



# City of Concord

## City Council

### Meeting Agenda - Final-revised

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Monday, January 8, 2024

7:00 PM

City Council Chambers  
37 Green Street  
Concord, NH 03301

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

December 11, 2023 City Council Draft Meeting Minutes

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

6. Agenda overview by the Mayor.

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

#### **Referrals to the Transportation Policy Advisory Committee**

7. Communication from Ari Pollack requesting consideration be made to relocate the Concord Area Transit (CAT) bus stop now located between 214 and 220 North Main Street in Concord.

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

8. Communication from Mark Coen, Thayer Pond Road, asking that consideration be given to implementing a "service modification" to the Penacook Bus Route to provide a stop at the Beaver Meadow Golf Course, 1 Beaver Meadow Drive.

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

#### **Items Tabled for February 12, 2024 Public Hearings**

9. Resolution appropriating the sum of \$544,318.75 as a transfer to the Bridge Reserve fund and accepting the sum of \$544,318.75 for this purpose; together with a report from the City Engineer.

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

[Report](#)

[NHDOT Letter](#)

10. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 34 Personnel Rules and Regulations, Article 34-5-5, Probationary Appointments, to modify the time frame for probation of original appointments within the Information Technology (IT) department from one year to six months; together with a report from the Director of Human Resources and Labor Relations.

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

### **From the City Manager**

11. Positive Citizen Comments.

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

### **Consent Reports**

12. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$3,137.74, as provided under the pre-authorization granted by City Council.

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

13. Diminimus gifts and donations report from Human Services Director requesting authorization to accept monetary gifts totaling \$747.49, as provided under the pre-authorization granted by City Council.

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

14. Fiscal Year 2023 Annual Comprehensive Financial Report (ACFR) from the Deputy City Manager - Finance.

**Attachments:** [Report](#)  
[Concord NH ACFR23](#)  
[Concord NH GL23](#)  
[Concord NH SAR23](#)

15. Report from Director of Special Projects & Strategic Initiatives regarding naming of the new Penacook Library and Activity Center. (Pulled from consent by Mayor Champlin.)

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

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

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

17. Report from the Deputy Chief of Police requesting authorization to use the remaining balance of \$11,089.61 from the previously approved funding from the Project Safe Neighborhood grant.

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

**From the Mayor**

18. Mayor Champlin's City Council 2024-2025 City Council committee assignments.  
(Not previously distributed.)

**Attachments:** [2024-2025 Assignments by Councilor](#)  
[2024-2025 Assignments by Committee](#)

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

**Public Hearings**

- 19A. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-6 (a), Parking Prohibited at All Times in Designated Places, Schedule I, and Section 18-1-8, Parking Time is Limited in Designated Places, Schedule III; together with a report from the Assistant Director of Community Development.

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

- 19B. Resolution appropriating the sum of \$800,000 for the construction of a new playground at White Park (CIP #51), authorizing the issuance of bonds and notes in the sum of \$350,000, accepting the sum of \$400,000 in Land and Water Conservation Fund (LWCF) grant funds, and accepting the sum of \$50,000 in donations from the Friends of White Park for this purpose; together with a report from the Parks & Recreation Director. (Public testimony submitted.)

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

- 19C. 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 Dakota Partners' development of workforce housing at 103 Old Loudon Road; together with a report from the Assistant Director of Community Development. (Supplemental report and grant withdrawal communication submitted.)

**Attachments:** [Resolution](#)  
[Report](#)  
[CDBG Application](#)  
[Supplemental Staff Report](#)  
[CDBG Grant Withdrawal Letter](#)

- 19D. 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 Dakota Partners' development of workforce housing at 103 Old Loudon Road; together with a report from the Assistant Director of Community Development. (Supplemental report and grant withdrawal communication submitted.)

**Attachments:** [Resolution](#)  
[Report](#)  
[Supplemental Report](#)  
[CDBG Withdrawal Letter](#)

19E. 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 improvements at Fellowship Housing Opportunities' Concord properties; together with a report from the Assistant Director of Community Development. (Supplemental report submitted.)

**Attachments:** [Resolution](#)  
[Report](#)  
[Fellowship Housing Opportunities CDBG Request](#)  
[Supplemental Report](#)

19F. 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 improvements at Fellowship Housing Opportunities' Concord properties; together with a report from the Assistant Director of Community Development. (Supplemental report submitted.)

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

19G. Resolution appropriating the sum of \$2,584,300 as a transfer to reserves and authorizing the use of \$2,584,300 from Fiscal Year 2023 General Fund Assigned Fund Balance for this purpose and establish a Human Resources Reserve; together with a surplus report from the Deputy City Manager - Finance.

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

19H. Resolution appropriating the sum of \$27,500 for the replacement of Human Services software (CIP #302) and authorizing the use of \$27,500 in Equipment Reserve funds for this purpose.

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

- 19I. Resolution appropriating the sum of \$126,800 in the General Fund for furniture, wellness, equipment, and training; and authorizing the use of \$126,800 in Reserve Funds for these purposes.  
**Attachments:** [Resolution](#)
- 19J. Resolution rescinding the sum of \$196,936.62 in donations for the White Park Multipurpose Recreation Building (CIP #51) and authorizing the use of \$196,936.62 in Recreation Reserve funds for this purpose.  
**Attachments:** [Resolution](#)
- 19K. Resolution appropriating the sum of \$247,549.64 as a transfer to the Highway Reserve and accepting the sum of \$247,549.64 as a special one-time payment from the New Hampshire Department of Transportation for this purpose; together with a report from the Deputy City Manager-Finance.  
**Attachments:** [Resolution](#)  
[Report](#)  
[Communication from NHDOT](#)
- 19L. Resolution appropriating the sum of \$23,020 in the Granite United Way grant project for expenses incurred by the Police Department for Adverse Childhood Experience Response Team (ACERT) program activities and accepting the sum of \$23,020 from the Granite United Way for this purpose; together with a report from the Deputy Chief of Police.  
**Attachments:** [Resolution](#)  
[Report](#)
- 19M. Resolution appropriating the sum of \$13,537.50 in the Police Department Ballistic Vest Replacement Program project (CIP #370) for the purchase of ballistic vests and accepting the sum of \$13,537.50 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 Chief of Police.  
**Attachments:** [Resolution](#)  
[Report](#)
- 19N. Resolution authorizing the City Manager to apply for a New Hampshire Council on the Arts grant in the sum of \$18,000, appropriating the sum of \$18,000 in the Pocket Parks project (CIP #528) for improvements of the clock tower on Eastman Street, and accepting the sum of \$18,000 from the New Hampshire Council on the Arts for this purpose; together with a report from the Parks and Recreation Director.  
**Attachments:** [Resolution](#)  
[Report](#)

**Public Hearing Action**

20. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-6 (a), Parking Prohibited at All Times in Designated Places, Schedule I, and Section 18-1-8, Parking Time is Limited in Designated Places, Schedule III; together with a report from the Assistant Director of Community Development.  
**Attachments:** [Ordinance Report](#)
21. Resolution appropriating the sum of \$800,000 for the construction of a new playground at White Park (CIP #51), authorizing the issuance of bonds and notes in the sum of \$350,000, accepting the sum of \$400,000 in Land and Water Conservation Fund (LWCF) grant funds, and accepting the sum of \$50,000 in donations from the Friends of White Park for this purpose; together with a report from the Parks & Recreation Director. (Public testimony submitted.)  
**Attachments:** [Resolution Report Public Testimony](#)
22. 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 Dakota Partners' development of workforce housing at 103 Old Loudon Road; together with a report from the Assistant Director of Community Development. (Supplemental report and grant withdrawal communication submitted.)  
**Attachments:** [Resolution Report CDBG Application Supplemental Staff Report CDBG Grant Withdrawal Letter](#)
23. 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 Dakota Partners' development of workforce housing at 103 Old Loudon Road; together with a report from the Assistant Director of Community Development. (Supplemental report and grant withdrawal communication submitted.)  
**Attachments:** [Resolution Report Supplemental Report CDBG Withdrawal Letter](#)

24. 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 improvements at Fellowship Housing Opportunities' Concord properties; together with a report from the Assistant Director of Community Development. (Supplemental report submitted.)

**Attachments:** [Resolution](#)  
[Report](#)  
[Fellowship Housing Opportunities CDBG Request](#)  
[Supplemental Report](#)

25. 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 improvements at Fellowship Housing Opportunities' Concord properties; together with a report from the Assistant Director of Community Development. (Supplemental report submitted.)

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

26. Resolution appropriating the sum of \$2,584,300 as a transfer to reserves and authorizing the use of \$2,584,300 from Fiscal Year 2023 General Fund Assigned Fund Balance for this purpose and establish a Human Resources Reserve; together with a surplus report from the Deputy City Manager - Finance.

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

27. Resolution appropriating the sum of \$27,500 for the replacement of Human Services software (CIP #302) and authorizing the use of \$27,500 in Equipment Reserve funds for this purpose.

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

28. Resolution appropriating the sum of \$126,800 in the General Fund for furniture, wellness, equipment, and training; and authorizing the use of \$126,800 in Reserve Funds for these purposes.

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

29. Resolution rescinding the sum of \$196,936.62 in donations for the White Park Multipurpose Recreation Building (CIP #51) and authorizing the use of \$196,936.62 in Recreation Reserve funds for this purpose.

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

30. Resolution appropriating the sum of \$247,549.64 as a transfer to the Highway

Reserve and accepting the sum of \$247,549.64 as a special one-time payment from the New Hampshire Department of Transportation for this purpose; together with a report from the Deputy City Manager-Finance.

**Attachments:** [Resolution](#)  
[Report](#)  
[Communication from NHDOT](#)

31. Resolution appropriating the sum of \$23,020 in the Granite United Way grant project for expenses incurred by the Police Department for Adverse Childhood Experience Response Team (ACERT) program activities and accepting the sum of \$23,020 from the Granite United Way for this purpose; together with a report from the Deputy Chief of Police.

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

32. Resolution appropriating the sum of \$13,537.50 in the Police Department Ballistic Vest Replacement Program project (CIP #370) for the purchase of ballistic vests and accepting the sum of \$13,537.50 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 Chief of Police.

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

33. Resolution authorizing the City Manager to apply for a New Hampshire Council on the Arts grant in the sum of \$18,000, appropriating the sum of \$18,000 in the Pocket Parks project (CIP #528) for improvements of the clock tower on Eastman Street, and accepting the sum of \$18,000 from the New Hampshire Council on the Arts for this purpose; together with a report from the Parks and Recreation Director.

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

### **New Business**

### **Unfinished Business**

34. Resolution authorizing the City Manager to enter into a License Agreement with Brady Sullivan, or related entity, for private use of City property located on Storrs Street for improvements associated with redevelopment of 11 Stickney Avenue; together with a report from the Deputy City Manager - Development. (Supplemental report and draft agreement submitted.)



**Attachments:** [Resolution](#)  
[Report](#)  
[Overall Site Plan](#)  
[Demolition Plan](#)  
[Site Plan with License Area Detail](#)  
[Planning Board Notice of Decision March 2023](#)  
[Supplemental Report](#)  
[Draft License Agreement](#)

35. 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](#)

### **Consideration of items pulled from the Consent Agenda**

15. Report from Director of Special Projects & Strategic Initiatives regarding naming of the new Penacook Library and Activity Center. (Pulled from consent by Mayor Champlin.)

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

### **Comments, Requests by Mayor, City Councilors**

### **Comments, Requests by the City Manager**

### **Adjournment**

**Information**

- Inf1 December 4, 2023 Concord Public Library Board of Trustee Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf2 December 7, 2023 Ad-Hoc Beaver Meadow Golf Course Building Committee Draft Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf3 December 14, 2023 Golf Course Advisory Committee Draft Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf4 December 18, 2023 Fiscal Policy Advisory Committee Draft Meeting Minutes.  
**Attachments:** [Minutes](#)
- Inf5 Report on Behalf of Executive Councilor Warmington, District 2.  
**Attachments:** [Report](#)