



City of Concord

City Council

Meeting Agenda

Monday, December 13, 2021

7:00 PM

City Council Chambers
37 Green Street
Concord, New Hampshire

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

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

November 08, 2021 City Council Draft Meeting Minutes.

Attachments: [Minutes](#)

6. Agenda overview by the Mayor.
7. Resolution proclaiming December 2021 as Capital Region Food Program Month.

Attachments: [Resolution](#)

Consent Agenda Items

Items Tabled for January 10, 2022 Public Hearings

8. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, concerning parking modifications on Kennedy Lane; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.
Attachments: [Ordinance](#)
[Report](#)
[Request to Parking Committee](#)
[Parking Committee Sept 17, 2019 Narrow Streets Presentation](#)
9. Ordinance Amending the Code of Ordinances, Title I, General Code; Chapter 9, Water, Article 9-4, Water and Sewer Investment Fee; together with report from the Deputy City Manager for Development.

Attachments: [Ordinance](#)
[Report](#)
[Special Investment Fee District Map](#)

10. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-9, Administration and Enforcement, Section 28-9-4, Decisions by the Planning Board, by amending Subsection (d) (3), Projects Exempt from Site Plan Review; together with report from the Deputy City Manager for Development.

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

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, Administrative Specialist II; together with report from the Human Resources Director.

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

12. 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, authorizing a change in title from “Building Systems Supervisor” to “Public Properties Crew Leader”; together with report from the General Services and Human Resources Directors.

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

13. Resolution appropriating the sum of \$99,040.42 for compensation and fringe benefits for personnel costs related to the deployment of Fire Department personnel to areas impacted by disasters and accepting the sum of \$99,040.42 as reimbursement from the Federal Emergency Management Agency for this purpose; together with report from the Deputy Fire Chief.

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

14. Resolution appropriating the sum of \$11,741.37 to support programming and outreach that enhance the services of the Concord Public Library and accepting the sum of \$11,741.37 in donations from the Concord Public Library Foundation for this purpose; together with report from the Library Director.

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

From the City Manager

15. Citizen Comments

Attachments: [Report](#)

Consent Reports

16. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,194.05, as provided for under the pre-authorization granted by City Council.

Attachments: [Report](#)

17. Report from the Deputy City Manager - Finance recommending the City Manager be authorized to enter into a new two-year concessionaire agreement between the City of Concord and Beava Divas, LLC, d/b/a The 19th Hole at Beaver Meadow (Beava Divas).

Attachments: [Report](#)

18. Report from the Ad Hoc Beaver Meadow Golf Course Clubhouse Committee in support of a new clubhouse facility as well as replacement of the current parking lot. (Facility assessment reports from HL Turner submitted)

Attachments: [Report](#)

[HL Turner Facility Assessment Report 1 of 2](#)

[HL Turner Facility Assessment Report 2 of 2](#)

19. Report from the Energy and Environment Advisory Committee requesting retroactive approval for the submission of a proposal for the University of New Hampshire's Sustainability Fellows Program.

Attachments: [Report](#)

20. Report from the City Engineer recommending the City Manager be authorized to execute an amended easement with Brookline Opportunities, LLC, developer of a multifamily housing project on Pembroke Road as a condition of approval of the site plan.

Attachments: [Report](#)

[Easement Agreement](#)

21. Report from the Parks and Recreation Director requesting the City Manager be authorized to apply for two grants; one to build Phase 2 of the Terrill Park Master Plan and another for the boardwalk section of the Merrimack River Greenway Trail.

Attachments: [Report](#)

22. Report from the Parks and Recreation Director on winter outdoor recreation opportunities.

Attachments: [Report](#)

23. Report from the Senior Planner, together with a revised map, detailing a necessary revision to the previously approved Voting Ward Map, as identified by the State of New Hampshire.

Attachments: [Report](#)
[Bow Block](#)
[Ward 10](#)

24. City of Concord 2021 Trails Plan report from the Assistant City Planner.

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

25. Report from the City Solicitor recommending the City Manager be authorized to execute a Cable Television Franchise Agreement between the City of Concord and Atlantic Broadband.

Attachments: [Report](#)
[Atlantic Broadband Franchise Agreement](#)

26. Report from the Deputy City Manager - Finance recommending the City Manager be authorized to enter into a Group Net Metering Agreement with Briar Hydro Associates.

Attachments: [Report](#)
[Concord-Briar Hydro Group Net Metering Agreement](#)

Consent Resolutions

27. Resolution authorizing the City Manager to enter into a Water and Wastewater Use Agreement with Wheelabrator Concord Company, LP; together with report from the General Services Director.

Attachments: [Resolution](#)
[Report](#)
[Wheelabrator Water and Sewer Agreement](#)

28. Resolution authorizing the City Manager to apply for and accept up to \$45,000 from the NH Department of Environmental Services for Household Hazardous Waste Collection and Special Project grants; together with report from the General Services Director.

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

29. Resolution authorizing the City Manager to apply for and accept up to \$250,000 from the NH Department of Environmental Services for the New Hampshire Clean Diesel Grant Program; together with report from the General Services Director.

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

30. Resolution repurposing the sum of \$17,982.56, to include \$8,832.56 from the Fiscal Year 2021 Scum Processing Equipment Replacement subproject (CIP #104) and \$9,150.00 from the Fiscal Year 2021 Security Fence Repairs subproject (CIP #466), to provide additional funding for Fiscal Year 2022 SCADA System Upgrade subprojects (CIP #104 and CIP #466); together with report from the General Services Director.

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

Appointments

31. Mayor Bouley's proposed appointments to the Golf Course Advisory Committee: Ruthanne Bradley, Mark Coen, Gary Darby and Cory James Schofield.

Attachments: [Appointment](#)

32. Mayor Bouley's proposed appointments to the Public Safety Board: Steven L. Kidder, Jessica Eskeland, Lisa Brown, Donald W. Carter, Stephen Edwards and Carol Hargrove.

Attachments: [Appointment](#)

33. Mayor Bouley's proposed appointment to the Energy & Environment Advisory Committee: Jeffrey A. Evans.

Attachments: [Appointment](#)

End of Consent Agenda

Public Hearings

- 34A. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-6, Parking Prohibited at All Times in Designated Places, Schedule I; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

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

[Map 1 - Study Area Wards 4, 5, & 6](#)

[Map 2 - Narrow Streets of Concern by Zone](#)

[Table Summarizing Parking Committee's Recommendations](#)

[Zone 1 PowerPoint Presentation](#)

- 34B. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-7(a), Parking Prohibited Certain Hours in Designated Places, Schedule II, Thompson Street and

Thorndike Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

Attachments: [Ordinance](#)

[Report](#)

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[Zone 1 PowerPoint Presentation](#)

- 34C. 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(a), Parking Prohibited During Certain Hours and Months in Designated Places, Schedule IX, Lincoln and Marshall Streets; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Attachments: [Ordinance](#)

[Report](#)

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- 34D. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-8, Parking Time Limited in Designated Places, Schedule III, Marshall Street; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Attachments: [Ordinance](#)

[Report](#)

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[Zone 1 PowerPoint Presentation](#)

- 34E. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 17, Vehicles and Traffic, Article 17-4, Operation of Motor Vehicles, Section 17-4-3, One-Way Streets, Schedule VI, Chesley and Oak Streets; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

Attachments: [Ordinance](#)
[Staff Report](#)
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- 34F. 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, Human Resources Generalist; together with report from the Human Resources Director.

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

- 34G. 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 for positions of Cemetery Administrator and Assistant Director of Parks and Recreation; together with report from the Parks & Recreation Director and the Director of Human Resources.

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

- 34H. 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, to add a new position to the Concord Fire Department-Advanced Emergency Medical Technician/Fire Fighter (AEMT/FF); together with report from the Fire Chief and the Human Resources Director.

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

- 34I. Resolution appropriating the sum of \$33,000 for an Information Technology Network Security Engineer and authorizing the use of \$33,000 from fund balance for this purpose, together with report from the City Manager.

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

- 34J. Resolution appropriating the sum of \$25,000 to support projects that enhance the services of the Concord Public Library and accepting the sum of \$25,000 as a donation from Walter Dueger, MD. for this purpose; together with report from the Library Director.

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

- 34K. 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).

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

Public Hearing Action

35. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-6, Parking Prohibited at All Times in Designated Places, Schedule I; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

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36. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-7(a), Parking Prohibited Certain Hours in Designated Places, Schedule II, Thompson Street and Thorndike Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects.

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38. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-8, Parking Time Limited in Designated Places, Schedule III, Marshall Street; together with report from the Director of Redevelopment, Downtown Services, and Special Projects.

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41. 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 for positions of Cemetery Administrator and Assistant Director of Parks and Recreation; together with report from the Parks & Recreation Director and the Director of Human Resources.

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42. 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, to add a new position to the Concord Fire Department-Advanced Emergency Medical Technician/Fire Fighter (AEMT/FF); together with report from the Fire Chief and the Human Resources Director.

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43. Resolution appropriating the sum of \$33,000 for an Information Technology Network Security Engineer and authorizing the use of \$33,000 from fund balance for this purpose, together with report from the City Manager.

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44. Resolution appropriating the sum of \$25,000 to support projects that enhance the services of the Concord Public Library and accepting the sum of \$25,000 as a donation from Walter Dueger, MD. for this purpose; together with report from the Library Director.

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45. 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).

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Reports

46. Presentation regarding property assessments by the Director of Real Estate Assessments.

Attachments: [Assessing Presentation](#)

New Business

47. Communication from Councilor Rice Hawkins requesting consideration be made to reinstating a mask mandate within the City of Concord. (Citizen comments received)

Attachments: [Communication](#)
[Citizen Comments](#)

Unfinished Business

48. Report from the Parks and Recreation Director and the Director of Human Resources recommending the reinstatement of the Recreation Supervisor position within the Parks and Recreation Department.

Attachments: [Report](#)

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Consideration of Suspense Items

Adjournment

Information

- Inf1 August 26, 2021 Airport Advisory Committee Minutes.
Attachments: [Minutes](#)
- Inf2 November 1, 2021 Concord Public Library Board of Trustee Meeting Minutes.
Attachments: [Minutes](#)
- Inf3 November 15, 2021 Fiscal Policy Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf4 November 18, 2021 Golf Course Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf5 December 2, 2021 Ad Hoc Beaver Meadow Golf Course Clubhouse Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf6 Communication from Comcast notifying the City of Concord of upcoming prices changes.
Attachments: [Communication](#)
- Inf7 Communication from Comcast notifying the City of upcoming changes to Xfinity TV services.
Attachments: [Communication](#)
- Inf8 Communication from John G. Cronin, Cronin, Bisson & Zalinsky, P.C.
Attachments: [Communication](#)
- Inf9 Communication from Diane and Robert Thoms, 6 Cricket Lane, requesting consideration be made to raise the Elderly Exemption within the City of Concord.
Attachments: [Communication](#)
- Inf10 Merrimack County Proposed 2022 Budget.
Attachments: [Report](#)
- Inf11 Parks and Recreation Adult Winter 2022 Brochure.
Attachments: [Brochure](#)