

SITE VISIT – ALTERATION OF WYMAN ROAD – RESOLUTION R-2017-05

A site visit was held on Thursday, March 3, 2017 relative to a petition on behalf of the Prospect-Woodward Home for the alteration of Wyman Road. The site visit commenced at 5:45 PM. Councilors in attendance included: Janis O. Manwaring, Stephen L. Hooper, Mitchell H. Greenwald, Carl B. Jacobs, David C. Richards, Terry M. Clark, Robert J. O'Connor, Robert B. Sutherland, Philip M. Jones, Thomas F. Powers, Bettina A. Chadbourne, Randy L. Filiault, George S. Hansel, Bartolmiej K. Sapeta, and Gary P. Lamoureux. The City Engineer, the City Attorney, the Public Works Director and the Planning Director were present along with a representative from SVE Associates. Attorney Thomas R. Hanna was present representing the petitioner.

City staff identified the location of the proposed alteration and the various licenses that would be coming before the City Council in connection with the alteration. The site visit concluded at 6:00 PM.

A true record, attest:


City Clerk

A regular meeting of the Keene City Council was held Thursday, March 3, 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, Bartolmiej K. Sapeta, 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. Councilor Powers led the Pledge of Allegiance. A motion by Councilor Greenwald to accept the minutes from the February 16, 2017 meeting was duly seconded. The motion passed with a unanimous vote in favor.

PUBLIC HEARING – ALTERATION OF WYMAN ROAD – RESOLUTION R-2017-05

Mayor Lane noted the next item on the agenda is a public hearing and he has a conflict associated with this particular item and would therefore recuse himself from conducting the public hearing. He went on to recognize Councilor Richards for a motion to appoint a temporary Chairman to preside over the hearing. A motion by Councilor Richards to nominate Councilor Greenwald to serve as temporary Chairman pursuant to Section 6 of the Rules of Order was duly seconded. The motion passed with a unanimous vote in favor. Councilor Greenwald came forward to preside over the public hearing. Chair Greenwald opened the public hearing at 7:04 PM. The Notice of Hearing and Certificate of Publication were read. The Chair noted the hearing is related to the proposed alteration of Wyman Road, by so called Resolution R-2017-05. This is the opportunity for members of the public to speak on the proposal. He went on to invite City Engineer Don Lussier forward for opening remarks.

Mr. Lussier noted this evening the Council attended a site visit for this proposed amendment to the layout. He went on to go over the process involved for the benefit of the public. He explained this evening there was a review of the site conducted, and they expect this will be

referred to the Municipal Services, Facilities and Infrastructure Committee for more detailed discussion of the petition, and that it will come back to the full Council on March 16, 2017 for consideration. This is part of several actions that will take place including some licensees, requests for waivers, etc. He noted that Rob Hitchcock and Attorney Tom Hanna were present representing the developer, Prospect Place - Woodward Home.

Chair Greenwald invited Attorney Hanna to come forward. Attorney Hanna stated he represents Prospect Place - Woodward Home, the developer of Hillside Village. The petition contemplates the improvement of Wyman Road from the current Black Brook Road up to norther end of the Lane property. There are multiple petitions, requests for licenses and easements related to this project. Attorney Hanna stated all of these actions are contingent on the actual purchase of the property by Prospect Place - Woodward Home. He noted the Council's actions over the next couple weeks will be contingent on the transfer of the property to the developer.

Rob Hitchcock of SVE Associates came forward. With the use of a map, Mr. Hitchcock indicated the location of Wyman Road and Black Brook and the location of the proposed Hillside Village development. He explained that the road would be rebuilt from the intersection of Black Brook and Wyman Roads to the bridge that crosses over Black Brook. The pavement today is as narrow as 18 feet; and with this proposal the road would be widened to 24 feet consisting of two 10 foot travel lanes and paved shoulders on both sides. To do that and have stability in the slopes, slope easements will be required from three property owners. Mr. Hitchcock noted they will be moving the road itself due to the widening, and will be donating land to the City so this can go from a substandard right-of-way in two areas to allow for a 50 foot right-of-way where it can be accommodated. He went on to point out an emergency access, and an egress out through the Precitech parking lot. Mr. Hitchcock stated they have worked with property owner, the Monadnock Economic Development Corp. (MEDC), relative to granting an easement. He continued there is a sewer line to connect to the City sewer in Black Brook, and an easement will be granted for the City's access. He continued they will need licenses for the underground walkway that goes between the community center and the healthcare building. There is also a fire line that goes from the community center to the healthcare building. In addition, there is a sewer line from the healthcare building that will pass under the road and behind the community center and independent living units. The other easement necessary will be granted by Hillside Village to the City for drainage that comes off the road. Because of the underground walkway, it is too deep to put pipes there so they are planning to route the drainage through their site on both sides and grant easements for the City's maintenance access.

Chair Greenwald reiterated this is the public's opportunity to speak. As there were no public comments, Chair Greenwald closed the hearing for oral testimony at 7:12 PM, noting the hearing will remain open for written public comments until March 7, 2017 at 1:00 PM. Written comments must be signed and submitted to the City Clerk by that date to be included in the record. This will be referred to the Municipal Services, Facilities and Infrastructure Committee. On conclusion of the hearing, Mayor Lane returned to preside over the meeting.

A true record, attest:

City Clerk

PUBLIC HEARING – CAPITAL IMPROVEMENT PROGRAM 2018-2023

The Mayor opened the Public Hearing at 7:13 PM. The Notice of Hearing and Certificate of Publication were read. The Mayor noted this hearing is to discuss the proposed Capital Improvement Program for fiscal year 2018-2023. Mayor Lane noted the first year will become part of the operating budget for the City. All subsequent years are for planning purposes only. The CIP is made up of six programmatic areas, and the Mayor noted he will be reviewing those six areas as they proceed through the document. The program has been revised this year so that it is no longer organized by Department, but by programs the City is involved with. They will review the CIP this evening by programmatic areas. He continued if there are areas the public has an interest in please come forward to comment. Mayor Lane went on to request opening remarks from the Finance Director.

Finance Director Steve Thornton stated the CIP represents a 1.5 percent increase in property tax in the coming year. He added that the operating budget is still being formulated. He urged the public to remain involved in the budget process as it moves forward.

Mayor Lane proceeded to go through the CIP by program, noting he would welcome public comments at any point.

Public Health and Safety - The Mayor noted these are programs, activities and projects that are intended to protect the health and safety of individuals and the community. The primary goal of these activities is to protect the public from dangers of public health and safety from crime, disaster, fire and disease.

The Mayor went on to review what is proposed for funding in the first year. The Fire Department is requesting replacement of radios that are used on a daily basis by the Department. From the Solid Waste Division there is a proposed purchase of a biofuel generator to provide power to the Land Fill once the methane gas produced is no longer sufficient. There are also items in the Water Fund including water utility work on bridges to replace water mains affected by bridge replacements that are coming up this year. There is also a water main cleaning and lining and valve replacement project as well as water storage tank repairs, upgrades at Martell Court, and some general sewer improvements and sewer utility work. The Mayor asked if anyone wanted to speak on the Public Health and Safety Program.

Mike Giacomo, 39 Union Street stated he is interested in the biofuel generator. He stated there is \$500,000 worth of funding available from the prior year in addition to \$250,000 to be raised in the coming year. He went on to state he would like to know what type of biofuel is contemplated and where is the source, and what is the additional maintenance requirement for this piece of equipment. He noted that biofuel, on an energy return of investment basis, is absolutely abysmal as opposed to fuel oil, which is the current backup generator source. He noted the energy return on investment for fuel oil is currently a 16, versus biofuel which is at a 5. He added biofuel is also highly corrosive as compared to fuel oil, requiring a special liner in tanks that is not necessary with regular fuel oil. He registered his concern regarding the cost of transporting the biofuel as well, and asked if there is a local source for it. Mr. Giacomo feels the project is being rushed if the feasibility study planned for early 2017 for this project hasn't been done. If there's

a timing issue with the \$500,000 grant, then he questions whether this is a project they should be spending \$250,000 on. Mayor Lane stated that if Mr. Giacomo would submit his questions to the Mayor's office, the Public Works Department will be happy to answer them.

Conan Salada, 132 Kennedy Drive also spoke regarding the biodiesel generator. He stated the distance the landfill is from Keene has been some issue, but Black Brook is right there and there is good developable land there. If the grid was extended to that location it would make good sense to him. He indicated he saw a number somewhere in the \$500,000's somewhere for that project. There also is a need to have other properties that could take advantage of the grid being expanded to that location. With this generator, all it will be able to handle is the landfill. Mr. Salada continued by posing the question of how much longer the landfill can survive before it needs a replacement.

He went on to mention the ladder truck that was allowed to rust out needing to be replaced with a \$950,000 ladder truck. He questioned whether this was the same one, or is this another ladder truck? He noted this is set to be replaced in the year 2020. The Finance Director stated this is another truck. Mr. Salada with reference to the truck that rusted out, asked if it has been replaced. Mr. Thornton stated a replacement is being constructed. Mr. Salada inquired of the life span on these trucks, is it 20 years? Mr. Thornton stated that is the amortization timeframe, but they try to extend them as long as they can.

Transportation – The Mayor stated this includes programs, activities and projects to facilitate the safe, efficient movement of people and things within the City, and to connect the local community with the Monadnock region, the State and the remainder of the World. The primary goal of these activities is to provide that roads, bridges, sidewalks bike paths, and other transportation infrastructure are in good working condition to meet the needs of the community.

Within this program, they are proposing in the first year some bridge repair work, including the rehabilitation and replacement of one or more of the City's red listed bridges. There will also be considerations for curb repair and replacement. They are looking at some roadway rehabilitation. As is normal, they typically spend about \$1.2 million per year on a variety of road surface rehabilitation projects. There will also be guard rail replacement at various locations. They are also looking at retrofitting the street light with LED lights, and repair work on some sidewalks throughout the City.

Conan Salada stated relative to the new sidewalk project list that he sees that sidewalks are added to the new sidewalk project list by resident request. He inquired how does one get their sidewalk off of this list? He feels his neighborhood, Maple Acres, does not need this work. His area has no need for sidewalks due to the generous width of the roadway. Mayor Lane commented there are no current proposals for new sidewalk projects slated for Maple Acres. He directed Mr. Salada to the new sidewalk list on page 137, it indicates what new sidewalks are being proposed and when. In the next six years there are no new sidewalks being proposed, but there is some repair work being proposed.

Economic Development and Vitality – The Mayor noted this includes programs, activities and projects which are intended to promote retention and expansion of existing businesses and

encourage and attract new business development in the City of Keene. The primary goal of these activities is to enhance overall quality of life and sustainability of the community.

Within the areas of economic development, this year they are looking at funding downtown revitalization work to assess the function, aesthetics and infrastructure needs of the downtown area. They are also contemplating maintenance of parking deck. At the Airport they are looking at some obstruction removal, as well as the reconstruction of our secondary runway and some terminal improvements that at least 30 years overdue to maintain the use of the terminal.

Conan Salada referenced the parking meters at \$250,000 coming from current revenues, and inquired where exactly is that money going to be coming from? Mr. Thornton stated the funding source is money that was raised through parking meter fees and rental fees, which is accumulated over time within the parking fund. They carry a small fund balance in the parking fund, and in FY 19, if decision is made to use a new technology for parking meters, it will be on a pay as you go basis. Mr. Salada asked if that money is available now. Mr. Thornton answered in the affirmative, stating there is adequate fund balance available. The City Manager noted this is not slated for funding in the upcoming fiscal year, but rather in 2019.

Leanne Anderson, 103 Greenwood Avenue referenced the \$198,000 to be spent on the Airport Terminal, and inquired whether that is going to be through a bond and, if so, is the term seven years? Mr. Thornton answered yes. Ms. Anderson went on to ask when they are all done with this bond how much will they have paid out at the end of the seven year term. Mr. Thornton stated he did not have that information at the present moment. The Mayor added that they will likely not know until the bond is sold as it will be based on the interest rate. Mr. Thornton explained that they do have a debt service projection in the book on page 36 of the CIP. This will give some guidance. Ms. Anderson requested that as the Council is reviewing the various projects that they bear in mind there is a great deal of conflicting information out there for the Airport. She urged the Council to please look at the various numbers that are out there so their decision will be based on all the information that's out there. She went on to reference a reported number of take-offs and landings listed in the Master Plan report as 49,000, noting that now we've dropped it to 28,000. Another point is that when she looked at the Airport brochure on the City site it indicates the number at 54,294. There is a lot of conflicting information and it is very confusing. This should be researched before these decisions are made. Ms. Anderson continued that this year it has been reported there is an increase in charter flight and private jet activity. Both the prior Airport Director and current Airport Manager state this is normal in a presidential election year. This is not a sign of growth at the airport.

Joe Mirzoeff, 50 Summit Road asked if anyone can you tell him approximately the interest rate paid on municipal bonds. Mr. Thornton stated our interest rate used for purposes of estimation is 3.5 percent. The last issue was actually about 1.8 percent. Mr. Mirzoeff commented that the City contributes money every year to the capital budget. If you are contributing every year can they keep more current without piling on debt? Mr. Thornton replied they fund through a variety of methods. They do put a lot of money into capital reserves, but not quite enough. Mr. Thornton added they are paying their debt down pretty quickly. On page 26 and 27 of the CIP they note that at the end of this year CIP debt would be about \$45,000,000. At end of the six year CIP it will be at \$32,000,000. So they are proposing to decrease their outstanding debt by

about 30 percent over the life of the CIP. Over the last 15 years they have constructed a Police Department, Public Works and Fire Department in an effort to replace very outdated facilities, and they are paying that debt down and looking to reduce it.

Flood and Storm Water Management – The Mayor noted this includes programs, activities and projects which are intended to prevent and remediate conditions leading to localized flooding due to more frequently occurring precipitation events through preventive maintenance, drainage system improvements and storm water infrastructure planning.

The areas they are proposing first year funding include the Beaver Brook hydrologic and hydraulic analysis, some flood management projects, particularly at the intersection of Winchester and Ralston Streets to provide new outfall to the Ashuelot River. In addition, they are contemplating \$63,000 in drainage line cleaning and catch basin cleaning; \$61,000 in storm water spot repairs to ensure it is working at full capacity; \$53,000 for storm water management system to identify low impact, low cost changes and improvements we can make to the storm water system to improve function ability. There is also \$50,000 for planning for the climate adaptation vulnerability study to study the infrastructure for the City and its vulnerability to damage during flooding events.

Community Development – This includes programs, activities and projects which are intended to add to or significantly expand the capacity of community infrastructure or facilities. The primary goal of this program is to improve the quality of life in the community and to meet the needs of a changing community. They have one project proposed for this year, which is a feasibility study to provide space utilization and opportunities at the Recreation Center as it relates to creating a community center in Keene.

Brian Mattson, 30 Page Street noted he is a member of the Keene Senior Center and he is speaking to that item in the CIP with regard to the feasibility study. 10 years ago the board of the Keene Senior Center recognized that the current center was going to need work if it was going to handle the growing number of members as the number of retirees increases. In addition, the types of leisure activities they are interested in are changing. He continued the parking and interior spaces of the current space have reached maximum use. The potential redesign relative to parking and the building was considered, but the size of the present site and the present building will not support the projected growth in participants. 4 years ago the Senior Center appointed a committee to explore all options in the community. This exploration included discussions with regard to shared space at the Recreation Center. The daytime spaces at the Recreation Center will allow for large expansion of programming for seniors, and it has a large and convenient parking lot. The Senior Center is excited at the prospect of being in an intergenerational setting with facilities to meet the needs of today's active retirees. The Senior Center will contribute to the best of their ability to make this happen. Mr. Mattson urged the City Council to support this joint effort by including the feasibility study in the upcoming budget.

John Hoffman, speaking relative to the Keene Senior Center, explained he is not a resident of Keene but he is a member of the Center. He wanted to add a word in support of the feasibility study to incorporate the Senior Center into the Recreation Center. He supports this because it

embodies a concept he really likes, stating that the concept of intergenerational integration is an element that has benefits far beyond the needs of members of Keene Senior Center. It enhances the programs that support the community's health and welfare of all generations. He noted he has participated for years in MOCO Productions, and his reflection was that the shared intergenerational experience is a healthy activity for all involved. This provides an opportunity to do more of that and is a benefit to the entire community. He encouraged support.

Peg Monahan, of Harrisville identified herself as the Director of the Senior Center. She stated she wants to make clear that in the CIP it lists the amount of money it will take to do this study. At the bottom of the page it shows "other sources listed", and this is the Keene Senior Center. She commented they have a modest annual budget \$150,000, which includes salaries. They do not have a lot of money. They will take \$10,000 out of their savings to make this happen. Without this study there is no way to find out how much this will cost and look for other funding opportunities through fundraising efforts. This study is critically important. Right now in Keene 17 percent of the population is over 65. In the year 2030, 30 percent of the population will be over 65. 25 percent of current taxpayers are over 65. These are the people supporting the City of Keene – 1 out of 4 taxpayers are over 65. Ms. Monahan noted the State of New Hampshire is the second oldest state in the Country. She quipped that maybe they are the best place on earth to retire...but they have a significantly older population and this is a serious issue in this State. She continued that they need a place for seniors; a place where they can be and avoid the issues of senior depression. Senior social isolation is the health equivalent of smoking 15 cigarettes a day. People die from senior isolation, and senior centers exist nationwide for this very reason. Ms. Monahan urged the Council to support this relatively small item in the CIP. As you know this is a long process, and it cannot happen without this study. Ms. Monahan went on to read a letter from Sally Reinhart-Boise, a member of the Senior Center also serving on their Board of Directors. She was unable to be present this evening and wanted her letter in the record:

I am in favor of this because it makes sense on several levels. In many ways, seniors and kids have different clocks. Seniors prefer mornings and early afternoons, kids arrive after school. Anytime you can consolidate resources under one roof, it is a win-win. And perhaps the most important factor, which is the entanglement of multigenerational exposure. Hopefully this will evolve into some meaningful activities together.

Sincerely, Sally Reinhart, 24 School Street, Keene.

Harry Ahearn stated he is not a Keene resident, and identified himself as President of the Senior Center Board, and further note he has worked in Keene for 30 plus years. He asked the Council for their support on this proposal so the feasibility study can be done this coming year to allow them to seek out other funding sources for this project.

Mike Giacomo, 39 Union Street stated his generation will be paying for the next step in this project, if there is a next step. He has nothing against seniors, or a Senior Center or non-profits, but he has concerns about merging this non-profit with the City. Why would the City propose spending this \$25,890 on a non-profit agency? Do you know how many non-profits in town would just love to have this money? He stated this is just the tip of the spending iceberg on this project, and the City would potentially be on the hook for continuing this. He understands there

could be money coming in from elsewhere through grants, etc. but even just looking at this number, which is rather small in comparison to a lot of items in this budget; Keene needs to be increasing the economic vitality of the region and they should be spending money to encourage Keene to get younger. Building senior centers will not encourage that.

Daniel Wiseck, 238 Base Hill Road stated that he agrees with Mr. Giacomo's comments relative to the proposed feasibility study and felt Mr. Giacomo said it brilliantly. He does not take the comments of Mr. Giacomo lightly and feels the Council shouldn't either.

Conan Salada stated he also agrees with comments in opposition to the Senior Center. He feels they should not be throwing taxpayer money at this. What is the feasibility study trying to achieve? Will this be absorbed by the Senior Center? The Mayor stated these things are still to be determined. Keene should be going in the opposite direction; the Recreation Center itself should be going in the direction of becoming a non-profit entity not a City entity, and be paid for through user fees.

Andrew Madison, 38 High Street also agreed with Mr. Giacomo's comments. He feels this will lead to the City eventually adopting the Senior Center and its costs and he would not be in favor of that cost being the burden of taxpayers who pay the fourth highest tax rate in the State of New Hampshire. He reasoned this is one of the things driving young people out of the area and taking large employers with them.

Sally Washington, 87 Branch Road stated she is a newer member to the Senior Center, and she has seen what it is doing for the older population in Keene. They have to think about more than economics. They have to think about the impact on families that have seniors in their life who are helped by the Senior Center by their involvement in the activities, and the support they receive from the Senior Center. It impacts us all and is an invaluable resource to the City of Keene. It does benefit the entire community. She urged the Council to support this, indicating she believes this supports the entire community, not just our senior citizens.

Peg Monahan clarified that the Keene Senior Center Board of Directors has voted to continue to be a 501-C3. They do not want to become part of the City; they want to lease space in the City facility. They want to be part of the new community center and they are prepared to assist financially to do so.

Mike Giacomo commented that the notion of providing direction of programming opportunities sounds like a tighter relationship than just renting space.

The Mayor asked if any members of the public had general comments relative to Capital Improvement Program.

Conan Salada asked where the proposed CIP goes from here. Mayor Lane explained it will be before the Finance, Organization and Personnel Committee.

Councilor Sutherland asked for clarification on how amendments could occur to the proposed CIP for the benefit of the public. The Mayor explained that written communications from the

public can be submitted while this hearing remains open for written comments. Members of the Council can also submit written amendments during the submittal period. The City Attorney added that Councilors, who are the FOP meeting up until a motion has been made, but there will be no public comments at the Committee meeting.

The Mayor declared the Public Hearing closed hearing for oral testimony at 8:12 PM. He noted the Hearing will remain open for written comments until Tuesday, March 7, 2017 at 1:00 PM. Written comments must be signed and submitted to the City Clerk to be included in the record.

A true record, attest:


City Clerk

CONFIRMATIONS – AIRPORT ADVISORY COMMITTEE – LIBRARY BOARD OF TRUSTEES – CONSERVATION COMMISSION

With respect to slot 2 on the Airport Advisory Committee, the Mayor declared a vacancy on the Airport Advisory Committee slot 2 as a regular member due to Joseph Briggs has moved out of the area and never resigned. A motion was made by Councilor Greenwald and duly seconded to confirm the following nominations: Frederick Haap to serve as a regular member on the Airport Advisory Committee with a term to expire December 31, 2017; Kathleen Kennedy Burke to serve as a regular member on the Library Board of Trustees with a term to expire June 30, 2017; Alexander Von Plinsky to serve as an alternate member on the Conservation Commission with a term to expire December 31, 2018. On a roll call vote, with 15 Councilors present and voting in favor the motion carried.

CONFIRMATIONS – COLLEGE/CITY COMMISSION

A motion was made by Councilor Greenwald and duly seconded to confirm the following nominations: Darryl Masterson to serve as Co-Chair with a term to expire December 31, 2021; Paula Jessup to serve as a regular member with a term to expire December 31, 2020; Phil Jones to serve as a regular member with a term to expire December 31, 2019; Bettina Chadbourne to serve as a regular member with a term to expire December 31, 2018; Dick Berry to serve as a regular member with a term to expire December 31, 2018; Dean Eaton to serve as a regular member with a term to expire December 31, 2019; Marcia Kayser to serve as a regular member with a term to expire December 31, 2020. On a roll call vote, with 15 Councilors present and voting in favor the motion carried.

NOMINATIONS – JUVENILE CONFERENCE COMMITTEE

The following nominations were received from the Mayor on the Juvenile Conference Committee: Ericka Greenwald to serve as a regular member on the with a term to expire December 31, 2020; Polly Morris to serve as a regular member on the with a term to expire December 31, 2020; Leaf Seligman to serve as a regular member on the with a term to expire December 31, 2017; Joseph Langione as a regular member on the with a term to expire December 31, 2018; Jeffrey Bergeron as a regular member on the with a term to expire December 31, 2018. The nominations were tabled until the next regular meeting.

APPOINTMENT – AD HOC AIRPORT MASTER PLAN STUDY ADVISORY COMMITTEE

The following were appointed by the Mayor to the Ad Hoc Airport Master Plan Study Advisory Committee: George Hansel as chair; City Councilor Janis Manwaring; Elizabeth Bendel, Robert Bergevin, Jack Dugan, Phil Suter, William Summers, Dr. Ann Shedd, Rhett Lamb, Kenneth P. Colby (Town of Swanzey), W. William Hutwelker, III (Town of Swanzey), Ervin C. Deck, Carol Niwola and Jack Wozmak, staff. This group was originally formed in February of 2015 and was re-established in February 2016. The Committee is nearing completion of its charge, but needs to be appointed once again. A motion by Councilor Greenwald to accept the Mayor's appointments was duly seconded. The motion passed with a unanimous vote in favor.

COMMUNICATION – REQUEST TO USE CITY PROPERTY - KEENE FARMERS MARKET

A communication was received from Susan Parke-Sutherland, Keene Farmers Market submitting a request to use City property in the Commercial Street Parking Lot and on-street parking spaces along Gilbo Avenue for the 2017 Keene Farmers Market on Tuesdays and Saturdays from May through October. The communication was referred by the Chair to the Planning, Licenses and Development Committee.

COMMUNICATION – ACCEPTANCE OF AN EMERGENCY ACCESS EASEMENT WITH CONSIDERATION OF A RESTRICTION ON TRUCK TRAFFIC AND LICENSES FOR THREE UTILITY LINES – ATTORNEY THOMAS R. HANNA

A communication was received from Attorney Thomas R. Hanna submitting a request for acceptance of an emergency access easement; the consideration of a restriction on truck traffic on the northern end of Wyman Road to the Old Walpole Road and a request for three separate licenses for utilities. The communication was referred by the Chair to the Municipal Services, Facilities and Infrastructure Committee.

COMMUNICATION – JAMES P. DUFFY – RESIGNATIONS

A communication was received from James P. Duffy resigning his position on the following boards: Airport Master Plan Study Advisory Committee, Historic District Commission, Land Use Code Update Phase 1 Committee, Special Committee on the Use of Technology and the Planning Board. 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.

MSFI REPORT – RT12/MAIN STREET OVER BEAVER BROOK – BRIDGE REPLACEMENT – PUBLIC WORKS DEPARTMENT

Municipal Services, Facilities and Infrastructure Committee report read recommending the City Manager be authorized to do all things necessary to implement the proposed bridge replacement project for the Main Street/Route 12 bridge over Beaver Brook. 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 FOR LODGING HOUSE LICENSE – 57 WINCHESTER STREET

Planning Licenses and Development Committee report read recommending 57 Winchester Street Realty, LLC be granted a lodging house license on property located at 57 Winchester Street for a period of one year from the date of issuance. Said license is conditional upon the following:

- 1) Compliance with all applicable laws, ordinances, codes and rules and regulations;
- 2) No more than 16 persons may reside on the premises;
- 3) No more than 27 persons may be within the structure at any one time;
- 4) No less than 8 vehicular parking spaces must be provided on the premises;
- 5) The names, home addresses, and motor vehicle registrations of the residents of the licensed premises shall be available on the premises at all times for inspection upon request by the Police, Code Enforcement or Fire Departments;
- 6) Continued violation of the City parking ordinances by residents of the premises or their guests, as determined by the Police or the Code Enforcement Department may be grounds for suspension or revocation of the license;
- 7) No alcoholic beverages may be sold on the premises except by written permission of the New Hampshire Liquor Commission;
- 8) Loud noises or other disturbances after 10:00 PM that continue after warning by the Police Department may be grounds for suspension or revocation of the license;
- 9) Access to the common areas of the licensed premises shall be granted to the Police, Code Enforcement, Fire and Health Departments of the City of Keene at all reasonable times;
- 10) The cellar space does not meet the qualifications for public assembly and therefore cannot be used as a gathering space;
- 11) The continuation of the license is subject to and conditioned upon successful passage of two inspections to be conducted by the City; and
- 12) Compliance with any recommendations of City staff.

This license expires on the 3rd day of March, 2018 and may be revoked by the City Council in accordance with Sec. 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.

PLD REPORT – COMPREHENSIVE ECONOMIC DEVELOPMENT AD HOC COMMITTEE RECOMMENDATION

Planning Licenses and Development Committee report read recommending: staff prepares a draft resolution or ordinance to adopt RSA 79-E for review by the Planning, Licenses and Development Committee; staff be directed to prepare a list of potential Economic Revitalization Zones in the City of Keene for the review and submission to the Department of Resources and Economic Development; the City Manager be directed to come up with a plan to create a

Business Advocacy and Response Team; and, the review of the Economic Development Committee recommendations be put on more time until the next cycle. The Mayor tabled the report until the next regular meeting to allow the City Manager to review the proposed recommendations.

FOP REPORT – PRESENTATION – FY 2016 AUDIT – MELANSON HEATH

Finance, Organization and Personnel Committee report read recommending the audit from Melanson Heath be accepted as informational. The report was filed into the record as informational.

FOP REPORT – REQUEST FOR FREE PARKING WEEKENDS – KEENE DOWNTOWN GROUP

Finance, Organization and Personnel Committee report read recommending the City Council grant the Keene Downtown Group free parking on the following weekends: April 7 and 8, June 2 and 3, August 4 and 5 and November 3 and 4 in recognition of their KDG events. A motion by Councilor Jacobs to carry out the intent of the report with corrected dates as follows: March 31 and April 1, June 2 and 3, August 4 and 5 and November 17 and 18 in recognition of their KDG events was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – DONATIONS RECEIVED BY HEALTH INSURANCE REVIEW COMMITTEE – HUMAN RESOURCES DEPARTMENT

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to accept this item as informational. The report was filed into the record as informational.

FOP REPORT – ACCEPTANCE OF DONATION – BICYCLE BENCH – PARKS, RECREATION AND FACILITIES DIRECTOR

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to accept the donation of a bench from Adam Schepker and Matt Gifford and that the bench be placed along the Rail Trail in the downtown footprint area. A motion by Councilor Jacobs to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – ACCEPTANCE OF DONATION – MONADNOCK SQUARES - PARKS, RECREATION AND FACILITIES DIRECTOR

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to accept the donation of \$300.00 from the Monadnock Squares and that the money be used for any improvements needed at the Keene Recreation Center. A motion by Councilor Jacobs to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – PROFESSIONAL SERVICES CONTRACT – DOWNTOWN
REVITALIZATION – 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 MacFarland Johnson for engineering and technical services for the Downtown Revitalization project for an amount not to exceed \$45,000 with funding to come from Project Cost Center 90135. A motion by Councilor Jacobs to carry out the intent of the report was duly seconded. The motion carried with 13 voted in favor. Councilors Suthlerland and Hansel voted in opposition.

FOP REPORT – REQUEST FOR BID WAIVER- CHEVROLET TAHOE – PUBLIC WORKS
DEPARTMENT

Finance, Organization and Personnel Committee report read recommending the City Council waive the purchasing requirements in Sections 2-1331 through 2-1335 and that the City Manager be authorized to do all things necessary to purchase two (2) Chevrolet Tahoe SUVs from Wailer Chevrolet of Keene. A motion by Councilor Jacobs 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 on eleven individuals have been selected for 2017 Business Monadnock Trendsetters Awards. Three of them are associated with the City. Yves Gakunde, a part-time employee who started with the Library in 2013, now works in Purchasing part-time has provided support for special projects such as Keene ICE and assistance in Human Resources during staffing transitions. He coordinates the Environmentally-Preferable Purchasing Program Committee and is involved in a lot of our sustainability efforts. As a community member, he is a member of the Martin Luther King/Jonathan Daniels Committee. Megan Straughen is a community member who serves on the City's Agricultural Commission and Cities for Climate Protection Committee. Andrew Madison is active on the Conservation Commission. The City Manager congratulated each of these three people as well as all of the other individuals selected. The City Manager continued with a Keene Public Library announcement that the Maker Education Initiative has selected the Keene Public Library as a Maker Corps host site for 2017. The Library has been a Maker Corps site since 2014, but this year for the first time, in addition to waiving the \$1,500 membership fee, the Library has received an additional \$5,000 to support funding of summer Maker Corps interns. The announcement letter stated the reason for the award is that the program is innovative, engaging and inspiring. In addition, it is evident that the Library has an enthusiastic team that is dedicated to making the program a success. They believe that the program will make a difference for many diverse youth and families in the community and the site will become a hub of enthusiastic maker advocates for years to come. The City Manager referenced a communication from the City Attorney, which referenced the City's regional approach to many issues. He continued City staff contacted the NHMA to arrange for training for members of the ZBA. As part of that process, staff also contacted surrounding municipalities to see if there was an interest in participating in the training program.

61 participants from Keene, Swanzey, Rindge, Dublin, Chesterfield, Westmoreland, Walpole, Hinsdale, Winchester and Fitzwilliam will be attending.

CITY MANAGER RECRUITMENT – FIRST YEAR EXPECTATIONS

The first year expectations for the new City Manager developed by Novak Consulting Group was received from the Special Committee on the City Manager Recruitment. A motion by Councilor Greenwald to accept the report was duly seconded. A brief discussion took place. A motion by Councilor Greenwald to amend the recommendation to add the following language to goal number 1 "...with the Mayor, the City Clerk and the City Attorney..." and to add a goal number 10 as follows "Proceed to implement the City Council Goals, as adopted." was duly seconded. The amendment passed with a unanimous vote in favor. A motion by Councilor Greenwald to carry out the intent of the report as amended was duly seconded. The motion passed with a unanimous vote in favor.

UPDATE ON WORK PROGRESS OF CITY COUNCIL GOALS COMMITTEE

The Mayor recognized Councilor Jacobs for remarks regarding the process. The Councilor stated the group of Councilors who are on the committee have worked hard on establishing goals with an over-arching perspective. The Committee is hoping the Councilors will take a look at their work product to date, which is grounded by the work done at the City Council workshop last summer as well as work conducted by other groups over the years. The Councilor continued the Committee would be continuing their work to establish specific tasks and a timeline associated with the goals. The City Council Goal Setting Special Committee report was tabled by the Mayor until the next regular meeting. The Mayor noted he would be holding a workshop after the budget adoption and prior to the next City Manager being on board to finalize the actual goals.

MORE TIME

More time was granted for the following issue within committee: Proposed Development of Hillside Village on Wyman Road.

FOP REPORT AND ORDINANCE O-2017-03: FORMS OF PAYMENT FOR USING A PARKING SPACE

Finance, Organization and Personnel Committee report read recommending the adoption of Ordinance O-2017-03. The report was filed as informational. Ordinance O-2017-03: Forms of Payment for Using a Parking Space was read for the second time. A motion by Councilor Jacobs for adoption of the Ordinance was duly seconded. On a roll call vote, with 14 Councilors present and voting in favor the motion passed. Councilor Sutherland was opposed. Ordinance O-2017-03 declared adopted.

PLD REPORT AND ORDINANCES O-2016-18: RELATING TO ZONE CHANGE – WEST SURRY ROAD AND O-2016-19: RELATING TO HIGH DENSITY -1 DISTRICT – PERMITTED STREETS

Planning, Licenses and Development Committee report read recommending the adoption of Ordinances O-2016-18 and O-2016-19. The reports were filed as informational. Ordinance O-2016-18: Relating to Zone Change – West Surry Road was read for the second time. A motion by Councilor Richards for adoption of the Ordinance was duly seconded. On a roll call vote, with 15 Councilors present and voting in opposition the motion carried. Ordinance O-2016-19 declared defeated. Ordinance O-2016-19: Relating to High Density – 1 District – Permitted Streets was read for the second time. A motion by Councilor Richards for adoption of the Ordinance was duly seconded. On a roll call vote, with 15 Councilors present and voting in opposition the motion carried. Ordinance O-2016-19 declared defeated.

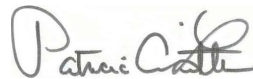
FOP REPORT AND RESOLUTION R-2017-07: RELATING TO THE REALLOCATION OF BOND PROCEEDS FROM THE CASTLE STREET REHABILITATION PROJECT

Finance, Organization and Personnel Committee report read recommending the adoption of Resolution R-2017-07. The report was filed as informational. Resolution R-2017-07: Relating to the Reallocation of Bond Proceeds from the Castle Street Rehabilitation Project was read for the second time. A motion by Councilor Jacobs for adoption of the Resolution was duly seconded. On a roll call vote, with 15 Councilors present and voting in favor the motion passed. Resolution R-2017-07 declared adopted.

ADJOURNMENT

At 8:55 PM, there being no further business, the Mayor adjourned the meeting.

A true record, attest:

A handwritten signature in black ink that reads "Patricia Castle". The signature is written in a cursive, flowing style.

City Clerk