



# City of Concord

## City Council

### Meeting Agenda - Final-revised

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Monday, August 11, 2025

7:00 PM

City Council Chambers  
37 Green Street  
Concord, NH 03301

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*Non-meeting in accordance with RSA 91-A:2, I (b) consultation with legal counsel followed by a non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition to be held at 5:30 p.m.*

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

June 5, 2025 Finance Committee Revised Draft Meeting Minutes.

**Attachments:** [Minutes](#)

July 7, 2025 City Council Draft Meeting Minutes.

**Attachments:** [Minutes](#)

July 14, 2025 City Council Draft Meeting Minutes.

**Attachments:** [Minutes](#)

6. Agenda overview by the Mayor.
7. Update from the Summer 2025 UNH Sustainability Fellow on the Greenhouse Gas Emissions Inventory Update and Fleet Electrification Study.

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

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

#### **Referral to the Parking Committee**

8. Communication from Councilor Horne, on behalf of Matt Komisarek, requesting consideration of free parking for vehicles displaying veteran license plates within the City.

**Attachments:** [Communication](#)

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

9. Communication from Suraj Budathoki requesting installation of a crosswalk on Loudon Road between Concord Adult Day Care and Goodwill to improve pedestrian safety for seniors and individuals with disabilities.

**Attachments:** [Communication](#)

**Items Tabled for September 8, 2025 Public Hearings**

10. Resolution appropriating the sum of \$859,689, for the Steeplegate Mall Municipal Sewer Pump Replacement within the Sewer Pump Station Improvements Project (CIP #275) and accepting the sum of \$859,689, in grant funds from the New Hampshire Department of Business and Economic Affairs (BEA) Housing Champion Housing Infrastructure Municipal Grant Program for this purpose; together with a report from the Deputy City Manager - Development.

**Attachments:** [Resolution](#)  
[Report](#)  
[Resolution No. 9697](#)  
[Grant Award Letter](#)  
[Resolution No. 9719](#)

11. Resolution authorizing the City Manager to enter into a project agreement with the New Hampshire Department of Transportation (NHDOT), appropriating the sum of \$3,664,480.97 in the Broadway/West Street Intersection project (CIP #31), accepting the sum of \$3,169,480.97 of Congestion Mitigation and Air Quality (CMAQ) grant funds, and authorizing the issuance of general obligation bonds and notes in the sum of \$495,000 for this purpose; together with a report from the Associate Engineer and the Deputy City Manager - Development.

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

12. Resolution authorizing the City Manager to enter into a utility agreement with the State of New Hampshire Department of Transportation (NHDOT) for the construction of water distribution infrastructure improvements as part of the NHDOT's Bridge Rehabilitation project at the East Side Drive bridge, appropriating the sum of \$300,000 in the Water Main Replacement project (CIP #85), and authorizing the issuance of general obligation bonds and notes in the sum of \$300,000 for this purpose; together with a report from the City Engineer.

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

13. Resolution authorizing the City Manager to enter into a Payment in Lieu of Taxes Agreement between Kearsarge Old Turnpike Road, LLC and the City of Concord under RSA 72:74; together with a report from the Director of Assessing. (To be submitted under separate cover.)

### **Consent Reports**

14. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling \$3,688.08, as provided under the pre-authorization granted by City Council. (Pulled from consent by Councilor Brown.)  
**Attachments:** [Report](#)
15. Diminimus donation from Human Services Director requesting to accept the monetary donation of \$47.50, as provided under the pre-authorization granted by City Council.  
**Attachments:** [Report](#)
16. Report from the Beaver Meadow Golf Course Director of Operations requesting approval to accept a memorial bench in honor of Joel Mousseau.  
**Attachments:** [Report](#)
17. Quarterly Status Report on the Status of the City Council's 2024-2025 Priorities from the City Manager.  
**Attachments:** [Report](#)
18. Report from Deputy City Manager - Finance recommending approval of the proposed 2026 Beaver Meadow Golf Course rate structures as recommended by the Golf Course Advisory Committee at their July 10, 2025 meeting. (Pulled from consent by Councilors Kretovic and Brown.)  
**Attachments:** [Report](#)
19. Report to Council from the City Solicitor's Office; Regarding the Tentative Agreement Between the City of Concord and Local 1045 of the International Association of Fire Fighters (Local 1045).  
**Attachments:** [Report](#)
20. Report from the Assistant Finance Director regarding Annual Comprehensive Financial Report award notification.  
**Attachments:** [Report](#)  
[Certificate](#)
21. Report from the Parks and Recreation Director regarding a Kiwanis Park Sign.  
**Attachments:** [Report](#)

22. Report from the Assistant Director of Community Development, on behalf of the Parking Committee, in response to a referral from City Council requesting review of Meter Feeding, Loading, and Permit Parking on Main Street.

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

[Meter Feeding - Fine Schedule Attachment](#)

23. Report from the Assistant Director of Community Development, on behalf of the Parking Committee, in response to a referral from City Council requesting review of accessible parking in the vicinity of UNH Law on Washington & White Streets.

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

24. Report from the Assistant Director of Community Development, on behalf of the Parking Committee, in response to a referral from City Council requesting consideration of parking changes in the vicinity of Concord High School.

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

### **Consent Resolutions**

25. Resolution authorizing the City Manager to submit an application to the Department of Justice Community Oriented Policing Services Grant Program for funds designated for Law Enforcement State Accreditation; together with a report from the Police Department.

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

[Report](#)

26. Resolution authorizing the City Manager to submit an application to the US Department of Justice Community Oriented Policing Services (COPS) Community Policing Development Microgrant program; together with report from the Police Department.

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

[Report](#)

27. Resolution rescinding the appropriation of the sum of \$4,041,370.78, in various funds retroactive to June 30, 2025; together with a report from the Assistant Finance Director. (Pulled from consent by Councilor Brown.)

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

[Report](#)

28. Resolution authorizing the City Manager to accept a Sanitary Sewer Main and associated Sanitary Sewer/Sidewalk Easements from the owners of 69 Shawmut Street, as well as 61 and 65 Cemetery Street; together with a report from the Deputy City Manger - Development.

**Attachments:** [Resolution](#)  
[Report](#)  
[Design Plan REV 2025-07-10](#)

### **Appointments**

29. Mayor Champlin's proposed appointment to the Ad-Hoc Concord Semiquincentennial and Tri-Centennial Committee: James P. Bouley.  
**Attachments:** [Appointment](#)
30. Mayor Champlin's proposed reappointments to the Public Safety Board: Andrew Biemer and Ana McKenna.  
**Attachments:** [Appointments](#)
31. Mayor Champlin's proposed appointment to the Steering Committee for Concord's Plan to End Homelessness: Molly Lunn Owen.  
**Attachments:** [Appointment](#)
32. Mayor Champlin's proposed reappointment to the Solid Waste Advisory Committee: Eric Steinhauser.  
**Attachments:** [Appointment](#)
33. Mayor Champlin's proposed appointment to the Transportation Policy Advisory Committee: Erika Rydberg-Hall.  
**Attachments:** [Appointment](#)
34. Mayor Champlin's proposed reappointments to the Transportation Policy Advisory Committee: Gregory Bakos, Ian McGregor, Craig Tufts.  
**Attachments:** [Appointments](#)
35. Mayor Champlin's proposed appointments to the Planning Board: Eaton W. Tarbell III and Amanda Savage.  
**Attachments:** [Appointments](#)

*\*\*End of Consent Agenda\*\**

### **Public Hearings**

- 36A. Ordinance amending the Code of Ordinances, Title III, Building and Housing Codes; Chapter 26, Building Regulations, Article 26-9 Demolition Review; together with a report from the Chair of the Heritage Commission and Demolition Review Committee and the City Planner.  
**Attachments:** [Ordinance](#)  
[Report](#)

- 36B. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-8 Nonconforming Lots, Uses, and Structures, Section 28-8-2 Determination of a Nonconformity; together with a report from the City Planner.

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

- 36C. 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.

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

- 36D. Resolution appropriating the sum of \$90,000 in the Water Plant Improvements Project (CIP #88) to replace a failed boiler and authorizing the issuance of Water General Obligation Bonds and Notes in the sum of \$90,000 for this purpose; together with a report from the Acting General Services Director.

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

- 36E. Resolution appropriating the sum of \$14,000 for Human Services assistance and accepting a donation in the sum of \$14,000 from the Trustees of the Protestant Episcopal Church of New Hampshire for this purpose, retroactive to June 30, 2025; together with a report from the Deputy City Manager-Finance.

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

- 36F. Resolution retroactively appropriating to June 30, 2025, the sum of \$27,500 as a transfer to the Highway Reserve and accepting the sum of \$27,500 from Shaw's Supermarkets for this purpose; together with a report from the Deputy City Manager-Development.

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

- 36G. Resolution authorizing the City Manager to enter into a Purchase and Sale Agreement with the Boston and Maine Corporation, a subsidiary of CSX Transportation, Inc., concerning the acquisition of portions of the Boston and Maine Northern Main Line Railroad for the purpose of facilitating the Merrimack River Greenway Trail project (CIP #543), appropriating the sum of \$143,000 in the Merrimack River Greenway Trail project (CIP #543), authorizing the issuance of general obligation bonds and notes in the sum of \$105,000, and authorizing the transfer and use of \$38,000 from the Recreation Impact Fee fund for this purpose; together with report from the Director of Special Projects and Strategic Initiatives. (Public testimony received.)

**Attachments:** [Resolution](#)  
[Report](#)  
[DRAFT Purchase and Sales Agreement](#)  
[Locus Map](#)  
[Public Testimony](#)  
[Additional Public Testimony](#)

#### **Public Hearing Action**

37. Ordinance amending the Code of Ordinances, Title III, Building and Housing Codes; Chapter 26, Building Regulations, Article 26-9 Demolition Review; together with a report from the Chair of the Heritage Commission and Demolition Review Committee and the City Planner.

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

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

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

39. 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.

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

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

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

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

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

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

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

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

**Attachments:** [Resolution](#)  
[Report](#)  
[DRAFT Purchase and Sales Agreement](#)  
[Locus Map](#)  
[Public Testimony](#)  
[Additional Public Testimony](#)

## **Reports**

## **New Business**



**Unfinished Business**

44. Ordinance amending the Code of Ordinances, Title III, Building and Housing Codes; Chapter 26, Building Regulations, Article 26-9 Demolition Review; together with a report from the Code Administrator and the Deputy City Manager - Development. (Referred to the Heritage Commission at the May 12, 2025 City Council meeting.)

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

45. Resolution appropriating the sum of \$84,000 to support efforts by Concord's Plan to End Homelessness and authorizing a transfer in from the Community Improvement Reserve in the sum of \$84,000 for this purpose; together with report from Councilor Jim Schlosser. (Action on this item tabled at the April 14, 2025 City Council meeting.)

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

**Consideration of Items pulled from the Consent Agenda**

14. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling \$3,688.08, as provided under the pre-authorization granted by City Council. (Pulled from consent by Councilor Brown.)

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

18. Report from Deputy City Manager - Finance recommending approval of the proposed 2026 Beaver Meadow Golf Course rate structures as recommended by the Golf Course Advisory Committee at their July 10, 2025 meeting. (Pulled from consent by Councilors Kretovic and Brown.)

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

27. Resolution rescinding the appropriation of the sum of \$4,041,370.78, in various funds retroactive to June 30, 2025; together with a report from the Assistant Finance Director. (Pulled from consent by Councilor Brown.)

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

**Consideration of Suspense Items**

- Sus1 Report to Council from the City Solicitor's Office regarding House Bill (HB) 467.

**Attachments:** [Report to Council](#)

**Comments, Requests by Mayor, City Councilors****Comments, Requests by the City Manager****Adjournment****Information**

Inf1 June 3, 2025 Architectural Design Review Committee Meeting Minutes.

**Attachments:** [Minutes](#)

Inf2 June 4, 2025 Zoning Board of Adjustment Meeting Minutes.

**Attachments:** [Minutes](#)

Inf3 June 10, 2025 Joint Memorial Field Planning Committee Approved Meeting Minutes.

**Attachments:** [Minutes](#)

Inf4 June 11, 2025 Conservation Commission Meeting Minutes.

**Attachments:** [Minutes](#)

Inf5 June 16, 2025 Recreation and Parks Advisory Committee Approved Meeting Minutes.

**Attachments:** [Minutes](#)

Inf6 June 18, 2025 Planning Board Meeting Minutes.

**Attachments:** [Minutes](#)

Inf7 June 24, 2025 Economic Development Advisory Committee Meeting Minutes.

**Attachments:** [Minutes](#)

Inf8 June 30, 2025 Parking Committee Meeting Minutes.

**Attachments:** [Minutes](#)

Inf9 July 10, 2025 Golf Course Advisory Committee Draft Meeting Minutes.

**Attachments:** [Minutes](#)