

A regular meeting of the Keene City Council was held Thursday, March 3, 2016. The Honorable Mayor Kendall W. Lane called the meeting to order at 6:30 PM. Roll called: Carl B. Jacobs, Janis O. Manwaring, Robert J. O'Connor, Terry M. Clark, Jay V. Kahn, 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. The Mayor took a moment to recognize Councilor Chadbourne's service on the City Council, noting that she has been on the Council since 2012 serving as a Ward two Councilor. In January of 2016, she was re-elected and is now serving as a Councilor At-Large. Since she has been on the Council she has been a member of the Planning, Licenses and Development Committee. Councilor Chadbourne led the Pledge of Allegiance. A motion by Councilor Greenwald to accept the minutes from the February 18, 2016 meeting was duly seconded. The motion passed with a unanimous vote in favor.

PRESENTATION – RETIREMENT RESOLUTION – TOM HASTINGS

The Mayor invited Tom Hastings from the Department of Public Works forward to present him with a retirement proclamation. The Mayor went on to express the City's gratitude to Mr. Hastings for his dedication, and went on to detail his history of employment with the City of Keene. Mr. Hastings thanked the Mayor for the acknowledgement of his years of service.

PRESENTATION – RETIREMENT RESOLUTION – ANMARIE WILSON

The Mayor invited Anmarie Wilson from the Police Department forward to present her with a retirement proclamation. The Mayor went on to express the City's gratitude to Ms. Wilson for her dedication, and went on to detail her history of employment with the City of Keene. Ms. Wilson thanked the Mayor for the acknowledgement of her years of service.

PRESENTATION – RETIREMENT RESOLUTION – MICHAEL BAILEY

The Mayor invited Michael Bailey from the Fire Department forward to present him with a retirement proclamation. The Mayor went on to express the City's gratitude to Mr. Bailey for his dedication, and went on to detail his history of employment with the City of Keene. Mr. Bailey thanked the Mayor for the acknowledgement of his years of service.

PRESENTATION – PFM MANAGEMENT GROUP – REVIEW OF CITY'S STANDARD & POOR'S RATINGS

The Mayor invited Finance Director Steve Thornton and William Fazioli of PFM Management Group forward to make a presentation relative to the City's current Standard & Poor's credit rating. Mr. Thornton explained that Mr. Fazioli is the City's Financial Advisor and he will be explaining the Standard and Poor's rating methodology this evening along with providing an overview of the City of Keene rating.

Mr. Fazioli stated that he has been a financial advisor to various municipalities in New England for the last 25 years in addition to serving as a finance director and town treasurer in Rhode Island. He continued this evening he would go over the City's debt and S&P bond rating.

Mr. Fazioli explained that for municipalities there are a wide variety of variables used to measure credit rating. In essence it is the measurement of an entity's ability and willingness to manage its resources in order to meet its obligations, and it is not just about making bond payments on time. The credit rating for a municipality rates how the community manages its assets on an annual basis to satisfy short and long term obligations. Mr. Fazioli went on to explain the Standard and Poor's rating scale as well as that of the two other major firms that provide such ratings: Moody's and Fitch.

He noted the City currently has a rating with both Moody's and Standard & Poor's. Mr. Fazioli stated there are very few AAA rated municipalities. Keene's rating with S&P is currently AA. He explained the higher the rating the lower the cost of borrowing. Entities that fall below the B rating level fall into a default or junk bond status, which is a position a municipality doesn't want to be in because it is difficult to borrow money in the public market at that point. Mr. Fazioli demonstrated with a line graph the impact on borrowing costs for a AA rated entity such as the City of Keene versus a AAA rated entity noting there is very little difference in the current market with interest rates being so low.

Mr. Fazioli went on to discuss the S&P scorecard methodology. The new approach scores seven different areas on a scale of one to five with one being the strongest and five the weakest. He went on to provide a weighting scale within the metrics that S&P uses. He then explained the City of Keene's analysis using this scale.

He noted Keene's overall rating is very favorable. He stated his firm has calculated the City at AA and he is confident that this rating is in line with what S&P would indicate. He spoke briefly about the City's score in the Debt and Contingent Liability, which was a bit low at a rating of four. He stated the City is very close to being at a two to three level, but unfortunately because the City pays their debts off quickly, its carrying costs are higher and this presents as a higher percentage of the budget. As the City retires debt in the next few years, Keene will move up on the rating scale in this area and have increased budget flexibility. He suggested that as this occurs the City may want to capitalize on this with "pay-as-you-go" funding of capital projects. Mr. Fazioli stated there are economic factors that the City has little control over which have a large impact on the rating as well. He stated this is an area that PFM suggests to municipalities which want to increase their score work to increase their tax base and grow their local economy to raise the buying income and land values of the community.

Mayor Lane asked for some explanation about the budgetary performance score which was a three and asked how much flexibility there is to improve it. Mr. Fazioli stated this looks at all governmental funds, including enterprise funds. They take the annual result of those funds and divide it by the governmental expenditures. It includes capital projects funds, and those funds tend to run a deficit because of the timing of when bonds are issued which does impact the score. In this case Keene is in line with other municipalities. It also looks at the general fund net result focusing on the general fund operating balance divided by general fund expenditures. They are essentially taking your total governmental operations and a snap shot look at a community's annual operating result.

Councilor Hansel asked Mr. Fazioli if had any idea in either the debt and contingent liability section or the budgetary performance section, whether if one of those were to go down one point, would that raise Keene's overall rating to AAA. He asked how close the city is to that AAA rating. Mr. Fazioli explained that Keene is pretty solidly in the AA level, and could potentially get to a AA+ rating in the future. He noted that overall wealth levels impact the rating, and this is the main characteristic of AAA credit scores. This is likely out of Keene's reach and Keene is likely capped at AA+. Mr. Thornton added that the City of Keene is different than a place like Bedford which is AAA rated in that they are seated in a larger metropolitan area in addition to their higher levels of wealth. As Keene's debt gets retired over the next few years the AA+ rating is likely attainable, if all other scores remain constant.

Councilor Clark asked if what the City is seeing here is based only on today's debt and asked how future debt will impact the City's score. Mr. Fazioli agreed it is based on current debt and stated this is an area his firm can assist the City with in terms of planning for future debt. He continued that they are suggesting the City look at relying less on debt moving forward and adopting a "pay-as-you-go" funding for certain projects like road improvements or paving, technology equipment, etc.; things that have a useful life of less than 10 years. There is also potential for lease financing or other forms of financing besides bonded debt. He added that because the rates are so low, Keene chose an opportune time to utilize bonded debt. Mr. Thornton agreed stating the City's current true interest costs are 2.17 percent for a 20 year debt.

Councilor Kahn asked about changes in governmental accounting standards, specifically the impact of retirement payment obligations. Does the rating weigh this factor or not. Mr. Fazioli stated that Moody's does look at pension liability and has factored it into their rating several years ago. S&P will be following suit. Recognizing the liability of the State-wide plan has had a short term impact, it has not spilled over into the credit rating process because investors are still absorbing that information to see what the long term impact will be. In many ways it is a liability, but it is a long term liability. What will be looked at is if a community is making its retirement payments on time and controlling things that limit future increases. He ended that by June of 2016 this will be incorporated into S&P's rating methodology.

Councilor Jacobs referenced declining debt service and asked if the proposed CIP is considered in the current S&P rating. Mr. Fazioli stated the rating does not consider future debt, noting that his firm can assist with modeling the impacts of the proposed CIP on the City's rating. Mr. Thornton noted that when the City went to market last year, the projected debt in the 2016-2021 CIP was provided to Standard & Poor's. He noted the proposed CIP does reduce outstanding debt by 12 or 13% over the 6 years of the CIP.

As there were no further questions, the Mayor thanked Mr. Fazioli and Mr. Thornton for their presentation.

PROCLAMATION – ELECTION VOLUNTEERS – SPIRIT OF PLACE

The Mayor invited Terri Hood from the City Clerk's Office forward to present her with a ***Building a Spirit of Place*** Proclamation honoring those that volunteered at the 2016 Presidential Primary Election. The Mayor noted each volunteer and donating business would receive a

signed copy of the proclamation.. Ms. Hood went on to express the City's gratitude to all of the election volunteers as well as for the food donations from local restaurants. .

PUBLIC HEARING – CAPITAL IMPROVEMENT PROGRAM 2016-2022

The Mayor opened the public hearing at 7:27 PM. The Notice of Hearing and Certificate of Publication were read. The Mayor asked the City Manager if he had any opening comments to start the process. City Manager Medard Kopczynski noted that the CIP presentations this year were very well done and there were a lot of good questions from the Councilors. Mayor Lane went on to explain that this is the opportunity for members of the public to state their views on any item included in the Capital Improvement Program, and Councilors will have an opportunity to comment at a later time in the process. He continued he will primarily review the projects slated for inclusion in next year's operating budget. He further explained that this is a six-year planning document, and the first year of the CIP is rolled into the operating budget for the coming year. Years two through six are primarily planning and preparation for the future. He also said that the CIP tries to reflect the goals set by the City through the City's Comprehensive Master Plan, as well as public comments received. Hence the reason public comments at this hearing are so valuable. This will go to the Finance, Organization and Personnel Committee for discussion and a recommendation back to the full Council, and the full City Council will be acting on the CIP at the next Council meeting. The Mayor stated that at this time he would highlight the various projects listed under each department or division and then ask for comments from the public.

Airport – The Mayor stated there is one project included in this section scheduled for initial funding in the coming fiscal year. That would be the planning for the reconstruction of the crosswinds runway. He noted that 95% of the cost of this project will be funded by an FAA grant, and the other 5% will be paid for with City funds. No public comments made.

Assessing – The Mayor stated there is one project to be funded this year, the continuation of the reassessment of all property in the City of Keene. This project began last year. This is a recurring project that is done every 10 years. No public comments made.

City Facilities – There are a couple projects that are proposed for this year including maintenance and upgrading of certain City facilities, and the second of which is the Library Renovation Project. He continued the second project is an \$8 million dollar project of which \$2 million dollars is proposed to be funded through City bonds.

Kenneth Jue of 23 Ridgewood Ave read the following statement into the record:

As a long standing Trustee of the Keene Public Library, I would like to thank you for this opportunity to offer a few words in support of the City of Keene including a bond of \$2 million in the City's CIP plans to help enable the important renovation and creation of a physical connection of the Keene Public Library and Library Annex (otherwise known as Heberton Hall).

Of course, I have heard and recognize several concerns and questions regarding the City's debt limit and that the proposed renovation project for the Library would necessarily bring about some degree of increased operational cost in the Library's budget. To be debt free is a desirable

goal, but some debt might be better characterized as an "investment," which is a more positive perspective. I would say that the renovation of the Library Annex would be more appropriately cast in this light. I would suggest that an investment that promises so much and poses low risk or, cost, as in this instance, is most worthy of your serious consideration and support. Secondly, we realize that there would likely be increases in some of the library's operational expenses; therefore, this is being evaluated to identify the projected increases. It would also be reasonable to expect some increased revenues due to the strong openly expressed desire and interest in our community for more community space as proposed in the Library's renovation plans. These revenues could be used to offset at least some of the projected additional costs. (Currently, revenues earned through rental fees at Heberton Hall offset the full costs of a halftime activities monitor/supervisor.)

On the other side of the ledger there are sound reasons for investing in this renovation project. The planning of the renovation has been a positive and creative partnership effort among the Friends of the Keene Public Library, the Trustees of the Library and the City of Keene staff. This is a prime example of an innovative public/private partnership. Thus far, the funding of the early planning and architectural phases has been borne by the Friends organization and the Trustees. The construction costs are identified to be \$8.8 million, although the total value of the project will be approximately \$14 million. The ultimate funding of the project will come from an imaginative combination of \$5 million to be raised through an energetic fundraising campaign already underway, the anticipated \$2 million City CIP bond and the balance through New Market Tax Credits (with the able assistance of Mr. Jack Dugan of the MEDC organization). Thus, for \$2 million the City and the community will gain a tremendously improved asset. How often can one get such an impressive match for each dollar invested!

The Library Annex will become totally usable and will add more than 20,000 square feet of space for community use. The entire structure will become a productive community venue! Even without this proposed renovation project, the Library Annex would require safety improvements (ex. Electrical upgrades) and a HVAC system, which is currently not available in that building, and which in the heat of summer makes the building virtually unusable for several months. It would also need to have repairs to the outside of the building, as its appearance is noticeably deteriorating and continuously worsening.

This project is certainly in keeping with the City's vision reflected in its Comprehensive Master Plan whereby Keene offers a creative, attractive learning culture or environment that contributes to the community's quality of life and simultaneously adds to the competitive and economic viability of the City. This creative renovation project, enabled with the City's CIP investment, builds upon our community's reputation and aspiration as a safe and welcoming place for the young, for families, for our elders and for persons of any and all circumstances in equal consideration. I firmly believe that our public library is a critical and invaluable resource to our community and our residents, and we all need to be the best stewards of such an asset on behalf of our community. Your full support of this project would be a strong affirmation of this duty.

Judith Putnam of 168 Court Street read the following statement into the record:

I am a Thayer Trustee of the Keene Public Library and was a trustee when we did the 1998 addition. When that addition was completed, the trustees set a long-range goal of reaching out into the community to bring in new library users. We have done this very successfully, particularly through new programming aimed at young children and their families and caregivers with story times and parenting programs; at teens, with programs like Poetry Out Loud (a national poetry recitation contest), chess club, strategy game groups, a math club, and maker workshops. Many older adults come for movie and lecture series, book club discussions and instruction in technology.

In 2003, the Friends of the Keene Public Library and the Trustees were able to buy the adjacent Masonic building and transfer ownership to the City for the future benefit of the Library.

Almost immediately, with the support of the Friends who funded the improvements necessary to make the first floor code compliant and useable, Heberton Hall was opened for public use. The City rented part of the ground floor to Cheshire TV. For ten years now, Heberton Hall has been used for formal meetings, informational gatherings, play productions and Chautauqua performances, family dances, and author presentations. To mention a few of the many things that happen there.

The number of events and the number of people coming to them is amazing! More than 24,000 people came to 1,800 events at the library last year. That's in addition to the 274,000 items checked out every year, and the 22,000 times that patrons access the internet on Library computers.

The Library provides, at no charge, a broad array of services to the citizens of Keene, which helps to make Keene the vibrant and attractive community that it is.

The Library Trustees are extremely proud of the Library and I believe the City Council is too.

The Library is at the point where it needs more space. We own the building next door. We need, now, to bring it in to full use. It's a historic, old building, and it's not a simple project to bring it up to current safety, access and environmental standards. But the space it offers will serve many needs: well-equipped flexible space for meetings, tutoring, conferences, theater productions, and children's activities; a new entrance and social space to connect the buildings, new access from West Street, oriented more to downtown and parking on Gilbo Avenue. It will provide useable outdoor space for children's summer reading events and other gatherings, and a dedicated space for the Friends phenomenal book sale!

The Trustees believe that an investment of \$2 million by the city, with the addition of a capital campaign aimed at raising \$5 million, and the application for Federal tax credits to provide the rest of the funds needed to accomplish this vision, would be money wisely invested. All the citizens of Keene would have free access to a vibrant 21st century Library for decades to come. Thank you.

Paul Henkel, member of the Library Board of Trustees, read the following statement into the record:

I have been a member of the Library Trustees about 20 years. During most of those years I have served on the Buildings and Grounds Committee of the Trustees, which attends to the physical plant and to the repairs needed for the Library and in recent years to the Annex. The \$2 million dollars capital improvement funding requested from the City will assist in making repairs to the annex building which would otherwise be necessary and making some of the basic infrastructure improvements which are needed to fully occupy it. The City portion of the funding will be about half of the estimated \$4 million which will be needed for repairs and infrastructure.

Donations and tax credits will extend the project to complete the amount needed for repairs and infrastructure and provide the connector essential for ready flow of programming and supervision.

As a result we will take a historic building which is only being used on the first floor and which needs serious attention to roof, eaves, windows, other exterior surfaces; interior flooring, bathrooms, fire protection, HVAC- have I left anything out? And we will provide a fully repaired and functional building with ADA access to fully utilize the entire building.

We will appreciate your support of this public and private partnership which will accomplish the repairs, and attending to the basic infrastructure which needs to be addressed anyway, and providing a connector from the main library building. This will provide a 21st century library with access to information resources and a place for us to meet, collaborate and learn throughout our lives.

Jennifer DeCoste of 86 Hurricane Road read the following statement into the record:

Good evening. My name is Jennifer DeCoste. I am the assistant director at Keene Community Education and a Keene Public Library Trustee. I too want to put forward my support for the Library Connector Project. The proposed addition of a connector atrium and the renovation of Heberton Hall will enhance the library's mission "To provide free, open, and convenient access for all Keene residents to acquire information for growth in their personal knowledge; for life-long learning and enjoyment; for the fulfillment of informational needs, desires, and curiosities; and for enhancing quality of life in the community."

The proposed new and updated spaces will create a technological and creative center giving the library a greater ability to help Keene citizens acquire the 21st century thinking and technological skills critical to building and maintaining an educated and informed citizenry. As a literacy and language educator, I see the need in our community for increased space in which creativity, collaboration, communication, and critical thinking skills can be nurtured. I see the need for increased access to information, media, and technology. The proposed meeting, creative, and performance spaces included in the plans for the Library Connector Project meet this critical need and demand.

Keene is proud of our public library. The library is rich in resources, offers high-quality programming, and has a top-notch staff. The history of our library has been one of growth and forward thinking; but to continue the legacy of our proud history we again must have room to

grow as our thinking continues to be expansive and inclusive of ever-changing informational and technological needs.

It is for these reasons I ask for your support for the Library Connector Project. I respectfully request you to remember the significant contribution our library makes in helping to create the high standard of quality of life we enjoy in Keene; and please support the library's ability to continue to do so for future generations by supporting the Library Connector Project.

City Clerk's Office – The City Clerk has one project for this year which would be the purchase of mobile compact shelving to extend the usefulness of the life of our records storage facility. No public comments made.

Fire Department – The Fire Department has several projects slated for this year including: defibrillator replacement, which is a continuation of a project that began last year; the fire alarm system municipal infrastructure upgrade; the mobile radio replacement, which is also an ongoing project that began last year; and the portable radio replacement which is a new project to upgrade these to current radio standards. No public comments made.

Information Technology – There are two projects: the upgrading of the database software, and replacement of servers, which is an ongoing project. No public comments made.

Parks and Recreation – The Mayor noted the first project would be the paving of certain roads within the cemeteries of the City of Keene that have deteriorated over the years. In addition, there is a project for the implementation of the concept plan for Wheelock Park which involves new restrooms, a new maintenance building and facility upgrades. Also scheduled next year is replacement of the tennis courts at Robin Hood Park.

Planning – We have a project to do a study of the Jonathan Daniels Trail, which would connect Summit Road along Maple Avenue with the Appel Trail which comes out next to the Hospital.

Public Works – The Public Works Department has several projects that are scheduled. The first is the capital reserve that authorized by the City Council through the collection of a \$5.00 fee on each vehicle registration. We are expecting to collect about \$100,000 in that fund, and it would be used at some point for the acquisition and construction cost of transportation facilities. Next would be the rehabilitation of the portion of Castle Street that extends into Harper Acres. This road is badly deteriorated and has not been upgraded in a number of years. The City will be working with the Housing Authority to cooperatively upgrade the infrastructure on that section of Castle Street. There is also a project for curb installation, which is primarily upgrading and repairing of existing curbs. There is also a project to begin the study of the Downtown revitalization. He noted it has been since 1988 that we last did any major work on the Downtown; much has changed since then and we will now be putting some money aside to bring in a consultant to see what additional work needs to be done to maintain the area that has been designated as one of the 10 best public spaces in the United States. We want to maintain that rating and take care of that area. Public Works is also proposing to do some work on the Goose Pond Dam which was prompted by a determination from the NH Department of Environmental Services. This project would spend \$106,000 to bring it up to current standards. Moving on to

the City roadways, we have \$1.1 million dollars set aside this year for maintenance of the existing roads within the City. There is a fairly long list of roads that will be worked on, but there is not major project proposed. Most of these are overlays of existing roadways. The City is also proposing to build a new sidewalk on Emerald Street. Part of that street does not have a sidewalk and there are a lot of pedestrians on that road. We will also be doing a good deal of repair work on sidewalks that have deteriorated. The Marlboro Street corridor design plans is also slated for this year and that is an area that we have recently done a zoning study on. At this time we are beginning with design plans for proposed improvements to that corridor. There is also an ongoing project for cleaning and maintaining storm drains as well as an analysis of our storm water system management, particularly in areas that are prone to flooding.

Dave Curran of 16 Prescott Street stated relative to the Marlboro Street rezoning, a lot of work has gone into this. He noted there is a letter further on in the agenda from Councilor Richards speaking to the same issue. He continued there is \$25,000 slated for next year for design as well as \$171,017 for FY 19. Mr. Curran stated he hopes that as we move forward this does not get shuffled down the line as a lot of projects in the CIP have in the past. He stated he was riding home from work the other day and he noticed that the entirety of Elliot Street is no longer a neighborhood street and only two families live along that street now. He would like to see this project fast tracked. Mr. Curran stated that although we thought we were gaining ground, the loss of residents in the neighborhood is alarming.

Mayor Lane noted the letter that Mr. Curran mentioned from Councilor Richards will be referred to Committee this evening, and that will begin a discussion relative to further work and improvements that could be done on the east side to deal with the issues Mr. Curran is raising.

Parking Fund – There is one project proposed which is the resurfacing and maintenance of parking lots. There is no plan for a new parking lot at this time. No public comments made.

Sewer Fund – The first item is the capital reserve for Martell Court to upgrade the sewage treatment facility on that street, which is part of an ongoing project. This year we also have the sewer infrastructure capital reserve, which is money that is set aside for emergencies related to the sewage treatment plant. Parts of that system are quite old and these funds are necessary to repair unexpected leaks or breaks in that system particularly during this time of year. In the sewer fund we have the capital reserve for the wastewater treatment plant that is also an ongoing project that we have been working on for quite some time. There is also a project for the replacement of laboratory equipment at the sewage treatment plant as well as the replacement of part of the force main at Martell Court. There is also some sewer system and sewer main replacements, as well as some structural repairs to older sewer lines and a gate and mixer replacement at the sewage treatment plant and the replacement of the sludge pump.

Water Fund – There is a reserve account for unplanned repairs. There is also a project for dam repairs and Woodard and Babbidge Reservoir Dams. A failure of either of those dams would seriously impact the City water supply. There are also plans for improvements to water lines for distribution. We also have the cleaning and lining of water lines which is also an ongoing project. There is money set aside for water gate valve replacements. Each year we replace some

of these valves. Also the pressure reducing valve at the water treatment plant is due for replacement this year.

The only other items in this year's CIP include some equipment replacements for vehicles that have come to the end of their useful life. At this time the Mayor stated he would accept general comments from the public on the CIP.

Joe Bartlett of 95 Main Street spoke regarding the proposed Skate Park project at Wheelock Park, noting he did not see it lumped in with the other Wheelock Park improvements noted in the CIP. He asked if the City is willing to provide any funds for this project. He explained there is a community group with 10 members that are working on funding for this project. Mr. Bartlett continued that they would be very appreciative of any funds the City would be willing to put toward this project in addition to the land that was already given. The Mayor stated this is proposed for funding in FY18, which will start in July of 2017. In next year's CIP that project would be included as a capital project in the budget. He continued that he would not want to speculate as to the amount that would be allocated, as we do not know what the final design will look like. He continued it would likely be contingent on what is raised in the community to assist with funding the project. Mr. Bartlett noted there is a final design and asked how best to provide that information to the City Council. Mayor Lane suggested they work with Parks and Recreation Director Andy Bohannon.

Bill Garland of 99 Maple Avenue stated he is the Chairman of the Monadnock Football Rugby Club and noted their home games occur at Carpenter Street Field. He stated he would like to put on the record their thoughts about the improvements to Carpenter Field. He stated that Mr. Bohannon gave them permission to use the field three or four years ago, making it possible for them to finally move into Keene and base their games here. They are based at Carpenter Field and work to assist the City in maintaining the location. He noted that in the beginning no one from the surrounding areas would come down to watch the games. They are now hearing comments from surrounding residents, such as people from Bentley Commons, that they are no longer afraid to come down to the field. They like the field and the people in the neighborhood like us there. Other teams appreciate the field as well, it is one of the biggest in New England and they are very pleased to have use of it. They would like to see these field improvements happen and they are going to make a huge impact on the City. The Mayor indicated these improvements are in the CIP for FY21 and he is hopeful they may be able to adjust that timing.

Councilor Manwaring noted the Southeast Keene Neighborhood Group is currently working with Mr. Bohannon on what they can do to make the Carpenter Street Field better on a volunteer basis.

As there were no further comments, the Mayor closed the hearing for oral testimony at 8:21 PM. He noted the hearing will remain open for written public comments until Tues March 8, 2016 at 1:00 PM. Comments must be signed and submitted to the City Clerk's Office. He also noted that any Councilors wishing to make amendments to the CIP should submit them in writing to the City Clerk. He asked the Attorney to comment on submissions from Councilors.

Attorney Mullins encouraged the Council, in light of the changes to the Rules of Order, to put their intent in writing prior to the FOP meeting. He noted it is within the Councilors prerogative to bring forward any suggestions at the FOP with the understanding that any such recommendations can be deliberated by the full City Council at their meeting when the CIP is adopted.

A true record, attest:

City Clerk

CONFIRMATION

A motion was made by Councilor Greenwald and duly seconded to confirm the following nomination: Marilyn Gemmell to serve as a regular member on the Heritage Commission for a term to expire December 31, 2018. On a roll call vote, with 14 Councilors present and voting in favor the motion carried. Councilors Kahn was absent from room.

NOMINATION

The following nominations to City boards and commissions were received from the Mayor: Terry Clark as a regular member to the Cities for Climate Protection Committee for a term to expire December 31, 2017; and Andrew Bohannon as a regular member to the Planning Board for a term to expire December 31, 2017. The confirmations will occur at the next regular meeting.

COMMUNICATION – PHILIP SUTER/GREATER KEENE CHAMBER OF COMMERCE – REMOVAL OF GRANITE CURBING – WEST SIDE OF CENTRAL SQUARE – SIDEWALK CAFÉ LICENSE

A communication was received from Philip Suter from Greater Keene Chamber of Commerce, registering his concern over the sidewalk café license issued to Pedraza's being in front of the Chamber during the Chamber's normal business hours. The communication was referred to the Municipal Services, Facilities and Infrastructure Committee.

COMMUNICATION – SUSAN PARKE-SUTHERLAND/KEENE FARMER'S MARKET – REQUEST TO USE CITY PROPERTY – GILBO AVENUE AND COMMERCIAL STREET PARKING LOT

A communication was received from Susan Parke-Sutherland from Keene Farmer's Market, requesting to use city-owned space specifically 23 parking spaces on Gilbo Avenue and 20 spaces in the Commercial Street Parking lot for the Farmer's Market in 2016. The communication was referred to the Planning, Licenses and Development Committee.

COMMUNICATION – DONALD J. ALEX – APPEAL OF PLANNING BOARD DECISION – CURB CUT – BAKER STREET

A communication was received from Donald J. Alex of 27 Baker Street, appealing the decision by the City Planning Board to deny his request for an additional curb cut to add one parking space. The communication was referred to the City Attorney.

COMMUNICATION – JOHN THERRIAULT – SIDEWALK PLOWING – DPW LABOR COSTS FOR SNOW REMOVAL

A communication was received from John Therriault of 76 Bradford Road, requesting the City staff research and report the actual labor cost over the last 5 years for the removal of snow from residential sidewalks. The communication was referred to city staff.

COMMUNICATION – TIM ZINN – DISRUPTIVE BEHAVIOR AT LARGE GATHERINGS OF STUDENTS

A communication was received from Tim Zinn of 43 Grove Street, requesting an opportunity to address the disruptive behavior at large gatherings of students. The communication was referred to the Planning, Licenses and Development Committee.

COMMUNICATION – COUNCILOR RICHARDS – MARLBORO STREET REZONING AND THE EASTSIDE OF THE CITY’S REVITALIZATION EFFORTS

A communication was received from Councilor Richards, requesting the planning for the redesign of both the Marlboro Street corridor and the overall renewal of the east side of the City start. The communication was referred to the Planning, Licenses and Development Committee.

COMMUNICATION – MAYOR LANE – SUGGESTED ITEMS TO INCLUDE IN FISCAL POLICIES

A communication was received from the Mayor suggesting items to include in the Fiscal Policies. The communication was referred to the Finance, Organization and Personnel Committee.

PLD REPORT – SUGGESTED BAN ON SINGLE USE PLASTIC BAGS

Planning, Licenses and Development Committee report read recommending the City Council draft a letter supporting the concept of allowing local municipalities to create an Ordinance and design a framework for banning plastic bags. The Committee further recommended the communication from Ms. Baudrand be placed on “more time”. A motion by Councilor Richards to refer this item back to the Planning, Licenses and Development Committee for further discussion was duly seconded. The motion passed with a unanimous vote in favor.

PLD REPORT – REQUEST TO USE CITY PROPERTY – ELECTRICAL DISTRIBUTION SYSTEM IN CENTRAL BUSINESS DISTRICT

Planning, Licenses and Development Committee report read recommending Eversource Energy be granted permission to place two pad-mounted transformers on City property adjacent to the Commercial Street Parking Lot. Said license is granted subject to the customary licensing requirements of the City Council and compliance with any recommendations of City staff. A motion by Councilor Richards to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

PLD REPORT – PERIODIC REPORT – CONSERVATION COMMISSION

Planning, Licenses and Development Committee report read recommending the periodic report from the Conservation Commission be accepted as informational. The report was filed as informational.

PLD REPORT – ADOPTION OF RSA 79-E “COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE”

Planning, Licenses and Development Committee report read recommending the City Council authorize City staff to investigate the possibility of adopting RSA 79-E. A motion by Councilor Richards to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – AUDIT REPORT – MELANSON HEATH & COMPANY

Finance, Organization and Personnel Committee report read recommending the Audit Report prepared by Melanson Heath & Company be accepted as informational. The report was filed as informational.

CITY MANAGER – COMMENTS

The City Manager reminded City Councilors the Monadnock Trendsetters third annual Trendsetters reception will be held on Wednesday, March 9, 2016 and encouraged them to attend. He went on to state we have four City employees receiving an award: Tara Kessler and Will Schoefmann from the Planning Department, Jen Ramey from the Police Department and Meghan Spaulding from the Parks and Recreation Department. The City Manager went on to report that the Wells Street Parking garage has been updated with the recent installation of a bird barrier system on the lower level. This should make for a much cleaner facility for both cars and pedestrians. The City Manager went on to state that this year, the United Way has met their goal of \$2,019,912 and the City has met their internal goal as well. He mentioned the efforts of City staff in supporting this goal, including Heather Fitz-Simon from the City Clerk’s Office. The City Manager continued with an update on the Airport, noting that a draft lease was sent to Monadnock Aviation and a draft lease was also sent to a potential restaurant tenant who has a goal to be operational by April 1, 2016. He noted the tenant will be investing in the property by insulating the ceiling. The utilities have been separated out so the tenant will be paying them.

He explained the restaurant tenant would like to have an outdoor seating area, and the City is looking into constructing this outdoor area. The Hangar improvements have also been made and more information will be forthcoming on that. He continued to report that we have two organizations inquiring about building a new jet hangar on a previously prepared site at the airport. Much of the preliminary work has been done, and this is a shovel ready project. He ended that he will be asking the Council for the authority to speed up the process of negotiating and executing these leases.

MORE TIME

More time was granted by the Chair for the following items in Committee: Granite Curbing – West Side of Central Square and Request to Use City Property – Spring Street.

MSFI REPORT AND ORDINANCE O-2016-05: RELATING TO THE BICYCLE/PEDESTRIAN PATH ADVISORY COMMITTEE

Municipal Services, Facilities, and Infrastructure Committee report read recommending the adoption of Ordinance O-2016-05. The report was filed as informational. Ordinance O-2016-05: Relating to the Bicycle/Pedestrian Path Advisory Committee was read for the second time. A motion by Councilor Manwaring for adoption of the Ordinance was duly seconded. A motion by Councilor Manwaring to amend the Ordinance by deleting the second sentence in its entirety and replacing it with the following: *“All appointed citizens to the committee must represent a cross section of bicycle clubs, organizations and interests in the region.”* was duly seconded and passed with a unanimous vote in favor. Relative to the motion for adoption, on a roll call vote, with 15 Councilors present and voting in favor the motion carried. Ordinance O-2016-05-A declared adopted.

MEMORANDUM AND RESOLUTION R-2016-07: RELATING TO FURTHER MODIFYING THE DISTRICT BOUNDARIES OF THE WELLS STREET PARKING STRUCTURE AND INFRASTRUCTURE IMPROVEMENTS TAX INCREMENT FINANCING DISTRICT

A memorandum was received from the City Manager, along with Resolution R-2016-07: Relating to Further Modifying the District Boundaries of the Wells Street Parking Structure and Infrastructure Improvements Tax Increment Financing District. The memorandum was filed as informational. Resolution R-2016-07 was read for the first time. The Resolution was referred to the Finance, Organization and Personnel Committee. The Mayor set a Public Hearing for Thursday, March 17, 2016 at 7:00 PM.

RESOLUTION R-2016-08: IN APPRECIATION OF FINTAN P. MOORE, JR. UPON HIS RETIREMENT

Resolution R-2016-08: In Appreciation of Fintan P. Moore, Jr. Upon His Retirement was read by title only. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. The motion passed with a unanimous vote in favor. Resolution R-2016-08 declared adopted.

NON-PUBLIC SESSION

At 8:52 PM, a motion by Councilor Greenwald to go into non-public session for the purposes of discussion of land matters under RSA 91-A:3 II(d) was duly seconded. On a roll call vote, 15 Councilors were present and voted in favor. Discussion was limited to the subject matter. The session concluded at 8:58 PM. A motion by Councilor Greenwald to keep the minutes in non-public session was duly seconded. On a roll call vote, 15 Councilors were present and voting in favor.

RELEASE OF NON-PUBLIC MINUTES

On motion by Councilor Greenwald, voted unanimously to unseal the non-public minutes of December 17th relating to the hiring and compensation of Medard Kopczynski as City Manager. The reason for the minutes remaining non-public is no longer applicable.

ADJOURNMENT

At 8:59 PM, there being no further business, the Mayor adjourned the meeting.

A true record, attest:

City Clerk