

A regular meeting of the Keene City Council was held Thursday, March 1, 2018. The Honorable Mayor Kendall W. Lane called the meeting to order at 7:00 PM. Roll called: Janis O. Manwaring, Thomas F. Powers, Terry M. Clark, Randy L. Filiault, Bartolmiej K. Sapeta, Margaret M. Rice, Robert B. Sutherland, George S. Hansel, Gary P. Lamoureux, Bettina A. Chadbourne, Stephen L. Hooper, Philip M. Jones and David C. Richards were present. Councilors Carl B. Jacobs and Mitchell H. Greenwald were absent. Councilor Richards led the Pledge of Allegiance. A motion by Councilor Richards to accept the minutes from the February 1, 2018 regular meeting was duly seconded. The motion passed with a unanimous vote in favor.

ANNOUNCEMENTS

The Chair announced the annual Legislative Delegation Meeting will be Tuesday, April 3, 2018. The meeting will be in Council Chambers at 6:30 PM.

PRESENTATION – RETIREMENT RESOLUTION – PAUL A. SZOC

The Mayor invited Paul A. Szoc from the Fire Department forward to present him with a Retirement Resolution. The Mayor went on to express the City's gratitude to Mr. Szoc for his dedication, and went on to detail his history of employment with the City of Keene. Mr. Szoc thanked the Mayor for the acknowledgement of his years of service. Mr. Szoc also thanked the City employees for all of their support over the years.

PRESENTATION – RETIREMENT RESOLUTION – TIMOTHY T. MASON

The Mayor invited Timothy T. Mason from the Fire Department forward to present him with a Retirement Resolution. The Mayor went on to express the City's gratitude to Mr. Mason for his dedication, and went on to detail his history of employment with the City of Keene. Mr. Mason thanked the Mayor for the acknowledgement of his years of service. Mr. Mason also thanked the City employees for all of their support over the years.

PUBLIC HEARING – 2019-2024 CAPITAL IMPROVEMENT PROGRAM

The Mayor called the public hearing to order at 7:11 PM. The notice of hearing and certificate of publication were read. The Mayor recognized the City Manager for comment. Ms. Dragon noted the City's Capital Improvement Program is the community's strategic planning tool for projects that exceed \$20,000 in value and have a useful life of five years or more. The effective use of this document is really for advance project planning. The goal is to provide for continued reinvestment in existing assets combined with strategic investing in new assets that are important to Keene's future. She continued this year the departments developed their proposals with an eye towards economic development and redevelopment of the City. Just to give the public a sense of the effort involved, she noted this process began back in August when a memorandum went out to department heads to prepare for their submissions. Over a period of several weeks, one on one meetings were held with all of the departments. The proposed CIP book was finalized for distribution to the Council on January 18th, after which public meetings to review each page of the CIP were held before the Finance, Organization and Personnel Committee, leading us to tonight's public hearing. Overall it is an eight month process that is very involved.

Ms. Dragon acknowledged the efforts of each department, which worked on putting together the proposed CIP; and thanked the City Council for their efforts and for asking the hard questions in terms of prioritizing.

The Mayor stated this is an opportunity for the public to comment or ask questions on the various projects proposed in the CIP. The City Council will have an opportunity at the next Finance, Organization and Personnel Committee meeting and the next Council meeting to voice their opinions. He continued the CIP is broken into a number of programmatic sections. The Mayor continued his intent is to highlight those projects that are slated for first year funding, noting these items represent our capital budget, which would be rolled into the upcoming operating budget. He noted the other years in the CIP are included for planning purposes for future projects that may or may not actually occur. He went on to go through each proposed project, noting he would accept public comments at any point during the review regardless of whether he highlighted the particular item or not.

Mayor Lane went on to review projects proposed in the Public Health and Safety Section which included ambulance replacement and replacement of portable radios for the Police and Fire Departments. He went on to discuss projects out of the Water Fund including water main replacement work slated for Marlboro Street, as well as water utility and water main work on bridges and other areas impacted by construction projects. He ended by going over projects out of the Sewer Fund including an upgrade of the HVAC system at the Martell Court treatment facility, and sewer main replacements in areas impacted by construction projects, ongoing repair and replacement of sewer mains, and sewer main lining and structural repairs, among others.

The Mayor then reviewed the Transportation Section, noting that there will be curb replacement and repairs at various locations throughout the city; road surface rehabilitation and guardrail replacements; and, sidewalk repairs and replacement. In addition the Winchester Street reconstruction project is slated to begin with the State paying 80% and the City paying 20%. Finally, interim work on the Marlboro Street corridor will begin.

The Mayor went on to review the Economic Development and Vitality Section, noting such projects as the 560 Main Street Assessment for treatment and removal of approximately 100,000 tons of soil in the area behind Tire Warehouse and Leon's as well as maintenance of parking lots. The downtown revitalization is also in this section, and although it is not currently projected to be funded, there is a request for funding for studies to move that project forward. There are also projects slated at the Airport including the repair of deteriorated and failing pavement and Taxiway-A reconstruction.

Mayor Lane stated reviewed the Flood and Storm Water Management Section, which included Goose Pond Improvements to perform necessary repairs to the dam to take care of deficiencies noted by DES. This section also includes storm water collection and cleaning, repairs and improvement to the drainage system, hydraulic analysis and improvements to the City's storm water collection system, as well as a study of the west Keene Fire Station to determine if this is the best location for fire and EMS services is west Keene.

The Mayor opened the hearing for public comments.

Kathy Burke 29 Grant Street spoke regarding the skate park on Gilbo Avenue, stating it needs a makeover. She explained a group of people have been working with the City's Parks and Recreation Director on this. They would like to see the skatepark remain downtown and feel it is an important part of the revitalization of downtown. Many families use the park and then go out to eat in the downtown area. She ended the park needs to look better and they have been working hard with Andy Bohannon and hope the Council will support improvements to the location.

Sean Zimmerman 29 Grant Street stated he thinks it is important to keep the skate park downtown noting that it contributes to the local economy. A lot of families go to the skate park and all the parents that come would love to see it rebuilt. When revitalization discussions occurred he had about 200 people fill out forms in support of rebuilding the skate park, which were submitted to the City for the record.

Bright Krinsky of 261 Stone Pond Road in Marlborough stated that Keene is the cultural center of this area, but Keene is missing some things that make us lose people. One important missing component is an updated skate park. He supports having it downtown and thinks it is time to rebuild this park. They have worked with a professional design company to come up with a good plan and they think it should move forward.

Johnny Chavira of 41 Russell Street stated he would like to see the skate park move forward. He loves going there and that is where he goes a lot to spend time.

Tommy Way of 18 Nelson Street noted he has been skating at the Keene skate park since he was a little kid. He explained that in its current state, it is very dangerous. The place is a beat up and people can get hurt on the obstacles. He urged the Council to support building a new park.

Dave Zimmerman of 29 Grant Street stated there a lot of kids that are coming forward to attend the meetings and put on the table what they want at the skate park. He said he spoke to the kids and they gave a lot of good reasons why the park should stay downtown. He was convinced by their arguments. He wanted to share that with the Council.

The Mayor went on to review the General Operations, Facilities and Infrastructure Section. Some of the projects in this section include upgrades to the interior of the Recreation Center, and to the exterior of the Public Works garage. In addition, the IT Department is looking at some existing equipment replacement, server replacement, and storage data network replacement to replace SAN devices. The Fleet Fund includes funding to replace various pieces of equipment. There is also several capital reserves set aside for ambulance and Fire Department Apparatus replacement. There is funding for the Wells Street Tax Increment Financing District for downtown infrastructure, as well as funding for Roads, bridges, and intermodal transportation improvements. Finally, repairs are proposed for the City Hall parking deck and the Wells Street parking facility, and water system repairs and replacement.

The Mayor noted that concludes all the projects with first year funding requested in the CIP. He went on to ask for general questions and comments. As there were no further comments the Mayor closed the public hearing for oral testimony at 7:35 PM, noting written comments will be accepted until March 6th at 1:00 PM. Councilors may submit any proposed amendments in

03/01/2018

writing by 1:00 on Tuesday March 6th to be considered by the Finance, Organization and Personnel Committee.

A true record, attest:


City Clerk

NOMINATIONS

The following nominations were received from the Mayor: Mitchell H. Greenwald to serve as a Councilor member of Airport Advisory Committee with a term to expire December 31, 2019; Charlotte K. Schuerman to serve as a regular member of Heritage Commission with a term to expire December 31, 2018; Joslin Kimball Frank to serve as an alternate member of Historic District Commission with a term to expire December 31, 2020; Donald Flibotte to serve as a regular member of Housing Standards Board of Appeals and the Building Board of Appeals with a term to expire December 31, 2020; Jake Pipp to serve as a regular member of Cities for Climate Protection with a term to expire December 31, 2020; Terry M. Clark to serve as a Councilor member of Cities for Climate Protection with a term to expire December 31, 2019; Aperr Naadzenga to serve as an alternate member of Cities for Climate Protection with a term to expire December 31, 2020; Jan Manwaring to serve as a regular member of Martin Luther King, Jr./Jonathan Daniels Committee with a term to expire December 31, 2018; George Scott to serve as a regular member of Library Board of Trustees with a term to expire December 31, 2020; George Hansel to serve as a Councilor member of Planning Board with a term to expire December 31, 2019; Eloise Clark to serve as a regular member of Conservation Commission with a term to expire December 31, 2020; and Arthur Walker to serve as an alternate member of Conservation Commission with a term to expire December 31, 2019. The nominations were tabled until the next regular meeting.

COMMUNICATION – JAMES GRIFFIN – REQUESTED IMPROVEMENTS ON KEY ROAD

A communication was received from James Griffin, requesting safety improvements for Key Road. The communication was referred to staff to handle administratively.

COMMUNICATION – RICHARD CORNELIUS – RESIGNATION – CITIES FOR CLIMATE PROTECTION

A communication was received from Richard Cornelius indicating that he was not interested in serving a 2nd term on the Cities for Climate Protection Committee. The communication was accepted as informational.

COMMUNICATION – TIM ZINN/LET IT SHINE – REQUEST FOR 2018 PUMPKIN FESTIVAL EVENT LICENSE

A communication was received from Tim Zinn, Let It Shine, requesting to use downtown City property to conduct the 2018 Pumpkin Festival Brought to You by the Children of SAU 29. The communication was referred to the Planning, Licenses and Development Committee.

COMMUNICATION – TIM ZINN/LET IT SHINE – REQUEST FOR COMMUNITY EVENT STATUS – PUMPKIN FESTIVAL

A communication was received from Tim Zinn, Let It Shine, requesting consideration for Community Event Funding for the 2018 Pumpkin Festival Brought to You by the Children of SAU 29. The communication was referred to the Finance, Organization and Personnel Committee.

COMMUNICATION – COUNCILOR MITCHELL H. GREENWALD – VETERANS TAX CREDITS

A communication was received from Councilor Mitchell H. Greenwald, requesting the City consider expanding the Veterans Tax Credit to all veterans. The communication was referred to the Finance, Organization and Personnel Committee.

COMMUNICATION – COUNCILOR JAN MANWARING – LICENSE FEES FOR EVENTS REQUIRING STAFF PROTOCOLS

A communication was received from Councilor Jan Manwaring requesting a review of all license fees associated with licensed events, which required protocol meetings. The communication was referred to the Finance, Organization and Personnel Committee.

MSFI REPORT – WINCHESTER STREET BRIDGE REPLACEMENT PREFERRED ALTERNATIVE

Municipal Services, Facilities and Infrastructure Committee report read recommending that “Replacement Option 1”, as presented, be selected as the preferred alternative for the rehabilitation of the Winchester Street Bridge over Ash Swamp Brook, and the City Manager be authorized to do all things necessary to implement this proposed alternative. A motion by Councilor Manwaring to accept the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

MSFI REPORT – PORTION OF NORTH LINCOLN STREET CLOSURE DURING AMPHIBIAN MIGRATION

Municipal Services, Facilities and Infrastructure Committee report read recommending that the City Council authorize the closing of a portion of North Lincoln Street for several evenings that are coordinated with City staff between March and April, 2018 when conditions are favorable for amphibian migration. City Staff may cancel the closure and/or reopen the road at any time, if deemed necessary for the convenience and safety of the public. A motion by Councilor Manwaring to accept the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

MSFI REPORT – COUNCILOR JACOBS – PROCESS FOR CONSIDERATION PROPOSED ART PROJECTS

Municipal Services, Facilities and Infrastructure Committee report read recommending that this matter be referred to City staff to create a proposal to bring forward the first cycle in April for consideration by the Council. A motion by Councilor Manwaring to accept the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – AMERICAN LEGION BALLFIELD 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 softball fields located at 797 Court Street. A motion by Councilor Powers to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – KEENE LINK: KEENE STATE COLLEGE AND CITY OF KEENE AGREEMENT ON SHARED LIBRARY SYSTEMS AND SERVICES

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute a revised Agreement between Keene State College and the City of Keene concerning Keene Link, the joint library automation system. A motion by Councilor Powers to carry out the intent of the report was duly seconded. The Mayor recognized Celia Rabinowitz, Dean of the KSC Mason Library, to answer a question from Councilor Sutherland relative to the functionality of Keene Link. The motion passed with a unanimous vote in favor.

FOP REPORT – LEASE – JAZZLYN HOSPITALITY, LLC

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute a lease with Jazzlyn Hospitality, LLC for parking at the Wells Street Garage. A motion by Councilor Powers to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

MORE TIME

More time was granted by the Chair for FY 17 Audit Presentation – Melanson Heath. The Mayor requested that if any Councilors had questions regarding the audit that they submit their questions in writing in advance of the meeting.

CITY MANAGER COMMENTS

The City Manager announced that the City Departments have started budget meetings this past week. This will continue on for several months. The City Manager went on to share that SAU 29 is having a public forum on school safety being held on Wednesday, March 7, 2018 at 6:30

03/01/2018

PM in the Keene Middle School auditorium. The intent of the forum is to communicate with the parents and public on school safety in particularly in recent events in Parkland, FL.

MEMORANDUM & ORDINANCE O-2018-02: RELATING TO CHAPTER 102 ZONING CODE ARTICLE VIII SIGN REGULATIONS

A memorandum was received from the City Manager along with Ordinance O-2018-02. The memorandum was filed into the record. Ordinance O-2018-02 was referred by the Chair to the Joint Planning Board/Planning, Licenses and Development Committee.

MEMORANDUM & ORDINANCE O-2018-03: RELATING TO PROBATIONARY FIREFIGHTER AND PROBATIONARY POLICE OFFICER

A memorandum was received from the City Manager along with Ordinance O-2018-03. The memorandum was filed into the record. Ordinance O-2018-03 was referred by the Chair to the Finance, Organization and Personnel Committee.

PLD REPORT AND ORDINANCE O-2018-01-A: RELATING TO AIRPORT DEVELOPMENT AND MARKETING COMMITTEE

Planning, Licenses and Development Committee report read recommending the adoption of Ordinance O-2018-01-A. The report was filed as informational. Ordinance O-2018-01-A 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 13 Councilors present and voting in favor, the motion carried. Councilors Jacobs and Greenwald were absent. Ordinance O-2018-01-A declared adopted.

MEMORANDUM & RESOLUTIONS R-2018-05: RELATING TO THE RELEASE OF DRAINAGE EASEMENTS AND ACCEPTANCE OF A DEED FOR A RELOCATED DRAINAGE EASEMENT – ASHUELOT STREET

A communication was received from Summit Distributing, LLC which is working on a proposed gas station redevelopment project at 219 West Street. As part of their project, there is a need to relocate an existing municipal drain line. The Resolution would release the existing drainage easement and accept a new drainage easement at a relocated location. The communication and Resolution R-2018-05 were referred by the Chair to the Municipal Services, Facilities and Infrastructure Committee.

ADJOURNMENT FOR COLLECTIVE BARGAINING AND LEGAL ADVICE

At 8:22 PM, the Mayor adjourned the Council meeting for the purposes of collective bargaining strategy and legal advice. Attorney Tom Claussen and Human Resources Director, Elizabeth Fox were invited to remain. At 8:39 PM the Council reconvened.

03/01/2018

On motion by Councilor Richards, voted unanimously to authorize the City Manager to do all things necessary to execute a memorandum of understanding with the American Federation of State, Municipal and County Employees (AFSME) Council 93, Local 2973 related to attainment of a CDL Class A endorsement by certain members of the unit.

On motion by Councilor Richards, voted unanimously to authorize the City Manager to do all things necessary to execute negotiated contracts with the Professional Firefighters of Keene and Keene Fire Supervisors to be effective July 1, 2017 through June 30, 2018.

ADJOURNMENT

At 8:47 PM, there being no further business, the Mayor adjourned the meeting.

A true record, attest:


City Clerk