



City of Concord

City Council

Meeting Minutes - Draft

Monday, June 13, 2022

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

Non-public session in accordance with RSA 91-A: 3, II (a)-(c) to discuss the City Manager's Evaluation and/or compensation 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:** 12 - Councilor Candace Bouchard, Mayor Jim Bouley, Councilor Stacey Brown, Councilor Byron Champlin, Councilor Amanda Grady Sexton, Councilor Jennifer Kretovic, Councilor Gail Matson, Councilor Karen McNamara, Councilor Keith Nyhan, Councilor Erle Pierce, Councilor Zandra Rice Hawkins, and Councilor Brent Todd
- Excused:** 3 - Councilor Nathan Fennessy, Councilor Fred Keach, and Councilor Paula McLaughlin

Mayor Bouley called the meeting to order at 5:30 P.M.

Councilor Nyhan moved to enter non-public session in accordance with RSA 91-A: 3, II (a)-(c) to discuss the City Manager's Evaluation and/or compensation followed by a non-public session in accordance with RSA 91-A:3, II (d), to discuss the acquisition, sale or lease of property. The motion was duly seconded and passed with no dissenting votes.

No staff members were present for the first non-public session held in accordance with RSA 91-A: 3, II (a)-(c) to discuss the City Manager's Evaluation and/or compensation. Councilor Brown recused herself from this portion of the meeting and left the building.

At 6:40 p.m. the following staff members joined the meeting: City Manager Tom Aspell; Deputy City Managers Carlos Baia and Brian LeBrun and City Clerk Janice Bonenfant. Councilor Brown returned to the non-public session.

At 6:56 P.M., Councilor Champlin moved to exit the non-public session. The motion was duly seconded and passed with no dissenting votes.

At 6:57 P.M., Councilor Nyhan moved to seal the minutes of the non-public session. The motion was duly seconded and passed unanimously. There being no additional Council business, Councilor Nyhan moved to adjourn the non-public session.

Action:

1. Mayor Bouley called the meeting to order at 7:00 P.M.
2. Invocation.
3. The Pledge of Allegiance was completed.
4. Roll Call.

Present: 12 - Councilor Candace Bouchard, Mayor Jim Bouley, Councilor Stacey Brown, Councilor Byron Champlin, Councilor Amanda Grady Sexton, Councilor Jennifer Kretovic, Councilor Gail Matson, Councilor Karen McNamara, Councilor Keith Nyhan, Councilor Erle Pierce, Councilor Zandra Rice Hawkins, and Councilor Brent Todd

Excused: 3 - Councilor Nathan Fennessy, Councilor Fred Keach, and Councilor Paula McLaughlin

5. Approval of the Meeting Minutes.

May 09, 2022 City Council Draft Meeting Minutes.

Action: Councilor Grady Sexton moved to approve the May 09, 2022 Council Meeting Minutes. The motion was duly seconded and passed with no dissenting votes.

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

Action: Councilor Bouchard motioned to approve a satisfactory rating for the City Manager's annual evaluation. This motion was duly seconded and passed with no dissenting votes.

Councilor Champlin extended his thanks and appreciation to City Manager Aspell for his continued dedication to the City and strong leadership while remaining fiscally responsible during the past year.

Consent Agenda Items

Action: Mayor Bouley noted that Consent Agenda Item number 23 was moved to be set for a public hearing at the July 11th Council meeting.

Councilor Champlin moved approval of the Consent Agenda Items. The motion was duly seconded and passed with no dissenting votes.

Referral to the Transportation Policy Advisory Committee and the Traffic Operations Committee

8. Communication from Councilor Rice Hawkins requesting to have the Traffic Operations Committee (TOC) and the Transportation Policy Advisory Committee (TPAC) review resident concerns about high traffic speeds on Shawmut Street, particularly between the Exit 16 roundabout and the split near Oak Hill and Appleton Street, in both directions.

Action: This referral was approved to send to the Traffic Operations Committee (TOC) and the Transportation Policy Advisory Committee (TPAC).

Items Tabled for July 11, 2022 Public Hearings

9. Resolution appropriating the sum of \$15,337.92 to address violent crime in the community and accepting the sum of \$15,337.92 in grant funding from the New Hampshire Project Safe Neighborhoods Initiative grant program for this purpose; together with report from the Police Department.

Action: Resolution moved to set for a public hearing.

10. Resolution re-adopting the City's 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 development of a new Boys and Girls Club of Central New Hampshire facility in Penacook Village; together with a report from the Director of Redevelopment, Downtown Services, and Special Projects.

Action: Resolution moved to set for a public hearing.

11. Resolution re-adopting the City's 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 development of a new food pantry at Christ the King Church; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Action: Resolution moved to set for a public hearing.

12. Resolution authorizing the City Manager to submit an application in the sum of \$750,000 for Community Development Block Grant funding to support development of a new Boys and Girls Club of Central New Hampshire facility in Penacook Village and accepting and appropriating the sum of \$750,000 for this purpose; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Action: Resolution moved to set for a public hearing.

13. Resolution authorizing the City Manager to submit an application in the sum of \$750,000 for Community Development Block Grant funding to support development of a new food pantry by Christ the King Church and accepting and appropriating the sum of \$750,000 for this purpose; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Action: Resolution moved to set for a public hearing.

14. Resolution authorizing the City Manager to submit an application in the sum of \$77,248 for Community Development Block Grant funding to support renovation of residential treatment facilities operated by Riverbend Community Mental Health, Inc., and accepting and appropriating the sum of \$77,248 for this purpose; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Action: Resolution moved to set for a public hearing.

15. Resolution authorizing the City Manager to submit an application in the sum of \$69,740, appropriating the sum of \$69,740 in Community Development Block Grant funds to support renovation of outpatient treatment facilities operated by Riverbend Community Mental Health, Inc., and accepting the sum of \$69,740 for this purpose; together with report from the Director of Redevelopment, Downtown Services and Special Projects.

Action: Resolution moved to set for a public hearing.

16. Public Hearing regarding the status of the following: \$499,899 in Covid-19 Pandemic Relief Community Development Block Grant funds subgranted to the Concord Coalition to End Homelessness, Family Promise, Friendly Kitchen, Friends Program and City of Concord Human Services Department; \$386,242 in Housing Community Development Block Grant funds subgranted to Riverbend Mental Health Services Inc.; \$348,700 of Public Facilities Community Development Block Grant funds subgranted to Riverbend Mental Health Services Inc.; \$25,000

in Planning Community Development Block Grant funds subgranted to Concord Makerspace, together with a report from the Director of Redevelopment, Downtown Services and Special Projects.

Action: Report moved to set for a public hearing.

17. Report from the Senior Planner recommending a request to modify the official map and amend the mapped lines of future streets for the Integra Drive and Old Suncook Road extensions as recommended by the Planning Board.

Action: Report moved to set for a public hearing.

23. Resolution accepting the terms of a New Hampshire Governor's Office for Emergency Relief and Recovery (GOFERR) Locality Equipment Purchase Program grant, appropriating the sum of \$47,368 for ambulance and training equipment, and accepting the sum of \$47,368 in GOFERR Locality Equipment Purchase Program grant funding for this purpose; together with report from the Interim Fire Chief.

Action: Resolution moved to set for a public hearing.

From the City Manager

18. Positive Citizen Comments.

Action: Positive comments received and filed.

Consent Reports

19. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,798.95, as provided under the pre-authorization granted by City Council.

Action: Consent report approved.

20. Report from the City Treasurer/Tax Collector regarding a New Hampshire Homeowners Assistance Fund.

Action: Consent report approved.

21. Report from the Assistant City Planner recommending City Council approve the reclassification of the Open Space and Trails Ranger position from permanent part-time to seasonal.

Action: Consent report approved.

Consent Resolutions

22. Resolution authorizing the City Manager to submit an application to the New Hampshire Highway Safety Agency, as outlined in its current Grant Program, for grant funding of roadway safety initiatives and equipment; together with report from the Police Department.

Action: Consent resolution approved.

Appointments

24. Mayor Bouley's proposed appointments to the Committee for Concord's Plan to End Homelessness: Gwen Whitney-Gill, Rosanne Haggerty and Thomas Furtado.

Action: The appointments were approved.

25. Mayor Bouley's proposed appointments to the Transportation Policy Advisory Committee: Ian McGregor, Dick Lemieux and Craig Tufts.

Action: The appointments were approved.

End of Consent Agenda

Public Hearings

- 26A. Resolution reauthorizing the Revolving Loan Fund Program for FY2023 and appropriating the sum of \$1,131,746 associated therewith; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Action: City Manager Aspell noted that the City's Revolving Loan Fund Program (Program) was established in 1984, with a purpose to provide loans to support housing, social service agencies, licensed daycare centers, and economic development projects located within the City which benefit low to moderate income people (i.e. persons earning 80% or less of the area median income). He noted that City Administration requested that the City Council reauthorize the Revolving Loan Fund Program for FY 2023, and appropriate the sum of \$1,131,746 associated therewith. He noted that the dollars were derived from principal and interest payments received from loan recipients, as well as interest earnings on the Program's working capital. He stated that because the Program was originally capitalized with Community Development Block Grants, dollars associated with the Revolving Loan Fund could not be used for any other purposes.

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

- 26B. Resolution appropriating the sum of \$32,100 to demolish, remove, and dispose of the hazardous building at 107-109 South Main Street, Concord, New Hampshire, and authorizing the use of \$32,100 from General Fund Unassigned Fund Balance for this purpose; together with report from the Deputy City Manager-Development.

Action: City Manager Aspell stated that on July 12, 2021, City Council adopted a resolution—pursuant to the authority granted under the City’s Code of Ordinances 26-8 and NHRSA Chapter 155-B—ordering the property owner to—within 30 days—commence demolition of the building and remove all materials and existing debris from the property. He noted that the property owner had failed to comply with the Council’s 2021 order. He stated that the proposed resolution would authorize the expenditures allowing the City to have the building demolished and site debris removed. He noted that all costs associated with the effort would be accounted for in a property lien which would be recorded at the Merrimack County Registry of Deeds against this property.

Councilor Champlin asked to clarify if the property, even with a lien, remained in the possession of the property owner, to which City Manager Aspell confirmed. Councilor Champlin asked to confirm if the City would get reimbursed once the property changed hands, due to the lien, to which City Manager Aspell confirmed.

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

Public Hearing Action

27. Resolution reauthorizing the Revolving Loan Fund Program for FY2023 and appropriating the sum of \$1,131,746 associated therewith; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

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

Councilor Champlin endorsed his support of the resolution, noting his opinion that it was the best tool to help keep people in their homes, and remained a great asset and tool to help rehab community development projects.

28. Resolution appropriating the sum of \$32,100 to demolish, remove, and dispose of the hazardous building at 107-109 South Main Street, Concord, New Hampshire, and authorizing the use of \$32,100 from General Fund Unassigned Fund Balance for this purpose; together with report from the Deputy City Manager-Development.

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

Reports

New Business

Unfinished Business

29. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-6, Code of Ethics; together with report from the Rules Committee. (Supplemental ordinance and report submitted.) (Public testimony received.)

Action: Mayor Bouley noted that there would be an additional Rules Committee meeting and the item would be discussed by Council at a later date.

30. Report and recommendations from Councilor Kretovic on behalf of the Ad Hoc Gully Hill Road Committee. (Pulled from consent by Councilor Nyhan and Councilor Brown at the April 11, 2022 City Council meeting.) (Item referred to the Fiscal Policy Advisory Committee at the April 11, 2022 City Council meeting.) (Communication from the Conservation Commission submitted.)

Action: Councilor Champlin motioned to accept the report. The motion was duly seconded and passed with no dissenting votes.

31. Report from the Fiscal Policy Advisory Committee in follow-up to the City Council Referral the Ad-Hoc Gully Hill Road committee report regarding lease of farmland on Gully Hill.

Action: Councilor Bouchard, on behalf of Councilor Kretovic, who had laryngitis, motioned to direct the City Manager and City staff to proceed with an RFP for the Gully Hill Road property, to include a five year lease agreement with four five-year renewal options. She noted that the Conservation Commission and the Ad-Hoc Gully Hill Road Committee supported having a single lease on the property and recommended including language that allowed the lessee to sublet land, as approved by the City, to be consistent with other agricultural city leases. The motion was duly seconded and passed with no dissenting votes.

Councilor Pierce noted his support of the proposed compromise and thanked the Committee for their hard work.

Comments, Requests by Mayor, City Councilors

Action: Councilor Todd noted that on Monday, June 20th, a community discussion would be held at the Penacook Elementary School cafe at 6:30 P.M., to learn about the proposed plans for the new riverfront park in Penacook.

Councilor Champlin noted that the Overcomers Refugee Services group would be hosting a Umuganda event on Saturday, June 25th, at Keach Park, starting at 9:00 A.M.

Councilor Bouchard noted that an Aerobatics Day Celebration would be held at the Concord Airport on Saturday, June 25th, starting at 9:00 A.M.

Comments, Requests by the City Manager

Consideration of Suspense Item to be set for a July 11, 2022 Public Hearing

Sus1 Resolution appropriating the sum of \$26,630 and repurposing the sum of \$30,150 from FY2021 needs/structural assessment (CIP #484) to purchase a forensic laser scanner (CIP #642) and accept \$26,630 from the New Hampshire Department of Safety in grant funds for this purpose.

Action: Councilor Bouchard moved to consider Suspense Item 1. The motion was duly seconded and passed with no dissenting votes.

Councilor Brown recused herself.

Councilor Champlin motioned to set the Item for public hearing at the July Council meeting. This motion was duly seconded and passed with no dissenting votes; excluding a vote from Councilor Brown.

Adjournment

Action: Councilor Matson motioned to adjourn the meeting at 7:17 P.M. The motion was duly seconded with no dissenting votes.

Information

Inf1 February 24, 2022 Airport Advisory Committee Approved Meeting Minutes.

Action: Information item received and filed.

Inf2 March 24, 2022 Airport Advisory Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf3 April 4, 2022 Ad-Hoc Committee to Review Fees Draft Meeting Minutes.

Action: Information item received and filed.

Inf4 April 12, 2022 Ad Hoc Outdoor Dining and Food Truck Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf5 May 11, 2022 Regional Utility Utilization Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf6 May 12, 2022 Golf Course Advisory Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf7 May 16, 2022 Concord Public Library Board of Trustee Meeting Minutes.

Action: Information item received and filed.

Inf8 Communication from the NH Department of Transportation regarding a new Attraction Logo Sign Program adjacent to the State Highways.

Action: Information item received and filed.

Inf9 Communication from Concord resident Daniel Tullo regarding increased sewage bills.

Action: Information item received and filed.

Inf10 Communications from Comcast notifying City Council of upcoming changes to Xfinity TV services within the Community.

Action: Information item received and filed.

A true copy; I attest:

Ashley Hamilton

Deputy City Clerk