



# City of Concord

## City Council

### Meeting Agenda - Final-revised

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Monday, February 14, 2022

7:00 PM

City Council Chambers  
37 Green Street  
Concord, NH 03301

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*Non-public session in accordance with RSA 91-A:3, II (d), to discuss the acquisition, sale or lease of property and contract negotiations to be held at 6:00 p.m.*

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

January 3, 2022 City Council Meeting Minutes.

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

January 10, 2022 City Council Meeting Minutes

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

6. Agenda overview by the Mayor.
7. Presentation by Paul Lloyd, NH State Veterans Advisory Committee.
8. Presentation by Kristine Tardiff, Conservation Commission.

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

#### **Referral to Community Development & the Parking Committee**

9. Correspondence from WinWaste Innovations seeking reconsideration of Ordinance #3104 that presently bans parking, standing and stopping on Whitney Road  
**Attachments:** [Correspondence](#)

#### **Items Tabled for March 14, 2022 Public Hearings**

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

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

11. 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, by adding a full-time Assistant Golf Professional; together with report from the Deputy City Manager Finance.

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

12. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, Article 1-6, Code of Ethics; together with report from the Rules Committee.

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

13. Resolution appropriating the sum of \$4,567,295 for revenue replacement and accepting the sum of \$4,567,295 in American Rescue Plan Act (ARPA) funds for this purpose; together with report from the Deputy City Manager Finance.

**Attachments:** [Resolution](#)  
[Report](#)  
[SLFRF-Final-Rule-Overview](#)

14. Resolution appropriating the sum of \$3,800,000 for the Hall Street Wastewater Treatment Facility Secondary Clarifier Upgrade Subproject (CIP #104), accepting the sum of \$760,000 from the NH Department of Environmental Services American Rescue Plan Act (ARPA) program, and authorizing the issuance of bonds and notes in the sum of \$3,040,000 for this purpose; together with report from the General Services Director.

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

15. Resolution appropriating the sum of \$144,000.00 for overtime compensation and fringe benefits to support Fire Department staffing and authorizing the use of \$144,000.00 from fund balance for this purpose; together with report from the Fire Chief.

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

16. Resolution appropriating the sum of \$88,575.00 for bumpout construction and associated drainage improvements in conjunction with the Annual Highway Improvement Project (CIP #78) and authorizing the use of \$88,575.00 in Highway

Reserve Funds for this purpose; together with report from the Senior Planner on behalf of the Transportation Policy Advisory Committee.

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

17. Resolution appropriating the sum of \$26,000 in the Granite United Way grant project for overtime and fringe benefit expenses incurred by the Police Department for Adverse Childhood Experience Response Team (ACERT) Program activities and accepting the sum of \$26,000 in funding from the ACERT Program administered through Granite United Way for this purpose; together with report from the Deputy Chief of Police.

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

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

**Attachments:** [Resolution](#)  
[Report](#)  
[Final Exemption and Credit Comparison by Town](#)  
[Citizen Letter to Council](#)

### **From the City Manager**

19. Positive Citizen Comments.

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

### **Consent Reports**

20. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,243.84, as provided for under the pre-authorization granted by City Council.

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

21. Diminimus gifts and donations report from the City Planner requesting authorization to accept a donation of \$213, as provided for under the pre-authorization granted by City Council.

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

22. Diminimus gifts and donations report from the Police Department requesting authorization to accept a donation of \$200 from the Achong Family to be designated for the Concord Police Department's Project Blue Elf program, as provided for under the pre-authorization granted by City Council.

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

23. Diminimus gifts and donations report from the Police Department requesting authorization to accept a gift card in the amount of \$500 from Walmart to be utilized by the Police Department towards the funding of a large screen TV/monitor in the Department's Training Room, as provided for under pre-authorization granted by the City Council.

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

24. City Council 2020-2021 Quarterly Priorities Report from the City Manager.

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

25. Report from the Deputy City Manager for Development recommending the City Manager be authorized to enter into a new license agreement with WTR Enterprise, Inc. dba as Cheers restaurant for patio improvements, including the installation of a commercial grade awning, on City property.

**Attachments:** [Report](#)[Cheers License Agreement](#)[Awning Examples for Cheers Patio](#)

26. December 31, 2021 Fiscal Year to Date Financial Statements report from the Deputy City Manager Finance.

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

27. Report from the Fire Chief requesting authorization to apply for grant funding in the amount of fifty thousand dollars (\$50,000) through the Governor's Office for Emergency Relief & Recovery.

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

28. Report from the Fire Chief requesting authorization to apply for a Homeland Security Grant Program grant in the amount of \$10,000 to be used for the purchase of swiftwater rescue equipment.

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

29. Report from the General Services Director in response to a referral regarding biodegradable Pay-As-You-Throw Bags.

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

30. 2021 Year In Review report from the Parks and Recreation Director.

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

31. Report from the City Planner, Update on the Proposed Zoning Code - Phases 1 and 2.

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

32. Report from the Senior Planner regarding the Annual Review of the Public Capital Facilities Impact Fee Ordinance.  
**Attachments:** [Report](#)
33. Report from the Transportation Engineer on behalf of the Traffic Operations Committee in response to a referral from City Council regarding a petition for the City to examine traffic speeds, visibility exiting driveways, and illegal parking on Christian Avenue.  
**Attachments:** [Report](#)  
[Timeline](#)  
[Plan](#)
34. Communication from Becky Herrmann, Chair, Concord Public Library Board of Trustees, on behalf of the CPL Board of Trustees, outlining their recommendations for the Penacook Library.  
**Attachments:** [Communication](#)

### **Consent Resolutions**

35. Resolution authorizing the City Manager to apply for Community Development Investment Program Tax Credits from the NH Community Development Finance Authority to support CIP#543 Merrimack River Greenway Trail; together with report from the Director of Redevelopment, Downtown Services and Special Projects.  
**Attachments:** [Resolution](#)  
[Report](#)
36. Resolution in recognition of the services of Linda Kenison.  
**Attachments:** [Resolution](#)
37. Resolution in recognition of the services of Robert Werner.  
**Attachments:** [Resolution](#)

### **Appointments**

38. Mayor Bouley's proposed appointment to the Planning Board: Amanda T. Savage.  
**Attachments:** [Appointment](#)
39. Mayor Bouley's proposed appointments to an Ad-Hoc Gully Hill Road Committee: Councilors Bouchard, Brown and Kretovic.  
**Attachments:** [Appointment](#)
40. Mayor Bouley's proposed appointments to the Energy & Environment Advisory Committee: Jonathan M. Weinberg and R. Robert Werner.  
**Attachments:** [Energy & Environment Advisory Committee](#)

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

**Public Hearings**

41A. Ordinance amending the Code of Ordinances, Title IV, Zoning Code, Chapter 28, Zoning Ordinance, Article 28-2, Zoning Districts and Allowable Uses, Section 28-2-4, Allowable Principal and Accessory Uses in Zoning Districts, Paragraph J, Table of Principal Uses, by amending the Table of Principal Use, Use E, Medical; together with report from the Deputy City Manager for Development. (Supplemental report requesting public hearing be recessed until January 10, 2022 received.) (Additional supplemental report and map submitted.) (Public hearings recessed at the December 13, 2021 and the January 10, 2022 City Council meetings.) (Supplemental ordinance and additional supplemental report submitted.)

**Attachments:** [Ordinance](#)  
[Report](#)  
[Supplemental Report](#)  
[Supplemental Report #2](#)  
[Map](#)  
[Supplemental Ordinance](#)  
[Supplemental Report #3](#)

41B. 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, Network Security Engineer; together with report from the Director of Human Resources and previously submitted resolution.

**Attachments:** [Ordinance](#)  
[Report](#)  
[Resolution No. 9424](#)  
[Passed Resolution Report](#)

41C. Resolution authorizing the Annual Appraisal of Real Estate at Market Value per RSA 75:8-b; together with report from the Director of Real Estate Assessments. (Public hearings to be held in February and March with action taken in April.)

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

41D. Resolution appropriating the sum of \$67,637 to continue the work of reducing energy usage at the Hall Street Wastewater Treatment Plant (CIP #104) and accepting the sum of \$67,637 from the Unitil NHSAVES Energy Efficiency Incentive Rebate Program for this purpose; together with report from the General Services Director.

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

- 41E. Resolution appropriating the sum of \$18,771.00 to launch an e-bike bookmobile outreach program and accepting the sum of \$18,771.00 using Federal American Rescue Plan Act (ARPA) grant funds for this purpose; together with report from the Library Director. (Supplemental report submitted.)

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

- 41F. Resolution appropriating the sum of \$1,880,000 as a transfer to Reserves, and authorizing the use of \$1,880,000 from Fiscal Year 2021 General Fund Assigned Fund Balance; together with report from the Deputy City Manager - Finance.

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

- 41G. Resolution appropriating the sum of \$130,000 for the City Hall door project, furniture and equipment, and key management system and education opportunities and authorizing the use of \$130,000 in reserve funds for these purposes; together with report from the Deputy City Manager - Finance.

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

### **Public Hearing Action**

42. Ordinance amending the Code of Ordinances, Title IV, Zoning Code, Chapter 28, Zoning Ordinance, Article 28-2, Zoning Districts and Allowable Uses, Section 28-2-4, Allowable Principal and Accessory Uses in Zoning Districts, Paragraph J, Table of Principal Uses, by amending the Table of Principal Use, Use E, Medical; together with report from the Deputy City Manager for Development. (Supplemental report requesting public hearing be recessed until January 10, 2022 received.) (Additional supplemental report and map submitted.) (Public hearings recessed at the December 13, 2021 and the January 10, 2022 City Council meetings.) (Supplemental ordinance and additional supplemental report submitted.)

**Attachments:** [Ordinance](#)  
[Report](#)  
[Supplemental Report](#)  
[Supplemental Report #2](#)  
[Map](#)  
[Supplemental Ordinance](#)  
[Supplemental Report #3](#)

43. 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, Network Security Engineer; together with report from the Director of Human Resources and previously submitted resolution.

**Attachments:** [Ordinance](#)  
[Report](#)  
[Resolution No. 9424](#)  
[Passed Resolution Report](#)

44. Resolution authorizing the Annual Appraisal of Real Estate at Market Value per RSA 75:8-b; together with report from the Director of Real Estate Assessments. (Public hearings to be held in February and March with action taken in April.)

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

45. Resolution appropriating the sum of \$67,637 to continue the work of reducing energy usage at the Hall Street Wastewater Treatment Plant (CIP #104) and accepting the sum of \$67,637 from the Unitil NHSAVES Energy Efficiency Incentive Rebate Program for this purpose; together with report from the General Services Director.

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

46. Resolution appropriating the sum of \$18,771.00 to launch an e-bike bookmobile outreach program and accepting the sum of \$18,771.00 using Federal American Rescue Plan Act (ARPA) grant funds for this purpose; together with report from the Library Director. (Supplemental report submitted.)

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

47. Resolution appropriating the sum of \$1,880,000 as a transfer to Reserves, and authorizing the use of \$1,880,000 from Fiscal Year 2021 General Fund Assigned Fund Balance; together with report from the Deputy City Manager - Finance.

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

48. Resolution appropriating the sum of \$130,000 for the City Hall door project, furniture and equipment, and key management system and education opportunities and authorizing the use of \$130,000 in reserve funds for these purposes; together with report from the Deputy City Manager - Finance.

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



**Reports**

49. Presentation by the Fire Department of the Fire Station Location Study.

**New Business****Unfinished Business****Comments, Requests by Mavor, City Councilors****Comments, Requests by the City Manager****Consideration of Suspense Items**

Sus1 To Be Set for a March 14, 2022 Public Hearing

Resolution appropriating the sum of \$200,000 for improvements to the State Street Parking Garage (CIP #432) and authorizing the issuance of bonds and notes in the amount of up to \$200,000; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

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

**Adjournment**

**Information**

Inf1 Communication from John Plummer, Society for the Protection of New Hampshire Forests to the Concord Conservation Commission regarding Conservation Easement Monitoring Visits.

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

Inf2 Parks and Recreation Departments 2022 Spring Brochure.

**Attachments:** [Spring Brochure](#)

Inf3 January 26, 2021 Tax Exemption Policy Committee Approved Meeting Minutes.

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

Inf4 January 18, 2022 Tax Exemption Policy Committee Draft Meeting Minutes.

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

Inf5 2021 Annual Report for the Capital Area Mutual Aid Fire Compact.

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

Inf6 Communications from Comcast notifying the City of Concord of upcoming program changes.

**Attachments:** [January 6th Communication](#)

[January 19th Communication](#)

[January 26th Communication](#)

Inf7 January 24, 2022 and January 31, 2022 Rules Committee Draft Meeting Minutes.

**Attachments:** [January 24, 2022 Draft Meeting Minutes](#)

[January 31, 2022 Draft Meeting Minutes](#)