



City of Concord

City Council

Meeting Agenda - Final-revised

Tuesday, October 14, 2025

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

Non-meeting in accordance with RSA 91-A, II (a) followed by a non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition to begin at 5:30 p.m.

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

September 8, 2025 City Council Draft Meeting Minutes.

Attachments: [Minutes](#)

6. Agenda overview by the Mayor.

Consent Agenda Items

Referral to Community Development and the Traffic Operations Committee

7. Request for the installation of additional street lights on Prescott Street.

Attachments: [Communication](#)

Referral to the Fiscal Policy Advisory Committee, the City Solicitor, the Director of Real Estate Assessments and Community Development

8. Report from the Energy & Environment Advisory Committee recommending that City Council refer the Commercial Property Assessed Clean Energy and Resiliency (C-PACER) program to the Fiscal Policy Advisory Committee, City Solicitor, and Community Development Department - Administration for review.

Attachments: [Report](#)

[C-PACER Municipal Ordinance](#)

[C-PACER Municipal-County Participation Agreement](#)

[C-PACER Adoption Process](#)

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

9. Communication from Concord National Youth Softball (CNYS) and Concord Northeast (CNE) regarding unification into a single recreation softball program and proposed expansion of CNYS's lease to include Dillon and Sanel Fields. (Pulled from consent by Councilor Fennessy.)

Attachments: [Communication](#)

Referral to the Transportation Policy Advisory Committee

10. Communication from Christopher Herr, 15 Cypress Street, regarding bus entry/exit plans and sidewalk safety concerns for the new Rundlett Middle School.

Attachments: [Communication](#)

Items Tabled for November 10, 2025 Public Hearings

11. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-16, Handicapped Parking, Schedule XVIII; to clarify parking requirements for public accessible parking spaces and time limit requirements; together with a report from the Assistant Director of Community Development.

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

12. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-2, Zoning Districts and Allowable Uses, by amending Section 28-2-4(k), Table of Accessory Uses; Article 28-5, Supplemental Standards, Section 28-5-9 Child Day Care Facilities; and the Glossary; together with a report from the Deputy City Manager - Development.

Attachments: [Ordinance](#)
[Report to Council](#)
[NH RSA 674:16 VI Childcare](#)
[NH RSA 170-E.2 Definitions](#)

13. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, by amending the Glossary; together with a report from the Deputy City Manager - Development.

Attachments: [Ordinance](#)
[Report](#)
[SB 283 \(2025\)](#)

14. Resolution appropriating the sum of \$678,000 in the Concord Stables Redevelopment Project (CIP #664) to support the remediation of hazardous building materials at the Concord Stables building, 111.5 Warren Street and accepting the sum of \$678,000 in unmatched grant funds from the U.S. Environmental Protection Agency Brownfields Cleanup Program for this purpose; together with a report from the Director of Special Projects & Strategic Initiatives.

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

15. Resolution re-adopting the City of Concord's Housing and Community Development Plan; together with a report from the Assistant Director of Community Development.

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

16. Resolution authorizing the City Manager to submit an application in an amount of up to \$500,000 and to accept and appropriate grant proceeds of up to \$500,000 of Community Development Block Grant Funds to support Families in Transition's Bicentennial Square Renovation Project creating four new units of affordable housing; together with a report from the Assistant Director of Community Development.

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

17. 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 Bicentennial Square Renovation Project at 9 Odd Fellows Avenue and 5 Market Lane; together with a report from the Assistant Director of Community Development.

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

18. Resolution authorizing the City Manager to submit an application in an amount of \$130,000 and to accept and appropriate grant proceeds of \$130,000 of Community Development Block Grant COVID-19 funds (CDBG-CV) for the Concord Coalition to End Homelessness' Emergency Winter Shelter and Resource Center operations; together with a report from the Assistant Director of Community Development.

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

19. Resolution adopting an Anti-Displacement and Relocation Policy Statement and Procedures in support of the City's Community Development Block Grant COVID-19 (CDBG-CV) application to the New Hampshire Community Development Finance Authority for the Concord Coalition to End Homelessness' Emergency Winter Shelter and Resource Center operations; together with a report from the Assistant Director of Community Development.

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

20. Public Hearing regarding the status of the following: \$25,000 in Community Development Block Grant (CDBG) Planning Study funds subgranted to the Families in Transition and \$25,000 in CDBG Planning Study funds subgranted to Community Justice Center (603 Legal Aid, Disability Rights Center NH, and NH Legal Assistance), together with a report from the Assistant Director of Community Development.

Attachments: [Report](#)
[Families in Transition Feasibility Study](#)

21. Resolution authorizing the City Manager to enter into a payment in lieu of taxes agreement between the City of Concord and LSE Ursa Minor, LLC; together with a report from the Director of Real Estate Assessments.

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

From the City Manager

22. Positive Citizen Comments.

Attachments: [Report](#)

Consent Reports

23. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling \$2,726.76 as provided under the pre-authorization granted by City Council.

Attachments: [Report](#)

24. Report from the Deputy City Manager - Finance regarding 2026 Young Adult Membership Age Correction for Beaver Meadow Golf Course. (Pulled from consent by Councilor Brown.)

Attachments: [Report](#)

25. Report from the Director of Office of Management & Budget regarding the Distinguished Budget Presentation Award for the City of Concord Fiscal Year 2026

Budget Document. (Pulled from consent by Councilor Fennessy.)

Attachments: [Report](#)

26. Quarterly Current Use Tax Report from the Director of Real Estate Assessments.

Attachments: [Report](#)

Consent Resolutions

27. Resolution authorizing the City Manager to apply for up to \$650,000 representing 80% of replacement costs from the NH Department of Environmental Services for the replacement of qualifying units in the municipal fleet; together with a report from the Acting General Services Director.

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

28. Resolution to revise the Fiscal Year 2026 General Fund budget due to the Final MS-1 Real Growth estimate reduction; together with a report from the Deputy City Manager - Finance. (Pulled from consent by Councilor Brown.)

Attachments: [Resolution](#)
[Report](#)
[Tax Rate Calc - Adopted Budget v. Real Growth Adjustment](#)

29. Resolution to direct the Tax Collector not to execute a tax deed on certain properties in accordance with RSA 80:76-II and RSA 80:76-II-a; together with a report from the City Treasurer/Tax Collector.

Attachments: [Resolution](#)
[Report](#)
[2022 Deed Waiver List](#)

30. Resolution authorizing the City Manager to negotiate and accept a revised pedestrian and utility easement deed from the owners of real estate located at 31 and 33 Samuel Drive; together with report from Deputy City Manager - Development

Attachments: [Resolution](#)
[Report](#)
[2005 Subdivision Plan MCRD 17750](#)
[2025-08-19 Wilcox & Barton Sidewalk Plan REV](#)
[Easement Expansion at Kaitz Property](#)

Appointments

31. City Manager's Proposed Reappointments to the Library Board of Trustees: Jeremy Clemans and Norman Kinsler.

Attachments: [Report](#)

32. Mayor Champlin's proposed appointments to the Golf Course Advisory Committee:
Judith A. Fairclough and Steve Norton.

Attachments: [Appointments](#)

End of Consent Agenda

Public Hearings

- 33A. 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, Schedule I; to modify parking requirements on Pleasant Street between Langley Parkway and the intersection with Hopkinton Road & Dunbarton Road; together with a report from the Assistant Director of Community Development.

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

- 33B. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, by amending Article 28-2, Zoning Districts and Allowable Uses, Section 28-2-4(k), Table of Accessory Uses, Use #13, Accessory Dwelling Unit; Article 28-5, Supplemental Standards, Section 28-5-52 Single-Family Detached Dwellings with One (1) Accessory Dwelling Unit (ADU); Article 28-9, Administration and Enforcement, Section 28-9-4 Decisions by the Planning Board, Section 28-9-4(f) Architectural Design Review; and the Glossary; together with a report from the Deputy City Manager - Development.

Attachments: [Ordinance](#)
[Report](#)
[HB577 \(2025\)](#)

- 33C. Resolution appropriating the sum of \$260,000, for Fire Department wages and benefits and authorizing an increase to the amount to be raised in taxes in the amount of \$260,000, in the General Fund for this purpose; together with a report from the Deputy City Manager Finance.

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

- 33D. Resolution appropriating the sum of \$53,000, to include \$50,000 in the Golf Fund and \$3,000 in the Arena Fund for Fiscal Year 2025 retroactive to June 30, 2025, to be funded from excess revenues in the Golf Fund and fund balance in the Arena Fund; together with a report from the Deputy City Manager - Finance.

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

- 33E. Resolution appropriating the sum of \$3,500, for nuisance abatement at 30 Penacook Street, Concord, New Hampshire and authorizing the use of \$3,500, from the Community Improvement Reserve for this purpose; together with a report from the Code Administrator.

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

- 33F. Resolution appropriating the sum of \$5,000 in the City Council General Fund Budget for the 2050 Vision Facilitation efforts and authorizing the use of \$5,000 from the Economic Development Reserve for this purpose; together with a report from Mayor Champlin.

Attachments: [Resolution](#)
[Report](#)
[Concord Community Engagement](#)

- 33G. Public Hearing on Social District Ballot Question (HB 467).

Attachments: [Report](#)

- 33H. Public Hearing on Keno Ballot Question (HB 737).

Attachments: [Report](#)

Public Hearing Action

34. 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, Schedule I; to modify parking requirements on Pleasant Street between Langley Parkway and the intersection with Hopkinton Road & Dunbarton Road; together with a report from the Assistant Director of Community Development.

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

35. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, by amending Article 28-2, Zoning Districts and Allowable Uses, Section 28-2-4(k), Table of Accessory Uses, Use #13, Accessory Dwelling Unit; Article 28-5, Supplemental Standards, Section 28-5-52 Single-Family Detached Dwellings with One (1) Accessory Dwelling Unit (ADU); Article 28-9, Administration and Enforcement, Section 28-9-4 Decisions by the Planning Board, Section 28-9-4(f) Architectural Design Review; and the Glossary; together with a report from the Deputy City Manager - Development.

Attachments: [Ordinance](#)
[Report](#)
[HB577 \(2025\)](#)

36. Resolution appropriating the sum of \$260,000, for Fire Department wages and benefits and authorizing an increase to the amount to be raised in taxes in the amount of \$260,000, in the General Fund for this purpose; together with a report from the Deputy City Manager Finance.

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

37. Resolution appropriating the sum of \$53,000, to include \$50,000 in the Golf Fund and \$3,000 in the Arena Fund for Fiscal Year 2025 retroactive to June 30, 2025, to be funded from excess revenues in the Golf Fund and fund balance in the Arena Fund; together with a report from the Deputy City Manager - Finance.

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

38. Resolution appropriating the sum of \$3,500, for nuisance abatement at 30 Penacook Street, Concord, New Hampshire and authorizing the use of \$3,500, from the Community Improvement Reserve for this purpose; together with a report from the Code Administrator.

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

39. Resolution appropriating the sum of \$5,000 in the City Council General Fund Budget for the 2050 Vision Facilitation efforts and authorizing the use of \$5,000 from the Economic Development Reserve for this purpose; together with a report from Mayor Champlin.

Attachments: [Resolution](#)
[Report](#)
[Concord Community Engagement](#)

Reports

40. Report on the results of design development and cost estimate for construction of the New Police Station at 4 Bouton Street (CIP 643). (To be submitted under separate cover.)

New Business

Unfinished Business

41. 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 on this item tabled at the August 11, 2025 City Council meeting.)

Attachments: [Ordinance](#)
[Report](#)
[2023 CHS Area Parking Restrictions Summary Report](#)

42. 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.)

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

Consideration of Items pulled from the Consent Agenda

9. Referral to the Recreation and Parks Advisory Committee and the Parks and Recreation Department
- Communication from Concord National Youth Softball (CNYS) and Concord Northeast (CNE) regarding unification into a single recreation softball program and proposed expansion of CNYS's lease to include Dillon and Sanel Fields. (Pulled from consent by Councilor Fennessy.)
- Attachments:** [Communication](#)
24. Report from the Deputy City Manager - Finance regarding 2026 Young Adult Membership Age Correction for Beaver Meadow Golf Course. (Pulled from consent by Councilor Brown.)
- Attachments:** [Report](#)
25. Report from the Director of Office of Management & Budget regarding the Distinguished Budget Presentation Award for the City of Concord Fiscal Year 2026 Budget Document. (Pulled from consent by Councilor Fennessy.)
- Attachments:** [Report](#)
28. Resolution to revise the Fiscal Year 2026 General Fund budget due to the Final MS-1 Real Growth estimate reduction; together with a report from the Deputy City Manager - Finance. (Pulled from consent by Councilor Brown.)

Attachments: [Resolution](#)
[Report](#)
[Tax Rate Calc - Adopted Budget v. Real Growth Adjustment](#)

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Adjournment

Information

- Inf1 August 5, 2025 Architectural Design Review Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf2 August 7, 2025 Heritage Commission Meeting Minutes.
Attachments: [Minutes](#)
- Inf3 September 10, 2025 Golf Course Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf4 July 9, 2025 Trails Subcommittee Site Walk Meeting Minutes.
Attachments: [Minutes](#)
- Inf5 July 9, 2025 Trails Subcommittee Meeting Minutes.
Attachments: [Minutes](#)
- Inf6 August 13, 2025 Conservation Commission Meeting Minutes.
Attachments: [Minutes](#)
- Inf7 August 13, 2025 Trails Subcommittee Meeting Minutes.
Attachments: [Minutes](#)
- Inf8 September 15, 2025 Fiscal Policy Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf9 September 8, 2025 Concord Public Library Board of Trustees Meeting Minutes.
Attachments: [Minutes](#)
- Inf10 August 25, 2025 Parking Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf11 September 19, 2025 Community Development Advisory Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf12 August 20, 2025 Planning Board Meeting Minutes.
Attachments: [Minutes](#)

