

A regular meeting of the Keene City Council was held Thursday, January 17, 2019. The Honorable Mayor Kendall W. Lane called the meeting to order at 7:00 PM. Roll called: Carl B. Jacobs, Janis O. Manwaring, Thomas F. Powers, Terry M. Clark, Randy L. Filiault, Margaret M. Rice, Bartolmiej K. Sapeta, Robert B. Sutherland, George S. Hansel, Gary P. Lamoureux, Bettina A. Chadbourne, Stephen L. Hooper, Philip M. Jones, David C. Richards and Mitchell H. Greenwald were present. Councilor Hooper led the Pledge of Allegiance. A motion by Councilor Greenwald to accept the minutes from the January 3, 2019 regular meeting was duly seconded by Councilor Jones. The motion passed with a unanimous vote in favor.

ANNOUNCEMENTS – MAYOR

The Mayor announced the Capital Improvements Program for 2021-2025 had been placed on their desks that evening. He referred the CIP to the Planning Board and the Finance, Organization and Personnel Committee. The Finance, Organization and Personnel Committee will start its review on Thursdays, January 24 and February 14. The schedule shows one additional Finance, Organization and Personnel Committee on Thursday, February 28, this date is tentative. The CIP presentation before the Planning Board and City Council will be on Saturday, January 26 at 8:30 AM and will be in the Michael E.J. Blastos Room at 380 Marlboro Street.

CONFIRMATIONS

A motion was made by Councilor Greenwald and duly seconded by Councilor Jones to confirm the following nominations: Michael Remy to serve as an alternate member of Zoning Board of Adjustment with a term to expire December 31, 2021; Arthur Walker to serve as a regular member of Conservation Commission with a term to expire December 31, 2019; and Todd Horner to serve as a regular member of the Bicycle Pedestrian Path Advisory Committee with a term to expire December 31, 2020. On a roll call vote, with 15 Councilors present and voting in favor the nominations were confirmed.

NOMINATIONS

The following nominations were received from the Mayor: David C. Richards to serve as a regular member on the College City Commission with a term to expire December 31, 2021; Andrea White to serve as a regular member of Airport Development and Marketing Committee with a term to expire December 31, 2021; Louise Zerba to serve as an alternate member of Heritage Commission with a term to expire December 31, 2021; and Pamela Knight to serve as a regular member of Martin Luther King, Jr./Jonathan Daniels Committee with a term to expire December 31, 2021. The nominations were tabled until the next regular meeting.

COMMUNICATION – PATHWAYS FOR KEENE – REQUEST TO USE CITY PROPERTY – 4 ON THE 4TH ROAD RACE

A communication was received from Janis Manwaring, on behalf of Pathways for Keene, requesting their annual request for use of City property for the 4 on the 4th Road Race. The request was referred to the Planning, Licenses and Development Committee.

COMMUNICATION – COUNCILOR FILIAULT – HOURS OF OPERATION – HAWKERS AND PEDDLERS

A communication was received from Councilor Filiault, requesting the City Council consider eliminating the hours of operation established by Ordinance for hawking and peddling. The request was referred to the Planning, Licenses and Development Committee.

MSFI REPORT – BRETT AMY THELEN – HARRIS CENTER FOR CONSERVATION EDUCATION – REQUEST TO TEMPORARILY CLOSE A SECTION OF NORTH LINCOLN STREET – AMPHIBIAN CROSSING

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, 2019 when conditions are favorable for the 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 carry out the intent of the report was duly seconded by Councilor Filiault. The motion passed with a unanimous vote in favor.

PLD REPORT – VICKI BACON – BODY & SOUL ROAD RUNNERS' CLUB – REQUEST TO USE CITY PROPERTY – RED CAP RUN

Planning, Licenses and Development Committee report read recommending that the City Council grant permission to Body & Soul Road Runners to sponsor a running race on February 9, 2019, subject to the customary licensing requirements of the City Council. In addition, the Police Department shall identify Railroad Street from Main Street to Community Way as a No Parking zone from the hours of 6:00 AM to 11:00 AM. This license is conditional upon the petitioners providing ten volunteer race marshals, and subject to any recommendations of City staff. A motion by Councilor Jones to carry out the intent of the report was duly seconded by Councilor Greenwald. The motion passed with a unanimous vote in favor.

PLD REPORT – JIM NARKIEWICZ – MONADNOCK TRAVEL COUNCIL – USE OF CITY PROPERTY – 2019 ICE AND SNOW FESTIVAL

Planning, Licenses and Development Committee report read recommending that the Monadnock Travel Council be granted permission to use City property on Central Square and Railroad Square, including the outside burning of a fire in an enclosed fire pit on Railroad Square as well as the closure of Railroad Street from Main Street to the exit of the Wells Street Parking structure for the 2019 Ice and Snow Festival on Saturday, February 2, 2019 from 10:00 AM to 4:00 PM. Said permission is granted subject to the customary licensing requirements of the City Council; obtainment of any necessary licenses or permits; and compliance with any recommendations of City Staff. A motion by Councilor Richards to carry out the intent of the report was duly seconded by Councilor Jones. The motion passed with a unanimous vote in favor.

**PLD REPORT – KEENE LIONS CLUB – REQUEST TO USE CITY PROPERTY – 30TH
ANNUAL ASHUELOT RIVER DUCK RACE – PUBLIC WORKS DEPARTMENT**

Planning, Licenses and Development Committee report read recommending its support of the 30th Annual Great Ashuelot Duck Race and that the Keene Lions Club be granted a license to close the appropriate City street on June 29, 2019, and if necessary on another date, in coordination with City staff; the use of 350 Marlboro Street for counting and sorting ducks and a City front end loader to be coordinated with City Staff; and the provision of the appropriate insurance and indemnification to be coordinated by City Staff. A motion by Councilor Richards to carry out the intent of the report was duly seconded by Councilor Hansel. The motion passed with a unanimous vote in favor.

**PLD REPORT – MINDY CAMBIAR – HUNDRED NIGHTS SHELTER – REQUEST FOR
RENEWAL OF LODGING HOUSE LICENSE**

Planning, Licenses and Development Committee report read recommending that a lodging house license be issued to Timoleon Chakalos to engage in the operation of a lodging house at 15 Lamson Street subject to the following conditions: no more than 26 persons may reside on the premises at any one time; compliance with all applicable sections of the City Code; compliance with any requirements or recommendations of City staff. Said license will expire on the 17th day of January, 2020 and may be revoked by the City Council in accordance with Section 46-590 “Suspension or Revocation.” A motion by Councilor Richards to carry out the intent of the report was duly seconded by Councilor Greenwald. The motion passed with a unanimous vote in favor.

**PLD REPORT – REV. CYNTHIA E. BAGLEY & KATHY BLAIR – THE UNITED CHURCH
OF CHRIST – REQUEST FOR RENEWAL OF LODGING HOUSE**

Planning, Licenses and Development Committee report read recommending that a lodging house license be issued to the United Church of Christ to engage in the operation of a lodging house at 23 Central Square subject to the following conditions: said lodging house license shall only being used as an overflow for the Hundred Nights Shelter; and managed by the Hundred Nights Shelter; no more than 16 persons may reside at any one time on the premises; compliance with all applicable sections of the City Code; and compliance with any requirements or recommendations of City staff. Said license will expire on the 17th day of January, 2020 and may be revoked by the City Council in accordance with Section 26-590 “Suspension or Revocation.” A motion by Councilor Richards to carry out the intent of the report was duly seconded by Councilor Greenwald. The motion passed with a unanimous vote in favor.

**FOP REPORT – ACCEPTANCE OF DONATIONS TO LIBRARY COMPUTER FUND –
KEENE LIBRARY**

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to do all things necessary to accept a donation of \$10,195.96 from the Trustees of the Keene Public Library and the Friends of the Keene Public Library to be used to purchase five laptop computers. A motion by Councilor Greenwald to carry out the intent of the

report was duly seconded by Councilor Jacobs. The motion passed with a unanimous vote in favor.

FOP REPORT – ACCEPTANCE OF DONATIONS TO LIBRARY RENOVATION PROJECT – CAMPAIGN MANAGERS FOR THE NEXT CHAPTER

Finance, Organization and Personnel Committee report read recommending acceptance of donations in the amount of \$219,201.66 as listed in the July 19, 2018 to the December 21, 2018 Cambridge Trust report with the donations deposited into the Library Renovation Temporarily Restricted City Trust as part of the Next Chapter Campaign Drive. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded by Councilor Jacobs. The motion passed with a unanimous vote in favor.

FOP REPORT – TARA REARDON, NH COMMUNITY LOAN FUND – CDBG APPLICATION FOR THE ACQUISITION AND MAINTENANCE OF TANLGEWOOD PARK

Finance, Organization and Personnel Committee report read recommending the Keene City Council supports a CDBG application through Cheshire County for the purchase of Tanglewood Manufactured Housing Park by an owner cooperative. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded by Councilor Jacobs. The motion passed with a unanimous vote in favor.

FOP REPORT – REQUESTING AUTHORIZATION TO DISPOSE OF CITY PROPERTY – CITY ASSESSOR

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to do all things necessary to dispose of City owned property, as justice may require, for property known as 0 off Wetmore Street, located on Map 116 Lot 18. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded by Councilor Jacobs. The motion passed with a unanimous vote in favor.

FOP REPORT – SUSTAINABLE ENERGY RESOLUTION – CONSERVATION COMMISSION

Finance, Organization and Personnel Committee report read recommending this item be accepted as informational. The report was filed into the record as informational.

CITY MANAGER COMMENTS

The City Manager announced the new 24 hour work schedule at the Keene Fire Department has been implemented. The Fire Chief has reported that the transition was successful and the department is very happy with the change.

The City Manager continued that on Friday, January 18, 2019, the Mayor and Medard Kopczynski, Director of Economic Development Initiatives and Special Projects, will be walking with her for the first of several walks in the downtown to talk to businesses about wayfinding signs, the availability of 79E in the downtown currently and the collection of email addresses for those interested in receiving parking updates and information.

The City Manager turned her focus to the CIP books. She explained that on page 18 of the CIP book, 10 projects were highlighted as new items added to the 6 year plan. At the time of finalizing the document, she included funding for a welcome center and a public restroom with a \$134,000 price tag. Since then a larger project in the area of downtown and Gilbo Avenue has been discussed with Mondanock Economic Development Corporation which would include public restrooms. She recommends eliminating the funds for the welcome center and public restroom in the FY 20 CIP document. She further went on to page 36, the General Fund Multi-Year Projections show year one of the plan as a 2.4% increase in general fund expenses, excluding bonds.

MORE TIME

More time was granted by the Chair for the following items in Committee: Roxbury Street Bridge Replacement – Aesthetic Options – Public Works Department; Pamela Russell Slack – Public Restrooms at Former Transportation Center.

MEMORANDUM – FINANCE DIRECTOR AND ORDINANCE O-2019-02: RELATING TO WATER AND SEWER RATES

A memorandum was received from the Finance Director along with Ordinance O-2019-02: Relating to Water and Sewer Rates. The memorandum was filed into the record. Ordinance O-2019-02 was referred by the Chair to the Finance, Organization and Personnel Committee.

MSFI REPORT AND ORDINANCE O-2018-22: RELATING TO LOADING ZONES AND PARKING

Municipal Services, Facilities and Infrastructure Committee report read recommending the adoption of Ordinance O-2018-22 Relating to Loading Zones and Parking. The report was filed into the record. Ordinance O-2018-22 was read for the second time. A motion by Councilor Manwaring for adoption of the Ordinance was duly seconded by Councilor Greenwald. On roll call vote, 15 Councilors were present and voting in favor. Ordinance O-2018-22 declared adopted.

MSFI REPORT AND RESOLUTION R-2018-36: RELATING TO SUSTAINABLE ENERGY GOALS

Municipal Services, Facilities and Infrastructure Committee report read recommending the adoption of Resolution R-2018-36: Relating to Sustainable Energy Goals. The report was filed into the record. A motion by Councilor Manwaring for adoption of the Resolution was duly seconded by Councilor Filiault. On show of hands vote, 14 Councilors were present and voting

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in favor and one opposed. Councilor Sutherland voted in opposition. Resolution R-2018-36 declared adopted.

RESOLUTION R-2019-01: IN APPRECIATION OF GARY L. SCHNEIDER UPON HIS RETIREMENT

Resolution R-2019-01: In Appreciation of Gary L. Schneider Upon His Retirement was read by title only. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded by Councilor Jacobs. The motion carried with a unanimous vote in favor.

RESOLUTION R-2019-02: IN APPRECIATION OF TODD A. GARDNER UPON HIS RETIREMENT

Resolution R-2019-02: In Appreciation of Todd A. Gardner Upon His Retirement was read by title only. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded by Councilor Jacobs. The motion carried with a unanimous vote in favor.

ADJOURNMENT FOR LEGAL ADVICE

At 8:08 PM, there being no further business, the Mayor adjourned the meeting for legal advice.

A handwritten signature in black ink, appearing to read "Patricia Castle". The signature is written in a cursive style with a large initial "P".

A true record, attest:

City Clerk