



City of Concord

City Council

Meeting Agenda - Final-revised

Monday, March 11, 2024

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

Non meeting to discuss collective bargaining negotiations in accordance with RSA 91-A:2, I (a) followed by a non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition to begin at 5:30 PM

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

February 12, 2024 City Council Draft Meeting Minutes

Attachments: [Minutes](#)

6. Agenda overview by the Mayor.
7. Presentation by the Friends Program Emergency Housing Program.

Consent Agenda Items

Referral to the Planning Board

8. Communication from Ari Pollack on behalf of Ciborowski Associates, LLC requesting consideration be given to zoning amendments within portions of Main Street, State Street and Storrs Street and the commercial and mixed-use corridors within the downtown.

Attachments: [Communication](#)

Items Tabled for April 8, 2024 Public Hearings

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

Attachments: [Resolution](#)
[Report](#)
[TY23 Final Exemption & Credit Comparison by Town](#)
[Public Testimony](#)

10. Resolution modifying the Optional Veterans' Tax Credit for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Real Estate Assessments. (Public testimony submitted.)

Attachments: [Resolution](#)
[Report](#)
[TY23 Final Exemption and Credit Comparison by Town](#)
[Public Testimony](#)

11. Resolution modifying the All Veterans' Tax Credit for the City of Concord pursuant to the provisions of RSA 72:28-a; together with a report from the Director of Real Estate Assessments. (Public testimony submitted.)

Attachments: [Resolution](#)
[Report](#)
[TY23 Final Exemption and Credit Comparison by Town](#)
[Public Testimony](#)

12. Resolution modifying the Blind Exemption for the City of Concord pursuant to the provisions of RSA 72:27-a; together with a report from the Director of Real Estate Assessments. (Public testimony submitted.)

Attachments: [Resolution](#)
[Report](#)
[TY23 Final Exemption and Credit Comparison by Town](#)
[Public Testimony](#)

13. Resolution appropriating the sum of \$35,000 in the Solid Waste fund to modify the entrance to the transfer station located on Old Turnpike Road and authorizing the use of \$35,000 in the Solid Waste fund balance for this purpose; together with a report from the General Services Director.

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

14. Resolution accepting the sum of \$9,660.75 in residential granite curb cost sharing and reimbursement from developers and appropriating the sum of \$9,660.75 in the Annual Roadway Surface Improvements project (CIP #78) for this purpose; together with a report from the General Services Director.

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

15. Resolution amending and restating resolution #9573 which determined that the proposed project has a public benefit and approved an application by First Church Holdings L.L.C. for a seven year RSA 79-E Community Revitalization Tax Relief Incentive for the renovation of real estate located at 177 North Main Street, City Assessor's Parcel Map 55 Block 3 Lot 14 and 16; together with a report from the Assistant Director of Community Development.

Attachments: [Resolution](#)
[Report](#)
[Resolution Amendment Request Letter](#)
[8-14-2023 City Council Minutes Excerpt](#)
[Staff Report \(June 28, 2023\)](#)
[Supplemental Staff Report \(30 Units\) \(August 7, 2023\)](#)
[Revised Tax Savings Calculation \(30 Units\)](#)
[Resolution #9573](#)

16. 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 Administration Division; together with a report from the General Services Director.

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

Item previously Tabled for a July 8, 2024 Public Hearing

17. 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](#)

Consent Reports

18. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,558.97, as provided under the pre-authorization granted by City Council.
19. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$5,431.00 as provided for under the pre-authorization granted by City Council.

Attachments: [Report](#)

20. Report from the Director of Real Estate Assessments requesting the City Manager be Authorized to renew the voluntary Payment in Lieu of Taxes Agreement between Fellowship Housing Opportunities, Inc. and Affiliates and the City of Concord.
Attachments: [Report](#)
[Agreement](#)
21. Report from the City Treasurer/Tax Collector regarding tax deeded properties.
Attachments: [Report](#)
22. Report from the Human Resources Director and the Parks and Recreation Director to combine two existing part time custodians to create one permanent part time custodian position.
Attachments: [Report](#)
23. Report from the Transportation Engineer, on behalf of the Transportation Policy Advisory Committee, in response to a referral from City Council regarding a 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. (Pulled from consent by Mayor Champlin.)
Attachments: [Report](#)
[Draft TPAC Minutes](#)
24. Report from the Transportation Engineer, on behalf of the Transportation Policy Advisory Committee, in response to a referral from City Council regarding a 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.
Attachments: [Report](#)
[Draft TPAC Minutes](#)
25. Report from the City Engineer recommending the City Manager be authorized to submit a letter to the NHDOT in regards to project "Concord 41468," in the Ten Year Plan, requesting consideration be given to improve and expand the existing pedestrian walkway on the I-93 Northbound Bridge (136/117) over the Merrimack River, that connects East Concord (Exit 16) to New Hampshire Technical Institute.
Attachments: [Report](#)

Appointments

26. City Manager's Appointment to the Conservation Commission: Tracey Lesser.
Attachments: [Report](#)
[Resume](#)
27. City Manager's Appointment to the Heritage Commission: Althea Barton

Attachments: [Report](#)

End of Consent Agenda

Public Hearings

28A. Resolution adopting a Community Power Program for electricity supply in Concord and authorizing the City to join the Community Power Coalition of New Hampshire; together with a report from the Director of Special Projects & Strategic Initiatives. (Public testimony submitted.) (Additional public testimony submitted.)

Attachments: [Resolution](#)

[Report](#)

[Comparison of Models](#)

[State-Wide Status of Community Power](#)

[Public Testimony](#)

[Additional Public Testimony](#)

28B. Resolution appropriating the sum of \$880,000 in the Traffic Signals and Traffic Operations Improvements project (CIP #283) for the design and construction of traffic signal upgrades and associated improvements at the intersections of North State/Centre Streets and North Main/Washington/Ferry streets, authorizing the issuance of bonds and notes in the sum of \$880,000, and repurposing the sum of \$101,221.97 from the State/Pleasant Intersection subproject (CIP #283) for this purpose; together with a report from the City Engineer.

Attachments: [Resolution](#)

[Report](#)

28C. Public Hearing regarding the status of the following: \$750,000 in Public Facilities & Covid-19 Pandemic Relief Community Development Block Grant (CDBG) funds subgranted to the Boys and Girls Club of Central New Hampshire; \$500,000 in Public Facilities CDBG funds subgranted to Crisis Center of Central NH; and \$500,000 in Housing CDBG funds subgranted to Concord Coalition to End Homelessness, together with a report from the Assistant Director of Community Development.

Attachments: [Report](#)

28D. Resolution appropriating the sum of \$561,074 in the new airport terminal building project (CIP #383) for the design, permitting, and bidding of a new airport terminal building and accepting the sum of \$365,754 in grant funds from the Federal Aviation Administration, the sum of \$20,320 from the State of New Hampshire, and authorizing the issuance of bonds and notes in the sum of \$175,000 for this purpose, together with a report from the Associate Engineer.

Attachments: [Resolution](#)
[Report](#)
[Terminal Presentation to City Council Feb 2021](#)
[CIP #383 Project Detail \(FY2024\)](#)

28E. Resolution appropriating the sum of \$5,792 in the Airport fund as a transfer out to capital and authorizing the use of airport fund balance for this purpose, and appropriating the sum of \$115,830 in the New Airport Terminal Building project (CIP #383) for the design and permitting of a new parking lot and related improvements, accepting the sum of \$104,246 in grant funds from the Federal Aviation Administration, accepting the sum of \$5,792 from the State of new Hampshire, and accepting the sum of \$5,792 as a transfer from the Airport fund for this purpose; together with a report from the Associate Engineer.

Attachments: [Resolution](#)
[Report](#)
[Terminal Presentation to City Council Feb 2021](#)
[CIP #383 Project Detail \(FY2024\)](#)

28F. Resolution appropriating the sum of \$305,000 in the general fund as a transfer out to capital for the purchase of PFAS-free structural firefighting gear, authorizing the use of \$305,000 in unassigned fund balance, and appropriating the sum of three hundred five thousand dollars (\$305,000.00) in the Fire Department Personnel Protective Equipment Project (CIP #573) for this purpose.

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

28G. Resolution appropriating the sum of \$50,000 as a transfer in from trust in the Abbott Road/Sewalls Falls Road Intersection project (CIP #520) and authorizing the use of \$50,000 in Highway Reserve funds for this purpose; together with a report from the City Engineer.

Attachments: [Resolution](#)
[Report](#)
[Sewalls Falls - Abbott Rd Intersection Plan](#)

28H. Resolution appropriating the sum of \$42,000 in the ERP Needs Analysis project (CIP #302) for replacement of the City Prosecutor's Office software (CIP #302) and authorizing the use of \$42,000 in technology reserve funds for this purpose; together with a report from the Deputy City Solicitor.

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

28I. Resolution establishing a Sidewalk Reserve, appropriating the sum of \$22,023.18 in

the General fund as a transfer out to trust, and accepting the sum of \$22,023.18 from Amoskeag Beverages LLC/Amoskeag Realty LLC for this purpose; together with a report from the Deputy City Manager - Development.

Attachments: [Resolution](#)

[Report](#)

- 28J. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 30, Administrative Code, Article 30-3, Boards and Commissions, Economic Development Advisory Committee; together with a report from Mayor Champlin.

Attachments: [Ordinance](#)

[Report](#)

Public Hearing Action

29. Resolution adopting a Community Power Program for electricity supply in Concord and authorizing the City to join the Community Power Coalition of New Hampshire; together with a report from the Director of Special Projects & Strategic Initiatives. (Public testimony submitted.) (Additional public testimony submitted.)

Attachments: [Resolution](#)

[Report](#)

[Comparison of Models](#)

[State-Wide Status of Community Power](#)

[Public Testimony](#)

[Additional Public Testimony](#)

30. Resolution appropriating the sum of \$880,000 in the Traffic Signals and Traffic Operations Improvements project (CIP #283) for the design and construction of traffic signal upgrades and associated improvements at the intersections of North State/Centre Streets and North Main/Washington/Ferry streets, authorizing the issuance of bonds and notes in the sum of \$880,000, and repurposing the sum of \$101,221.97 from the State/Pleasant Intersection subproject (CIP #283) for this purpose; together with a report from the City Engineer.

Attachments: [Resolution](#)

[Report](#)

31. Public Hearing regarding the status of the following: \$750,000 in Public Facilities & Covid-19 Pandemic Relief Community Development Block Grant (CDBG) funds subgranted to the Boys and Girls Club of Central New Hampshire; \$500,000 in Public Facilities CDBG funds subgranted to Crisis Center of Central NH; and \$500,000 in Housing CDBG funds subgranted to Concord Coalition to End Homelessness, together with a report from the Assistant Director of Community Development.

Attachments: [Report](#)

32. Resolution appropriating the sum of \$561,074 in the new airport terminal building project (CIP #383) for the design, permitting, and bidding of a new airport terminal building and accepting the sum of \$365,754 in grant funds from the Federal Aviation Administration, the sum of \$20,320 from the State of New Hampshire, and authorizing the issuance of bonds and notes in the sum of \$175,000 for this purpose, together with a report from the Associate Engineer.

Attachments: [Resolution](#)

[Report](#)

[Terminal Presentation to City Council Feb 2021](#)

[CIP #383 Project Detail \(FY2024\)](#)

33. Resolution appropriating the sum of \$5,792 in the Airport fund as a transfer out to capital and authorizing the use of airport fund balance for this purpose, and appropriating the sum of \$115,830 in the New Airport Terminal Building project (CIP #383) for the design and permitting of a new parking lot and related improvements, accepting the sum of \$104,246 in grant funds from the Federal Aviation Administration, accepting the sum of \$5,792 from the State of new Hampshire, and accepting the sum of \$5,792 as a transfer from the Airport fund for this purpose; together with a report from the Associate Engineer.

Attachments: [Resolution](#)

[Report](#)

[Terminal Presentation to City Council Feb 2021](#)

[CIP #383 Project Detail \(FY2024\)](#)

34. Resolution appropriating the sum of \$305,000 in the general fund as a transfer out to capital for the purchase of PFAS-free structural firefighting gear, authorizing the use of \$305,000 in unassigned fund balance, and appropriating the sum of three hundred five thousand dollars (\$305,000.00) in the Fire Department Personnel Protective Equipment Project (CIP #573) for this purpose.

Attachments: [Resolution](#)

[Report](#)

35. Resolution appropriating the sum of \$50,000 as a transfer in from trust in the Abbott Road/Sewalls Falls Road Intersection project (CIP #520) and authorizing the use of \$50,000 in Highway Reserve funds for this purpose; together with a report from the City Engineer.

Attachments: [Resolution](#)

[Report](#)

[Sewalls Falls - Abbott Rd Intersection Plan](#)

36. Resolution appropriating the sum of \$42,000 in the ERP Needs Analysis project (CIP #302) for replacement of the City Prosecutor's Office software (CIP #302) and

authorizing the use of \$42,000 in technology reserve funds for this purpose; together with a report from the Deputy City Solicitor.

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

37. Resolution establishing a Sidewalk Reserve, appropriating the sum of \$22,023.18 in the General fund as a transfer out to trust, and accepting the sum of \$22,023.18 from Amoskeag Beverages LLC/Amoskeag Realty LLC for this purpose; together with a report from the Deputy City Manager - Development.

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

38. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 30, Administrative Code, Article 30-3, Boards and Commissions, Economic Development Advisory Committee; together with a report from Mayor Champlin.

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

Reports

39. Report from the General Services Director regarding a Screw Pump Lower Bearing Replacement.

Attachments: [Report](#)

40. City Council 2024-2025 Priorities Report from the City Manager. (Revised report submitted.)

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

New Business

Unfinished Business

41. 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

23. Report from the Transportation Engineer, on behalf of the Transportation Policy Advisory Committee, in response to a referral from City Council regarding a 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. (Pulled from consent by Mayor Champlin.)

Attachments: [Report](#)
[Draft TPAC Minutes](#)

Consideration of Suspense Items

- Sus1 Report from the City Manager regarding Fiscal Year 2024 Event Funding.

Attachments: [Report](#)

Item Tabled for an April 8, 2024 Public Hearing

- Sus2 Resolution appropriating the sum of \$66,190 for City overtime payments to cover shifts when earned leave is used and using fund balance in the amount of \$66,190 for this purpose; together with a report from the Director of Human Resources and Labor Relations.

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

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Adjournment

Information

- Inf1 January 25, 2024 Airport Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf2 January 25, 2024 Community Development Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf3 January 29, 2024 Parking Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf4 January 31, 2024 Tax Exemption Policy Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf5 February 2, 2023 Tax Exemption Policy Committee Approved Meeting Minutes.
Attachments: [Minutes](#)
- Inf6 February 5, 2024 Concord Public Library Board of Trustees Meeting Minutes.
Attachments: [Minutes](#)
- Inf7 February 20, 2024 Fiscal Policy Advisory Committee Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf8 Parks and Recreation Departments Spring Brochure.
Attachments: [Spring Brochure](#)