City of Concord

City Council

Meeting Minutes - Draft

Monday, July 13, 2026 **7:00 PM** **City Council Chambers**
37 Green Street
Concord, NH 03301

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. Mayor Champlin called the meeting to order at 7:00 p.m.
2. Invocation.
3. Pledge of Allegiance.
4. Roll Call.

Present: 14 - Councilor Stacey Brown, Mayor Byron Champlin, Councilor Mark Davie, Councilor Nathan Fennessy, Councilor Jeff Foote, Councilor Amanda Grady Sexton, Councilor Michele Horne, Councilor Aislinn Kalob, Councilor Fred Keach, Councilor Jennifer Kretovic, Councilor Judith Kurtz, Councilor Jim Schlosser, Councilor Kris Schultz, and Councilor Brent Todd

Excused: 1 - Councilor Ali Sekou

5. Approval of the Meeting Minutes.

June 4, 2026 Finance Committee Draft Meeting Minutes.

June 4, 2026 City Council Draft Meeting Minutes.

June 8, 2026 City Council Draft Meeting Minutes.

Action: Councilor Grady Sexton moved approval of the minutes for the June 4, 2026 Finance Committee Meeting, the June 4, 2026 City Council Meeting, and the June 8, 2026 City Council Meeting. The motion was duly seconded by Councilor Schultz.

Council Brown indicated that she had corrections on two sets of the meeting minutes. On June 4th, page two of the Finance Committee Meeting Minutes, it should read, "Councilor Brown recused herself from the vote." It simply states that I did not vote.

She further noted that on the June 4th City Council draft meeting minutes, it should state that I expressed concern the Thrive Center door reflected staffing shortages and two of the three contact numbers did not work. I also had a constituent's daughter who was given four days to leave while staying at the shelter with a newborn and one-year-old.

Mayor Champlin noted that he did not believe any of that was pertinent to anything that the Council was discussing.

Councilor Brown indicated that the Council was discussing the Thrive Center receiving $12,500 and she had stated some grave concerns that she had. In addition, she noted, on page 8, number 5, the third paragraph. It states, "Councilor Brown advised Mayor Champlin that she was recusing herself from voting on all items related to the Concord Police Department. Councilor Kalob advised Mayor Champlin she was recusing herself from voting on any items related to Thrive survivor support center." She stated that is a fabrication, that there were no recusals during this meeting. She requested that struck from page eight and page nine.

Mayor Champlin inquired whether she was not recusing herself?

Councilor Brown explained that she did not, exclaiming that those recusals did not happen. There were no recusals that happened during that meeting. She stated those three paragraphs, those six recusals were a fabrication.

Mayor Champlin indicated that he would not make those additional changes specifically relating to Thrive or the recusals.

Councilor Brown indicated that she will be filing a complaint.

Councilor Kretovic noted that customarily, when a Councilor recuses themselves earlier in the evening during a public hearing, that recusal is reflected later in the evening if the related matter comes before the Council for a vote. She stated that Councilor Brown could file an ethics complaint or have the Rules Committee review the decision not to recuse herself from police budget vote.

Mayor Champlin ended the debate.

Councilor Horne noted that the Finance Committee meeting minutes reflected that she made a motion to take $89,000 from the Economic Reserve Fund for CAT, further noting that the minutes then reflect that she opposed her motion. She indicated that the minutes incorrectly reflect that Councilor Horne, Councilor Kalob and Councilor Schultz opposed the motion. She stated that she did not oppose her own motion.

Councilor Brown stated those who had opposed the motion were Councilor Fennessy, Councilor Foote, Councilor Grady Sexton, Councilor Keach and Councilor Kretovic.

Mayor Champlin indicated that correction would be made.

Councilor Foote indicated that he agreed with the previous statements, noting that he did not vote for this appropriation.

The motion to approve the amended June 4, 2026 Finance Committee Meeting Minutes, the June 4, 2026 City Council Meeting Minutes, and the June 8, 2026 City Council Meeting Minutes passed.

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: Councilor Kretovic moved to assign a satisfactory rating to the City Manager on his 2026 performance review. The motion was duly seconded by Councilor Todd.

Councilor Kretovic explained that the evaluation is required by the City Charter and is intended to assess the City Manager's performance in implementing Council policies, managing City operations, supervising employees, and carrying out duties assigned by the Council.

She reported that the Manager Review Committee followed a structured evaluation process, updated the evaluation instrument using current International City Manager Association best practices, and received confidential evaluations from the majority of Councilors. She stated that, based on the completed evaluations, the City Manager met the Charter's performance expectations, resulting in the recommendation of a satisfactory rating.

Councilor Kretovic cited accomplishments including construction of the new police station, implementation of the fiscal year budget, management of capital improvement projects, recruitment during workforce shortages, continued delivery of City services despite vacancies, maintenance of the City's AA+ bond rating, and transparent communications with the Council.

She emphasized that concerns regarding Council policy decisions should not be used to evaluate the City Manager, whose responsibility is to implement the policies and directives established by the Council. She concluded that the City Manager had faithfully, competently, ethically, and professionally fulfilled the duties of the position and supported the Committee's recommendation for a satisfactory performance rating.

Councilor Brown stated that she will be voting against this motion, as she believed the City Manager had not faithfully followed the policies that the City Council set forth. She noted that she previously issued an evaluation which she had requested be included in his file, noting that it was sent to the City Clerk on May 6th. She expressed her concern is with mismanagement of finances, stating 5.4 million was withdrawn from Capital Reserves without oversight by Trustees of the Trust Funds, mismanagement of City resources with 255 trees being cut from Memorial Field, and mismanagement of staff. She indicated that for these reasons she was voting unsatisfactory for the City Manager's evaluation.

Councilor Keach asked for clarity if Councilor Brown was involved in the City Manager’s evaluation.

Mayor Champlin noted that she was.

Mayor Champlin stated that he will be voting in favor of the motion for the satisfactory determination. He explained that the City Council is, as Councilor Kretovic indicated, restricted by the City Charter to give either a satisfactory or unsatisfactory rating to the City Manager, whoever he or she may be. He emphasized that in a year of challenges, Mr. Aspell excelled at confronting the challenges, presenting City Council with imaginative solutions, and managing the City through many of the challenges that Councilor Kretovic outlined.

Councilor Davie asked for clarification for the public's transparency, when the Council discussed this during non-public, there was an option to straw poll, say no opinion. He asked Mayor Champlin what direction would he give to someone who voted that way?

Mayor Champlin explained that a Councilor could vote on this motion either in favor of the motion or not in favor of the motion. The City Council rules do not allow the option not to vote unless a Councilor is recusing themselves for conflict of interest purposes.

Councilor Brown requested a roll call.

Roll Call:

13 - Yes: Mayor Champlin, Councilor Davie, Councilor Fennessy, Councilor Foote, Councilor Grady-Sexton, Councilor Horne, Councilor Kalob, Councilor Keach, Councilor Kretovic, Councilor Kurtz, Councilor Schlosser, Councilor Schultz, Councilor Todd.

1 - No: Councilor Brown

1 - Excused: Councilor Sekou

The motion passed with one dissenting vote.

Chair Kretovic moved to approve a 2.5% salary adjustment for the City Manager. The motion was duly seconded by Councilor Todd.

Councilor Kretovic stated that the City Manager's employment agreement provides for an annual salary adjustment of 2% to 5% based on performance. She noted that although the Council determined the City Manager's performance was satisfactory, he requested the minimum adjustment permitted under his contract, which she said reflected his leadership and commitment to prioritizing City services over personal compensation.

Councilor Kretovic stated that the City Manager has previously accepted reduced or no salary increases to help preserve City services and avoid staffing reductions. She said he has demonstrated professionalism, fiscal responsibility, and stewardship while balancing employee needs, taxpayer resources, and service delivery during a challenging budget year.

She noted that the Council approved employee wage increases while adopting a budget that required reductions across departments and emphasized the City's ongoing investment in major infrastructure projects and public amenities despite financial constraints.

Councilor Kretovic stated that the evaluation committee recommended a 2.5% salary adjustment, concluding that it appropriately recognized the City Manager's leadership while acknowledging the City's current financial circumstances. She urged the Council to support the recommendation.

Councilor Brown stated that she would vote against the motion. She argued that the City Manager already receives a highly competitive compensation and benefits package, including a salary of $222,810 in 2025, fully paid family health insurance, extended vacation, 12 months of severance, and two retirement benefits. She stated that a 2.5% salary increase was not warranted and, because the adjustment is at the Council's discretion under the employment agreement, she would not support it.

Councilor Keach stated that he would support the motion. He cautioned that statements made by Council Brown should not be accepted as fact without verification and encouraged Councilors to conduct their own research, review available information, and ask questions before reaching a decision.

Councilor Todd stated that, in response to Councilor Keach’s comments, he had reviewed compensation information for city manager positions on Salary.com and found that the median salary and benefits package nationwide was approximately $197,000. He stated that, given the City Manager's 25 years of service to the community, including 20 years as City Manager, he did not believe the compensation was significantly out of line. He commended the City Manager's consistent judgment and ability to work effectively with all the Councilors, whoever they may be on Council. He noted that he would be supporting the increase.

Councilor Schultz stated that she would vote against the proposed 2.5% increase. She explained that her background advocating for low-wage workers and the economic challenges facing many residents in her district influenced her decision. She said many of her constituents had expressed concerns about the increase and that, despite her respect for the City Manager and appreciation for his work, she believed approving the raise was inconsistent with the financial realities facing many community members. She also expressed concern about wage limitations affecting other City employees and emphasized that her opposition was based on principle and was not personal.

Councilor Kalob stated that she would vote against the proposed 2.5% salary adjustment, explaining that the decision was based on her conscience after considerable reflection during the Council's non-public discussions. She thanked Councilor Schultz for her comments and acknowledged Councilor Kretovic's explanation of the City Manager's role. She emphasized that the City Manager is responsible for implementing policies established by the Council and stated that public frustration over policy decisions should be placed more directly toward the City Council. She added that the discussion reinforced the importance of the Council fully understanding the implications of its decisions and noted the contrast between the proposed salary adjustment and the ongoing discussions regarding firefighters' contracts.

Councilor Horne stated that her comments would be similar to Councilor Schultz's concerns, focusing on wage disparity between the City Manager, staff, and the public. She expressed concerns regarding certain benefits provided to the City Manager and the lack of a wage cap, while noting that those compensation decisions were established by previous Councils and were not the responsibility of the current City Manager.

Mayor Champlin stated that he would vote in favor of the motion. He noted that the City Manager's employment agreement requires an annual adjustment between 2% and 5% and explained that the proposed 2.5% increase was intended to balance fiscal responsibility with recognition of the City Manager's contributions. He highlighted the demands of the position, noting the City Manager's availability and commitment beyond regular working hours. Mayor Champlin stated that the City Manager has provided consistent, high-quality leadership over two decades of service to the City under multiple Councils and reiterated his support for the proposed adjustment.

Councilor Brown stated that she believed the salary increase was discretionary and subject to the Council's sole discretion.

Mayor Champlin stated that his understanding was that the Council has discretion to determine the amount of the increase, but it must fall within the 2% to 5% range established by the employment agreement.

City Solicitor John Conforti explained that the contract establishes a negotiated range, or “guardrails,” requiring an annual cost-of-living adjustment of not less than 2% and not more than 5%, with the Council responsible for determining the specific percentage within that range.

Councilor Brown clarified that she understood the contract to mean that the Council had discretion over whether to provide an increase, with any approved increase falling between 2% and 5%.

City Solicitor Conforti reiterated that the City Council agreed to provide an annual COLA within the established range and that the Council's discretion applies to selecting the amount within those limits.

Councilor Kurtz stated that the City Solicitor had confirmed the requirement to provide a COLA between 2% and 5%. Councilor Brown stated that was not her understanding. At Councilor Kurtz's request for clarification, City Solicitor Conforti again confirmed that the contract establishes a required adjustment range of 2% to 5%.

Councilor Foote moved the question. The motion was duly seconded by Councilor Todd and passed unanimously.

Mayor Champlin indicated that motion was to approve the 2.5% increase for the City Manager.

Councilor Schultz requested a roll call.

Roll Call:

10 - Yes: Councilor Todd, Mayor Champlin, Councilor Davie, Councilor Fennessy, Councilor Foote, Councilor Grady-Sexton, Councilor Keach, Councilor Kretovic, Councilor Kurtz, Councilor Schlosser

4 - No: Councilor Schultz, Councilor Brown, Councilor Horne, Councilor Kalob

1 - Excused: Councilor Sekou

The motion passed with four dissenting votes.

8. Report from Mayor Champlin Regarding Request for a Three-Month Sabbatical for the City Manager.

Action: Councilor Kretovic moved approval of the report. The motion was duly seconded by Councilor Todd.

Councilor Kretovic expressed support for the City Manager's requested sabbatical, stating that it is a contractual benefit included in his employment agreement since 2015 and one that he has never previously used. She stated that her support reflects appreciation for the City Manager's professionalism, stability, and leadership throughout his tenure.

Councilor Kretovic emphasized the importance of respecting public employees and maintaining a culture of professionalism, trust, and constructive disagreement within the Council. She expressed concern that criticism of City employees and public partners can negatively impact recruitment, retention, economic development efforts, and public trust.

She noted that achieving the City's economic development goals requires demonstrating stability, collaboration, and respect for those who serve the community. She stated that elected officials should focus on policy discussions while avoiding personal criticism and should model respectful leadership.

Councilor Kretovic stated that the Rules Committee is developing a City Council code of conduct addressing professionalism, civility, and respectful conduct. She emphasized the importance of honoring contractual commitments and expressed concern that disregarding a negotiated employment benefit could undermine trust with City employees and potentially expose the City to unnecessary legal costs.

She concluded that the sabbatical request is a matter of honoring an existing agreement and recognizing the City Manager's years of service, while reinforcing the importance of respect, accountability, and responsible leadership within the

Council and the broader community.

Mayor Champlin requested a motion to modify the proposed sabbatical agreement, to modify the dates of the sabbatical from July 20th to August 31st.

Councilor Kretovic moved to modify the proposed sabbatical agreement as indicated. The motion was duly seconded by Councilor Kurtz. The motion to modify passed with one dissenting vote.

Councilor Brown stated that she viewed the sabbatical as a discretionary benefit and did not believe the timing was appropriate given the City's current operational priorities. She cited ongoing matters including the class and compensation study, debt sequencing related to the middle school and Memorial Field, the police station project, revaluation abatements, golf debt priorities, and the recent loss of the Finance Director. She stated that the City Manager's institutional knowledge would be valuable during this period and suggested that the Council could defer the sabbatical request to a later date.

Councilor Keach stated that he would support the sabbatical request. He questioned the consistency of Councilor Brown's position, noting that she had previously voted to rate the City Manager's performance as unsatisfactory while also emphasizing the importance of retaining his institutional knowledge during current City initiatives.

Councilor Fennessy stated that the City Manager is entitled to a sabbatical under his employment agreement and that the Council could not reasonably withhold the benefit. He noted that there is rarely an ideal time for a City Manager to take leave due to ongoing projects, negotiations, and operational responsibilities. He stated that reducing the requested sabbatical period to six weeks was reasonable and indicated that he would support the request.

Councilor Grady Sexton requested clarification from City Solicitor Conforti regarding whether the sabbatical request was discretionary.

City Solicitor Conforti explained that while the Council has some discretion to approve or deny the request, that discretion is limited. He stated that the Council could not unreasonably deny the sabbatical and would need a valid basis for rejecting the request.

Councilor Kretovic asked whether, as an applicable large employer, the City would be required to comply with the Family and Medical Leave Act (FMLA) and whether the City Manager could take qualifying leave under applicable laws outside of the sabbatical provision.

City Solicitor Conforti confirmed that the City Manager has separate leave benefits available under federal and state law that are independent of the contractual sabbatical provision.

Councilor Schultz asked what operational plan would be in place if the sabbatical request was approved and how City operations would be managed during the City Manager’s absence.

Mayor Champlin stated that Deputy City Manager Finance Brian LeBrun would serve as Acting City Manager during the absence. He explained that reporting structures would remain unchanged, with departments reporting to Mr. LeBrun during that period.

Councilor Grady Sexton asked whether written contingency or emergency plans had been prepared outlining responsibilities and reporting structures. Mayor Champlin stated that he did not anticipate the need for extensive changes and indicated that the City Manager would remain available in the event of an emergency.

Councilor Brown stated that she did not believe it would be unreasonable to delay or defer the sabbatical request until after residents receive their tax bills in November. She expressed concern that, if another senior official is leaving, the City should have a contingency plan in place.

Councilor Kurtz stated that she would support the sabbatical request. She noted that the benefit was included in the City Manager’s contract in 2017 and that he had not used either of the previous opportunities available during prior three-year contract periods. She stated that a six-week sabbatical after nearly three decades of service was reasonable and commended the City Manager for reducing the length of the request due to current City demands.

Councilor Grady Sexton asked whether the City Manager had a written plan in place for his absence and stated that she would not support the request without documentation outlining contingency plans for potential emergencies.

City Manager Aspell stated that he did not have a specific written plan prepared for the sabbatical but noted that the City maintains a continuity of operations plan. He referenced the plan being implemented during his prior medical emergency and stated that he has confidence in staff's ability to manage operations during his absence. He added that staff would continue to have the ability to contact him if necessary.

Councilor Todd stated that he would support the sabbatical request, noting that the benefit was negotiated in good faith and is included in the City Manager's employment agreement. He acknowledged upcoming City priorities but stated that those demands further supported the need for the City Manager to take the leave. He expressed confidence in Deputy City Manager Finance Brian LeBrun serving as Acting City Manager during the absence and noted that similar sabbatical arrangements have occurred in other New Hampshire communities.

City Manager Aspell clarified that this would be his fifth opportunity to request a sabbatical and that he had previously declined four opportunities. He stated that the request was also a vote of confidence in City staff and department heads, emphasizing that the organization should be able to operate effectively during his absence. He encouraged the Council to consider its confidence in staff when making its decision.

Councilor Grady Sexton stated that her concerns were not a reflection on City staff, whom she has consistently supported, but were related to current vacancies and the need for contingency planning. She requested a copy of the City's continuity plan. City Manager Aspell stated that he would coordinate with the Fire Chief to provide the information to the Council.

The motion passed with one dissenting vote.

9. New Hampshire Department of Transportation (NHDOT) Presentation regarding a resolution authorizing the City Manager to submit a letter of support to the United States Department of Transportation (USDOT) regarding a Bridge Investment Program (BIP) Federal Grant Application to fund improvements to the Loudon

Road Bridge over the Merrimack River; together with a report from the City Engineer. (Congressional communication received.)

Action: City Manager Aspell welcomed C.R. Willeke, Municipal Highway Engineer for the NH Department of Transportation to present.

Mr. Willeke explained the Federal Highway Administration had a bridge investment program funding opportunity that reopened suddenly this spring with a very short window, closing on June 29th. The State of NH DOT had put together a funding package to fund the Loudon Road Bridge. This project would be considered an LPA project, local public agency project, where a good portion of the funds comes from the Federal Highway Administration through the DOT and then onto the City to manage the project. The application is on a tight timeline and the NH DOT is seeking a letter of support from the City. He indicated that recently a combined letter of support was received from Maggie Hassan, Jeanne Shaheen, and Maggie Goodlander.

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

Consent Agenda Items

Action: Councilor Kretovic moved approval of the consent agenda. The motion was duly seconded and passed unanimously.

Mayor Champlin noted that Items 24 and 27 were pulled from the consent agenda.

Councilor Brown recused herself from Item 30, as her husband is a Concord Police Officer. Councilor Horne recused herself from Item 23, as she was a donor in the report. Councilor Foote recused himself from Item 28, as his wife served on the Committee.

Referral to the Golf Course Advisory Committee and the Recreation & Parks Advisory Committee

10. City of Concord Volunteer Corps proposal, submitted by Councilor Horne. (Revised Volunteer Proposal received.)

Action: The communication was referred to the Golf Course Advisory Committee and the Recreation and Parks Advisory Committee.

Referral to the Public Safety Board

11. Communication from Councilor Schultz Requesting the Development of Proposals for Emergency Cooling and Warming Stations and a Coordinated Citywide Response to Extreme Weather Emergencies for Inclusion in the City's Comprehensive Emergency Management Plan.

Action: The communication was referred to the Public Safety Board.

Referral to the Traffic Operations Committee

12. Communication from Michael McClory requesting Crosswalk Installation at Johnson Street and South Street for Pedestrian Safety.

Action: The communication was referred to the Traffic Operations Committee.

Referral to the Transportation Policy Advisory Committee

13. Communications from Don Brueggemann and Karina Bargiel regarding the new Middle School Traffic Plan and Neighborhood Safety Concerns.

Action: The communication was referred to the Transportation Policy Advisory Committee. Additional communication from Mila Paul was received at the City Council Meeting and included with the above referral.

Items Tabled for August 10, 2026 Public Hearings

14. Ordinance amending the Code of Ordinances, Title I, General Code, Chapter 14, Morals and Conduct; together with a report from the Chair of the Public Safety Advisory Board.

Action: Ordinance moved to set for a public hearing.

15. Public Hearing regarding the status of the $130,000 in Community Development Block Grant (CDBG) COVID-19 (CDBG-CV) funds, the majority of which was sub-granted to the Concord Coalition to End Homelessness (CCEH) for costs incurred in operating their Emergency Winter Shelter at 240 N Main Street, and Resource Center at 238 N Main St, for the period December 1, 2025, to April 30, 2026, together with a report from the Assistant Director of Community Development.

Action: This item was set for a public hearing.

16. Resolution appropriating the sum of $67,376 in the General Fund as a transfer out to trust and accepting the sum of $67,376 from the Boys & Girls Club of Central and Northern New Hampshire for this purpose, retroactive to June 30,2026;

together with a report from the Director of Special Projects & Strategic Initiatives.

Action: Resolution moved to set for a public hearing.

17. Resolution appropriating the sum of $11,500 in the Parks & Recreation miscellaneous grants and donations project for the free summer concert series and accepting the sum of $11,500 as a donation from the Walker Lecture series for this purpose; together with a report from the Recreation and Parks Advisory Committee.

Action: Resolution moved to set for a public hearing.

18. Resolution modifying the Elderly Exemption for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Assessing.

Action: Resolution moved to set for a public hearing.

19. Report from the Director of Assessing recommending the City Manager be authorized to enter into a Payment in Lieu of Taxes Agreement between the City of Concord and Briar Hydro Associates for Rolfe Canal Falls, Penacook Upper Falls & Penacook Lower Falls.

Action: This item was set for a public hearing.

20. Discretionary Preservation Easement renewal request, per RSA 79-D, for property located at 102 Little Pond Road owned by the Sylvia S. Miskoe Trust.

Action: This item was set for a public hearing.

From the City Manager

21. Positive Citizen Comments.

Action: Positive comments received and filed.

Consent Reports

22. Diminimis gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling $8,249.84, as provided under the pre-authorization granted by City Council.

Action: Consent report approved.

23. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling $3,818.00, as provided for under the pre-authorization granted by City Council.

Action: Consent report approved.

Councilor Horne recused herself from Item 23, as she was a donor in the report.

24. Report from the City Manager on the final status of FY 2026 Event Arts Grant Awards. (Pulled from consent by Councilor Kalob.)

Action: Pulled from consent by Councilor Kalob.

25. Quarterly Current Use Tax Report from the Director of Assessing.

Action: Consent report approved.

26. Report from the General Services Director in response to a referral from City Council requesting the addition of the Centre Street/Loudon Road Sidewalks to High-Priority Snow Removal for access to the Transportation Center.

Action: Consent report approved.

27. Parks and Recreation Month report from the Parks and Recreation Director. (Pulled from consent by Councilor Brown.)

Action: Pulled from consent by Councilor Brown.

28. Report from the Ad Hoc Concord Semiquincentennial and Tri-Centennial Committee Co-Chairs Recommending Dissolution of the Committee.

Action: Consent report approved.

Councilor Foote recused himself from Item 28, as his wife served on the Committee.

Consent Resolutions

29. Resolution authorizing the use of the ImageCast Electronic Ballot Counting Device pursuant to RSA 656:40; together with a report from the Deputy City Clerk.

Action: Consent resolution approved.

30. Resolution authorizing the City Manager, by way of the Police Department, to submit a grant application to the Concord Regional Crimeline Grant Program, for funding of up to $3,000, designated to purchase off-grid Crime Scene Processing Equipment; together with report from the Interim Police Chief.

Action: Consent resolution approved.

Councilor Brown recused herself from Item 30, as her husband is a Concord Police Officer.

Appointments

31. City Manager's Proposed Appointments to the Library Board of Trustees: Ceillie Clark-Keane, Christopher Casko, and Roy Geiser.

Action: Appointments approved.

32. Mayor Champlin's proposed reappointment to the Transportation Policy Advisory Committee: Nicole Fox.

Action: Appointment approved.

End of Consent Agenda

Public Hearings

33A. Resolution appropriating the sum of $55,580 in the Traffic Signals and Traffic Operations Improvements Project (CIP #283) for the installation of traffic signal improvements at various intersections related to the Legislative Parking Garage project and accepting the sum of $55,580 in funds from the State of New Hampshire for this purpose; together with a report from the Transportation Engineer.

Action: City Manager Aspell explained that the State of NH submitted a traffic impact study for the new legislative parking garage at 33 Capital Street. The State has provided funds for improvements to signal timing adjustments as a result of increased vehicular and pedestrian traffic at the various intersections related to the garage. Upon acceptance of the funds, the City will work with Daigle Electrical Construction Corp to prepare a work plan and schedule. It is anticipated that the work will commence with the other signal work in the City in 2026.

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

Mayor Champlin noted that it is gratifying that the new legislative parking garage will result in the City recouping bagged parking spaces around the State House for public use.

33B. Resolution appropriating the sum of $28,800 in the Merrimack River Greenway Trail (MRGT) Rail Lease Payment grants and donations subproject for the maintenance and associated property tax payments for the lease area encompassing 3.3 miles of the MRGT rail corridor including a parking area on Sewalls Falls Road and accepting the sum of $28,800 in lease payments for this purpose; together with a report from the Director of Special Projects and Strategic Initiatives.

Action: City Manager Aspell recommended the City Council to accept the funds.

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

Public Hearing Action

34. Resolution appropriating the sum of $55,580 in the Traffic Signals and Traffic Operations Improvements Project (CIP #283) for the installation of traffic signal improvements at various intersections related to the Legislative Parking Garage project and accepting the sum of $55,580 in funds from the State of New Hampshire for this purpose; together with a report from the Transportation Engineer.

Action: Councilor Fennessy moved approval of the resolution. The motion was duly seconded by Councilor Schultz and passed unanimously.

35. Resolution appropriating the sum of $28,800 in the Merrimack River Greenway Trail (MRGT) Rail Lease Payment grants and donations subproject for the maintenance and associated property tax payments for the lease area encompassing 3.3 miles of the MRGT rail corridor including a parking area on Sewalls Falls Road and accepting the sum of $28,800 in lease payments for this purpose; together with a report from the Director of Special Projects and Strategic Initiatives.

Action: Councilor Fennessy moved approval of the resolution. The motion was duly seconded by Councilor Schultz and passed unanimously.

Reports

New Business

Unfinished Business

36. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-6, Schedule I, to modify no parking restrictions on Church Street between Bradley and Rumford Streets; together with a report from the Assistant Director of Community Development. (Referred back to the Parking Committee at the May 11, 2026 City Council meeting.)

    Action: Item remained tabled.

37. 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.) (Public comments received.)

    Action: Item remained tabled.

38. 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.)

    Action: Councilor Schlosser moved to take Item 38 off the table. The motion was duly seconded by Councilor Kurtz and passed with no dissenting votes.

    Councilor Schlosser then moved to vote to disapprove Item 38. The motion was duly seconded by Councilor Fennessy.

    Councilor Schultz asked for clarification if the item was being taken off the table because it was funded.

    Mayor Champlin agreed.

    The motion to disapprove the resolution passed unanimously.

39. Presentation on the Memorial Field Master Plan from the Parks and Recreation Director. (Presentation given at the November 10, 2025 City Council Meeting.)

(Action on this item tabled at the November 24, 2025 City Council Meeting.) (Communication from Concord School District received.) (Petition and public testimony received.)

Action: Item remained tabled.

Consideration of Items Pulled from the Consent Agenda

24. Report from the City Manager on the final status of FY 2026 Event Arts Grant Awards. (Pulled from consent by Councilor Kalob.)

Action: Councilor Todd moved approval of the report. The motion was duly seconded by Councilor Kurtz.

Councilor Kalob pulled the item to highlight the report for the benefit of the public. She noted that the City Council allocated $150,000 for the Events Arts Grant Funding which has the potential to make a huge impact on the City in jump starting new and exciting events. She encouraged citizens to visit the website.

Councilor Brown inquired if the City had received a budget for the 250/300 celebration allocation of $20,000. City Manager Aspell indicated that he would look into it and report back to Council. Councilor Kretovic indicated the Committee sent a report to the City Manager requesting the funds.

Councilor Brown asked if a budget was included to see how the funds were spent. Councilor Kretovic noted that the Committee did not know how much the Police Department would need, however, the Police Department decided the budget due to expenses for police detail.

The motion to approve passed unanimously.

27. Parks and Recreation Month report from the Parks and Recreation Director. (Pulled from consent by Councilor Brown.)

Action: Councilor Fennessy moved approval of the report. The motion was duly seconded by Councilor Keach.

Councilor Brown brought up the history of how the City acquired Russell Martin Park through an encumbrance with Land and Water Conservation Funds, and asked if Mr. Gill could explain the history in more detail.

Parks and Recreation Director David Gill explained that Russell Martin Park was acquired through a Land and Water Conservation Fund. The report indicates that the property's history is still being researched. The park was involved with in portions of the Broken Ground exchange during the period when the area was funded through the Land and Water Conservation Fund.

Councilor Brown noted that, even if a property is protected under the Land and Water Conservation Fund, the City could potentially encumber part of that property by finding a similar sized property to exchange, thereby transfering the Land and Water Conservation Fund protection.

Parks and Recreation Director Gill agreed. He explained that the City's main parks are protected under the Land and Water Conservation Fund. There is an opportunity to convert a property to another purpose, however, as part of the federal rules, the City would be required to find a parcel of land with equal or greater recreational value land to exchange through the Federal Government. Councilor Brown asked if passive recreation meets the qualification for Land and Water Conservation Fund use. Mr. Gill stated that it all depends on what the original property was purchased for and how it has been used.

Councilor Keach and Mayor Champlin thanked Mr. Gill for the report and the fascinating history.

The motion to approve the report passed unanimously.

Comments, Requests by Mayor, City Councilors

Action: Councilor Todd reminded citizens about the upcoming free summer concerts sponsored by Concord Parks and Recreation Department and the Walker Lecture Series at the Canal Street Riverfront Park. They are held on Wednesdays from 6:30 - 8:30 pm, with the first concert this Wednesday, July 15th. Secondly, he extended his sincere appreciation to Councilor Kretovic for all of her hard work and dedication on the Ad-Hoc Semiquincentennial and Tri-centennial Committee, as well as former Mayor Jim Bouley and the members of the Committee.

Councilor Horne recognized the community's tremendous loss following the passing of Mark Ciborowski. She recalled knowing him as a landlord while working downtown for many years, seeing him walking around downtown nearly every lunchtime and remarked it would be difficult to find someone with the same heart and dedication to the City.

Councilor Kretovic noted the Bash the Beav event coming up on Friday, July 24th, which is a drive, chip, and putting contest with all abilities welcome. The Friends of the Beav contribute $25,000 annually to the clubhouse.

Councilor Kretovic also recognized the passing of Mark Ciborowski, giving her gratitude to his wonderful wife, Diane, for sharing his time in the last few days. Councilor Kretovic shared that for the past 28 years, she and Mark led what they affectionately called the "best free tour" of Concord, welcoming participants from Leadership Greater Concord program. They introduced people to the history, people, and places that make Concord special, encouraging people to become positive forces in their community by doing something legendary. She pointed out that Mark was the first Main Street Hero, devoting himself to preserving his family's historic buildings, strengthening the downtown, serving on numerous boards, raising funds for important causes, and giving his time whenever it was needed. He was honored as a past Citizen of the Year and she remarked that his contributions were worthy of that recognition many times over. In his final days, his greatest wish was to come home, which was not possible. She recalled after the rain had stopped on the day of his passing, a rainbow appeared over Phenix Hall, touching its rooftop and illuminating the historic ghost sign. She believed it was his way of letting everyone know he made it home.

Councilor Davie recognized Council for pulling together the cooling center last weekend, including Councilor Kalob, Councilor Schultz, Councilor Kurtz, Mayor Champlin, Christ the King Parish, St. Pauls, among others. Through the Fire Department, Chief Chisholm helped spread the word. He wished Councilor Kalob a happy birthday.

Councilor Schultz also remarked on the tremendous efforts of everyone involved in setting up the cooling center, adding that she appreciated the Mayor for suggesting the Safety Committee to look into having cooling center on extreme heat days. She thanked many residents, officials, and community members for their efforts and donations. She commented that it reinforced that this is a loving, kind, thoughtful community that she is proud to live in and serve in.

Councilor Kurtz also recognized everyone who worked on the July 4th parade and celebrations, showing her appreciation for their efforts.

Councilor Grady Sexton followed on Councilor Kurtz's comments, pointing out that she was not sure any other Councilor would have been able to get an actual plane into a parade the way Councilor Kretovic was able to. She also thanked Councilor Schultz for her cooling station plan. She noted that the referral to the

Safety Board will be heard at their August 20th meeting. She also mentioned there will be a hearing on Social Districts at the next City Council meeting.

Councilor Keach thanked Councilor Kretovic for her remarks in remembrance of Mark Ciborowski, noting that he did not believe anyone had their heart more invested in Concord than Mark. He noted that although sometimes Council can get a little contentious, he believed at the end of the day, each council member is here for the right reasons, to make a difference, wanting the best for the community.

Councilor Fennessy noted the Concord National Youth Softball 12U All-Stars had a big win at the Richard Martin Park this past Sunday, winning their third straight State title. They will head to Bristol this weekend playing against Vermont. He gave a shout out to Coach Tim LaTorra who he believed received a volunteer award.

Councilor Kalob also commented on the cooling station and the amazing efforts by all involved, recognizing Mayor Champlin, Councilor Schultz, Councilor Horne, and Christ the King Parish. She noted that the food pantry has fantastic hours, as well as a legal aid clinic on the second Saturday of every month. She wished City Manager Aspell well on his sabbatical.

Councilor Brown noted a new portrait in the State House of Wentworth Cheswill, who was the first African American elected in the entire country from Newmarket New Hampshire. She also noted that he founded a school and a library. Councilor Brown mentioned access to News Bank at the Library, which can be used for online research. Lastly, she mentioned that community members are organizing to come up with solutions.

Councilor Foote reiterated his appreciation for the efforts by all involved in the July 4th festivities. He stated it was a great event for Concord and the community. He highlighted the Nevers Band, and the tremendous job they did, which made the whole area in front of the State House come alive. He noted his attendance at the Concord Police Department's premiere of their recruitment video, and was hopeful that the City will bring in good candidates. Lastly, he also remarked on the tremendous person and friend that Mark Ciborowski was, who did so much for the City of Concord. He emphasized how important Mark's contributions were to Concord, his deep love for the community, and his remarkable generosity.

Mayor Champlin also thanked Father Rich at Christ the King relative to the cooling center, which came together very quickly. He noted the remarkable celebration of the nation's 250th birthday and the City's 300th anniversary. The Mayor also remarked on all of the events leading up to the Fourth of July. He provided his gratitude to Councilor Kretovic and former Mayor Jim Bouley, who were the Co-Chairs of the Ad-Hoc Semiquincentennial and Tri-Centennial Committee. He pointed out that City Manager Aspell reminded him that it was 300 years ago this year that the surveyors came up from Massachusetts and laid out the plots for what would be the City of Concord, which was then the community of Pennycook.

He also thanked Councilor Kretovic and the Concord Historical Society for organizing the Liberty and Legacy Celebration in Concord's Historic District where the City celebrated New Hampshire's ratification of the US Constitution, noting that on June 21, 1788, NH became the deciding ninth state, providing the required two-thirds majority to adopt the Constitution.

He then recognized the members of the Ad-Hoc Committee who put in so much work over the last two years: Rick Yeames, Donna Robie, Cindy Foote, among others. He also thanked Councilor Todd for organizing the Penny-Cook History Fest, which was a great celebration of Penacook's history. He thanked Jamie Tibbetts, Shannon Perry, Bill Kretovic, Gabe Szczepanik, and Tom Cusano for their work on the amazing Fourth of July parade. He also recognized the Greater Chamber of Commerce, InTown Concord, the Penacook Historical Society and the Concord Historical Society for their contributions. He emphasized that the events would not have taken place without the involvement of our great City employees, the Concord Police and Fire Departments, the General Services Department, Code Administration, the Concord Municipal Airport, and many other employees.

Lastly, Mayor Champlin recognized Mark Ciborowski, noting that in June the City lost a champion and a friend way too soon, stating he had so much more to give and so much more to do.

City Clerk, Janice Bonenfant read the Mayor's remarks which reflected on their special friendship, describing Mark as a selfless person who was always willing to help others. He highlighted Mark's many contributions to the community, including organizing volunteers to help restore the painted ceiling at the Chub Theatre during the early efforts to establish the Capital Center for the Arts. The Mayor recalled how Mark had helped his youngest daughter complete her college senior project, a study of frog mutations.

The Mayor noted that, although Mark came to Concord from elsewhere, he grew to love the City and dedicated himself to improving it. He praised Mark for his commitment to preserving downtown Concord's historic character, supporting local businesses, and strengthening the vitality of the community.

Mayor Champlin concluded by describing Mark as a "prince of Concord" in the sense of his service and stewardship, expressing his gratitude for his lasting impact on the community and offering a heartfelt farewell.

Comments, Requests by the City Manager

Adjournment

Action: Councilor Horne moved to adjourn at 8:33 p.m. The motion was duly seconded by Councilor Grady Sexton and passed unanimously.

Information

Inf1 February 5, 2026 Tax Exemption Policy Committee Meeting Minutes.

Action: Information item received and filed.

Inf2 March 4, 2026 Zoning Board of Adjustment Meeting Minutes.

Action: Information item received and filed.

Inf3 March 31, 2026 Architectural Design Review Committee Meeting Minutes.

Action: Information item received and filed.

Inf4 April 1, 2026 Zoning Board of Adjustment Meeting Minutes.

Action: Information item received and filed.

Inf5 April 2, 2026 Heritage Commission Meeting Minutes.

Action: Information item received and filed.

Inf6 April 8, 2026 Conservation Commission Trails Subcommittee Meeting Minutes.

Action: Information item received and filed.

Inf7 April 15, 2026 Planning Board Meeting Minutes.

Action: Information item received and filed.

Inf8 May 5, 2026 Architectural Design Review Committee Meeting Minutes.

Action: Information item received and filed.

Inf9 May 6, 2026 Zoning Board of Adjustment Meeting Minutes.

Action: Information item received and filed.

Inf10 May 18, 2026 Finance Committee Meeting Minutes.

Action: Information item received and filed.

Inf11 May 21, 2026 Finance Committee Meeting Minutes.

Action: Information item received and filed.

Inf12 June 1, 2026 Concord Public Library Board of Trustees Draft Meeting Minutes.

Action: Information item received and filed.

Inf13 June 1, 2026 Finance Committee Meeting Minutes.

Action: Information item received and filed.

Inf14 June 10, 2026 Tax Exemption Policy Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf15 June 11, 2026 Golf Course Advisory Committee Draft Meeting Minutes.

Action: Information item received and filed.

Inf16 June 23, 2026 Committee for Concord's Plan to End Homelessness Meeting Minutes.

Action: Information item received and filed.

Inf17 June 23, 2026 Everett Arena Advisory Committee Meeting Minutes.

Action: Information item received and filed.

A true copy, I attest:

Deborah Tuite
Deputy City Clerk