



# City of Concord

## City Council

### Meeting Agenda

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Monday, February 13, 2017

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 property acquisition to be held at 6:15 p.m.*

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

January 9, 2017 City Council Meeting Minutes.

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

6. Proclamation honoring Christopher Morgan's service and contributions as a member of the Conservation Commission within the City of Concord.

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

7. Friends of the City Auditorium Presentation.
8. Agenda overview by the Mayor.

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

***Note: items listed as pulled from the consent agenda will be discussed at the end of the meeting.***

#### **Referral to the Planning Board**

9. Communication from Richard Uchida, on behalf of GJC Associates, requesting consideration be given to rezoning portions of a set of properties located on the north and south sides of Pleasant Street; together with communication from area residents in opposition to the request. (Additional communications in opposition to the request submitted) (Pulled from consent by Councilor Herschlag)

**Attachments:** [Communication](#)  
[Community Letter of Concern](#)  
[Ryder Communication](#)  
[Butterfield Communication](#)  
[West Communication](#)

### **Referral to the Legal Department**

10. Communication from Craig Greenman expressing his concern with the enforcement of the "no hockey on pond" rule at White Park.

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

### **Item Tabled for Public Hearings to be held on March 13, 2017 and April 10, 2017**

11. 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.

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

### **Items Tabled for March 13, 2017 Public Hearings**

12. Resolution relative to the public highway discontinuance of a portion of Broad Cove Drive in Concord New Hampshire; together with report from the City Planner.

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

13. Resolution appropriating \$15,000 from the Economic Development Reserve to fund a Business Incubator Needs Assessment and Development Plan in partnership with the Capital Regional Development Council and the Greater Concord Chamber of Commerce; together with a report from the Deputy City Manager - Development.

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

14. Resolution appropriating the sum of \$1,850,000 for the purpose of the design, permitting, right-of-way, and construction for the North Pembroke Road Bridge Replacement Project (Concord -Pembroke 14841, CIP #478), including accepting and appropriating \$1,480,000 in New Hampshire State Bridge Aid Program funds, accepting and appropriating \$330,000 in donations from the Town of Pembroke, NH as a portion of the local agency match for this project, and authorizing the issuance of bonds and notes in the amount of \$40,000 for the remaining portion of the local agency match for this project; together with report from the City Engineer.

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

15. Ordinance Amending the Code of Ordinances, Title IV, Zoning Code; Chapter 29.2, Public Capital Facilities Impact Fees Ordinance; Article 29.2-1-2, Assessment and Collection; together with report from the City Planner.

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

16. Ordinance amending the Code of Ordinances, Title IV, Zoning Code, Chapter 28, Zoning Ordinance, Article 28-8-2, Nonconforming Lots, Uses and Structures; Section 28-8-2, Determination of a Nonconformity; together with a report from the City Planner.

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

17. Ordinance amending the Code of Ordinances. Title V, Administrative Code; Chapter 31, Purchasing and Contract Procedure; Article 31-1, Purchasing Procedure; Section 31-1-3 Purchasing Procedures and 31-1-4 Disposition of Surplus Personal Property; thereby changing purchasing and disposal limits; together with report from the Purchasing Manager.

**Attachments:** [Ordinance](#)  
[Report](#)  
[Area City Thresholds-Revised](#)  
[Thresholds-Revised](#)

### **From the City Manager**

18. Positive Citizen Comments.

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

### **Consent Reports**

19. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$2,603.00 as provided for under the pre-authorization granted by City Council.

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

20. Diminimus gifts and donations report from the Parks and Recreation Director requesting authorization to accept monetary gifts totaling \$2,020.30 as provided for under the pre-authorization granted by City Council.

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

21. Status report from the City Manager on 2016-2017 City Council Priorities.

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

22. Report from the Deputy City Manager - Development concerning St. Paul's School's

follow-up regarding the discontinued portions of Silk Farm Road. (Pulled from consent by Councilor Herschlag)

**Attachments:** [Report](#)  
[Communication - St. Paul's](#)

23. Report from the Ad-hoc Events Committee.

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

24. Fiscal Year to Date Financial Statements from the Deputy City Manager - Finance.

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

25. Report from the Police and Fire Chiefs on Drug Overdoses and Other Statistics for Calendar Year 2016.

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

26. Report from the Parks and Recreation Director on the cemetery operations.

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

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

**Attachments:** [Report](#)  
[Current Use Penalties](#)

28. Report from the City Planner recommending that the Unit Fees of the Public Capital Facilities Impact Fee Ordinance not be increased in 2017 based on the inflationary rates.

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

### **Consent Resolutions**

29. Resolution authorizing the City Manager to enter into a municipal agreement with the Town of Pembroke, New Hampshire and the State of New Hampshire Department of Transportation (NHDOT), for State Bridge Aid Program funding in conjunction with the design, permitting, right-of-way, and construction of the North Pembroke Road Bridge Replacement Project (CIP #478); together with report from the City Engineer.

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

30. Resolution repurposing the sum of \$130,010.67 from the 2016 Equipment Design subproject (CIP #104) to the 2016 Equipment Process Upgrade subproject (CIP #104); together with report from the General Services Director.

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

31. Resolution repurposing the sum of \$15,000 from the 2016 Penacook Street Pump Station upgrades subproject (CIP #372) to the 2017 Pump Station #5 Screen/Basket Replacement subproject (CIP #372); together with report from the General Services Director.

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

### **Consent Communications**

32. Street closure request from United Progressives of New Hampshire for a community march to be held Monday, February 20, 2017 from 3:45 to 4:45 p.m. (Pulled from consent by City Manager Aspell)

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

33. Street closure request from the New Hampshire Breast Cancer Coalition for a NHBCC March Down Main Street event to be held on Sunday, October 1, 2017.

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

34. Street closure request from the Arthritis Foundation for their Annual Jingle Bell Run to be held on Sunday, December 17, 2017.

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

### **Appointments**

35. Mayor Bouley's proposed appointments to the Committee for Concord's Plan to End Homelessness. Karen Emis-Williams, Kara Wyman and Rosemary Heard

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

36. City Manager's proposed appointment to the Conservation Commission. Stefan Mattlage

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

37. Mayor Bouley's proposed appointment to the Everett Arena Advisory Committee. Joe Farrelly

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

38. City Manager's proposed reappointment to the Heritage Commission. J. Richard Jacques, Sr.

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

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

### **Public Hearings**

39. Resolution accepting and appropriating the sum of \$100,000 in grant funds from the NH Department of Environmental Services Aquatic Resource Mitigation Grant Program to be used towards the design and construction of a culvert replacement and

stream bed restoration along Mill Stream at Portsmouth Street, CIP #83; together with a report from the City Engineer.

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

### **Public Hearing Action**

40. Resolution accepting and appropriating the sum of \$100,000 in grant funds from the NH Department of Environmental Services Aquatic Resource Mitigation Grant Program to be used towards the design and construction of a culvert replacement and stream bed restoration along Mill Stream at Portsmouth Street, CIP #83; together with a report from the City Engineer.

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

### **Appointments by the Mayor**

#### **Reports**

41. Report from the City Engineer on available project funding in conjunction with the Downtown Complete Streets Improvement Project (CIP 460).

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

42. Reports from the Police Chief and the Parking Committee in response to a referral from City Council regarding on-street parking on narrow public streets.

**Attachments:** [Police Department Report](#)  
[Parking Committee Report](#)

### **New Business**

#### **Unfinished Business**

43. Report from the Rules Committee recommending revisions to the current Rules of the City Council. (Item tabled, no action taken, at the June 8, 2015 City Council meeting).

**Attachments:** [Report](#)  
[Proposed Council Rules](#)

44. Supplemental report from the City Engineer outlining lighting alternatives for the Downtown Complete Streets Improvement Project (CIP460).

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

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

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

**Consideration of items pulled from the consent agenda for discussion.**

*\* Items 9, 22 and 32 have been pulled from the consent agenda for discussion.*

**Consideration of Suspense Items**

Sus1. Report outlining recommendations from the Council's Gully Hill Committee.

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

Sus2. Referral to the Fiscal Policy Advisory Committee (FPAC)

Community Revitalization Tax Relief Program (RSA 79-E) Application submitted by Jonathan Chorlian for property located at 54 Pleasant Street, former Sacred Heart Church property.

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

**Adjournment**

**Information**

Inf1. August 11, 2016 Golf Advisory Committee Meeting Minutes.

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

Inf2. September 15, 2016 Recreation and Parks Advisory Committee Meeting Minutes.

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

Inf3. November 22, 2016 and January 17, 2017 Concord's Plan to End Homelessness Meeting Minutes.

**Attachments:** [November 22, 2016](#)  
[January 17, 2017](#)

Inf4. December 15, 2016 Recreation Parks Advisory Committee Meeting

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

Inf5. December 15, 2016 Transportation Policy Advisory Committee Meeting Minutes

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

Inf6. December 21, 2016 Tax Exemption Policy Committee Draft Meeting Minutes.

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

Inf7. January 9, 2017 Concord Public Library Board of Trustees Meeting Minutes.

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

Inf8. January 17, 2017 Fiscal Policy Advisory Committee Draft Meeting Minutes.

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

Inf9. January 17, 2017 Traffic Operations Committee Meeting Minutes.

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

Inf10. Annual Customer Notice from Comcast Cable.

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

Inf11. Communication/update from the Concord Coalition to End Homelessness.

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

Inf12. University of New Hampshire Cooperative Extension Merrimack County 2016 Annual Report.

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