stated that, General Services did not regularly maintain or repair Birch Street on more than a seasonal basis, and the road had not been maintained in a suitable condition for year-round travel over the last several years. Birch Street was last graded in May 2019. General Services does not provide any winter maintenance on Birch Street.

City Manager Aspell stated from a practical standpoint, the street served as a vehicular access for leased community garden plots on abutting land owned by the State of New Hampshire. He noted that General Services occasionally received requests for grading on Birch Street, but in order for General Services to perform such summer maintenance on Birch Street, the road needed to be declared an emergency lane under RSA 231:59-a. It was noted that General Services did not intend to maintain or plow Birch Street in the winter.

Councilor Fennessy asked what the anticipated additional costs would be

associated with upgrading it to an emergency lane. General Services Director, Chip Chesley, stated the estimated cost would be around \$1,000, for gravel to grade and fill potholes.

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

Public Hearing Action

29. Pursuant to RSA 53-C:3-a, the City Council, as statutory Franchising Authority for the City of Concord, will conduct a public hearing to consider whether it will grant a cable television franchise to provide Cable Services, for the franchise applicant, Atlantic Broadband (NH-ME), LLC (“Atlantic”), to install, construct and operate a cable television system in Concord.

The public hearing will, at a minimum, consider the following as applied to Atlantic’s prospective cable service in Concord:

- I. The financial ability of Atlantic to perform.
- II. The ability of Atlantic to provide adequate and technically sound facilities, equipment and signal quality.
- III. That Atlantic will offer adequate channel capacity and appropriate facilities for public, educational, or governmental use, taking into account available technology, subscriber interest, and cost.
- IV. That Atlantic will not discriminate among customers for providing basic service.
- V. That Atlantic will provide reasonable service quality in terms of available technology, subscriber interest, and cost.
- VI. That Atlantic will construct and install a cable system which conforms to all applicable state and federal laws and regulations and the National Electric Safety Code.
- VII. That Atlantic will have competent staff able to provide prompt, adequate service, and to respond comprehensively to customer complaints or problems.
- VIII. That Atlantic will have reasonable rules and policies for line extensions and disconnects, customer deposits, and billing practices.

Interested parties are encouraged to attend the hearing and offer testimony on cable-related matters.

For more information on the public hearing, please call the City Manager’s Office at (603) 225-8570. (Public hearing on this item was held September, 20, 2021)

(Report from the City Solicitor, Supplemental information from Atlantic Broadband and public testimony submitted)

Action: Councilor Nyhan moved approval. This motion was duly seconded and passed with no dissenting votes.

Councilor Kenison commented that she had spoken with several people about Atlantic Broadband, and only received negative feedback relating to their poor customer service, fluctuating billing, and poor performance.

Councilor Champlin extended his thanks to Atlantic Broadband for their detailed responses and explanations to his questions. He commented that the information they provided was enlightening and helpful to him in making his decision.

Councilor Bouchard asked, as a follow up if Atlantic Broadband's Power Point presentation was received, to which the Mayor confirmed it was.

Councilor Rice Hawkins stated that she had heard from several constituents wishing Council to move forward with it.

30. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing and Parking; Schedule VII, Bus and Taxicab Stands; together with report from the Transportation Engineer.

Action: Councilor Bouchard moved approval. This motion was duly seconded and passed with no dissenting votes.

31. 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, Jackson Street; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Action: Councilor Bouchard moved approval. This motion was duly seconded and passed with no dissenting votes.

Councilor Kretovic asked if there was a reason why December was excluded, to which Mayor Bouley and Councilor Champlin confirmed it was to be consistent with other Ordinances and due to the holidays.

Councilor Fennessy thanked Mr. Parker for bringing this issue to Council's attention and keeping everyone on their toes.

32. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-6, Parking Prohibited at All Times in Designated Places, Schedules I and Ia, Whitney Road; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Action: Councilor Todd moved approval. This motion was duly seconded and passed with no dissenting votes.

33. Resolution appropriating the sum of \$20,000 for the addition of a Fiscal Tech II at the Beaver Meadow Golf Course, funding for which shall be provided from anticipated excess revenues for Fiscal Year 2022; together with report from the Deputy City Manager for Finance.

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

34. Resolution appropriating the sum of \$21,527 for Police Department Roadway Safety Initiatives and accepting the sum of \$21,527 in grant funds from the New Hampshire Highway Safety Agency; together with report from the Police Department.

Action: Councilor Bouchard moved approval. This motion was duly seconded and passed with no dissenting votes.

35. Resolution appropriating the sum of \$32,000 for the general operations and maintenance of the Concord Municipal Airport and accepting the sum of \$32,000 in American Rescue Plan Act funding as administered by the New Hampshire Department of Transportation Bureau of Aeronautics for this purpose; together with report from the Deputy City Manager for Development.

Action: Councilor Keach moved approval. This motion was duly seconded and passed with no dissenting votes.

36. Resolution appropriating the sum of \$180,000, to include \$20,000 to the Inspection Fund and \$160,000 to the Golf Fund for Fiscal Year 2021, retroactive to June 30, 2021, to be funded from excess revenues in the Golf Fund and fund balance in the Inspection Fund, together with report from the Deputy City Manager for Finance.

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

Councilor Kretovic commented that it had been a great year for golf and anticipated that next year would be just as successful. She confirmed her support for bringing on a Fiscal Technician to help the Golf Course Director, so everyone could focus more on customer service, making it a phenomenal year for golf and the upcoming ski season.

37. Resolution establishing Birch Street as an Emergency Lane under RSA 231:59-a; together with report from the General Services Director.

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

Mayor Bouley asked to confirm that this change would allow the road to be graded for safer summer access, to which City Manager Aspell confirmed.

Reports

38. Department Update/Presentation by Human Services Director, Karen Emis-Williams.

Action: Karen Emis-Williams, the Human Services Director, noted that her Department is currently focused on utility shut-offs, as now is the time of year that utility companies try to get prior balances resolved before the winter moratorium starts on November 15th. She noted that her office had not seen as many rental assistance cases as they planned for, likely due to funding assistance offered by the State, resulting in her department being under budget. She commented that some of the recent cases they've seen weren't behind on rent, but noted that there were a few rare ones. She stated that she works closely with the New Hampshire Community Action Partnership (NHCAP) to help clients get back rent assistance costs covered, while helping complete applications where needed. She noted that there was a four to eight week NHCAP application processing delay, so her group was working with local landlords to prevent eviction in the interim.

Councilor Rice Hawkins asked to clarify if the under spent portion of rental assistance dollars was due to a lack of need or if it was due to a lack of affordable housing available. Ms. Emis-Williams stated that she believed it was both, but noted that she had seen cases where they had assistance vouchers, but couldn't find the space.

Councilor Champlin asked if people in distress knew to contact the City's Department of Human Services. Ms. Emis-Williams noted that City welfare was a not new concept, but acknowledged that COVID impacted everyone, creating different needs. She stated that her office has diligently worked with a lot of agencies within the community to make connections and keep an active presence for those in need. She noted that people in need find them when necessary, whether through word of mouth, referrals, or walk ins.

Councilor Keach thanked Ms. Emis-Williams for her continued service and great work. He noted that she has a positive reputation within the community, especially from what he's encountered at the Friendly Kitchen.

Councilor Fennessy asked to confirm that there hadn't been an increase of evictions or service requests for assistance, and asked if there was an anticipation for a spike in the spring. Ms. Emis-Williams noted that it was difficult to predict because the Federal and State funded programs available had expanded and removed restrictions, to cover through next year and up to 2025. She also noted that additional assistance was made available through court mediations, which was making a big impact.

Councilor Rice Hawkins asked to clarify what strategies and assistance was being offered to those with assistance vouchers for housing, but who were still struggling to find any within a set required city radius. Ms. Emis-Williams stated that program restrictions and requirements were determined by the organization funding the assistance, which was mostly on a federal level, and the City had no jurisdiction to offer alternatives to them.

Councilor Rice Hawkins asked if it would be worth City Council formally reaching out to delegation regarding these issues, as she noted seeing various issues in community social media threads. Ms. Emis-Williams stated that any help would be beneficial to community members, but noted that a voucher increase would be needed on a federal level, to help keep up with market rates. She noted that the big issue was having an excess of money, but a reduced amount of affordable housing.

Councilor Rice Hawkins asked aside from increasing voucher values, if increasing affordable housing in Concord was one of the top priorities to reduce the overall problem. Ms. Emis-Williams confirmed and stated that housing was key and rental assistance was the biggest expense in her office.

Mayor Bouley asked Ms. Emis-Williams to speak about the additional food pantry and related services her office provided. Ms. Emis-Williams stated that her office had an on sight food pantry that helped with immediate family needs, and was stocked by the Capital Region Food Program. She noted that they sponsored holiday programs within the community that included turkey gift baskets, Christmas family adoptions, etc. She noted that Sanel Auto Parts store was a huge community contributor and typically sponsored 50 turkey basket give away's to local families. She noted that she's been able to stock the basic items like can openers, jelly, and bread, that are often forgotten.

New Business

Unfinished Business

Comments, Requests by Mayor, City Councilors

Action: Councilor Pierce reminded everyone to vote on Tuesday November 2, as it would occur before the next Council Meeting. He noted that Ward 2 would be voting at the Barn at Bull Meadow, located at 63 Bog Road. He thanked the City Clerk for ironing out the details to make a smooth venue transition.

Mayor Bouley encouraged everyone to attend the upcoming November Redistricting Public Hearings. He noted that in regards to the census and redistricting, the Legislature of the House set a deadline date of November 19th, so the City's goal was to get as much feedback as possible to be able to comply.

Councilor Rice Hawkins asked if the redistricting meeting dates were posted yet, to which Mayor Bouley stated that Council only just voted to start the committee, so he wanted to have it approved before appointing anyone to it.

Councilor Rice Hawkins asked to clarify if there would be a separate redistricting web page to follow. Mayor Bouley stated no, the regular City web page and meeting calendar would be utilized. He noted that there would be some ward shifting due to the census data changes, and emphasized that keeping accessible polling locations within each ward was important.

Comments, Requests by the City Manager

Adjournment

Action: Councilor Kretovic moved approval to adjourn the meeting at 7:49 P.M. The motion was duly seconded and passed with no dissenting votes.

Information

Inf1 September 9, 2021 Golf Course Advisory Committee Draft Meeting Minutes.

Action: This Information item was received and filed.

Inf2 September 14, 2021 Concord Public Library Board of Trustee Meeting Minutes.

Action: This Information item was received and filed.

Inf3 September 21, 2021 Ad Hoc Beaver Meadow Golf Course Clubhouse Committee Draft Meeting Minutes.

Action: This Information item was received and filed.

Inf4 Invitation for Mayor Bouley, Members of City Council, and City Manager Aspell to march in the Christmas Parade to be held on Saturday, November 20, 2021, as well as attend Tree Lighting festivities on November 26, 2021.

Action: This Information item was received and filed.

Inf5 Parks and Recreation Department Winter Brochure.

Action: This Information item was received and filed.

A true copy; I attest:

Ashley Hamilton

Deputy City Clerk