



City of Concord

City Council

Meeting Agenda - Final-revised

Monday, May 13, 2024

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

***RSA 91-A: 3, II (a)-(c) - non-public session to discuss the City Manager's evaluation
and/or compensation to be held at 5:30 PM***

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

April 8, 2024 City Council Draft Meeting Minutes

Attachments: [Minutes](#)

6. Agenda overview by the Mayor.

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

Referral to the Transportation Policy Advisory Committee

7. Communication from Emily West, 35 Iron Works Road, requesting consideration be given to address ongoing traffic conditions on Iron Works Road.

Attachments: [Communication](#)

Items Tabled for June 3, 2024 Public Hearings

8. Resolution fixing and determining the amount of money to be appropriated by the City of Concord for the Fiscal Year 2025, ending June 30, 2025, for the General Fund, Special Revenue Funds, Enterprise Funds, Debt Service Funds and De Minimis Accounts.

Attachments: [Resolution](#)

9. Resolution for the annual capital closeout and repurposing of capital project funds; together with a report from the Assistant Finance Director.

Attachments: [Resolution](#)

[Report](#)

10. Resolution appropriating for Fiscal Year 2025 (July 1, 2024 to June 30, 2025) the sum of \$53,551,745 for capital projects, authorizing the issuance of bonds and notes in the amount of \$45,286,110, accepting \$3,508,925 in federal grant funds, and accepting \$401,710 in state grant funds for various capital projects more specifically identified in the budget document.

Attachments: [Resolution](#)

11. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines, and Penalties, Schedule I, by amending Chapter 9, Section 9-1-6 Water Use Rates, Section 9-1-8 Water Fixed Charges, Section 9-3-8 Sewer Use Rates, and Section 9-3-8(a) Sewer Fixed Charges.

Attachments: [Ordinance](#)

Items Tabled for June 10, 2024 Public Hearings

12. Resolution appropriating the sum of \$11,956.94 in the Police Department Ballistic Vest Replacement Program project (CIP #370) for the purchase of ballistic vests and accepting the sum of \$11,956.94 in unmatched United States Department of Justice Patrick Leahy Bulletproof Vest Partnership Grant Program funds for this purpose; together with a report from the Deputy Police Chief.

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

13. Resolution appropriating the sum of \$38,292.10 for management of tax deeded properties and accepting the sum of \$38,292.10 from the sale of tax deeded properties for this purpose; together with a report from the Treasurer/Tax Collector.

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

14. Report from the Recreation and Parks Advisory Committee on recommended non ordinance based fees and charges.

Attachments: [Report](#)

Item previously Tabled for a July 8, 2024 Public Hearing

15. Ordinance amending the Code of Ordinances; Title IV, Zoning Code; Chapter 28, Article 28-2-4 Allowable Principal and Accessory Uses in Zoning Districts, Article 28-5, Supplemental Standards and Glossary; together with a report from the Assistant Director of Community Development.

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

From the City Manager

16. Positive Citizen Comments.

Attachments: [Report](#)

Consent Reports

17. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts totaling \$1,198.62, as provided under the pre-authorization granted by City Council.
Attachments: [Report](#)
18. Report from the Library Director recommending acceptance of a gift of six (6) Literacy Kits from Northeast Deaf and Hard of Hearing Services valued at \$734.90.
Attachments: [Report](#)
19. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$5,840.02 as provided for under the pre-authorization granted by City Council.
Attachments: [Report](#)
20. Diminimus gifts and donations report from the Police Department requesting authorization to accept funds totaling \$5,435 as provided under the pre-authorization granted by City Council.
Attachments: [Report](#)
21. Status Report from the City Manager on City Council Calendar Year 2024-2025 Priorities.
Attachments: [Report](#)
22. Confirmation of new City Solicitor Appointment report from the City Manager.
Attachments: [Report](#)
23. March 31, 2024 Fiscal Year to Date Financial Statements report from the Deputy City Manager - Finance.
Attachments: [Report](#)
24. Report to Council requesting authorization for street closures for Cars & Coffee Event; together with information about the event including photos and a proposed street closure map for the Main Event 2024 from Alex Stoye, Revelstoke Coffee. (Pulled from consent by Councilor Brown.)
Attachments: [Report](#)
[Communication](#)
25. Report from the Deputy City Manager - Finance and the Tax Collector regarding the new real estate tax bill format and Munis Enterprise Resource Planning (ERP) implementation update.

Attachments: [Report](#)
[Preliminary Tax Bill Sample](#)
[Final Tax Bill Sample](#)

26. Report from the General Services Director regarding National PFAS Standards for Drinking Water.

Attachments: [Report](#)

27. Report from the Parks and Recreation Director on the upcoming outdoor pool season.

Attachments: [Report](#)

28. Report from the Parks and Recreation Director on the CommUNITY Activity Program. (Pulled from consent by Councilor Kurtz and Councilor Brown.)

Attachments: [Report](#)

29. Report from the Transportation Policy Advisory Committee recommending transportation project priorities for the FY 2025-2034 Capital Improvements Program.

Attachments: [Report](#)

Consent Resolutions

30. Resolution updating designated depositories for the City of Concord, New Hampshire for Fiscal Year 2024; together with report from the City Treasurer/Tax Collector.

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

31. Resolution making a return of the perambulation of the town line between the City of Concord and the Town of Boscawen; together with a report from the City Surveyor.

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

32. Resolution authorizing the City Manager to enter into the Cost Sharing Agreement and Member Services Contract with the Community Power Coalition of NH; to approve CPCNH's Data Security and Privacy, Energy Portfolio Risk Management, Retail Rates, and Financial Reserves Policies; together with a report from the Director of Special Projects and Strategic Initiatives, on behalf of the Energy & Environment Advisory Committee.

Attachments: [Resolution](#)
[Report](#)
[Cost Sharing and Member Services Agreements](#)
[Policies](#)

End of Consent Agenda

Public Hearings

- 33A. Resolution appropriating the sum of \$65,722.88 in the Wastewater Fund as a Transfer Out to Capital and authorizing the use of Wastewater Fund Balance for this purpose, and appropriating the sum of \$65,722.88 in the Equipment Replacement Project (CIP #121) to restore previously reprogrammed funding and accepting the sum of \$65,722.88 as a Transfer from the Wastewater Fund for this purpose; together with a report from the Acting Assistant Finance Director.

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

- 33B. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-5, Fees, Fines, and Penalties, Schedule 1; together with non-ordinance fees and a report from the Deputy City Manager - Finance.

Attachments: [Ordinance](#)
[Report](#)
[Proposed Ordinance & Non-Ordinance Based Fee Changes](#)

- 33C. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Class Specification Index, reorganization of the General Services Highways and Utilities Division; together with a report from the General Services Director.

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

Public Hearing Action

34. Resolution appropriating the sum of \$65,722.88 in the Wastewater Fund as a Transfer Out to Capital and authorizing the use of Wastewater Fund Balance for this purpose, and appropriating the sum of \$65,722.88 in the Equipment Replacement Project (CIP #121) to restore previously reprogrammed funding and accepting the sum of \$65,722.88 as a Transfer from the Wastewater Fund for this purpose; together with a report from the Acting Assistant Finance Director.

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

35. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-5, Fees, Fines, and Penalties, Schedule 1; together with non-ordinance fees and a report from the Deputy City Manager - Finance.

Attachments: [Ordinance](#)
[Report](#)
[Proposed Ordinance & Non-Ordinance Based Fee Changes](#)

36. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Class Specification Index, reorganization of the General Services Highways and Utilities Division; together with a report from the General Services Director.

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

Reports

New Business

Unfinished Business

37. Resolution appropriating the sum of \$10,308,000 in the Beaver Meadow Golf Course Club House & Buildings Project (CIP #107) for the construction of a new facility and related improvements, and authorizing the issuance of bonds and notes in the sum of \$10,308,000 for this purpose; together with a report from the Deputy City Manager - Finance. (Presentation and proforma submitted.) (Public testimony received.) (Revised presentation submitted.) (Additional public testimony received.)

Attachments: [Resolution](#)
[Report](#)
[Option 1.2 Plans](#)
[Beaver Meadow New Facility Project Presentation](#)
[Golf Proforma](#)
[Public Testimony](#)
[Beaver Meadow New Facility Project Presentation Revised](#)
[Additional Public Testimony](#)

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Consideration of Items Pulled from the Consent Agenda

24. Report to Council requesting authorization for street closures for Cars & Coffee Event; together with information about the event including photos and a proposed street closure map for the Main Event 2024 from Alex Stoye, Revelstoke Coffee. (Pulled from consent by Councilor Brown.)

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

28. Report from the Parks and Recreation Director on the CommUNITY Activity Program. (Pulled from consent by Councilor Kurtz and Councilor Brown.)

Attachments: [Report](#)

Consideration of Suspense Items

- Sus1 Referral to the Transportation Policy Advisory Committee

Communication from George Cilley requesting consideration be given to re-installing speed limit signs on Birch Street in Concord.

Attachments: [Communication](#)

Adjournment

Information

- Inf1 February 8, 2024 Public Safety Board Meeting Minutes.

Attachments: [Minutes](#)

- Inf2 February 16, 2024 Public Safety Board Subcommittee on Homelessness Meeting Minutes.

Attachments: [Minutes](#)

- Inf3 February 21, 2024 Planning Board Meeting Minutes.

Attachments: [Minutes](#)

- Inf4 February 23, 2024 Conservation Commission Tree Subcommittee Meeting Minutes.

Attachments: [Minutes](#)

- Inf5 March 5, 2024 Architectural Design Review Committee Meeting Minutes.

Attachments: [Minutes](#)

- Inf6 March 7, 2024 Heritage Commission Meeting Minutes.

Attachments: [Minutes](#)

- Inf7 March 8, 2024 Public Safety Board Subcommittee on Homelessness Meeting Minutes.

Attachments: [Minutes](#)

- Inf8 March 13, 2024 Conservation Commission Meeting Minutes.

Attachments: [Minutes](#)

- Inf9 March 13, 2024 Conservation Commission Trails Subcommittee Meeting Minutes.

Attachments: [Minutes](#)

- Inf10 March 20, 2024 Planning Board Meeting Minutes.

Attachments: [Minutes](#)

- Inf11 March 21, 2024 Public Safety Board Meeting Minutes.

Attachments: [Minutes](#)

Inf12 March 26, 2024 Conservation Commission Meeting Minutes.

Attachments: [Minutes](#)

Inf13 April 1, 2024 Concord Public Library Board of Trustees Meeting Minutes.

Attachments: [Minutes](#)

Inf14 April 2, 2024 Solid Waste Advisory Committee Meeting Minutes.

Attachments: [Minutes](#)

Inf15 April 18, 2024 Golf Course Advisory Committee Draft Meeting Minutes.

Attachments: [Minutes](#)

Inf16 Communication from Xfinity notifying City Council about Upcoming Changes to Customer Late Fees.

Attachments: [Communication](#)