



City of Keene
New Hampshire

KEENE CITY COUNCIL
Council Chambers, Keene City Hall
February 16, 2017
7:00 PM

Roll Call
Pledge of Allegiance

MINUTES FROM PRECEDING MEETING

- February 2, 2017

A. HEARINGS / PRESENTATIONS / PROCLAMATIONS

1. Presentation - Comprehensive Economic Development Ad hoc Committee Recommendations
2. Public Hearing - Zoning Map Amendment - West Surry Road and Zoning Ordinance Amendment High Density 1

B. ELECTIONS / NOMINATIONS / APPOINTMENTS / CONFIRMATIONS

1. Nominations
Airport Advisory Committee
Library Board of Trustees
Conservation Commission
2. Nominations
College/City Commission
3. Appointment of the Downtown Revitalization Ad Hoc Committee

C. COMMUNICATIONS

1. Attorney Thomas R. Hanna - Request for Licenses - Proposed Development of "Hillside Village" on Wyman Road
2. Councilors Jacobs and Chadbourne - Gender Identity or Expression as a Protected Classification

D. REPORTS - COUNCIL COMMITTEES

1. Presentation - Parks Build "Community" - Parks, Recreation and Facilities Department
2. Request for Lodging House License - United Church of Christ

E. REPORTS - CITY OFFICERS AND DEPARTMENTS

1. CITY MANAGER COMMENTS

F. REPORTS - BOARDS AND COMMISSIONS

G. REPORTS - MORE TIME

1. Request for Lodging House License - 57 Winchester Street

H. ORDINANCES FOR FIRST READING

I. ORDINANCES FOR SECOND READING

J. RESOLUTIONS

1. Relating to the Reallocation of Bond Proceeds from the Castle Street Rehabilitation Project
Resolution R-2017-07
2. Petition for the Absolute Discontinuance of a Portion of Castle Street
Resolution R-2017-01
Resolution R-2017-02
Resolution R-2017-03

Non Public Session
Adjournment

A regular meeting of the Keene City Council was held Thursday, February 2, 2017. The Honorable Mayor Kendall W. Lane called the meeting to order at 7:00 PM. Roll called: Carl B. Jacobs, Janis O. Manwaring, Robert J. O'Connor, Terry M. Clark, Randy L. Filiault, Thomas F. Powers, Robert B. Sutherland, George S. Hansel, Gary P. Lamoureux, Stephen L. Hooper, Bettina A. Chadbourne, Philip M. Jones, David C. Richards and Mitchell H. Greenwald were present. At-Large Council seat vacant. Councilor Sutherland led the Pledge of Allegiance. The City Clerk identified two errors in the minutes. Councilor Hansel led the pledge of allegiance at the January 19th meeting. She also noted that she had inadvertently omitted a public motion that had occurred after the City Council had reconvened in public session relative to 9 Martin Street and the authority given to the Mayor, acting through the City Manager, to sell the property acquired by tax deed other than through public auction or sealed bid, as justice may require. A motion by Councilor Greenwald to adopt the minutes from the January 19, 2017 as corrected was duly seconded. The motion to accept the minutes as corrected passed with a unanimous vote in favor. The Mayor encouraged the Councilors to submit their evaluation forms to the Committee Chairs. He also acknowledged Paul Scheuring who would be retiring from Monadnock Radio Group. The Mayor also expressed his concern that since the election there have been several instances of intolerance and boorish behavior in the community. There have been students who have been stopped and harassed because of their ethnicity. For a community which has a reputation for progressive politics he finds this very disturbing and he would be asking the City Council to pass a Resolution regarding tolerance. As residents of the City, the Mayor asked that everyone pay attention and when they see this type of behavior they step it and stop it.

HONEYWELL ESCO PROJECT PERFORMANCE YEAR FOUR COST AVOIDANCE

The Mayor recognized Parks, Recreation and Facilities Director, Andy Bohannon for introductions. Mr. Bohannon stated that he was pleased to share an annual report from Honeywell for the ESCO Project, "Year Four Cost Avoidance." The two goals of the ESCO project were to reduce the City's carbon emissions and energy usage. He continued the success of these measures is a direct reflection of the dedication of employees such as the Facilities Manager, who works closely with the Honeywell team to gain the best possible results on every project. Mr. Bohannon went on to introduce Rudy Cartier, Honeywell's Measurement Verification Specialist and Jim Lucey, Senior Business Consultant.

Mr. Lucey began by stating they work very collaboratively with the City. Back in 2007 the City initiated a bidding process and hired an energy service company. Honeywell was chosen, and at that time they began a comprehensive evaluation of ways the City's energy infrastructure could be upgraded to reduce costs and modernize equipment. The result of that effort was about a \$1.9 million dollar investment by the City with the idea that over a fifteen year period it would be financed, and Honeywell in turn would guarantee approximately \$160,000 per year of reductions in operating costs through energy savings. In addition, Honeywell was obligated to demonstrate those results on an annual basis.

Mr. Lucey indicated that from a usage standpoint the \$160,000 savings per year represents projected usage savings of 9% for electric, 25% for propane, and 33% for fuel oil. He continued that they established a baseline by which other years would be measured in terms of energy

usage and costs. Each year Honeywell has to report back to the City council and provide details as to how the program is doing against that baseline. Mr. Lucey went on to provide a summary of improvements that have been made throughout various City facilities such as: lighting efficiency improvements, building envelope, energy management and control, chiller replacement, heating system improvements, etc. Mr. Lucey went on to discuss the cost avoidance calculations used to determine these savings. The primary adjustments used to ensure the numbers are accurate include adjusting for weather, cost and utility rates, runtimes, square footage, occupancy, etc. He also explained how weather normalization factors into determine savings.

Mr. Lucey provided data regarding the year four cost avoidance summary, and also provided the cumulative results over the span of the project. He continued that they have exceeded the cost avoidance guarantee consistently. He noted they have been able to demonstrate a total cost avoidance of \$242,930 in year four. Mr. Lucey went on to demonstrate graphically the annual savings as compared to the guarantee. At this point he concluded his remarks and offered to answer any questions.

Mayor Lane thanked the representatives from Honeywell for their presentation, noting how great they have been to work with. As there were no questions from the Council, the Mayor closed the presentation.

ROAD REPAIRS – REHABILITATION AND CAPITAL SPENDING

The Mayor recognized City Engineer Don Lussier, and Finance Director Steve Thornton to address the Council. Prior to staff beginning their presentation, the Mayor asked the City Manager for opening remarks. City Manager Medard Kopczynski stated that tonight they will have a discussion about two topics that are very closely related; asset management in terms of how the City analyzes and determines which roads to repair each year, and how they fund road maintenance in a more efficient, economical and sustainable way. This is a timely discussion as they are currently discussing the proposed CIP. As they work through this discussion, the Manager asked that the Council bear in mind emerging initiatives such as the Mayor's Comprehensive Economic Development Committee whose report will be presented in the near future. He added that while this presentation is related to the CIP, it is not rolled into the current CIP. This is the beginning of discussion and education that may affect future CIPs.

Mr. Lussier began by stating that last summer the City did a comprehensive roadway condition evaluation and tonight they are here to discuss the results of that evaluation, and talk about some of the alternatives for funding roadway improvements. They will continue the discussion on asset management that began with the recent CIP review. He continued that the Finance Director is here to provide some details on alternative funding methods for financing the current road program.

Mr. Lussier provided some data on the road condition survey, which was completed in August 2016, and consisted of all paved roads in Keene. The survey was done using automated collection systems mounted on a vehicle with GPS. The data was integrated into the Department's new Operations Management software. This allowed the data to be analyzed in

new and helpful ways. Mr. Lussier continued that the roads were evaluated using ASTM standard protocols from zero to 100. For context, Mr. Lussier explained that a road that is rated at 100 is in pristine condition, while an 80 is in very good condition, but may have some deterioration. At a score of 60, the road is reaching a tipping point where the reconstruction options may need to be more intense to get the road back “up to snuff.” In other words, below 60 you have to do more intense work, but above 60 you may be able to do more simple repairs like milling off the surface of the pavement and repaving it. He continued that a road at a score of 40 will need to have all the deteriorated pavement and base material replaced. At a score of 20, the road is in very poor condition.

Mr. Lussier stated he was happy to report that the City has very few roads as low as a 20. The network wide average grade for Keene’s roadways is a 68. Mr. Lussier provided a graph indicating the percentage by category, noting that about 60% of the roads are in a condition above 60. He continued that 40% of the roads are below 60, where more expensive repairs are going to be necessary. He referred to this as the “backlog” of maintenance. Of the roads that are part of this backlog of maintenance, about 32.53% are in a state where they are candidates for removal of pavement, regrading of the underlying gravel and resurfacing with four inches of new pavement at a cost of about \$30 million dollars for approximately 36 miles of roadway. 9% of the backlog will require full-depth reconstruction, including removal of gravel and installation of new base material at a cost of approximately \$21 million dollars for about 11 miles of roadway.

Mr. Lussier went on to touch on Asset Management Theory. He displayed a graph depicting a typical pavement life cycle demonstrating that for the first 10 years of the cycle, it holds up very well. During the next 10 years the deterioration accelerates rapidly as cracks develop and water infiltrates the roadway creating frost heaves. Noting the tipping point of a road scoring at 60, Mr. Lussier stated roads usually reach this point at 16 to 18 years into their life cycle. From an asset management standpoint, they would want to address all of those repairs before it got worse than that. He noted they have 122 miles of paved roads, and if they were able to make repairs prior to the tipping point, repairs would cost approximately \$42.5 million dollars. That means they should be spending between \$2.3 and \$2.6 million dollars annually on road rehabilitation in order to react while they are still in reasonable good condition. They would repave between 6.8 and 7.6 miles of road each year. If the Department could do that, the network of roads would be rated at 90 and the worst roads in the City would score above 60. Currently the City is investing about \$1.3 million dollars per year and replacing roads at 28 to 30 years into their life cycle. The take away here is that asset management is a balancing act between available budget and level of service the taxpayers are willing to pay for. You cannot discuss the funding piece of this without understanding what it means to the level of service.

Steve Thornton stated that as part of putting together the CIP, the Public Works Department develops a road rehabilitation plan including a list of roads they would like to pave over the next six year period. Mr. Thornton continued that in the upcoming CIP from 2018-2023 they have bonds totaling \$8.1 million dollars in new debt over the next six years for this purpose, equating to 49% of new general fund debt. He explained they have been funding the road program with bonds for many years, and staff has been looking at some alternative funding methods for this program.

Mr. Thornton went on to describe a transitional funding model to pay for the program with current revenue funding. He explained this would transition the City from a debt funded program to a current revenue funded program. He explained that this model would dictate that no new debt is issued for road rehabilitation. As debt is paid off, funds would be used for “pay as you go” road projects. The end result after a period of time would be a current revenue funded road rehabilitation program.

Mr. Thornton went on to review the pros and cons of this potential transition. He stated the pros include financial efficiency due to a reduction in interest and bond issuance costs, increased budgetary flexibility with a reduction in debt service payments and reduced debt load that could lead to a better bond rating for the City and allow for reduced interest costs. The cons include a reduced scope of work on the road program for approximately 10 years while outstanding debt is paid off, deterioration in the quality of the road network during this period of transition, and a requirement to commit to future funding through current revenue.

Mr. Thornton went on to show a line graph containing data relative to the current proposed CIP and the debt reduction they would see if they transitioned away from a debt funded program during the six year period. He went on to display a graph demonstrating the interest payments on road rehabilitation and how it would shift in the next 15 years should they choose to move to a current revenue funded program. Mr. Thornton displayed other graphs depicting projected spending over the life of the CIP using both funding methods, and the cash flow necessary to sustain this transitional funding model through year 2026.

Mr. Lussier went on to explain Asset Management Theory in terms of applying the new funding model. He stated they have 122 miles of roadway, and under the current funding scheme the estimated rehabilitation cost is \$42.5 million dollars using the most cost effective methods discussed this evening. Using the current revenue funding model described by the Finance Director, over 10 years the average spending would be \$998,000 dollars per year. He went on to compare the two funding models stating that in the short term the road rehabilitation program would be much smaller if they transitioned to the alternative funding method, and the road network as a whole would deteriorate to an asset management score between a 30 and a 40 with the worst roads in the City rated below 10. The advantage of that is in the long term an extra \$250,000 per year would be freed up for road work. He asked if there were any questions.

Mayor Lane stated the intent is to have this issue be a topic of a Council workshop in the Spring. He went on to ask if the Councilors had questions.

Councilor Sutherland applauded staff for looking at alternative funding methods. He went on to ask if a ranking or prioritization of streets needing rehabilitation that goes beyond asset management score is part of the overall program, as that wasn't mentioned during the presentation. Mr. Lussier answered affirmatively stating for the purposes of tonight's presentation, this was simplified. Within that review of streets, the Public Works Department does look at the width, average daily traffic and other factors in determining prioritization. Mr. Lussier stated there will need to be a deeper conversation about the service levels acceptable to the community in terms of the main roads versus neighborhood streets.

Mayor Lane thanked Mr. Lussier and Mr. Thornton for their presentation and reminded the Council this will be the subject of a future Council workshop.

CONFIRMATIONS – PLANNING BOARD – CONSERVATION COMMISSION – PARTNER CITY COMMITTEE

A motion was made by Councilor Greenwald and duly seconded to confirm the following nominations: Martha Landry to serve as a regular member on the Planning Board with a term to expire December 31, 2019; David Webb to serve as an alternate member on the Planning Board with a term to expire December 31, 2019; Eloise Clark to serve as an alternate member on the Conservation Commission with a term to expire December 31, 2019; and Gary P. Lamoureux to serve as a City Councilor member on the Partner City Committee with a term to expire December 31, 2017. On a roll call vote, with 14 Councilors present and voting in favor the motion carried. At-Large Council seat vacant.

ELECTION – AT-LARGE CITY COUNCIL VACANCY

The Mayor declared the field of candidates for the At-Large City Council vacancy as follows: Douglas E. Hill of 123 Elm Street, Paul J. Krautmann of 258 Court Street, Bartlomiej K. Sapeta of 11 Pheasant Hill Road, Michael Giacomo of 39 Union Street, Conan Salada of 132 Kennedy Drive, Timothy N. Robertson of 3 James Hill Drive, Abigail Shepard of 25 Wright Street, Thomas Plenda of 76 Blossom Street, Lisa M. Jacobs of 455 East Surry Road, Alexander H. VonPlinsky, IV of 18 Allen Court, Ryan H. Sproul of 50 Blossom Street, Bill “Bradford” Hutchinson of 305 Marlboro Street, and Colleen R. O’Brien of 21 Route 9. Mayor Lane noted that Ms. Shepard had withdrawn her declaration for personal reasons.

The Mayor went on to explain the procedure involved in filling the At-Large Council vacancy. He explained that each candidate would be given five minutes to address the Council relative to their candidacy. There would be no questions asked of the candidates, and immediately upon completion of the last candidate’s presentation, the primary vote would be conducted to narrow the field to two candidates. The method of voting would be by roll call, with each Councilor stating the name of his or her choice. He explained that should a Councilor not wish to vote for any of the candidates, they could vote “no”. He ended that the prevailing candidate would take their oath of office and be seated as a At-Large City Councilor this evening. The Mayor provided each candidate with five minutes to address the Council.

Upon completion of the presentations, a primary vote was conducted. On a roll call vote, the field of candidates was narrowed to Bartolmiej K. Sapeta and Michael Giacomo. Councilors Jacobs, Manwaring, O’Connor, Clark, Lamoureux, Hooper, Chadbourne, Jones and Richards voting for Bartolmiej K. Sapeta. Councilors Powers, Sutherland, Hansel and Greenwald voting for Michael Giacomo. Councilor Filiault voting for Paul J. Krautmann.

A final vote was conducted between candidates Sapeta and Giacomo. On a roll call vote, with Councilors Powers, Sutherland, Hansel and Greenwald voting for Michael Giacomo, and Councilors Jacobs, Manwaring, O’Connor, Clark, Filiault, Lamoureux, Hooper, Chadbourne,

Jones and Richards voting for Bartłomiej K. Sapeta. Bartłomiej K. Sapeta was declared elected. The Mayor administered the oath of office. Councilor Sapeta took his seat as an At-large Councilor.

The Mayor announced that Councilor Sapeta would serve as a member of the Planning, Licenses and Development Committee and Councilor Chadbourne would become a member of the Finance, Organization and Personnel Committee.

In closing, the Mayor expressed his appreciation for all of the candidates who participated in the process. He stated everyone gave an excellent presentation. This was a testament to their willingness to serve and a testament to the community.

COMMUNICATION – KATHLEEN PACKARD – RESIGNATION – LIBRARY BOARD OF TRUSTEES

A communication was received from Kathleen Packard resigning her position on the Library Board of Trustees. A motion by Councilor Greenwald to accept the resignation with regret and appreciation for service was duly seconded. The motion passed with a unanimous vote in favor.

COMMUNICATION – TRACY KEATING – KEENE DOWNTOWN GROUP – REQUEST FOR FREE PARKING WEEKENDS

A communication was received from Tracy Keating, Chair of the Keene Downtown Group submitting their annual request for the Keene Downtown Group for four weekends of free parking during calendar year 2017 to coincide with events planned for the downtown. The communication was referred by the Chair to the Finance, Organization and Personnel Committee.

COMMUNICATION – DAVID DECESARE - APPLICATION FOR A LODGING HOUSE LICENSE – 57 WINCHERSTER STREET

A communication was received from David E. DeCesare, owner of 57 Winchester Street submitting his renewal of a lodging house license for 57 Winchester Street. The current license expires February 18, 2017. The communication was referred by the Chair to the Planning, Licenses and Development Committee.

COMMUNICATION – JACK FRANKS – AVANRU DEVELOPMENT GROUP, LTD – WEST SURRY ROAD ZONING PROPOSALS

A communication was received from Jack Franks, of Avanru Development Group, LTD indicating his intent not to pursue his project on the West Surry Road. The Mayor noted the public hearing on Ordinances O-2016-18 and O-2016-19 will continue as advertised. The communication was filed as informational.

COMMUNICATION – STATE REPRESENTATIVE MARGE SHEPARDSON – HB 481 – LOCAL CONTROL ON THE DISTRIBUTION OF CERTAIN PLASTIC BAGS

A communication was received from State Representative Marge Shepardson who introduced HB 481, which would permit municipalities to adopt bylaws to regulate the distribution of certain plastic bags. Representative Shepardson requested the City of Keene submit testimony in favor of the legislation. A motion by Councilor Richards to suspend the Rules of Order to act upon the communication was duly seconded. On roll call vote, 13 Councilors were present and voting in favor. Sutherland and Hansel voted in opposition. The Rules were declared suspended. A motion by Councilor Richards to submit a letter of support for HB 481 was duly seconded. The motion carried with 12 voted in favor. Councilors Sutherland, Hansel and Jones voted in opposition.

MSFI REPORT – SOLAR LED STREETLIGHT DEMONSTRATION AS PART OF MARLBORO STREET LED DEMONSTRATION PROJECT – COUNCILOR CLARK

An informational report was received from the Municipal Services, Facilities and Infrastructure Committee recommending that Councilor Clark’s recommendation on solar LED streetlights be accepted as informational and further that City staff continue to look at alternative sources of energy, particularly with the Winchester Street Reconstruction Project. The report was filed into the record as informational.

MSFI REPORT – WINCHESTER STREET PREFERRED ALTERNATIVE – PUBLIC WORKS DEPARTMENT

Municipal Services, Facilities and Infrastructure Committee report read recommending the “Roundabout Alternative”, be selected as the proposed action for the reconstruction of Winchester Street, and that the City Manager be authorized to do all things necessary to implement this proposed action. A motion by Councilor Manwaring to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

PLD REPORT – REQUEST TO USE CITY PROPERTY – ICE & SNOW FESTIVAL – MONADNOCK TRAVEL COUNCIL

Planning Licenses and Development Committee report read recommending the Monadnock Travel Council be granted permission to use City property on Central Square and Railroad Square, including outside burning of a fire in an enclosed fire pit on Railroad Square and closure of Railroad Street from Main Street to the exit of the Wells Street Parking structure for the 2017 Ice and Snow Festival on Saturday, February 4, 2017 from 10:00 AM to 4:00PM. Said permission is granted subject to the customary licensing requirements of the City Council; obtainment of any necessary licenses and permits; and compliance with any recommendations of City staff. A motion by Councilor Jones to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

PLD REPORT – REQUEST FOR A LODGING HOUSE LICENSE – ONE HUNDRED NIGHTS – TIMOLEON CHAKALOS

Planning, Licenses and Development Committee report read recommending a lodging house license be issued to Timoleon Chakalos to engage in the operation of a lodging house at 15 Lamson Street subject to the following conditions: no more than 26 person may reside on the premises at any one time; compliance with all applicable sections of the City Code; compliance with any requirements or recommendations of City staff. Said license will expire on the 3rd day of February, 2018 and may be revoked by the City Council in accordance with Section 46-590 "Suspension or Revocation." A motion by Councilor Jones to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – GOOSE POND DAM IMPROVEMENTS – CONSULTANT SELECTION – PUBLIC WORKS DEPARTMENT

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute a professional services contract with DuBois & King, Inc. for engineering and technical services for the Goose Pond Dam and Dike Improvements Project for an amount not to exceed \$106, 389 with funding from Project Cost Center 90228. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – SITING AND ARCHITECTURAL DESIGN OF WHEELOCK PARK FACILITIES – PARKS, RECREATION AND FACILITIES DEPARTMENT

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to approve the expenditure of \$32,000.00 for the purposes of awarding Catlin & Petrovick a contract for the Siting and Architectural Design of Wheelock Park Facilities. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – AMERICAN LEGION BALL FIELD AGREEMENT – PARKS, RECREATION AND FACILITIES DEPARTMENT

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute a control and use agreement between the American Legion Post #4 and the City of Keene for the softball fields located at 797 Court Street. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

CITY MANAGER COMMENTS

The City Manager commented that he has asked the Emergency Management Director to work on reports the staff has been sending to Council. Although the data is valuable; he has asked that the data be converted into something more meaningful than just numbers. Adding some context to the numbers will be a benefit to not only the Council, but members of the public as well. He went on to announce that the City's Wastewater Treatment Plant is the proud recipient of the 2016 New England Water Environmental Association Energy Management Award. This annual award is given to one facility throughout New England. This is an important award in the field

of water treatment. In the past the Keene City Council has supported initiatives such as becoming a green community, reducing the carbon footprint, and reducing overall energy consumption. The Wastewater utility staff has been listening, and this award recognizes achievements of an organization that has demonstrated progress toward a downward trend in the amount of energy used per unit of water treated, has demonstrated a track record of experimenting with new technologies and treatment techniques in order to reduce energy consumption. In the processes and the techniques employed, this particular group of employees has done an outstanding job. The Manager went on to name some of the measures put in place such as: selecting the most efficient equipment when upgrading or replacing infrastructure, incorporating green technologies into new building construction such as solar tubes for light, passive solar panels for heat, heat recovery systems, etc. He continued they have a staff that is willing to share with other facilities as well as provide tours to the public. He added the City has an active energy management committee that meets on a regular basis. He provided data showing an overall reduction of 24% in kilowatt hours from 2014 to 2015. Aaron Costa was presented with this award.

The City Manager ended by recognizing that Councilor Hansel was recently honored with a “40 under Forty” award. Mayor Lane stated the City is fortunate to have someone recognized by the State in this way on the City Council.

CITY MANAGER RECRUITMENT PLAN – SPECIAL COMMITTEE

The recruitment plan developed by Novak Consulting Group as well as a timeline for the process was received from the Special Committee on the City Manager recruitment. A motion by Councilor Greenwald to accept the report was duly seconded. The motion passed with a unanimous vote in favor.

MORE TIME

More time was granted for the following issue within committee: Request for Lodging House License – United Church of Christ. Pursuant to Section 26, more item G.2. Relating to an amendment to the Rules of Order was pulled out of Committee. The Mayor withdrew the proposal to amend the Rules of Order.

MEMORANDUM – PARKING SERVICES MANAGER AND ORDINANCE O-2017-03: FORMS OF PAYMENT FOR USING A PARKING SPACE

A memorandum was received from the Parking Services Manager recommending Ordinance O-2017-03: Forms of Payment for Using a Parking Space be referred to the Finance, Organization and Personnel Committee for their consideration and a recommendation back to City Council. Ordinance O-2017-03 was read for the first time. The memorandum and Ordinance O-2017-03 were referred to the Finance, Organization and Personnel Committee.

FOP REPORT AND ORDINANCE O-2017-01-A: RELATING TO PARKING METER RATES - HOLIDAYS

02/02/2017

Finance, Organization and Personnel Committee report read recommending the adoption of Ordinance O-2017-01-A. The report was filed as informational. Ordinance O-2017-01-A: Relating to Parking Meter Rates - Holidays was read for the second time. A motion by Councilor Greenwald for adoption of the Ordinance was duly seconded. On a roll call vote, with 15 Councilors present and voting in favor the motion passed. Ordinance O-2017-01-A declared adopted.

MSFI REPORT AND ORDINANCE O-2017-02: RELATING TO TWO HOUR PARKING – WASHINGTON STREET

Municipal Services, Facilities and Infrastructure Committee report read recommending the adoption of Ordinance O-2017-02. The report was filed as informational. Ordinance O-2017-02: Relating to Two Hour Parking – Washington Street was read for the second time. A motion by Councilor Manwaring for adoption of the Ordinance was duly seconded. On a roll call vote, with 15 Councilors present and voting in favor the motion passed. Ordinance O-2017-02 declared adopted.

MEMORANDUM AND RESOLUTION R-2017-06: RECREATION FEE SCHEDULE

A memorandum was received from Andy Bohannon, Parks Recreation and Facilities Director along with Resolution R-2017-06: Recreation Fee Schedule. Resolution R-2017-06 was read for the first time. The communication and Resolution were referred to the Finance, Organization and Personnel Committee.

ADJOURNMENT

At 9:29 PM, there being no further business, the Mayor adjourned the meeting.

A true record, attest:



City Clerk



City of Keene

NEW HAMPSHIRE

PUBLIC HEARING

Notice is hereby given that a Public Hearing will be held before the Keene City Council relative to a petition from Avanru Development Group, LTD to amend Section 102-451 "Intent" of the City of Keene's Zoning Ordinance to include the following street locations to the High Density (HD-1) Zoning District: Old Walpole Road, on the east side from the Court St./Maple Ave./Old Walpole Road/W. Surry Road roundabout 1,635 feet north and West Surry Road, on the west side from the Court St./Maple Ave./Old Walpole Road/West Surry Road roundabout 810 feet north. (Ordinance O-2016-19).

In addition, Avanru Development Group, LTD has submitted a petition to amend the official Zoning Map of the City of Keene by changing the zoning of one parcel of land from Low Density to High Density-1. The total land area that would be impacted by this request is 12.9 acres. The location of the parcel is 32 West Surry Road and the tax map parcel number (TMP#) is 914-07-019. (Ordinance O-2016-18).

HEARING DATE: February 16, 2017

HEARING TIME: 7:15 pm

HEARING PLACE: Council Chambers, Keene City Hall

Per order of the Mayor and Councilors of the City of Keene, this nineteenth day of January, two thousand and seventeen.

Attest:

City Clerk



City of Keene, N.H.
Transmittal Form

February 3, 2017

TO: Keene City Council
FROM: Kendall W. Lane, Mayor
ITEM: B.1.
SUBJECT: Nominations

RECOMMENDATION:

I hereby nominate the following individuals to serve on the following Board or Commissions.

ATTACHMENTS:

Description

Resume_FHaap

Resume_SVonPlinsky

BACKGROUND:

AIRPORT ADVISORY COMMITTEE

Frederick Haap, III, slot 2
Surry, NH 03431

Term expires December 31, 2017

LIBRARY BOARD OF TRUSTEES

Kathleen Kennedy Burke, slot 3
Keene, NH

Term expires June 30, 2017

CONSERVATION COMMISSION

Alexander Von Plinsky, Alternate, slot 9
Keene, NH

Term expires December 31, 2018

Frederick Haap III
704 Old Walpole Road
Surry, NH 03431

January 24, 2017

Mr. Kendall Lane, Mayor
City of Keene
3 Washington Street
Keene, NH 03431

Dear Mr. Mayor:

As a resident of Cheshire County, Town of Surry for the past 14 years, I am interested in serving on the Dillant-Hopkins Airport Advisory Commission. I believe my broad aviation background and extensive flight experience will allow me to make valuable contributions to the Commission as well as the community.

I have included a copy of my Curriculum Vitae for your review.

Sincerely,



Frederick Haap III
704 Old Walpole Road
Surry, NH 03431
Phone: 603-355-2380

CC: Patricia Little, City Clerk

Curriculum Vitae

of

FREDERICK HAAP III

PO Box 704

Keene, NH 03431

Telephone: 603-355-2380

Currently, Mr. Haap, as President of Aviation Solutions, Inc., provides various aviation consulting services to the corporate aviation industry. He has extensive experience in conducting aviation safety audits for major corporations, as well as product marketing analysis, fleet studies, and route feasibility studies. He is an IS-BAO (International Standard for Business Aircraft Operations) accredited auditor.

Prior to starting Aviation Solutions, Inc. in 1999, Mr. Haap accumulated more than 32 years of experience as a corporate aviation department manager and pilot. He has logged more than 13,000 flight hours in a variety of aircraft, including the Gulfstream I and II, Falcon 20/50EX, DC 6/7, and Lockheed Constellation.

From 1976 to 1999, Mr. Haap served as Director of Aviation for the Mead Corporation, where he was responsible for the operational safety and efficiency of two Falcon 50 aircraft. His accountabilities included staffing, maintenance, aircraft acquisition and disposition, budgeting, strategic planning, flying approximately 20 hours per month as Captain, and maintaining the company's hangar and associated fuel facility.

Mr. Haap also served for five years as a corporate pilot at General Electric, where he obtained experience in the operation of a large corporation's aviation department. He earned type ratings in the Gulfstream I and II and the Falcon 20.

As the Mead Corporation's representative to the National Business Aviation Association, Mr. Haap served on the Management Committee from 1977-1981 and was elected to the Board of Directors in 1981 where he served for 15 years. He was elected Treasurer in 1986, Vice Chairman in 1987, and Chairman of the Board in 1989. He has also served on the Board of Directors of ARINC Inc. and on the Wyvern Group's Customer Advisory Board. Currently, he is a member of the National Aviation Hall Of Fame and serves on the Membership Committee.

Mr. Haap was one of two NBAA Directors responsible for the development and oversight of the NBAA/University of Virginia Darden School's highly successful *Managing the Aviation Function* executive management course.

Mr. Haap earned a B.S. in Mathematics from The Citadel and participated in the MBA program at the University of Dayton. He retired from the USAFR as Lt. Colonel with 26 years of service.

SPARKY VON PLINSKY

18 Allen Court, Keene, NH 03431 706-399-0349

PROFILE

I am a trained Landscape Designer with a passion for efficient planning, conservation and design especially when it takes place in my own back yard.

DESIGN PROFILE & EXPERIENCE

I am a recent graduate of the University of Massachusetts' Department of Landscape Architecture and Planning. My training covered the breadth of the Landscape Architecture field in both scale and scope. I have experience with everything from small scale residential garden design through medium scale urban design, conservation and planning up to large scale, multi-state watershed studies. Additionally, the scope of my training has given me understanding and know how in areas as diverse as formal garden design, wetland remediation, greenway planning, historical landscape preservation, landscape conservation and recreational design.

TECHNOLOGICAL EXPERIENCE

I have extensive expertise with a wide variety of computer aided design and production programs, including Trimble's Sketchup Pro & Layout, Vectorworks' Landmark, ArcGIS, QGIS, the Adobe design suite of InDesign, Photoshop and Illustrator as well as the Microsoft Office Suite.

RECENT WORK EXPERIENCE

CLUBHOUSE MANAGER, PINE GROVE SPRINGS CC – 2013-2014

I managed a small clubhouse staff handling hiring, ordering, scheduling and customer service management. Working within the constraints of a small business I was able to design and implement a variety of operational efficiencies that improved both the customer experience and the bottom line.

LINGUIST/ANALYST, NATIONAL SECURITY AGENCY – 2005-2010

I worked with an enormous amount of autonomy on complicated, high intensity, high pressure projects in support of forward deployed forces.

EDUCATION

UNIVERSITY OF MASSACHUSETTS - AMHERST, MA – MASTERS OF
LANDSCAPE ARCHITECTURE - 2013



City of Keene, N.H.
Transmittal Form

February 13, 2017

TO: Keene City Council
FROM: Kendall W. Lane, Mayor
ITEM: B.2.
SUBJECT: Nominations

RECOMMENDATION:

I hereby nominate the following individuals to serve on the College/City Commission.

BACKGROUND:

COLLEGE/CITY COMMISSION

Daryl Masterson – Co-Chair Term Expires, Dec 31, 2021
Keene, NH

Paula Jessup Term Expires, Dec 31, 2020
Keene, NH

Phil Jones Term Expires, Dec 31, 2019
Keene, NH

Bettina Chadbourne Term Expires, Dec 31, 2018
Keene, NH

Dick Berry Term Expires, Dec 31, 2018
Keene, NH

Dean Eaton Term Expires, Dec 31, 2019
Keene, NH

Marcia Kayser Term Expires, Dec 31, 2020
Keene, NH

Staff Support

Tara Kessler, Planner

Anne Huot, President, ex-officio
Keene State College

Kendall W. Lane, Mayor, ex-officio
City of Keene



City of Keene, N.H.
Transmittal Form

February 14, 2017

TO: Keene City Council

FROM: Kendall W. Lane, Mayor

ITEM: B.3.

SUBJECT: Appointment of the Downtown Revitalization Ad Hoc Committee

RECOMMENDATION:

Charge: Explore all issues related to downtown revitalization to create both short-term and long-term plans, which may include modifications, alterations and improvements.

I hereby nominate the following individuals to serve on the following Ad Hoc Committee.

BACKGROUND:

DOWNTOWN REVITALIZATION COMMITTEE

Kendall W. Lane, Mayor – Chair
Mitchell H. Greenwald, City Councilor
Gary P. Lamoureux, City Councilor
Carl B. Jacobs, City Councilor
Shane Gormley, C&S
Jack Dugan, MEDC
Cheryl A. Belair, the Insurance Source
Kevin Dremel, Keene Music Fest
Katie Sutherland, Architect
Shannon Hundley, Hannah Grimes
Luca Paris, Luca's Mediterranean Café

Staff Liaisons

As assigned by City Manager



External Communication
Transmittal Form

January 13, 2017

TO: Mayor and Keene City Council

FROM: Attorney Thomas R. Hanna

THROUGH: Patricia A. Little, City Clerk

ITEM: C.1.

SUBJECT: Attorney Thomas R. Hanna - Request for Licenses - Proposed Development of "Hillside Village" on Wyman Road

ATTACHMENTS:

Description

Hanna Communication

BACKGROUND:

Attorney Thomas Hanna is submitting a request for various licenses for the installation of utilities and an underground walkway associated with the proposed development of "Hillside Village" on Wyman Road.

THOMAS R. HANNA
ATTORNEY
41 SCHOOL STREET
KEENE, NEW HAMPSHIRE 03431

Thomas R. Hanna
F. Barrett Faulkner

Tel. (603) 352-9030
Fax (603) 352-9021

January 13, 2017

HAND DELIVERED

Keene City Council
City of Keene
3 Washington Street
Keene, New Hampshire 03431

Re: The Prospect-Woodward Home
Proposed Development of "Hillside Village" on Wyman Road
Tax Map Parcel #919-8-3 and Parcel #919-9-24

Ladies and Gentlemen:

The purpose of this letter is to request that the Council grant three separate licenses to allow utilities and an underground walkway to be installed within and beneath the Wyman Road right of way as part of the Hillside Village project.

The Prospect-Woodward Home proposes to purchase the above property for development as a Continuing Care Retirement Community known as "Hillside Village" pursuant to Planning Board site plan approval in #SPR-11-16. Hillside Village will be located on both sides of Wyman Road, with a health care center consisting of nursing, memory and assisted living facilities on the west side of the road and 141 independent living units on the east side of Wyman Road, including a large community center. Construction plans showing all utilities and improvements to be made to Wyman Road are enclosed as part of a packet being submitted with this letter.

Development of the project on both sides of the road requires the following licenses for uses within the city's right of way for Wyman Road:

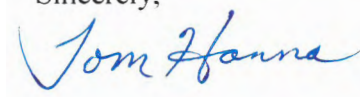
1. An underground walkway to provide pedestrian passage between the facilities on the west and east sides of Wyman Road as shown on Sheet C-7 of the Construction Plans submitted herewith;
2. An underground sewer line as shown on Sheets SS-1 through SS-5 of the construction plans; and

3. An underground water line as shown on Sheet C-8 of the construction plans. The private water main is for fire protection and runs between the fire pumps in the community center and the health care center.

The Prospect-Woodward Home respectfully requests that the City Council grant licenses to authorize the use of the Wyman Road right of way for the construction, maintenance and use of the above underground walkway and utilities.

Thank you and please let me know if additional information is required.

Sincerely,

A handwritten signature in blue ink that reads "Tom Hanna". The signature is written in a cursive style with a large initial "T".

Thomas R. Hanna

TRH/tss

cc: Kimball B. Temple, M.D.
Edward J. Kelly
James Phippard
Rob Hitchcock



External Communication
Transmittal Form

February 8, 2017

TO: Mayor and Keene City Council

FROM: Councilor Carl Jacobs and Councilor Bettina Chadbourne

THROUGH: Patricia A. Little, City Clerk

ITEM: C.2.

SUBJECT: Councilors Jacobs and Chadbourne - Gender Identity or Expression as a Protected Classification

RECOMMENDATION:

ATTACHMENTS:

Description

Councilors Jacobs and Chadbourne

BACKGROUND:

Councilors Jacobs and Chadbourne are requesting that the City Council consider adopting a resolution adding gender identity or expression to the list of protected classifications in the City's Employment Non-Discrimination Policy. The Councilors are also requesting the City support State legislation that would include gender identity or expression as a protected classification under State Law.

February 8, 2017

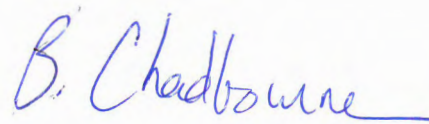
To: The Mayor and City Council, Keene, NH

From: Councilor Carl B. Jacobs

Councilor Bettina Chadbourne

We request that the City Council consider adopting a resolution re-affirming the City's existing *Employment Non-Discrimination* policy as outlined in the Employee Handbook prohibiting discrimination based on protected classifications and add gender identity or expression to the list of protected classifications.

We further request that the City Council resolve to support state legislation to also include gender identity or expression as a protected classification under state law.

A handwritten signature in black ink, appearing to be 'C. B. Jacobs', written in a cursive style.A handwritten signature in blue ink, reading 'B. Chadbourne', written in a cursive style.



City of Keene, N.H.
Transmittal Form

February 8, 2017

TO: Mayor and Keene City Council

FROM: Municipal Services, Facilities and Infrastructure Committee

ITEM: D.1.

SUBJECT: Presentation - Parks Build "Community" - Parks, Recreation and Facilities Department

RECOMMENDATION:

On a vote of 5 – 0, the Municipal Services, Facilities and Infrastructure Committee recommends the report from the Parks, Recreation and Facilities Department be accepted as informational.

BACKGROUND:

Chair Manwaring introduced the single item on the agenda for the meeting, a presentation by Andrew Bohannon, Parks, Recreation and Facilities Director, explaining the functions of his department.

Mr. Bohannon stated this presentation was the first of many departmental presentations that will be coming before MSFI and the other Standing Committees. He explained that last year the various presentations before the Standing Committees featured other public bodies, such as the Martin Luther King Committee or the Ashuelot River Park Committee, but that this year's presentations would focus on the great work accomplished by staff working behind the scenes. He said the title of the presentation – Parks Build Community – is related to the way Keene residents become attached to the area of the City in which they live through the use of the parks, rail trails and other amenities. He noted that the Parks, Recreation and Facilities Department is responsible for maintaining the quality of the amenities that people want in their community, the amenities that create fond memories for city residents.

Mr. Bohannon thanked Councilor Hooper for providing photos used in the presentation, on the Department's Facebook Page and on its Trails Page and in various brochures.

Mr. Bohannon introduced the mission statement of the Parks and Rec Dept., which identifies four key components that the department is tasked with supporting: quality of services and amenities including a park and cemetery system, environmental stewardship of parks and open spaces, diverse programming, and active lifestyles for all ages from toddler play groups to Senior Shape-Up.

Next, Mr. Bohannon explained the department's vision statement, which he said highlights the community working together to provide lifelong opportunities and to be good stewards. He noted the examples of the Cal Ripken Baseball Association coming forward to help clean up the fields they use or the Monadnock Conservancy walking city properties and reporting on their status and working with department staff to learn about the different trail systems.

Mr. Bohannon stated that the vision statement also includes a commitment to providing well maintained assets and quality infrastructure to all who want to use city facilities. He pointed out the importance of connectivity,

ensuring that everyone has the opportunity to be connected to park and trails systems that enhance the quality of life in the city. He said the vision statement reflects the goals of Healthy Monadnock 2020.

Mr. Bohannon explained the make-up of the department, which he said includes 13 fulltime employees, 2 (soon to be 3) part-time employees. He also noted that the majority and backbone of the department's work is provided by 70 seasonal part-time employees -- high school, college and some folks in between jobs -- employed to do maintenance work, to take care of city pools, and to do the youth trails programs. He stated that in many case these jobs represent a first introduction into the workforce for individuals, sometimes at a very young age. He said the department is very pleased with the way the current structure is working.

Next, Mr. Bohannon identified the properties being managed by his department on a map, which shows the parkland and trail system. In addition, he said that the department manages city buildings, human resources including volunteers and employees, as well as the different amenities in place within parks (ball parks, playgrounds, ice rinks, a campground) as well as other city facilities. He said his department is currently reviewing the campground – the way it functions and its revenue streams – to determine its role in the future.

In the next slide, titled “Community Involvement,” Mr. Bohannon said he is presenting the ways in which the department meets its vision. He listed and described ways in which his department fosters community involvement, through Spirit of Place, its work with volunteers associated with the Martin Luther King/Jonathan Daniels Committee, the Ashuelot River Park Advisory Board, Pathways for Keene, sports leagues, and the arts community. He said that his department was responsible for soliciting the artists who painted the mural at the Recreation Center a few years ago and that the department was currently working with the same muralist, Jeanne-Marie Eayrs, to do a mural at the Michael E.J. Blastos Community Room. He said that mural project is being coordinated with public and private schools in the city.

Then Mr. Bohannon introduced Chuck Sweeney, superintendent of maintenance parks and cemeteries, who was to speak about the way his part of the Department functions.

Mr. Sweeney began his presentation with an explanation of the active and passive recreation assets for which he oversees the maintenance. He explained that the difference between active and passive recreation relates to whether or not a given activity is based on a plan. He cited organized sports as an example of active recreation. He mentioned such programs as the youth flag football, the Cal Ripken League, and softball teams. He said that passive recreation areas, such as Ashuelot River Park, Goose Pond and Shadow Lake, provide people with opportunities to gather together to enjoy the open spaces in a less organized way.

Mr. Sweeney stated that he would explain the functions of the recreation responsibilities by describing the department's work through the seasons.

In the winter, Mr. Sweeney said, the department is responsible for plowing the police department parking lot, the skating rink, the ice arena, and at other locations such as the parking lot at Goose Pond. He described the ice-making work the department does at Wheelock Park, the skating rink, the hockey rink, also the rink known as the “kiddie rink,” encompassing both active and passive recreation. He mentioned the skating provided at Robin Hill Park as well, relating how changing weather conditions create the need for frequent repair and upkeep of the ice. He stated that maintenance of the ice requires that staff get to work flooding the surface at 4 am, which is the optimum time for refurbishing the ice.

He said the department's other winter work includes brush cutting and tree work, painting and other maintenance projects, which this year entailed work on a vented pesticide storage area, a gasoline storage area, and equipment repair, and the department's trailers.

Mr. Sweeney said spring work usually begins with snow removal from the fields because the teams want to

begin play by a certain date. Then, he said, staff turns its attention to ballfield preparation, which is a very involved process. He explained that the fields first need to be rototilled two or three times, and then adjustments are made with the addition of sand or clay, the fields are rolled, scarified and leveled using a ladder rigged up for that purpose.

He explained that clean-up is a major part of the work that is undertaken in the spring, involving all the fields, the recreation center and the parks. Staff mechanically rake, over-seed, and fertilize the fields. The bathrooms, irrigation systems, and the campground are put in order and repaired if necessary in preparation to a new season of use.

Mr. Sweeney explained that summer brings work on swimming pools and the splash pad at Wheelock Park to prepare them for a new season of use. He said water is drained and leaves are removed from the covers, and the pools are cleaned. The chemical and chlorination process are adjusted as needed.

He stated that mowing and weed-wacking take a major amount of the time for maintenance staff in the summer because it entails the upkeep of 4,123,000 square feet – 95 acres – per week. In order to fulfill that work, he said, the department employs three full-time people, one contract worker, and five seasonal workers (college and advanced high school students) hired for eight weeks in the summer.

In addition, he described the daily work undertaken by grounds crews to maintain a desired level of playability on the city's fields. He said that requires the crew to rake, scarify the infields, re-roll and re-level, and maintain the irrigation systems. He said the softball season extends over 18 weeks, the baseball season over 13 weeks plus four weeks of postseason playoff time, followed by six weeks of fall baseball. Each year, he said, his crew do 960 ballfield preps. He said ballfield maintenance requires painting the lines on the field once or twice each week, which averages 5,850 feet of paint for 13 fields, which is about 179,200 feet during the course of the season, or about 34 miles of painting done by the city's dedicated staff each year. He said that the crew puts down five pallets of lime, or 12,500 pounds of lime, on the batter's boxes and pitching circle during the course of a season.

Mr. Sweeney stated that in the fall, work is undertaken to close up the recreational areas, including pools, and to prepare for the winter. He said this is when the bulk of the field aeration, over-seeding and mechanical brush cutting, and leaf pick-up are accomplished, as well as work to prepare the hockey rink for the winter. At the same time, he said, staff lays out fields for soccer and flag football, which requires another eight miles of paint.

Regarding the community gardens, located at Monadnock View Cemetery, Mr. Sweeney noted that rototilling and marking off a total of 88 plots is accomplished in the spring. This year, 36 plots were used, he said, noting that the usage of the community gardens has increased over the past few years.

Mr. Sweeney said the maintenance of cemetery properties is accomplished with the help of two fulltime and two summer employees. He said active burials are taking place at Monadnock View, Woodland, Woodland Northeast, West, and Greenlawn cemeteries. He reported that there were 37 full casket lots and 19 cremation lots sold in 2016, but he noted that there were additional cremation burials performed on existing full casket lots. Last year, he said, there were 39 full casket burials and 60 cremation burials, for a total of 99 burials. He stated that his office functions almost like a funeral service, helping families with cremation burials. He mentioned the landscape work that is done in the cemeteries, including mowing, leaf pick-up, seeding, fertilizing, and spring clean-up.

In conclusion, Mr. Sweeney thanked the committee for providing him with the opportunity to report on the work of his part of the department.

Next Megan Spaulding, Recreation Programmer, reported on recreation activities provided for city residents of all ages.

Ms. Spaulding reported that the Department offers a wide range sports programs for youth, including soccer, flag football, basketball, and also an afterschool program called CATCH, three playground summer camps at Wheelock and Robin Hood parks, and Adventure Camp located at the Rec Center for 12- and 13-year-olds. She said the department offers swim lessons at both the pools and has a jump rope team, which started three years ago with about ten children and now has 18 members who participate in competitions. She reported that the Archery Program at the Rec Center, which began more than 30 years ago, continues to be successful. She said that there were 884 participants in youth programs in 2015, in youth programs generally, and in 2016 that number increased by about 10 percent, bringing the total to 969 participants.

Ms. Spaulding reported that adult recreation programs include a kick ball league, men's basketball and a co-ed indoor soccer league. She said that there were 336 adult participants in recreational teams in 2015, and that number fell to 300 in 2016. She noted that 46 adult volunteers served as coaches for various sports this past year, helping to make youth programs successful.

Ms. Spaulding cited a collaboration between the Keene Housing Authority and the Recreation Department as an example of the way recreational programs can be used to improve the quality of life in the city. She said that last year the collaboration brought 22 children into the department's programs, and noted that she expects to see the number of participants increase this year based on the fact that in the first two months of the year 11 kids have already joined youth basketball.

She said that the Revolving Fund is supplemented by youth and adults sports binder fees, pointing out that the fees cover all of the supplies and the uniforms, and the required staffing, including the seasonal help, the officials and scorekeepers.

She stated that on Monday, February 6th, registration for the three summer camps began, and in three business days there were 110 registrants for 180 openings. She said that she expected that all remaining openings will be filled by the end of February, so the department is looking forward to a very successful summer season.

Chair Manwaring asked about the relationship between the Rec Department and such organizations as the Monadnock Squares and the Rugby league. Ms. Spaulding explained that rugby is operated like men's and women's softball in that each has its own board and the Rec Department works with them. The teams use the fields and Monadnock Squares uses the Rec Center, making an in-kind donation to the city at the end of the year to be used for improvements to the Rec Center.

Scott Martin, facilities manager, thanked the committee for the opportunity to explain what facilities management entails. He said that most people understand that facilities management is involved with keeping the city buildings clean and fixing things when repairs are needed, but noted that there is much more to it than that.

Mr. Martin explained that his department looks at Capital Improvement Program (CIP) and tries to assign priorities to the projects identified in the program. He noted that there are a large number of jobs that need to be done and that his department attempts to get as many of the earmarked jobs accomplished as possible. He said that they try to keep the CIP projects on schedule, but that adjustments sometimes have to be made based on needs that come up during the year.

Mr. Martin said his staff provides the routine maintenance on all the mechanical systems in the buildings, including the boilers, the HVAC systems, changing out air filters, installing belts on equipment. He said that they are working with the IT Department to bring in a cartograph program to help the department track all the city's Project Management (PM) programs.

In addition, Mr. Martin said, his department works very closely with the purchasing department both with the Joint Procurement Initiative (JPI) and with day-to-day operations to find ways to save money for the city. He

said they've gone out for bids for electricity, propane and number two heating fuels. He said that they signed a two-year contract to purchase electricity at a price of 0.0717 cents per kilowatt hour. He stated they bought bulk propane for the 350 Marble Street complex and were able to lock in a price of 89 cents per gallon. For the smaller tanks, he said, they were able to lock in a price of \$1.15 per gallon, whereas the current going rate is \$2.99 per gallon. He reported that his department looks for ways to work with the school district, the county and the Keene Housing, to save money by purchasing materials in bulk. He cited recent moves to partner with the school district to purchase custodial supplies and to contract together for relatively small roof repair, which have resulted in significant savings.

Mr. Martin said that the Department also works with the Environmental Purchasing Team, the EP3 team, which is a small group that focuses on finding ways to purchase items in an environmentally friendly way. He cited one small initiative accomplished with the EP 3 team, involving replacing failing water coolers with a type that allowed people to fill their own water bottles. As a result, he said, 20,000 bottles were saved over the course of a year by people using their own bottles.

He said the department also made use of a report generated by EMG Assessment of all city facilities, which involved an in-depth assessment of everything from mechanical systems, to building structures, to carpeting and floor tiles. He said the report was used as a tool to help the department evaluate and make projections about the work that will be needed in city facilities.

He said the city has about 650,000 square feet of building space, which the departments attempts to maintain as economically as possible. He pointed out that the best-laid plans don't always work out as planned, for example the plan to install a new air conditioning system at the airport terminal, but adjustments are made and work moves forward.

In summary, he said, that facilities staff, working behind the scenes most of the time, is always open to suggestions for ways to improve.

Mr. Bohannon expressed appreciation for the fine work of Mr. Sweeney, Ms. Spaulding and Mr. Martin.

Mr. Bohannon continued the presentation with a report on trails, which is not in the department's title, but which start with the Planning Department, get constructed by the Public Works Department, and are handed off to the Parks and Rec Dept. to maintain. He said that a couple years ago his department created KeenePaths.com as a marketing vehicle to get the word out about the trail system. He said his department takes care of the marketing and the collaboration with all the different interested groups such as Pathways for Keene, the Monadnock Conservancy and Antioch University. The university, he said, is adopting a trail section from West Street down to Island St. extending to a new section of the Cheshire Rail Trail all the way to Winchester Street, and has committed to adding some amenities such as bike repair stations.

In addition, he mentioned the opening of the South Bridge in the spring and a plan by Pathways for Keene to provide solar lighting along some of the trails. The latest project, he said, is the Cheshire Rail Trail Phase Three, for which there is a public meeting at the Rec Center on Monday, February 13th at 6 PM in Room 14.

Mr. Bohannon finished the presentation with a report on plans for the future. He said the department has begun using cartegraph, an asset management program used to build a database so the department can make better informed decisions. He said the department has RecDesk, which is the software the department is using to get better program data. He also cited the department's work with Community Services, both senior and youth services.

Mr. Bohannon explained that the department approaches its work with a question: "How might we . . .?" He said the "how" assumes that there are solutions out there, and the "might" implies that it is acceptable to put any

idea on the table, and the “we” signals that the department members will all work together. Using that question, he said, enables all members to feel free to share their ideas.

He turned the question to the committee regarding how his department might help to have people “work, play, and stay” in the community. He emphasized the need to use the amenities offered by the Parks and Recreation Department to keep college students to remain in the community after they graduate. He pointed out that activities sponsored by the Parks and Rec Dept., such as tournaments, contribute to the economic development of the city.

City Manager Kopczynski pointed out that Mr. Bohannon was the first of the department supervisors to volunteer to present a detailed discussion of his department’s work to the City Council. He told the committee that it would be seeing more of these discussions from various departments, although not all departments will be providing presentations to this particular committee. He said that it is important to get feedback from the city council as the council evaluates programmatic issues not just departmental issues.

In addition, City Manager Kopczynski said, he would like the council members to consider the prominent role of community services in Mr. Bohannon’s presentation. He noted that when talking about such services as those provided by the library and Parks and Recs it really means talking about cultural value.

Mr. Kopczynski reported that the Parks and Rec Department has focused on furthering the credentials and education of its staff, and asked that Mr. Bohannon to provide specific information regarding that. Mr. Bohannon said that there had been a full turnover of the department’s front office, but that the new staff members were doing a great job becoming familiar with the operations of the department. He noted that the department has staff who are certified pool operators and certified building operators. In addition, he said Mr. Sweeney has a pesticide license and Ms. Spaulding is working towards certification as a Parks and Rec professional, a credential that Mr. Bohannon said he holds.

Mr. Bohannon said it was a real pleasure to work with the staff of his department that all contribute to the success of his department.

Council Philip Jones thanked Mr. Bohannon for the very educational presentation, which he said would set a high bar for future presentations by other departments.

Councilor Lamoureux made the following motion, which was seconded by Councilor Filiault.

On a vote of 5 – 0, the Municipal Services, Facilities and Infrastructure Committee recommends the report from the Parks, Recreation and Facilities Department be accepted as informational.



City of Keene, N.H.
Transmittal Form

February 8, 2017

TO: Mayor and Keene City Council

FROM: Planning, Licenses and Development Committee

ITEM: D.2.

SUBJECT: Request for Lodging House License - United Church of Christ

RECOMMENDATION:

On a vote of 5-0, the Planning, Licenses and Development Committee recommends a lodging house license be issued to United Church of Christ at 23 Central Square in Keene subject to the following conditions: said lodging house license may only be used as an overflow for the Hundred Nights Shelter; and managed by the Hundred Nights Shelter: no more than 16 persons may reside at any one time on the premises; compliance with all applicable sections of the City Code; and compliance with any requirements or recommendations of City staff. Said license will expire on the 17th day of February, 2018 and may be revoked by the City Council in accordance with Section 46-590 "Suspension or Revocation."

BACKGROUND:

John Rogers, Acting Health & Code Director reported inspections were completed by the Health, Code, and Fire Departments. He sees no objections with the issuance of this license.

Chair Richards provided the background information on this license for the new City Councilor, Bart Sapeta. There being no public comments or Committee questions, Chair Richards asked for a motion.

Councilor Jones made the following motion which was seconded by Councilor Hansel.

On a vote of 5-0, the Planning, Licenses and Development Committee recommends a lodging house license be issued to United Church of Christ at 23 Central Square in Keene subject to the following conditions: said lodging house license may only be used as an overflow for the Hundred Nights Shelter; and managed by the Hundred Nights Shelter: no more than 16 persons may reside at any one time on the premises; compliance with all applicable sections of the City Code; and compliance with any requirements or recommendations of City staff. Said license will expire on the 17th day of February, 2018 and may be revoked by the City Council in accordance with Section 46-590 "Suspension or Revocation."



City of Keene, N.H.
Transmittal Form

February 8, 2017

TO: Mayor and Keene City Council

FROM: Planning, Licenses and Development Committee

ITEM: G.1.

SUBJECT: Request for Lodging House License - 57 Winchester Street

RECOMMENDATION:

On a vote of 5-0, the Planning, Licenses and Development Committee recommends that the request from 57 Winchester Street LLC for renewal of their Lodging House License be placed on more time to allow for necessary inspections to be done.

BACKGROUND:

John Rogers, Acting Health & Code Director reported although Health and Fire have conducted the initial inspections, additional Fire inspections are required to verify that some minor violations have been taken care of. Mr. Rogers said they were unable to get back in to conduct that inspection. Mr. Rogers noted staff's recommendation is to place this on more time. He agreed with Chair Richards one cycle should be sufficient. There being no public comments or additional Committee questions, Chair Richards asked for a motion.

Councilor Hansel made the following motion which was seconded by Councilor Jones.

On a vote of 5-0, the Planning, Licenses and Development Committee recommends that the request from 57 Winchester Street LLC for renewal of their Lodging House License be placed on more time to allow for necessary inspections to be done.



City of Keene, N.H.
Transmittal Form

February 9, 2017

TO: Mayor and City Council

FROM: Donald R. Lussier, P.E., City Engineer

THROUGH: Medard Kopczynski, City Manager

ITEM: J.1.

SUBJECT: Relating to the Reallocation of Bond Proceeds from the Castle Street Rehabilitation Project

RECOMMENDATION:

That Resolution R-2017-07 be referred to the Finance, Organization, and Personnel Committee for consideration.

ATTACHMENTS:

Description

Resolution R-2017-01

BACKGROUND:

The City's FY17-FY22 Capital Improvement Program included \$114,390 in bond funding for the Castle Street Rehabilitation project. As described in the funding request, the project was initially envisioned as a partnership between Keene Housing and the City, with the City performing repairs of the street and Keene Housing completing repairs to the sidewalk and adjacent facilities.

During the development of the project design, it was determined that it would be beneficial to both the City and Keene Housing to discontinue a portion of Castle Street. This approach allows Keene Housing to design site improvements that do not comport with prescribed street standards. On November 17, 2016, the Council authorized the City Manager to "do all things necessary to prepare and submit a Petition for the discontinuance of Castle Street and negotiate with the (sic) Keene Housing for the rehabilitation of Castle Street to be incorporated into the Harper Acres improvement project." A petition for discontinuance has been submitted to the Council for consideration.

In exchange for accepting responsibility for the rehabilitation and ongoing maintenance of this portion of Castle Street, the City will pay Keene Housing the money that was budgeted for the road rehabilitation as an "Award of Damages" for the discontinuance of that portion of Castle Street to then be used for the improvements to the street. However, because the bond proceeds raised for this project were intended to be spent on public infrastructure, as required under the terms of the bond, the remaining bond proceeds cannot now be used as an Award of Damages for the discontinuance of the street. Therefore, it is necessary to reallocate these bond proceeds to other public infrastructure work which will free up non-restricted funds to be paid as damages.

Resolution R-2017-07 will reallocate the bond proceeds to Stormwater Drainage Maintenance (\$100,000) and Stormwater Spot Repair (\$14,390) that was planned to be funded through current revenue, and reallocate the

same amount of current revenue to the Castle Street project.



CITY OF KEENE

R-2017-07

Seventeen

In the Year of Our Lord Two Thousand and
Relating to the Reallocation of Bond Proceeds from the Castle Street
A RESOLUTION Rehabilitation Project

Resolved by the City Council of the City of Keene, as follows:

That the sum of One Hundred Fourteen Thousand Three Hundred Ninety dollars (\$114,390) in bond proceeds be allocated from the Castle Street Rehabilitation Project (90303) to the Drainage Maintenance Program (90221) and that the sum of One Hundred Fourteen Thousand Three Hundred Ninety dollars (\$114,390) in current revenue be allocated from the Drainage Maintenance Program (90221) to the Castle Street Rehabilitation Project (90303)

Kendall W. Lane, Mayor



City of Keene, N.H.
Transmittal Form

February 10, 2017

TO: Mayor and Keene Council

FROM: Kürt D. Blomquist, PE, Public Works Director/Emergency Management Director

THROUGH: Medard Kopczynski, City Manager

ITEM: J.2.

SUBJECT: Petition for the Absolute Discontinuance of a Portion of Castle Street

RECOMMENDATION:

That Resolutions R-2017-01, R-2017-02 and R-2017-03 be referred to the Municipal Services, Facilities and Infrastructure Committee for consideration and recommendation and that a site visit be scheduled.

ATTACHMENTS:

Description

Petition for Discontinuance

Resolution R-2017-01

Resolution R-2017-02

Deed for Discontinued Portion

Resolution R-2017-03

Deed for released Drainage Easement

Deed for relocated Drainage Easement

BACKGROUND:

The City's FY7 - 22 Capital Improvement Program included \$114,390 in bond funding for the Castle Street Rehabilitation project. As described in the funding request, the project was initially envisioned as a partnership between Keene Housing and the City, with the City performing repairs of the street and Keene Housing completing repairs to the sidewalk and adjacent facilities.

During the development of the project design, it was determined that it would be beneficial to both the City and Keene Housing to discontinue a portion of Castle Street. This approach allows Keene Housing to design site improvements that do not comport with prescribed street standards. On November 17, 2016, the Council authorized the City Manager to "do all things necessary to prepare and submit a Petition for the discontinuance of Castle Street and negotiate with Keene Housing for the rehabilitation of Castle Street to be incorporated into the Harper Acres improvement project." Enclosed with this memorandum are the following documents pursuant to the Council's authorization:

1. Petition for Discontinuance
2. Resolution R-2017-01 – Relating to the Absolute Discontinuance of a Portion of Castle Street

3. Resolution R-2017-02 – Relating to a Deed for the Discontinued Portion of Castle Street
4. Deed without Covenants – for the Discontinued Portion of Castle Street
5. Resolution R-2017-03 – Relating to the Release of Drainage Easements and the Acceptance of a Deed for a Relocated Drainage Easement
6. Deed without Covenants – for the Released Drainage Easement
7. Easement Deed with Warranty Covenants – for a relocated Drainage Easement

CITY OF KEENE

**PETITION FOR THE ABSOLUTE DISCONTINUANCE OF
A PORTION OF CASTLE STREET**

TO: The Honorable Mayor and City Council:

The undersigned represents that for the accommodation of the Public, there is occasion for the absolute discontinuance of a portion of Castle Street at the following location:

Beginning at a granite bound at the intersection of the northerly line of Castle Street and the westerly line extended of Ashuelot Street; Thence

South 4° 18' 22" East along the proposed terminus of Castle Street and the westerly sideline of Ashuelot Street a distance of 80.44 feet to a point, said point being North 4° 18' 11" West a distance of 91.36 feet to an iron pipe at the south east corner of lands now or formerly of Monadnock Affordable Housing Corporation; Thence

Following a non-tangent curve to the left with a Delta angle of 90° 50' 00" and a radius of 30.00 feet an arc length of 47.56 feet to a point, said point being North 49° 43' 27" West a distance of 42.73 feet from the last mentioned point; Thence

South 84° 51' 33" West a distance of 197.20 feet to a point; Thence

Following a curve to the right with a Delta angle of 90° 00' 00" and radius of 245.00 feet an arc length of 384.85 feet to a point; Thence

North 5° 08' 27" West a distance of 59.95 feet to the northerly terminus of Castle Street; Thence

North 84° 51' 33" East a distance of 50.01 feet along said terminus to a point; Thence

South 5° 08' 27" East a distance of 19.96 feet to a point; Thence

Following a curve to the left with a Delta angle of 90° 00' 00" and a radius of 10.00 feet an arc length of 15.71 feet to a point; Thence

North 84° 51' 33" East a distance of 20.68 feet to a point; Thence

South 5° 08' 27" East a distance of 43.76 feet to a point; Thence

South 84° 51' 33" West a distance of 13.37 feet to a point; Thence

Following a curve to the left with a Delta angle of 99° 11' 48" and a radius of 15.00 feet an arc length of 25.97 feet to a point; Thence

Following a curve to the left with a Delta angle of 80° 48' 12" and a radius of 195.00 feet an arc length of 275.01 feet to a point; Thence

North 84° 51' 33" East a distance of 228.36 feet to the point of beginning.

Containing 33,303 square feet, more or less.

Reserving to the City of Keene, the right to pass and repass, with men, machinery and equipment, the right to construct, reconstruct, and to maintain sanitary sewer, and appurtenances thereto, but not private services, within the discontinued portion of Castle Street as shown on the plan described herein or as previously reserved. Monadnock Affordable Housing Corporation will assume all costs and expenses for any private lateral

lines, to construct, reconstruct, and maintain services and appurtenances within the discontinued portion of said street.

Reserving to the City of Keene, the right to pass and repass, with men, machinery and equipment, the right to construct, reconstruct, and to maintain drainage ditches and main storm sewer lines connecting them, and the appurtenances thereto, but not private laterals, and site specific drainage within the discontinued portion of Castle Street as shown on the plan described herein or as previously reserved. Monadnock Affordable Housing Corporation will assume all costs and expenses for any private lateral lines, to construct, reconstruct, and maintain services and appurtenances within the discontinued portion of said street.

Reserving to the City of Keene, the right to pass and repass, with men, machinery and equipment, the right to construct, reconstruct, and to maintain water mains, hydrants and valves, and appurtenances thereto, but not private laterals or services, within the discontinued portion of Castle Street as shown on the plan described herein or as previously reserved. Monadnock Affordable Housing Corporation will assume all costs and expenses for any private lateral lines, to construct, reconstruct, and maintain lateral lines, services, and appurtenances within the discontinued portion of said street.

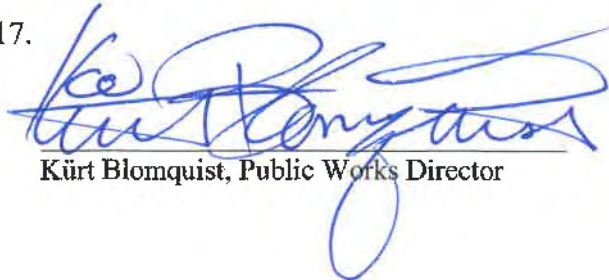
Reserving to the City of Keene the right of passage over the within described tract of land for all public safety vehicles such as, but not limited to, fire trucks, ambulances, and police cars, on all occasions when the officer in charge of the vehicle deems there be to be an emergency which requires such passage.

Reserving any utility easements, permits, and licenses of record at the time of the discontinuance in accordance with New Hampshire RSA 231:46.

Meaning and intending to absolutely discontinue that portion of Castle Street that lies westerly of Ashuelot Street, as shown on a plan entitled "Discontinuance Plan, Portions of Castle Street, Prepared for City of Keene," dated December 12, 2016, by SVE Associates, to be recorded at the Cheshire County Registry of Deeds.

The undersigned, therefore, requests that you absolutely discontinue that portion of Castle Street as described above.

Dated this 10th day of February, 2017.



Kürt Blomquist, Public Works Director



CITY OF KEENE

R-2017-01

In the Year of Our Lord Two Thousand andSeventeen.....

A RESOLUTIONRELATING TO THE ABSOLUTE DISCONTINUANCE OF A
PORTION OF CASTLE STREET.....

Resolved by the City Council of the City of Keene, as follows:

That the Keene City Council is of the opinion that there is no further need to use a portion of Castle Street for the accommodation of the public and that there is occasion for the absolute discontinuance of said portion of Castle Street as described in the attached Description of Complete Discontinuance, subject to the following conditions:

1. All affected property owners associated and in connection with the discontinuance agree to the discontinuance and either waive their rights to any damages, or accept damages paid, and sign an agreement to such effect; and
2. All documentation is in a content and form acceptable to the City Attorney and City Engineer.
3. That Monadnock Affordable Housing Corporation shall indemnify and save harmless the City of Keene from any and all damages that may be claimed as a result of said discontinuance.

Kendall W. Lane, Mayor



CITY OF KEENE

R-2017-02

Seventeen

In the Year of Our Lord Two Thousand and
RELATING TO A DEED FOR THE DISCONTINUED PORTION OF
A RESOLUTION CASTLE STREET

Resolved by the City Council of the City of Keene, as follows:

That The City Manager is authorized to do all things necessary to execute the attached deed for that portion of Castle Street lying westerly of Ashuelot Street, as shown on a plan entitled "Discontinuance Plan, Portions of Castle Street, Prepared for City of Keene," dated December 12, 2016, by SVE Associates, to be recorded at the Cheshire County Registry of Deeds, subject to the following condition;

All documents shall be a form and content acceptable to the City Attorney, and City Engineer.

Kendall W. Lane, Mayor

THE SPACE ABOVE IS FOR RECORDING INFORMATION

No transfer tax pursuant to RSA 78-B:2, I

DEED WITHOUT COVENANTS

The **CITY OF KEENE**, a New Hampshire municipal corporation, with a principal place of business at 3 Washington Street, Keene, Cheshire County, New Hampshire 03431, for consideration paid, hereby grants to **MONADNOCK AFFORDABLE HOUSING CORPORATION**, a New Hampshire non-profit corporation, with an address of 831 Court Street, Keene, Cheshire County, New Hampshire 03431, **WITHOUT COVENANTS**, all its right, title, and interest in:

That portion of Castle Street located in KEENE, Cheshire County, to be discontinued as shown on a plan entitled "Discontinuance Plan, Portions of Castle Street, Prepared for City of Keene," dated December 12, 2016, by SVE Associates, recorded at the Cheshire County Registry of Deeds immediately prior hereto.

Reserving to the City of Keene, the right to pass and repass, with men, machinery and equipment, the right to construct, reconstruct, and to maintain sanitary sewer, and appurtenances thereto, but not private services, within the discontinued portion of Castle Street as shown on the plan described herein or as previously reserved. Monadnock Affordable Housing Corporation will assume all costs and expenses for any private lateral lines, to construct, reconstruct, and maintain services and appurtenances within the discontinued portion of said street.

Reserving to the City of Keene, the right to pass and repass, with men, machinery and equipment, the right to construct, reconstruct, and to maintain drainage ditches and main storm sewer lines connecting them, and the

appurtenances thereto, but not private laterals, and site specific drainage within the discontinued portion of Castle Street as shown on the plan described herein or as previously reserved. Monadnock Affordable Housing Corporation will assume all costs and expenses for any private lateral lines, to construct, reconstruct, and maintain services and appurtenances within the discontinued portion of said street.

Reserving to the City of Keene, the right to pass and repass, with men, machinery and equipment, the right to construct, reconstruct, and to maintain water mains, hydrants and valves, and appurtenances thereto, but not private laterals or services, within the discontinued portion of Castle Street as shown on the plan described herein or as previously reserved. Monadnock Affordable Housing Corporation will assume all costs and expenses for any private lateral lines, to construct, reconstruct, and maintain lateral lines, services, and appurtenances within the discontinued portion of said street.

Reserving to the City of Keene the right of passage over the within described tract of land for all public safety vehicles such as, but not limited to, fire trucks, ambulances, and police cars, on all occasions when the officer in charge of the vehicle deems there be to be an emergency which requires such passage.

Reserving any utility easements, permits, and licenses of record at the time of the discontinuance in accordance with New Hampshire RSA 231:46.

Meaning and intending to absolutely discontinue that portion of Castle Street that lies westerly of Ashuelot Street, as shown on a plan entitled "Discontinuance Plan, Portions of Castle Street, Prepared for City of Keene," dated December 12, 2016, by SVE Associates, to be recorded at the Cheshire County Registry of Deeds.

See Resolution R-2017-01, Relating to the Absolute Discontinuance of a Portion of Castle Street, adopted by the City of Keene on _____, and Resolution R-2017-02, Relating to a Deed for the Discontinued Portion of Castle Street, both to be recorded immediately prior hereto.

WITNESS its hand this _____ day of _____, 2017.

CITY OF KEENE

Witness: _____

By: _____
Medard Kopczynski, City Manager
Duly authorized

STATE OF NEW HAMPSHIRE
CHESHIRE, SS

On this the _____ day of _____, 2017, before me, the undersigned officer, personally appeared Medard Kopczynski, who acknowledged himself to be the City Manager of Keene, New Hampshire, a municipal corporation, and that he as such City Manager, being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the municipal corporation by himself as City Manager.

Notary Public / Justice of the Peace



CITY OF KEENE

R-2017-03

In the Year of Our Lord Two Thousand and ...Seventeen.....

A RESOLUTIONRELATING TO THE RELEASE OF DRAINAGE EASEMENTS AND THE ACCEPTANCE OF A DEED FOR A RELOCATED DRAINAGE EASEMENT.....

Resolved by the City Council of the City of Keene, as follows:

That the City of Keene release to Monadnock Affordable Housing Corporation all its right, title and interest in and to two (2) drainage easements shown on the plan entitled "Discontinuance Plan, Portions of Castle Street, Prepared for City of Keene," dated December 12, 2016, by SVE Associates, to be recorded at the Cheshire County Registry of Deeds. Said rights having been originally conveyed to the City of Keene by deed of The Faulkner & Colony Manufacturing Company and recorded on September 20, 1940, at Volume 489, Page 402, and by deed of Emile J. Legere, Inc., Barker Realty Co., Inc. and Philip Michael Hamblet, recorded on April 26, 1968, at Volume 779, Page 111, and authorize the City Manager to do all things necessary to execute and deliver a Deed without Covenants thereto.

That the City Manager be authorized to accept an Easement Deed with warranty covenants from Monadnock Affordable Housing Corporation for the purpose of constructing, reconstructing, and maintaining a relocated drainage system for surface water as shown on the above-described plan, and also shown on a plan entitled "Proposed Relocated Drainage Easements over lands of Monadnock Affordable Housing Association, Prepared for City of Keene," dated December 12, 2016, by SVE Associates, to be recorded at the Cheshire County Registry of Deeds.

Kendall W. Lane, Mayor

THE SPACE ABOVE IS FOR RECORDING INFORMATION

No transfer tax pursuant to RSA 78-B:2, I

DEED WITHOUT COVENANTS

The **CITY OF KEENE**, a New Hampshire municipal corporation, with a principal place of business at 3 Washington Street, Keene, Cheshire County, New Hampshire 03431, for consideration paid, hereby grants to **MONADNOCK AFFORDABLE HOUSING CORPORATION**, a New Hampshire non-profit corporation, with an address of 831 Court Street, Keene, Cheshire County, New Hampshire 03431, **WITHOUT COVENANTS**, all its right, title, and interest in:

The rights of way across land of the grantee in the City of KEENE for the purpose of constructing, reconstructing, and maintaining drainage easements as shown on the plan entitled "Discontinuance Plan, Portions of Castle Street, Prepared for City of Keene," dated December 12, 2016, by SVE Associates, to be recorded at the Cheshire County Registry of Deeds.

Said rights having been originally conveyed to the City of Keene by deed of The Faulkner & Colony Manufacturing Company and recorded on September 20, 1940, at Volume 489, Page 402, and by deed of Emile J. Legere, Inc., Barker Realty Co., Inc. and Philip Michael Hamblet, recorded on April 26, 1968, at Volume 779, Page 111, of the Cheshire County Registry of Deeds.

See Resolution R-2017-03, Relating to the Release of Drainage Easements and the Acceptance of a Deed for a Relocated Drainage Easement, adopted by the City of Keene on _____, recorded herewith.

WITNESS its hand this _____ day of _____, 2017.

CITY OF KEENE

Witness: _____

By: _____
Medard Kopczynski, City Manager
Duly authorized

STATE OF NEW HAMPSHIRE
CHESHIRE, SS

On this the _____ day of _____, 2017, before me, the undersigned officer, personally appeared Medard Kopczynski, who acknowledged himself to be the City Manager of Keene, New Hampshire, a municipal corporation, and that he as such City Manager, being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the municipal corporation by himself as City Manager.

Notary Public / Justice of the Peace

THE SPACE ABOVE IS FOR RECORDING INFORMATION

No transfer tax pursuant to RSA 78-B:2, I

EASEMENT DEED

That **MONADNOCK AFFORDABLE HOUSING CORPORATION**, a New Hampshire non-profit corporation, with an address of 831 Court Street, Keene, Cheshire County, New Hampshire 03431, for consideration paid, hereby grants to **CITY OF KEENE**, a New Hampshire municipal corporation, with a principal place of business at 3 Washington Street, Keene, Cheshire County, New Hampshire 03431, with **WARRANTY COVENANTS**:

An easement for drainage over a parcel of land now or formerly owned by Monadnock Affordable Housing Corporation and shown on a plan entitled, "Proposed Relocated Drainage Easements over lands of Monadnock Affordable Housing Corporation, Prepared for the City of Keene," dated December 12, 2016; by SVE Associates, and recorded herewith at the Cheshire County Registry of Deeds, and being more particularly described as follows:

Beginning near a 1" iron pipe at the northeast corner of lands now or formerly of Monadnock Affordable Housing Corporation and in the line of lands now or formerly of John E. Smeltz, Jr. and Julie C. Dickenson; Thence

South 6° 34' 34" West along the easterly line between said Corporation, said Smeltz & Dickerson and lands now or formerly of Douglass Vassall Trust & Leslie Vassall Trust, Eric P. and Kristine E. Yannone, Richard Latti Living Trust, and Mark T. and Maria J. Christopherson a distance of 304.69 feet to a point, said point being North 6° 34' 34" East a distance of 70.62 feet from a common corner between said Corporation and said Christopherson; Thence

South 57° 25' 19" West a distance of 75.49 feet to a point; Thence

South 48° 28' 48" West a distance of 46.07 feet to a point; Thence

South 30° 49' 18" West a distance of 232.89 feet to a point; Thence

Following a curve to the left with a Delta angle of 47° 41' 57" and a radius of 35.00 feet an arc length of 29.14 feet to a point; Thence

South 16° 52' 39" East a distance of 116.46 feet to a point; Thence
 Following a curve to the left with a Delta angle of 44° 08' 41" and a radius
 of 35.00 feet an arc length of 26.97 feet to a point; Thence
 South 61° 01' 19" East a distance of 90.14 feet to a point; Thence
 South 20° 56' 50" East a distance of 135.93 feet to a point in the line of
 lands now or formerly of JRR Properties, LLC, said point being South 85° 23' 44"
 West a distance of 9.22 feet from the southeast corner of said Corporation;
 Thence
 South 85° 23' 44" West along said JRR a distance of 31.26 feet to a point,
 said point being North 85° 23' 44" East a distance of 4.52 feet from the south west
 corner of said corporation and the south east corner of lands now or formerly of
 the City of Keene; Thence
 North 20° 56' 50" West a distance of 116.19 feet to a point; Thence
 North 61° 01' 19" West a distance of 78.41 feet to a point in the line of
 lands of said City of Keene; Thence
 North 35° 43' 26" West along said City a distance of 58.52 feet to a point;
 Thence
 North 16° 52' 39" West a distance of 106.91 feet to a point; Thence
 Following a curve to the right with a Delta angle of 47° 41' 57" and a
 radius of 65.00 feet an arc length of 54.11 feet to a point; Thence
 North 30° 49' 18" East a distance of 237.55 feet to a point; Thence
 North 48° 28' 48" East a distance of 53.08 feet to a point; Thence
 North 57° 25' 19" East a distance of 76.47 feet to a point; Thence
 North 6° 34' 34" East a distance of 205.05 feet to a point; Thence
 North 29° 51' 20" West a distance of 79.26 feet to a point in the lines of
 land of the City of Keene; Thence
 North 85° 13' 29" East along said City a distance of 68.41 feet to the point
 of beginning.

Containing 30,343 square feet, more or less.

See Resolution R-2017-03, Relating to the Release of Drainage Easements
 and the Acceptance of a Deed for a Relocated Drainage Easement, adopted by the
 City of Keene on _____, recorded immediately prior
 hereto.

WITNESS its hand this _____ day of _____, 2017.

MONADNOCK AFFORDABLE
 HOUSING CORPORATION

Witness: _____

By: _____

Duly authorized

STATE OF NEW HAMPSHIRE
CHESHIRE, SS

On this the _____ day of _____, 2017, before me, the undersigned officer, personally appeared _____, who acknowledged himself to be the _____ of Keene, New Hampshire, a municipal corporation, and that he as such _____, being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as _____.

Notary Public / Justice of the Peace