



City of Concord

City Council

Meeting Agenda

Monday, March 13, 2017

7:00 PM

City Council Chambers
37 Green Street
Concord, NH 03301

Non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition, RSA 91-A: 2, I (a) to discuss collective bargaining strategies and RSA 91-A:2, I (b) meeting with legal counsel to be held at 5:45 p.m.

1. Call to Order.
2. Invocation.
3. Pledge of Allegiance.
4. Roll Call.
5. Approval of the Meeting Minutes.
February 13, 2017 City Council Meeting Minutes.

Attachments: [Minutes](#)

6. Friends of the City Auditorium Presentation.
7. ConcordTV 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 Community Development

9. Communication from Ari Pollack, on behalf of Merrimack County, proposing the discontinuance of a portion of the Pitman Street right-of-way to allow for the development of a new parking area upon the southerly side of the property.

Attachments: [Communication](#)

Items Tabled for April 10, 2017 Public Hearings

10. 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](#)

11. Resolution determining the proposed project has a public benefit and approving an application by Bienvenue Redevelopment L.L.C. for a RSA 79-E Community Revitalization Tax Relief Incentive for the renovation of the former Sacred Heart Church location at 54 Pleasant Street; together with report from Director of Redevelopment, Downtown Services and Special Projects.
Attachments: [Resolution](#)
[Report](#)
[Tax Savings Calculation](#)
[Applicant's Cover Letter Feb 28, 2017](#)
[Application Feb 9, 2017](#)
12. Resolution de-authorizing the sum of \$178,354.60 in traffic impact fees from the 2015 Downtown Complete Street Subproject (CIP #460) and returning said sum to Traffic Impact Fee District #3, rescinding and de-authorizing the sum of \$290,000 in bond authorizations for the 2016 Underground Utilities Subproject (CIP #460), and repurposing the sum of \$672,884.61 in bonds from CIPs #460 and #281 to CIP #65; together with report from Deputy City Manager-Finance. (Revised resolution and report submitted)
Attachments: [Resolution](#)
[Report](#)
[Revised Resolution](#)
[Revised Report](#)
13. Resolution appropriating the sum of \$962,884.61 for the purpose of completing the City Hall campus steam to natural gas conversion and Municipal Complex sidewalk refurbishment subprojects (CIP #65) using \$672,884.61 in previously identified complete streets improvement funds (CIP #460 and CIP #281), repurposing \$100,000 from the COMF Boiler Replacement Subproject (CIP #323), and authorizing the issuance of bonds and notes in the amount of \$190,000; together with report from Deputy City Manager-Finance. (Revised resolution and report submitted)
Attachments: [Resolution](#)
[Report](#)
[Revised Resolution](#)
[Revised Report](#)
14. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines and Penalties; together with non-ordinance fees and a report from the Deputy City Manager - Finance.

Attachments: [Ordinance](#)
[Report](#)
[Ordinance & Non-Ordinance Fee Schedule](#)

15. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 34, Personnel Rules and Regulations, Annual Leave; together with report from the City Solicitor.

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

From the City Manager

16. Positive Citizen Comments

Attachments: [Citizen Comments](#)

Consent Reports

17. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$7,523.53 as provided for under the pre-authorization granted by City Council.
Attachments: [Report](#)
18. Diminimus gift and donations report from the Police Department requesting authorization to accept a gift of thirteen office chairs and three tables donated by the NH Army National Guard, as provided for under the pre-authorization granted by City Council.
Attachments: [Report](#)
19. Concord City Auditorium Management Agreement and Recommendation Report from Deputy City Manager - Finance.
Attachments: [Report](#)
[Audi Extension to Agreement](#)
[FY17 Audi MOU Financial Update](#)
[MOU 2017 Friends Report](#)
[Pitch In 2016 Interim Report](#)
[Preservation Efforts - 1991-2016](#)
20. Report from the Traffic Engineer on behalf of the Traffic Operations Committee in response to a referral from Councilor Keach regarding a constituent request to install a street light in the vicinity of 164 East Side Drive.
Attachments: [Report](#)
21. Overall Economic Development Performance Report from the Deputy City Manager for Development.

Attachments: [Report](#)

22. Report from the General Services Director regarding the Arena LED Lighting Project.

Attachments: [Report](#)
[2017 Lighting Incentive Form](#)
[On-Bill Financing Agreement](#)
[Affinity LED Contract](#)

Consent Resolutions

23. Resolution accepting and appropriating the sum of \$6,000 in grant funding from the Department of Safety, State Homeland Security Grant Program, for funding of EMS Warm Zone equipment; together with report from the Fire Department.

Attachments: [Resolution](#)
[Report](#)
[Grant Award Letter](#)

Consent Communications

24. Street closure request from the New Hampshire Law Enforcement Officers' Memorial Committee for a candlelight vigil to be held on September 29, 2017.

Attachments: [Request](#)

25. Street closure request for the 25th Annual New Hampshire Law Enforcement Memorial Ceremony to be held on Friday, May 19, 2017.

Attachments: [Request](#)

26. Street closure request for the 2017 Making Strides Against Breast Cancer Walk to be held on Sunday, October 15, 2017.

Attachments: [Request](#)

27. Street closure request for the March of Science event to be held on Saturday, April 22, 2017.

Attachments: [Request](#)

28. Street closure request for the dedication of a memorial in honor of Governor John Winant at the New Hampshire State Library to be held on June 23, 2017.

Attachments: [Request](#)

29. Street closure request for a Christa McAuliffe Block Party to be held on May 31, 2017 from 3:00 p.m. - 8:00 p.m.

Attachments: [Request](#)

Appointments

30. Appointments to the Board of Trustees of Trust Funds

Attachments: [Appointments](#)

31. Mayor Bouley's proposed appointment to the Recreation and Parks Advisory Committee. Nicholas J. Kotkowski

Attachments: [Appointment](#)

From the Mayor

32. Communication from the Mayor regarding the City Manager's annual performance evaluation.

Attachments: [Communication](#)

End of Consent Agenda

Public Hearings

- 33A. 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](#)

- 33B. 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](#)

- 33C. 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](#)

- 33D. 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](#)

- 33E. 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](#)

- 33F. 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](#)

- 33G. 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](#)

Public Hearing Action

34. 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](#)

35. 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](#)

36. 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](#)

37. 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](#)

38. 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](#)

39. 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](#)

Appointments by the Mayor

Reports

40. Water Master Plan Update
41. Form-Based Code Presentation by the City Planner

New Business

Unfinished Business

42. 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](#)

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Consideration of Suspense Items

Sus1. Report from the City Clerk requesting Council consideration for a Special Election to be held to fill a vacant State Representative, District 18 seat.

Attachments: [Report](#)

[Estimated Special Election Expenses 2017](#)

Adjournment

Information

- Inf1. January 19, 2017 Arena Advisory Meeting Minutes.
Attachments: [Minutes](#)
- Inf2. January 26, 2017 Transportation Policy Advisory Committee Meeting Minutes
Attachments: [Minutes](#)
- Inf3. February 2, 2017 Gully Hill Conservation Easement Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf4. February 3, 2017 Economic Development Advisory Council Draft Meeting Minutes.
Attachments: [Minutes](#)
- Inf5. February 6, 2017 Concord Public Library Board of Trustees Meeting Minutes.
Attachments: [Minutes](#)
- Inf6. February 21, 2017 Fiscal Policy Advisory Committee Draft Minutes
Attachments: [Minutes](#)
- Inf7. February 22, 2017 Community Development Advisory Committee Meeting Minutes.
Attachments: [Minutes](#)
- Inf8. Communication from the Federal Emergency Management Agency (FEMA) in follow-up to a discovery meeting that was conducted for the Merrimack Watershed as part of FEMA's Risk Mapping, Assessment, and Planning (Risk MAP) program.
Attachments: [Communication](#)
- Inf9. Communication from Comcast Cable advising Council of upcoming changes in service for area customers.
Attachments: [Communication](#)