

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

#### ANNOUNCEMENTS – MAYOR

The Mayor announced that the Finance, Organization and Personnel Committee will continue its Capital Improvements Program review on Thursday, February 14, 2019 at 5:30 PM. The CIP schedule shows one additional FOP meeting on February 28, 2019, but it may not be necessary. Continuing on with the CIP, a Public Hearing is scheduled for Thursday, March 7, 2019 at 7:00 PM. The FOP Committee is scheduled to make its recommendations on March 7<sup>th</sup> and the adoption of the CIP is scheduled for the Council meeting on March 21, 2019.

#### CONFIRMATIONS

A motion was made by Councilor Greenwald and duly seconded by Councilor Jones to confirm the following nominations: David C. Richards to serve as a regular member of 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 the Martin Luther King Jr./Jonathan Daniels Committee with a term to expire December 31, 2021. On a roll call vote, with 10 Councilors present and voting in favor, the nominations were confirmed. Councilors Manwaring, Powers, Lamoureux, Hooper and Richards were absent.

#### NOMINATIONS

The following nominations were received from the Mayor: Louise Zerba to serve as an alternate member on the Zoning Board of Adjustment with a term to expire December 31, 2021; Dr. Steven Bill to serve as an alternate member of Conservation Commission with a term to expire December 31, 2019; Christine Houston to serve as a regular member of Heritage Commission with a term to expire December 31, 2021; Cary Gaunt to serve as an alternate member of Energy and Climate Committee with a term to expire December 31, 2020; Ely Thayer to serve as a regular member of College City Commission with a term to expire December 31, 2019; and Jennie Newcombe to serve as a regular member of Trustees of Trust Funds and Cemetery Trustees with a term to expire December 31, 2021. The nominations were tabled until the next regular meeting.

COMMUNICATION – STEPHEN ROKES/LIBERTY UTILITIES – REQUEST FOR EASEMENT – BENEATH HICKEY-DESILETS PARK – INSTALLATION AND OPERATION OF DISTRIBUTION LINE FOR PROPANE/AIR DISTRIBUTION SYSTEM

A communication was received from Stephen Rokes, on behalf of Liberty Utilities, requesting an easement from the City that would allow the installation and operation of a distribution line for their propane/air distribution system beneath a small portion of Hickey-Desilets Park. The request was referred to the Planning, Licenses and Development Committee.

**COMMUNICATION – NANCY SHELDON/SHALLDU, LTD – ACQUISITION OF THE RAIL SPUR THAT BISECTS TWO PARCELS OF PROPERTY – CORNER OF RALSTON AND EMERALD STREETS**

A communication was received from Nancy Sheldon, on behalf of Shalldu, Ltd., seeking to acquire the rail spur that bisects two parcels on the corner of Ralston and Emerald Streets. The request was referred to the Finance, Organization and Personnel Committee and the Bicycle Pedestrian Path Advisory Committee.

**COMMUNICATION – TIM ZINN/LET IT SHINE – REQUEST TO USE CITY PROPERTY – 2019 PUMPKIN FESTIVAL**

A communication was received from Tim Zinn, on behalf of Let It Shine, requesting their annual request for use of City property for the 2019 Pumpkin Festival. The request was referred to the Planning, Licenses and Development Committee.

**MSFI REPORT – ROXBURY STREET BRIDGE REPLACEMENT – AESTHETIC OPTIONS – PUBLIC WORKS DEPARTMENT**

The Chair separated the two recommendations in the Committee report. The City Manager referred to a handout that had been placed on the Councilors' desks on the various options. She noted this is a bridge aid project with a 80/20 match, with 80% being paid by the State and 20% being paid by the City. Municipal Services, Facilities and Infrastructure Committee report read recommending eliminating the lighting as an option in the Roxbury Street bridge designs. A motion by Councilor Filiault to carry out the intent of recommendation one was duly seconded by Councilor Greenwald. The motion passed with a unanimous vote in favor. Municipal Services, Facilities & Infrastructure Committee recommending Option A be selected for the Roxbury Street bridge railings. A motion by Councilor Filiault to carry out the intent of the report was duly seconded by Councilor Greenwald. The motion failed to carry with a unanimous vote in opposition. A motion by Councilor Filiault for bridge rail option C was seconded by Councilor Jones. The motion passed with a unanimous vote in favor.

**FOP REPORT – REQUEST TO SOLICIT AND REPORT ON DONATIONS – HUMAN RESOURCES DEPARTMENT**

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to do all things necessary to solicit and accept donations from local and regional businesses and service vendors to be used for events sponsored by employees in 2019. 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 – REQUEST TO ACCEPT WELLNESS GRANT – HUMAN RESOURCES DEPARTMENT**

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to do all things necessary to accept the wellness grant from HealthTrust to be used for employee wellness activities in 2019. 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 – PAMELA RUSSELL-SLACK – PUBLIC RESTROOMS AT FORMER TRANSPORTATION CENTER AND DOWNTOWN RESTROOM – PARKS, RECREATION AND FACILITIES DIRECTOR**

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

**FOP REPORT – ADOPT A BENCH DONATION – PARKS, RECREATION AND FACILITIES DIRECTOR**

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to do all things necessary to accept the donation of a bench from the Keene High School Class of 1956 and that the bench be placed along the Cheshire Rail Trail. 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 DONATION – ST. JAMES THRIFT SHOP – PARKS, RECREATION AND FACILITIES DIRECTOR**

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to do all things necessary to accept a donation of \$750.00 from the St. James Thrift Shop and that the money be used by the Martin Luther King Jr. / Jonathan Daniels Committee for its annual programming. 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 – SPONSORSHIP UPDATE – PARKS, RECREATION AND FACILITIES DIRECTOR**

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

**FOP REPORT – TAXIWAY ‘A’ ENGINEERING CONTRACT – AIRPORT MANAGER**

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to all things necessary to execute a Professional Engineering Services

contract with Dubois & King for the design and construction administration of the Taxiway 'A' extension and reconstruction. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded by Councilor Jacobs. A motion by Councilor Greenwald to amend the report by including the language “up to \$373,740” as the contract amount was duly seconded by Councilor Jacobs. The City Manager explained that the language is needed due to the amount we have in the CIP budget, the remaining amount will be coming from the Federal sources that we have not secured at this point. The motion to amend the recommendation passed with a unanimous vote in favor. The motion to carry out the intent of the report as amended passed with a 9 in favor and one opposed. Councilor Sutherland opposed.

#### FOP REPORT – SOLAR EXEMPTION DISCUSSION – ASSESSING DEPARTMENT

Finance, Organization and Personnel Committee report read recommending staff draft an appropriate Resolution to remove the cap on the exemption for solar arrays. 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.

#### CITY MANAGER COMMENTS

The City Manager updated the Council that the grant for Marlboro Street has been awarded. The total grant amount is \$598,000; \$478,400 will be Federal Funds and the \$119,600 is the City’s match amount. This match will come from the funds that have been appropriated for the FY19 CIP. The scope of the project will include: bike lanes; sidewalk improvements; traffic commons; crosswalk improvements; and street-scaping. This will also create a formal accessible connection from Marlboro Street to the Industrial Heritage Trail. The utility work will be done during this summer.

The City Manager announced that City Hall has a new drop box. It was installed at the front door of City Hall to accept check payments. The City Manager continued that the Department Heads are working on their Operating Budget requests, which are due on February 21.

#### MORE TIME

More time was granted by the Chair for the following items in Committee: Pathways for Keene – Request to Use City Property – 4 on the 4<sup>th</sup> Road Race; Councilor Filiault – Hours of Operation – Hawkers or Peddlers .

#### MEMORANDUM – PLANNING DIRECTOR AND ORDINANCE O-2019-01: RELATING TO THE CONSERVATION COMMISSION

A memorandum was received from the Finance Director along with Ordinance O-2019-01: Relating to the Conservation Commission. The memorandum was filed into the record. Ordinance O-2019-01 was referred by the Chair to the Finance, Organization and Personnel Committee.

FOP REPORT AND ORDINANCE O-2019-02: RELATING TO WATER AND SEWER RATES

Finance, Organization and Personnel Committee report read recommending the adoption of Ordinance O-2019-02 Relating to Water and Sewer Rates. The report was filed into the record. Ordinance O-2019-02 was read for the second time. A motion by Councilor Greenwald for adoption of the Ordinance was duly seconded by Councilor Jacobs. On roll call vote, 10 Councilors were present and voting in favor. Councilors Manwaring, Powers, Lamoureux, Hooper and Richards were absent. Ordinance O-2019-02 declared adopted with an effective January 1, 2019.

RESOLUTION R-2019-03: IN APPRECIATION OF DONNA L. HANSCOM UPON HER RETIREMENT

Resolution R-2019-03: In Appreciation of Donna L. Hanscom Upon Her 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.

MEMORANDUM – MAYOR AND RESOLUTION R-2019-04: RELATING TO HUMAN RIGHTS AND THE MARTIN LUTHER KING, JR./JONATHAN DANIELS COMMITTEE

A memorandum was received from the Mayor along with Resolution R-2019-04. The memorandum was filed into the record. Resolution R-2019-04 was referred by the Chair to the Finance, Organization and Personnel Committee.

ADJOURNMENT

At 7:48 PM, there being no further business, the Mayor adjourned the meeting.

A true record, attest:

  
City Clerk