



# City of Concord

## City Council

### Meeting Minutes - Final-revised

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Monday, July 8, 2024

7:00 PM

City Council Chambers  
37 Green Street  
Concord, NH 03301

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1. Call to Order.

**Action:** Mayor Champlin called the meeting to order at 7:00 PM. Mayor Champlin noted that devices are available to help those who have difficulty hearing. These devices use a transmitter and headphones, and allow for an individual to personally adjust the volume to their needs. A device can be obtained at the ConcordTV booth in the back of Council Chambers.

2. Invocation.

3. Pledge of Allegiance.

4. Roll Call.

**Present:** 12 - Councilor Stacey Brown, Mayor Byron Champlin, Councilor Nathan Fennessy, Councilor Jeff Foote, Councilor Michele Horne, Councilor Fred Keach, Councilor Jennifer Kretovic, Councilor Judith Kurtz, Councilor Jim Schlosser, Councilor Kris Schultz, Councilor Ali Sekou, and Councilor Brent Todd

**Excused:** 2 - Councilor Paula McLaughlin, and Councilor Karen McNamara

**Late:** 1 - Councilor Amanda Grady Sexton

5. Approval of the Meeting Minutes.

May 30, 2024 Finance Committee Draft Meeting Minutes.

June 3, 2024 Finance Committee Draft Meeting Minutes.

June 3, 2024 City Council Draft Meeting Minutes.

June 10, 2024 City Council Draft Meeting Minutes.

**Action:** Councilor Todd moved approval of the May 30 and June 3, 2024 Finance Committee meeting minutes as well as the June 3 and June 10, 2024 City Council meeting minutes. The motion was duly seconded and passed with no dissenting votes.

6. Agenda overview by the Mayor.
7. City Council action relative to the City Manager's evaluation and employment contract, in accordance with Section 21(b) of the City Charter.

**Action:** Councilor Kretovic moved approval of the City Manager's satisfactory evaluation. The motion was duly seconded and passed with no dissenting votes.

General discussion followed, and members of City Council provided positive comments regarding the City Manager's performance.

Councilor Kretovic moved approval of the City Manager's employment contract. The motion was duly seconded and passed with no dissenting votes.

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

**Action:** Councilor Keach moved approval of the consent agenda. The motion was duly seconded and passed with no dissenting votes.

**Referral to the Traffic Operations Committee**

8. Communication from Councilor Kretovic regarding a request for the installation of curbing on Sewalls Falls Road between First Street and Second Street; together with communication from Linda Schmidt.

**Action:** This item was referred to the Traffic Operations Committee.

**Referral to the Traffic Operations Committee and the Police Department**

9. Communication from Councilor Kretovic requesting review of speeds and commercial/cut through traffic on Sewalls Falls Road and West Parrish Road.

**Action:** This item was referred to the Traffic Operations Committee and the Police Department.

**Items Tabled for August 12, 2024 Public Hearings**

10. Resolution appropriating the sum of \$200,000 in the Loudon Road Bridge Improvement Project (CIP #588) for the evaluation and interim repair of the Bridge Deck on Loudon Road Bridge and authorizing the transfer of \$200,000 from the Bridge Reserve fund for this purpose; together with a report from the City Engineer.

**Action:** This resolution was moved to set for a public hearing.

11. Resolution appropriating the sum of \$144,929.47 as a transfer to the Opioid Abatement Reserve and accepting the sum of \$144,929.47 in Opioid Litigation Settlement Funds for this purpose, retroactive to June 30, 2024; together with a report from the Deputy City Manager-Finance.  
**Action:** This resolution was moved to set for a public hearing.
12. Resolution appropriating the sum of \$90,000 in the General Fund for a Class and Compensation Study and authorizing the use of \$90,000 in Human Resources Reserve for this purpose; together with a report from the Deputy City Manager-Finance.  
**Action:** This resolution was moved to set for a public hearing.
13. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance concerning Conditional Use Permits for obstruction of the State House Dome, as well as maximum height limits within the Central Business and Opportunity Corridor Performance Districts, together with a report from the Deputy City Manager - Development. (Revised ordinance, supplemental report and communication from Attorney Ari Pollock submitted.) (Public testimony and a report from the City Planner, on behalf of the Architectural Design Review committee received.)  
**Action:** This ordinance was moved to set for a public hearing.
14. 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 Modify/Add the Positions Specified in the Attached Ordinance for FY2025; together with a report from the Director of Human Resources and Labor Relations.  
**Action:** This public hearing report was moved to set for a public hearing.

### **From the City Manager**

15. Positive Citizen Comments.

**Action:** This consent report was approved.

### **Consent Reports**

16. Diminimus gifts and donations report from the Library Director requesting authorization to accept gifts and donations totaling \$1,939.25, as provided under the pre-authorization granted by City Council.

**Action:** This consent report was approved.

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

**Action:** This consent report was approved.

18. Report from the Fire Chief requesting authorization for the City Manager or his designee to retroactively apply for grants and accept funds totaling up to \$19,500.00 from the Department of Safety, Division of Fire Standards & Training and Emergency Medical Services for classes taken during Fiscal Year 2024 for the purpose of reimbursement of overtime and backfill for Fire Department members to attend Technical Rescue courses.

**Action:** This consent report was approved.

19. Report from the Fire Chief requesting authorization for the City Manager or his designee to apply for grants and accept funds totaling up to \$100,000 from the Department of Safety, Division of Fire Standards & Training and Emergency Medical Services for classes during Fiscal Year 2025 for the purpose of reimbursement of overtime and backfill for Fire Department members to attend Technical Rescue courses.

**Action:** This consent report was approved.

### **Consent Resolutions**

20. Resolution authorizing \$40,000 in unspent General Funds as a transfer out to Trust for the Class and Compensation Study to be used in Fiscal Year 2025 for this purpose; together with a report from the Deputy City Manager - Finance.

**Action:** This consent resolution was approved.

21. Resolution rescinding \$8,500 in the Grants and Donations Fund for the Airport Stormwater Pollution Prevention Plan (SWPPP) and deauthorizing \$8,500 in the Grants and Donations Fund for the same; together with a report from the Associate Engineer.

**Action:** This consent resolution was approved.

22. Resolution appropriating the sum of \$4,000 in the Water Main Replacement project (CIP #85) for the installation of a water stub and accepting the sum of \$4,000 as payment for this purpose; together with a report from the Associate Engineer.

**Action:** This consent resolution was approved.

23. Resolution approving the Condominium Declaration and Bylaws for the new Penacook Library and Activity Space at #76 Community Drive (CIP #650); together with a report from the Director of Special Projects and Strategic Initiatives.

**Action:** This consent resolution was approved.

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

### **Public Hearings**

- 24A. Ordinance amending the Code of Ordinances, Title V, Administrative Code, Chapter 30, Administrative Code, Article 30-2, Municipal Departments, Section 30-2-20, Community Development Department; together with a report from the Deputy City Manager - Development and the Human Resources and Labor Relations Director.

**Action:** The public hearings for agenda items number 24A, 24B, and 24C were held in conjunction.

Deputy City Manager - Development Matt Walsh provided an overview of these three agenda items. He first discussed how in May 2023, the position of Community Development Specialist became vacant. This vacancy created the opportunity to restructure administrative support for the Community Development Department's Administration Division as well as help address administrative support needs for the Human Resources Department and City Manager's Office with the creation of a new position, the Administrative Coordinator. This position will support the Community Development Department three days per week and the Human Resources Department two days per week. Hours will be flexed to accommodate the needs of the City Manager's Office and the Human Resources Department.

Next, Deputy City Manager - Development Walsh described the proposed change in the administration and enforcement of the City's Zoning Ordinance from the Code Administration division of Community Development to the Planning division of Community Development. The Code Administrator's job description will be modified to remove responsibilities related to zoning administration and enforcement, and the Zoning Administrator position will be eliminated and replaced by the position of "Assistant City Planner - Zoning." The current Assistant City Planner position will be reclassified as the Assistant City Planner - Planning. Also as part of the reorganization, the Code Inspector position will be eliminated and

replaced with the position of “Planning and Zoning Inspector” which will remain a part-time position of 20 hours per week and report to the Assistant City Planner - Zoning. These proposed changes will centralize the preparation, interpretation, administration, and enforcement of the Zoning Ordinance into a single office. Therefore, the same office will also staff both the Zoning Board of Adjustment and Planning Board.

Lastly, Deputy City Manager - Development Walsh provided an overview of the change in staffing of the Conservation Commission - Tree Subcommittee to the Director of Special Projects and Strategic Initiatives.

City Manager Aspell noted that there is no additional cost associated with the proposed changes.

Discussion followed regarding changes for customers who, if the changes are approved, will visit Planning located on the third floor of City Hall for zoning related items.

Mayor Champlin opened the public hearing.

Dan Williams, a Concord resident, asked members of City Council if meeting minutes regarding the middle school project between City staff and the Concord School District Superintendent will be available.

There being no further public testimony, Mayor Champlin declared the hearing closed.

- 24B. 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; together with a report from the Deputy City Manager - Development and the Human Resources and Labor Relations Director.

**Action:** The public hearings for agenda items number 24A, 24B, and 24C were held in conjunction.

- 24C. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28, Zoning Ordinance; together with a report from the Deputy City Manager - Development and the Human Resources and Labor Relations Director.

**Action:** The public hearings for agenda items number 24A, 24B, and 24C were held in conjunction.

24D. Resolution authorizing the City Manager to submit an application in an amount of up to \$25,000, appropriating the sum of \$25,000 to conduct a planning and feasibility study concerning a potential new shared facility for 603 Legal Aid, the Disability Rights Center-New Hampshire, and New Hampshire Legal Assistance, and accepting the sum of \$25,000 in Community Development Block Grant funds for this purpose; together with a report from the Assistant Director of Community Development.

**Action:** The public hearings for agenda items number 24D and 24E were held in conjunction.

Assistant Community Development Director Timothy Thompson read the following into the record for agenda item number 24D: "Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for economic development projects, up to \$500,000 for public facility projects, up to \$500,000 for housing projects, and up to \$500,000 for emergency activities. Up to \$25,000 is available per planning study grant. All projects must directly benefit a majority of low- and moderate-income persons.

This is a proposed application to the Community Development Finance Authority for up to \$25,000 in CDBG Planning Study Funds. Of the grant funds, up to \$3,500 will be retained by the City for administrative costs associated with the project, up to \$21,500 of the funds will be subgranted to New Hampshire Legal Assistance (NHLA) for a project with 603 Legal Aid (603LA), Disability Rights Center-New Hampshire (DRC-NH), and NHLA, NH's three civil legal services nonprofit law firms serving low-income households, people with disabilities, and older adults. These three statewide agencies are considering headquartering in a single location, which would be a new community hub for civil legal services called the Community Justice Center, in Concord to better coordinate and complement services. The CDBG Planning Study funds would finance an architectural/engineering study to look at various potential properties and determine renovation costs. In addition, the study will examine the potential for a new building and the construction costs of that option."

Assistant Community Development Director Thompson read the following into the record for agenda item number 24E: "This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the City were to undertake a CDBG project which involved displacement or relocation they would follow this

plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated. No displacement or relocation is anticipated as this is a Planning Study."

These associations are classified as non-profit organizations. The tax exemption status of the future property is to be determined.

Mayor Champlin opened the public hearing.

Roy Schweiker stated he has two objections to the item at hand. Mr. Schweiker declared his opinion that the non-profits serve individuals statewide and prefers that the grant be for services rendered to Concord residents only. He also declared his opinion that grants should focus on generating affordable housing and discussed the idea of a campground.

There being no further public testimony, Mayor Champlin declared the hearing closed.

- 24E. Resolution adopting an Anti-Displacement and Relocation Policy Statement and Procedures in support of the City's Community Development Block Grant application to the New Hampshire Community Development Finance Authority to support the Community Justice Center's site analyses of potential buildings and/or land for development, and acquire preliminary architectural and engineering designs and cost estimates; together with a report from the Assistant Director of Community Development.

**Action:** The public hearings for agenda items number 24D and 24E were held in conjunction.

- 24F. 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. (Revised Ordinance and reports submitted.)

**Action:** Assistant Community Development Director Thompson provided an overview of this item.

The Concord Planning Board reviewed the Zoning Ordinance amendments referred in February 2024 to address the City's regulatory framework regarding charitable gaming facilities, or casinos. The Planning Board held a public hearing on the



proposed amendments in May 2024. Following public testimony, the Board recommends that City Council adopt the revised amendments. The terms of the revised Ordinance prohibit casinos/gaming facilities from being located in any zoning district as a principal use, but would permit accessory charitable gaming on a property located in the Urban Commercial, Civic Performance, Institutional, Industrial, and Urban Transitional Districts with new supplemental standards. These supplemental standards are intended to allow for occasional events to take place but not a full-time casino/gaming operation. Facilities with approval prior to this will be able to continue.

Assistant Community Development Director Thompson explained that the number of events allowed in the proposed amendment follows the New Hampshire state law regarding charitable gaming which is ten events per charity. This is not limiting to ten days per year.

Discussion followed regarding why specific districts are selected for accessory use and Assistant Community Development Director Thompson explained that this is where charitable and religious organizations are primarily located.

Mayor Champlin opened the public hearing.

Roy Schweiker expressed his disagreement with the allowance of ten days per year per charity and preference for ten days per year per location.

Assistant Community Development Director Thompson clarified that the limit in the proposed ordinance is actually ten days per property per year.

Steve Winnett, a Ward Five resident, expressed his opinion that this may allow for a large quantity of gambling. Mr. Winnett also declared his opinion that if any location within the allowable districts may offer gaming, there may be a large volume of gambling. Mr. Winnett also expressed his opinion that more publicity regarding the hearing and more opportunity to hear from the public should occur before a vote.

John Cronin, an attorney from Manchester attending on behalf of a client, expressed his opinion that the City may run into difficulties by limiting charitable gaming to accessory uses. Mr. Cronin also discussed the amount of money raised statewide through charitable gaming and asked that members of City Council consider allowing principal use.

There being no further public testimony, Mayor Champlin declared the hearing closed.

### **Public Hearing Action**

25. Ordinance amending the Code of Ordinances, Title V, Administrative Code, Chapter 30, Administrative Code, Article 30-2, Municipal Departments, Section 30-2-20, Community Development Department; together with a report from the Deputy City Manager - Development and the Human Resources and Labor Relations Director.

**Action:** Councilor Kretovic moved approval. The motion was duly seconded.

Councilor Brown asked how Planning will work with the Concord School Board.

City Manager Aspell explained that under New Hampshire state law, the School Board or any other entity is required to come before the Planning Board with a submittal. The Planning Board would then review the submittal and hold a public hearing. City staff, currently and in the future if the motion passes, reviews and makes recommendations to the Planning Board. The Planning Board then makes recommendations to the submitting entity.

Discussion followed regarding how the School Board functions as its own developer and is treated as any other entity. Discussion followed regarding how the School Board has not sought permission to act outside of any guidelines currently.

More discussion followed regarding how the item at hand will increase customer service for the public.

Councilor Kretovic's motion passed with no dissenting votes.

26. 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; together with a report from the Deputy City Manager - Development and the Human Resources and Labor Relations Director.

**Action:** Councilor Kretovic moved approval. The motion was duly seconded and passed with no dissenting votes.

27. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 28,

Zoning Ordinance; together with a report from the Deputy City Manager - Development and the Human Resources and Labor Relations Director.

**Action:** Councilor Kretovic moved approval. The motion was duly seconded and passed with no dissenting votes.

28. Resolution authorizing the City Manager to submit an application in an amount of up to \$25,000, appropriating the sum of \$25,000 to conduct a planning and feasibility study concerning a potential new shared facility for 603 Legal Aid, the Disability Rights Center-New Hampshire, and New Hampshire Legal Assistance, and accepting the sum of \$25,000 in Community Development Block Grant funds for this purpose; together with a report from the Assistant Director of Community Development.

**Action:** Councilor Kretovic moved approval. The motion was duly seconded.

General discussion followed regarding support of the item at hand as well as discussion regarding Concord's commercial properties.

Councilor Brown asked that reports be provided by these organizations regarding the amount of clients served who are Concord residents.

Councilor Kretovic's motion passed with no dissenting votes.

29. Resolution adopting an Anti-Displacement and Relocation Policy Statement and Procedures in support of the City's Community Development Block Grant application to the New Hampshire Community Development Finance Authority to support the Community Justice Center's site analyses of potential buildings and/or land for development, and acquire preliminary architectural and engineering designs and cost estimates; together with a report from the Assistant Director of Community Development.

**Action:** Councilor Kretovic moved approval. The motion was duly seconded and passed with no dissenting votes.

30. 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. (Revised Ordinance and reports submitted.)

**Action:** Councilor Foote moved approval. The motion was duly seconded.

Councilor Fennessy requested the item be tabled until further input is received from the public and also because of his concern with the item as is currently written.

Further discussion followed for clarification by City Solicitor Danielle Pacik and Assistant Community Development Director Thompson regarding licensing of "operators" by the New Hampshire Lottery Commission for a commercial restaurant to host charitable gaming. The gaming could be hosted, per the item at hand, ten times per year.

Assistant Community Development Director Thompson explained that currently, charitable gaming is defined under commercial recreation which is allowed in six different zoning districts. To date, those within the proper districts may have applied for proper licensing as principal use. In the item at hand, use is being reduced to accessory use. Entities not owned by charitable organizations, such as restaurants, have numerous requirements in order to host gaming.

Councilor Fennessy asked City Solicitor Pacik if there are other principal or accessory uses that are limited by duration per ordinance.

City Solicitor Pacik explained she did not see other uses limited within the ordinance's supplemental standards.

Councilor Kretovic asked Assistant Community Development Director Thompson if it would be wise to add a sunset date that may be potentially missed in a master plan and have to be extended.

Assistant Community Development Director Thompson explained that in his experience the sunset dates are typically meaningless as they are often extended or revised.

Councilor Brown asked what occurs for an entity pursuing charitable gaming if this item is tabled.

Assistant Community Development Director Thompson explained that in regards to posted Zoning Ordinances, New Hampshire state law allows the current posted language to be in effect until the governing body rejects or accepts the posted item.

City Manager Aspell explained that the item at hand will allow charitable gaming, which has occurred for a number of years in the community, to continue while

excluding casinos from opening in the community. City Manager Aspell further explained that if members of City Council wish to restrict charitable gaming more, then members of City Council will want to do something different.

Councilor Brown moved to table the item at hand for one month in order to for more opportunity for public testimony. The motion was duly seconded.

Councilor Fennessy suggested amending Councilor Brown's motion to two months. Councilor Brown agreed.

Councilor Grady Sexton recused because she works for a charitable organization who may potentially benefit from charitable gaming.

Councilor Fennessy expressed his concern that the item at hand would tie permitted use of a property to a duration of days.

Councilor Schultz discussed the regulations of process of being licensed as an "operator," and is eager to see the item at hand resolved more quickly.

Councilor Todd reminded members of City Council that residents did not want to expand Keno in previous years. Councilor Todd expressed that the item at hand allows charitable fundraising for non-profits, that he would be concerned to limit that ability, and that the primary purpose is to limit the expanse of gambling through casino operations.

Councilor Kretovic discussed the number of organizations that rely on charitable gaming and added that she does not believe delaying this item is beneficial.

Mayor Champlin stated he will be opposing the motion to table the item at hand and discussed how the item was first posted in February 2024 and has gone through the process with Planning Board. Mayor Champlin noted that the item at hand does not shut the door on existing casinos or proposals, it does prevent a proliferation of casinos in other parts of the City.

Councilor Brown's motion to table the item at hand until September failed in a voice vote.

Councilor Foote's motion to approve the item at hand passed with no dissenting votes.

**Reports****New Business****Unfinished Business**

31. 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.)

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

Councilor Kretovic noted the passing of longtime Concord resident Janet Gearan. Donations on behalf of Janet Gearan were made to the Concord Public Library as well as the Beaver Meadow Golf Course. Councilor Kretovic announced the Junior Championships hosted by the New Hampshire Golf Association. Councilor Kretovic noted Concord junior members at Beaver Meadow won at the Junior Championships and thanked City Administration and Parks and Recreation for the July 4 fireworks display. Lastly, Councilor Kretovic announced the closing of quarry operations at Swenson Granite. This is the last operating granite quarry in New Hampshire. Granite will continue to be crushed and the retail store may remain open.

Councilor Brown announced the start of her blog regarding Concord sidewalks which can be viewed at [Stacey4Concord.com](http://Stacey4Concord.com). Councilor Brown also announced another website which can be found by searching for Transparency In Concord. Lastly, Councilor Brown announced the opportunity to have coffee with the Mayor on July 27 Eastside Market at 9:00 AM.

Councilor Kurtz thanked the City's Assessing Department for reviewing something on her property. Lastly, Councilor Kurtz announced that upcoming Pride events are occurring and more information can be found on the social media sites of Capital City Pride.

Councilor Grady Sexton thanked the Parks and Recreation Department for keeping the City's pools open and highly recommended the summer Parks and Recreation Department programming for children.

Councilor Sekou thanked Mayor Champlin, Councilor Kretovic, and Councilor Kurtz for their reading during the Frederick Douglas reading event held by the Concord Historical Society and Black Heritage Trail of New Hampshire.

Councilor Todd announced National Night Out on August 6 from 5:00 - 8:00 PM in Rollins Park.

Councilor Foote noted the great turnout for Market Days. Councilor Foote also announced that the Crisis Center of Central New Hampshire is hosting an open house on July 24 at 27 Warren Street from 4:00 - 6:00 PM. Councilor Foote announced how he received a call from a Concord High School alumnus thanking Bank of New Hampshire on North Main Street from preventing scam targeting the alumnus's senior citizen family member. Lastly, Councilor Foote offered his condolences to the family of Eddie Berke.

Councilor Brown thanked the Parks and Recreation Department for fully staffing the City's pools.

Councilor Kurtz announced that the Friends Program is hosting Friends-a-Polooza on July 27 in Keach Park from 1:00 - 4:00 PM.

Councilor Sekou thanked Councilor Todd and announced his enjoyment of the Penacook 250th anniversary celebration.

Mayor Champlin thanked staff of the Parks and Recreation Department. Mayor Champlin also thanked Black Heritage Trail for their idea on the reading of the Frederick Douglass address *What to the Slave Is the Fourth of July?* and ConcordTV for filming the event. Mayor Champlin offered his condolences to the family of Eddie Berke. Mayor Champlin also discussed the unfortunate loss of jobs at Swensen Granite by the closing of the quarry.

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

City Manager Aspell thanked members of City Council for their review and stated he looks forward to working with members of City Council.

### **Consideration of Suspense Items**

**Adjournment**

**Action:** At 9:02 PM, there being no additional Council business, Councilor Keach moved approval to adjourn. The motion was duly seconded and passed with no dissenting votes.

**Information**

Inf1 April 10, 2024 Conservation Commission Trails Subcommittee Meeting Minutes.

**Action:** Information item received and filed.

Inf2 April 30, 2024 Architectural Design Review Committee Minutes.

**Action:** Information item received and filed.

Inf3 May 2, 2024 Heritage Commission Meeting Minutes.

**Action:** Information item received and filed.

Inf4 May 8, 2024 Conservation Commission Meeting Minutes.

**Action:** Information item received and filed.

Inf5 June 4, 2024 Solid Waste Advisory Committee Meeting Minutes.

**Action:** Information item received and filed.

Inf6 June 5, 2024 Board of Ethics Meeting Minutes.

**Action:** Information item received and filed.

Inf7 June 5, 2024 Everett Arena Advisory Committee Meeting Minutes.

**Action:** Information item received and filed.

Inf8 June 13, 2024 Golf Course Advisory Committee Draft Meeting Minutes.

**Action:** Information item received and filed.

Inf9 June 17, 2024 Rules Committee Draft Meeting Minutes.

**Action:** Information item received and filed.

Inf10 June 24, 2024 Board of Ethics Draft Meeting Minutes.

**Action:** Information item received and filed.



Inf11 Communication from Comcast notifying City Council of upcoming changes to Xfinity TV services.

**Action:** Information item received and filed.

A true copy, I attest:

Elisabeth Harrington  
Deputy City Clerk