



City of Keene
New Hampshire

**FINANCE, ORGANIZATION
AND PERSONNEL COMMITTEE
AGENDA
Council Chambers B
April 11, 2019
6:30 PM**

Mitchell H. Greenwald
Carl B. Jacobs
Terry M. Clark
Thomas F. Powers
Bettina A. Chadbourne

-
1. Acceptance of Donation - Fire Department
 2. Approving an Application for CDBG Funds
Resolution R-2019-22
 3. Lease Agreement - 12 Gilbo Avenue
 4. Downtown Parking Options - City Manager
 5. Membership on the Energy and Climate Committee
Ordinance O-2019-07

MORE TIME ITEMS:

- A. Toby Tousley - Request to Purchase City Property - Adjacent to Bicycle/Pedestrian Path -
160 Emerald Street
- B. Appropriation of Funds for Drummer Hill Water Tank and Pump Station Replacement
Resolution R-2019-06
Resolution R-2019-07

Non Public Session
Adjournment



City of Keene, N.H.
Transmittal Form

March 26, 2019

TO: Finance, Organization and Personnel Committee

FROM: Mark Howard, Fire Chief

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 1.

SUBJECT: Acceptance of Donation - Fire Department

RECOMMENDATION:

The City Council authorizes the City Manager to do all things necessary to accept a donation of \$50.00.

BACKGROUND:

The Keene Fire Department has received a donation from Susan Hood in appreciation of the excellent service the department provides the community.



City of Keene, N.H.
Transmittal Form

April 3, 2019

TO: Mayor and Keene City Council

FROM: Rebeckah Bullock, Southwest Region Planning Commission

THROUGH: Patricia A. Little, City Clerk

ITEM: 2.

SUBJECT: Approving an Application for CDBG Funds

COUNCIL ACTION:

In City Council April 4, 2019.

Referred to the Finance, Organization and Personnel Committee. The Mayor set a Public Hearing on April 18, 2019 at 7:00 PM.

ATTACHMENTS:

Description

Communication - Bullock

Resolution R-2019-22

BACKGROUND:

Southwest Region Planning Commission is submitting a revised CDBG application for the Monadnock Food Co-op.

In City Council April 4, 2019.

Referred to the Finance, Organization and Personnel Committee. The Mayor set a Public Hearing on April 18, 2019 at 7:00 PM.



Patricia Costello

Southwest Region Planning Commission

37 Ashuelot Street, Keene, NH 03431

603-357-0557 Voice

603-357-7440 Fax

DATE: APRIL 4, 2019

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ^{RB} REBECKAH BULLOCK, SOUTHWEST REGION PLANNING COMMISSION

THROUGH: ELIZABETH A. DRAGON, CITY MANAGER

RE: PROPOSED APPLICATION FOR CDBG FUNDS: MEDC/MONADNOCK FOOD CO-OP

The original Community Development Block Grant (CDBG) project that was approved by the City Council involved the Monadnock Economic Development Corporation (MEDC) expanding the building that it leases to the Monadnock Food Co-op on the Railroad Land in downtown Keene. The project has changed so the Monadnock Food Co-op will be purchasing the building they lease from MEDC and expanding the building themselves. The CDBG proceeds from the New Hampshire Community Development Finance Authority (CDFA) will be used as a partial grant/partial loan to enable this project to go forward. The end result is a long term and deeper commitment by the Monadnock Food Co-op to the downtown area, an expansion of the existing store, and the creation of at least 25 new jobs.

In order for this revised project to move forward, however, the CDFA has asked that a new public hearing and vote by the City Council take place before May 2nd so a revised application can be submitted to CDFA for approval in early June.

Recommendation: That the City Council adopt the attached resolution approving an application for Community Development Block Grant (CDBG) funds to the CDFA for the State of New Hampshire; and further, to re-adopt the Anti-Displacement and Relocation Assistance Plan.

Proposed application: The proposal is to request up to \$500,000 in CDBG funds. A portion of the CDBG proceeds from the CDFA will be sub-granted to MEDC, who will make a loan to the for-profit entity created by Monadnock Food Co-op. The remaining CDBG proceeds will be sub-granted by the City of Keene to the Monadnock Food Co-op. The Co-op will use the CDBG funds towards costs associated with the purchase and expansion of the building they currently lease from MEDC. The Co-op will create up to 25 new jobs as a result of this project. The total project is anticipated to exceed \$2 million of new investment in downtown Keene.

Public Hearing and Schedule: The CDBG application is due on May 2, 2019. A public hearing will be scheduled on or before that date for the following purposes:

1. Public hearing for the MEDC/Monadnock Food Co-op project
2. Public Hearing to re-adopt the Housing and Community Development Plan
3. Public hearing to re-adopt the Anti-Displacement and Relocation Assistance Plan.



CITY OF KEENE

R-2019-22

Nineteen

In the Year of Our Lord Two Thousand and

APPROVING AN APPLICATION FOR CDBG FUNDS

A RESOLUTION

Resolved by the City Council of the City of Keene, as follows:

WHEREAS, the City of Keene has stated as one of its Community Goals that the economic development base of the City be diversified; and

WHEREAS, the present national economic climate suggests there is a need for development that would provide jobs; and

WHEREAS, the Monadnock Economic Development Corporation (MEDC) has been incorporated for the purpose of working to expand the economic base of the Monadnock region; and

WHEREAS, the U.S. Department of Housing and Urban Development has established a Community Development Block Grant Program which is administered within the State of New Hampshire by the Community Development Finance Authority; and

WHEREAS, the original Community Development Block grant project that was approved by the City Council involved the MEDC expanding the building that it leases to the Monadnock Food Co-op on the Railroad Land in downtown Keene. The project has changed so that the Monadnock Food Co-op will be purchasing the building they lease from MEDC and expanding the building themselves; and

WHEREAS, that City Council approval was through the adoption of Resolution R-2017-38-A, which is hereby rescinded; and

WHEREAS, the new Community Development Block Grant would provide up to \$500,000. A portion of the CDBG proceeds will be sub-granted to MEDC which will make a loan to the for-profit entity created by Monadnock Food Co-op. The remaining CDBG proceeds will be sub-granted by the City of Keene to the Monadnock Food Co-op. The Co-op will use the CDBG funds towards costs associated with the purchase and expansion of the building they currently lease from MEDC.

NOW, THEREFORE, BE IT RESOLVED that the City Council approve and support the City's grant application to the New Hampshire Community Development Finance Authority for an amount up to \$500,000 in Community Development Block Grant funds: that the City will re-adopt the Housing and Community Development Plan; that the City will re-adopt the Residential Anti-Displacement and Relocation Assistance Plan; that the City will accept the grant if it is approved and enter into a contract with the New Hampshire Community Development Finance Authority; and, further, that the City Manager is authorized to execute any documents which may be necessary for the contract.

Kendall W. Lane, Mayor

In City Council April 4, 2019.
Referred to the Finance, Organization
and Personnel Committee. Public
Hearing set for April 18, 2019 at 7:00 PM.



City Clerk



City of Keene, N.H.
Transmittal Form

April 8, 2019

TO: Finance, Organization and Personnel Committee

FROM: Andy Bohannon, Parks, Recreation and Facilities Director

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 3.

SUBJECT: Lease Agreement - 12 Gilbo Avenue

RECOMMENDATION:

Move that the Finance, Organization and Personnel Committee recommend that the City Manager be authorized to do all things necessary to negotiate and execute a lease with Ash Sheehan for the space located at the 12 Gilbo Avenue.

BACKGROUND:

The current lease for 12 Gilbo Avenue will expire on April 30, 2019 for current tenant Ash Sheehan, owner of TacoOdelay. The tenant wishes to continue the agreement with the City utilizing this space for the purpose of operating a new restaurant that supports his new nano-brewery business located in the former TD Bank on the corner of Cypress Street and Main Street.

The City will look to enter the agreement in accordance to current market rental rates, then adjusted annually in accordance with the fluctuations of the U.S. Department of Commerce Consumer Price Index (CPI), Northeast Urban Division ("adjusted rental rate"). In addition, the City will require proper insurance coverage's.

Mr. Sheehan as the current tenant has upheld his current lease in good standing. In addition, Mr. Sheehan has agreed to open his bathrooms during operating hours to the general public.



City of Keene, N.H.
Transmittal Form

March 27, 2019

TO: Mayor and Keene City Council
FROM: Municipal Services, Facilities and Infrastructure
ITEM: 4.
SUBJECT: Downtown Parking Options - City Manager

COUNCIL ACTION:

In City Council April 4, 2019.
Referred to the Finance, Organization and Personnel Committee.

RECOMMENDATION:

On a vote of 4-1 the Municipal Services, Facilities and Infrastructure move that the City Council recommend that the City remove the kiosk on the western side of Central Square, and replace it with meters that are still in stock by the City; and, that the whole issue of parking be followed up by the City Manager with a report back to City Council.

BACKGROUND:

Chair Manwaring recognized Dorrie Masten of 326 Matthews Road Swanzey, NH and Jared Goodell of 14 Skyview Circle, Keene. Mr. Goodell stated that he was representing several businesses owned and operated by Ms. Masten. He stated the businesses are Pedraza's, The Pour House and Keene Apartments. Mr. Goodell explained this discussion is in regards to the continued discussion concerning the parking kiosks installed on the west side of Central Square. He stated that Ms. Masten would like to extend appreciation to the Committee for their prompt attention to this matter.

Mr. Goodell stated in 2017 the Parking Department took a bold step in installing a parking kiosk on the west side of Central Square. He noted that with any new technology there is a learning curve and some growing pains. However, he stated the pains caused by the Central Square parking kiosk have had a lasting impact on at least two businesses that include Pedraza's and The Pour House. Mr. Goodell stated that it is worth noting the parking kiosks in Keene have never provided a positive impact to Keene, its residents, visitors or businesses. He stated dating back to 2012, when the Parking Department ran a 90 day trial of parking kiosks that serviced the northern most parking spots on Main Street, Police Chief Kenneth Meola suspended the trial run just after 40 days. Mr. Goodell quoted that Chief Meola cited "numerous mechanical difficulties, users found the technology difficult to operate, unfriendly to customers of downtown businesses; constant complaints were reported by downtown business owners about kiosks and a downturn in business."

Mr. Goodell stated that it appears the past has repeated itself. He stated the kiosks installed on the west side of Central Square have caused a persistent negative impact to Keene's downtown. The businesses he represents tonight have seen a significant decline in sales as a result of the parking kiosks. In addition, he stated that complaints about the kiosks have also increased tenfold. Mr. Goodell explained the decrease in business could have a negative implication for the City as a whole. He noted this includes the loss of these two locally owned

businesses that collectively employ 26 local residents. Mr. Goodell added that it not difficult to find stories of residents and visitors that come to Keene that have had negative interactions with the kiosks. In addition, Ms. Masten and her employees hear complaints regularly. Mr. Goodell noted the numerous letters written to the editor of the Keene Sentinel and the negative comments about the kiosks mentioned on the Dan Mitchell radio show on WKBK.

Mr. Goodell explained that unlike traditional parking meters that are placed in front of a specific parking spot, the parking kiosks are sometimes located a significant distance from the parking spot it services. He noted this forces people to walk a distance just to pay for parking. Mr. Goodell continued explaining that when users reach the kiosk they are forced to enter their license plate on the screen. He stated that a common complaint is that people forget their license plate number. Mr. Goodell stated that users are then forced to walk back to their vehicle to get their license plate number. In addition, he noted the screen on the kiosk that is required for its operation is difficult to see due to the glare from the sun.

Mr. Goodell stated that Keene's downtown is seen as a barometer for the region's economy. He noted that many storefronts have recently sat empty for extended periods of time. Mr. Goodell stated that while advancing the City's operation with technology should be encouraged, the timing of such implementations is important. He stated the current kiosk has been shown to deter customers from visiting businesses on the west side of Central Square thus negatively impacting two businesses operations. He stated any further negative impact could cause a business to shutter. In addition, he stated that a loss of just one more store on Main Street may send a negative message throughout the area. He stated the results are clear that now is not the right time for Keene to have parking kiosks like the one installed on Central Square. Over the past week Ms. Masten has circulated a petition to downtown merchants, their employees and others experiencing a negative impact due to the kiosks. Mr. Goodell stated the petition respectfully asks that the City Council remove the kiosk and reinstall the previous parking meters.

Mr. Goodell reported that Ms. Masten will be submitting this petition to the City Clerk later this week. In the meantime, Mr. Goodell stated they are asking the Committee to be a champion for locally owned small business. He asked the Committee to recommend to full Council that the kiosks on Central Square be promptly removed and the previous meters be reinstalled.

Chair Manwaring asked how many people signed the petition. Mr. Goodell responded that over 50 people signed the petition and the majority are local business owners and employees.

Councilor Sutherland asked if the request is to have the old parking meters reinstalled or for the City to have a broader based strategy put in place. Mr. Goodell responded that time is of the essence, especially with what Ms. Masten and other businesses have endured for something that was supposed to be a trial period. He stated there needs to be a better strategy such as placing a trial run meters in a location that does not see as much traffic as Central Square.

Chair Manwaring asked for comment from Ms. Masten. Ms. Masten stated that as with everything the City of Keene does, in order to get a smart meter a Committee would have to decide which meter is best. In addition, she noted that it would then need to go before the Finance Department and would be another years' worth of time. She stated that her business is suffering and is the reason why she is asking for a quick answer tonight. Ms. Masten requested the City put back the coin meters until the best solution is determined.

With no further comment, Chair Manwaring opened the meeting for other public comments.

Philip Hitchcock of Hancock Street, Keene stated that he used to be the volunteer chef at the Keene Community Kitchen for five years. He stated that he is present to speak about a restaurant on Roxbury Street that has been there for 31 years. Mr. Hitchcock explained that many people are not aware of this restaurant because there are only roughly five parking spaces on the left hand side of where the restaurant is located. He

noted there is no parking on the other side of the street and people drive by without ever knowing the location of the restaurant. Mr. Hitchcock reported the City has issued tickets for two minutes of the meter running out. He stated that parking in the City of Keene is tough. Mr. Hitchcock stated that he attended school in New York City and that Keene does not have its act together like New York City.

Mr. Hitchcock stated in that the City of Keene there are certain meters on certain streets and certain kiosks that work one way. He stated there are people who have never been to Keene that do not understand how to use the kiosks. In addition, he noted that people will not want to come back to Keene if they get a ticket. Mr. Hitchcock stated that Keene has a big situation with parking and is something that should be looked at in a timely manner.

Councilor George Hansel stated that any decision made involving parking is not going to make everyone happy. He stated that what really needs to be looked is to how the City can make things equitable for all merchants, be transparent and clear. Councilor Hansel stated that he does not think the City has those things as it stands today. In addition, he noted that the City has not made the decision to go to smart meters yet. Councilor Hansel stated that this is not placing blame on anyone and is just a conversation that needs to take place.

Councilor Hansel stated that he does not think there is an equitable situation for all the merchants on Main Street. He explained that if he was Ms. Masten he would be making the same complaint. Councilor Hansel added that he thinks if people are going around Central Square and are used to putting coins in the meter they will go to next area where a coin meter is located because they are used to those meters.

Councilor Hansel stated that he is not opposed to something the City could do to in order to make it equitable for everyone, while figuring out the grand parking master plan.

Peggy Schauffler of 15 Roxbury Street, Keene stated that she is the owner of Country Life and is a supporter of small businesses. She stated that when moved to Keene she went downtown, got a twice ticket and the ticket turned into \$30 because she forget about the ticket. Ms. Schauffler explained that her answer was not to shop downtown and has not done so for 20 years. However, now that she owns a business downtown and is on the other side of the issue. She noted the main topic of discussion when people come into the restaurant is trying to find parking. Ms. Schauffler stated the answer for quite a few customers is for them not to come. She reported that 5 of her customers have been towed and numerous customers have received tickets. Ms. Schauffler reiterated that her customers answer is not to come. She explained that when she goes on vacation, a number of cities that do not have meters are warm and friendly towns. She asked if the meters are for businesses or the City and how it is equitable. Ms. Schauffler understands there are a lot of issues but she also understands that her business suffers. In addition, she noted that other businesses suffer because she does not spend money downtown due to her concern about getting a ticket.

Chair Manwaring noted the conversation is not about the big parking question and is only in regard to the kiosk on the west side of the Square .

Councilor Terry Clark stated the history of the kiosk located at Central Square was asked for by a merchant. He understands not addressing the whole parking conversation but cannot avoid doing so. Councilor Clark referred to the comments made by Councilor Hansel about making things equitable and Ms. Schauffler's comments about her experience with other cities. Councilor Clark asked if the parking is about the merchant or really about the customer. He asked if the City wants to have parking that is convenient for the merchants or for the people that visit downtown. Councilor Clark noted that businesses are going to do better if it is easier for customers to come downtown. He stated that he has been saying for years the answer is to tear down the parking meters and have a tax district support whatever money is needed to pay for parking spots. Councilor Clark explained this would be paid for by the people that benefit from it and would make things easier for customers to come downtown. Councilor Clark noted this is done at the malls by folding this expense into rent which seems to work.

Councilor Clark stated the kiosk being placed at Central Square should have never happened and should have been part of a bigger plan. He stated that Ms. Masten wanted the kiosk there and has now changed her mind. Councilor Clark stated that he spoke with Ms. Masten and she admitted she was wrong. He noted when thinking about a decision to think about the customers and how the City needs to be friendly to people. Councilor Clark recommended not doing anything with the kiosk on Central Square until there is a bigger plan.

Councilor Bettina Chadbourne stated there is a larger discussion to be had about parking. She stated the issue at hand is simple and referred to the comment Councilor Hansel made regarding a level playing field. Councilor Chadbourne noted there is not level playing field right now. She reported that that she has received phone calls from people complaining about the kiosks. Councilor Chadbourne stated that she encouraged them to attend this meeting to speak or to write letters. She noted that neither has occurred. Councilor Chadbourne reported that one of the complaints was from a woman that went into Amidon's to complain about the kiosk. The woman now parks down the street if she has to do business in order to avoid the kiosk. Councilor Chadbourne stated that until a bigger conversation takes place, the request to return the meters makes sense.

The City Manager thanked Ms. Masten for attending the meeting and understands her concerns. She stated the City needs a larger plan for parking and this was discussed a little bit during the CIP process. The City Manager explained that in the Capital Plan there is some money currently planned for fiscal 2024 for smart meters. She continued explaining they have been discussing whether this makes sense and where the kiosks make sense. She stated that she does understand when the kiosk was installed on Central Square it began at a request for some additional outside dining. She noted there was also some drainage issues in that area that needed to be addressed on the City side. The City Manager stated she thinks the request to treat Central Square as equitable makes sense. However, she has heard from other businesses around Central Square that are interested in having a kiosk installed in order to have additional space for outdoor eating. The City Manager added that before any money be expended or before the City tears up sidewalks there should be a larger conversation with all property owners and merchants around Central Square. She explained that her plan was to schedule a meeting and invite everyone in, and those that cannot attend could submit their recommendations by email. The City Manager stated that her recommendation is for the communication to be accepted as informational and that the City proceed along as intended with a meeting with downtown merchants and property owners and come back with a plan for Central Square. The next step thereafter would be to come back with a plan for all of the parking in the City of Keene.

The City Manager stated that one of things they have been struggling with is smart technology. She stated that no matter the solution it will not be perfect for everyone. In addition, she noted there are technology issues that need to address because the smart meters are using a service that is not a great cellular service here in Keene. The City Manager reported there are lots of things they are looking at in order to address concerns. She reiterated that her recommendation is to accept this as information and allow them to continue to on the plan they are proposing.

Councilor Sutherland responded to the City Manager that it seems like a reasonable solution but thinks that it eliminates the signatures that Ms. Masten has gathered. He reported that as he was driving down Gilbo Avenue yesterday he saw six people huddled around the kiosk. Councilor Sutherland noted this is an issue and is problematic. He stated the City needs to think about the bigger picture and address this as soon as possible in a short amount of time. Councilor Sutherland stated he does think part of the issue is the larger strategy and where to put the kiosks. He added that to his knowledge there are a number of different types of kiosks in the City and one kiosk that only covers four parking spaces. Councilor Sutherland stated that he would like to see a bigger strategy down the road but thinks there is a need address this issue as soon as possible.

Councilor Hooper concurred with Councilor Sutherland adding that it is a two prong approach in his opinion. He stated that he is glad to hear the City discussing this and coming up with consistency to make sure everything around town is consistent. He stated that he thinks it is important to be consistent with the owners but that it also goes back to the constituents in Keene. He noted that older people are having a difficult time

getting used to the situation and in cold weather it is tough for them to go back to their car to a get license number. Councilor Hooper has also viewed people huddled around the kiosks trying to figure things out. He stated he would like to see a short term solution for business owners having problems with people parking near their establishments. Councilor Hooper stated that he is not satisfied fully with the long term solution discussions and would like to see something done short term.

Councilor Lamoureux noted that statistical information is kept on parking. He asked if there is statistical information available on parking prior to the kiosks and what it is today. Police Chief Steve Russo reported they do have these statistics but do not have them tonight. He stated they have the hand counts and with the technology they can gather some through the kiosks to get the hand counts. Parking Operations Manager Wendy Walker added that they have coin use and the credit card use verses the mobile payment, which is a convenient feature with the kiosks. She noted that this is important to share because different kiosks have a higher percentage of credit card transactions.

Councilor Filiault asked the City Manager if the replacement meters are at Public Works. The City Manager responded that the meters are there but does not know how many or the condition of the meters.

Councilor Filiault referred to the City Manager's comment about tearing things up. He stated that he does not think digging up a few holes for parking meters is going to tear up too much. He stated that as someone who has lived downtown for the last five years the three things he hears complaints about daily is the dog poop on sidewalks, pan handlers and by far the greatest number of complaints is in regards to the kiosk on Central Square. He stated that kiosk is a public relations disaster for the City of Keene.

Councilor Filiault noted that Councilor Hansel's comment about people avoiding that area is correct. He noted that in area of Luca's and the Stage parking is at full capacity including on the side of Winter Street.

Councilor Filiault stated there are three issues in front of the City that need to be addressed. He stated the first is the unfair system because there is a kiosk in an area where no one wants to park. Councilor Filiault stated the first thing that needs to be down is to put everyone on a level playing field. He explained this is not going to cost much money because the meters are already in stock. He stated that it will require Public Works drilling a few holes and getting the kiosks out of that location and installing the old meters. Councilor Filiault stated when everyone is on the same playing field that is the time to look at big picture. He added that they cannot start to look at the bigger picture until taking care of the small picture. Councilor Filiault stated the problem he has always had with his time on the City Council is that they are always looking years down the road and the small issues are never handled in front of the City Council. He added that he is just as guilty because he is one of the 15 City Councilors.

Councilor Filiault stated that tonight there is a small issue in front of the Committee that can be handled. He stated that if those parking meters are in stock his first motion is that this can be handled in a couple of hours by removal of the kiosk meters and replaced with the old meters. Councilor Filiault stated after that is the time to have a meeting with the downtown merchants. He added that he is not looking at couple years down the road and is looking at tomorrow. Councilor Filiault stated that this can be resolved tomorrow and will not cost a lot of money. He stated that if everyone in the City had the same kiosk downtown it would be different because everyone would be on the same playing field. Councilor Filiault stated there is an inconsistency on one block in the City that needs to be changed and his recommendation is to do it tomorrow.

The City Manager stated that her only concern with Councilor Filiault's suggestions is what if the City meets with people that want kiosks speak with their customers and the majority of the people want the kiosks installed. She noted that this will cause an inconsistent system again and is the only reason why she is requesting to get more information before replacing the kiosk.

Councilor Filiault responded that what he has learned over the years is not to start anything off with “what if” because “what if” starts with every possible scenario imaginable. He stated that if this was a major expense he would understand stepping back to avoid major financial issues. Councilor Filiault noted that Public Works knows how to install the same meters that all over downtown. He stated that in all due respect to the City Manager the “what if” is too small to worry about when this can be handled with an inexpensive solution.

Councilor Sutherland added that the lowest risk is putting the old meters back which are already familiar to everyone. He stated the “what if” problems opens risk when someone says they do want a kiosk and then say it was a huge mistake. Councilor Sutherland recommended resolving what is front of them today and the “what if’s” can be part of the larger plan on how to address a strategy across the City. He noted the strategy needs to take the users, business owners and tax payers into consideration.

Councilor Chadbourne pointed out that there is a 0.45 cent charge to use credit cards to use the kiosk, which is another reason it makes this an uneven playing field. In addition, she pointed out to the City Manager that Ms. Masten has a petition that was signed by over 50 people that are business owners, employees and customers. Councilor Chadbourne recommended taking care of this issue first and then talk about the big picture.

Philip Hitchcock of Hancock Street, stated he listens to the Dan Mitchell morning show and one of topics about the kiosk was the concern about the technology. He explained there are fears of fraud relative to the use of credit cards at self-service kiosks. Mr. Hitchcock stated that one of things he does not like about Keene is that they already want people to come to Keene to pay to use a credit card and then pay to park to patronage a business. He asked how the City of Keene is going to protect everyone from fraud on credit cards because of the kiosks.

Jared Goodell of 14 Skyview Circle, Keene and Dorrie Masten of 326 Matthews Road, Swanzey approached the Commission for further comment. Mr. Goodell stated that Ms. Masten would like to clear the record that she was not the one that asked for the parking kiosk and she was approached by City staff. He explained that Ms. Masten was asked by City staff of her opinion and was supportive. Mr. Goodell noted that things have since changed and wanted to clear up that issue.

Mr. Goodell stated that he agrees with the comments made by Councilor Sutherland, Council Hansel and others. He stated the easiest and lowest risk fix is to remove the kiosk and reinstall the old meters tomorrow as Councilor Filiault stated. Mr. Goodell added that waiting 6 months is unacceptable and that businesses are struggling to bring people in as direct result of the parking kiosk. He noted that waiting is not an option when pay checks are dependent on customers coming through the door.

Mr. Goodell then read the list of some of the businesses that signed Ms. Masten’s petition as follows; Lucas, Miranda’s on Main, Rock Paper Scissors, Timoelon’s, Land for Good, Corner News, Mon Amie, Miller Brothers, Ted Shoe and Sport, Kings Garden, Local Burger, Monadnock Imaging, Winchendon Furniture, The Stage, Creative Ink, and others.

Mr. Goodell stated the results are in and Ms. Masten would agree that parking needs to be updated in Keene but not at expense of businesses.

Ms. Masten stated the businesses named off on the petition are not here because they are all working. She stated that by her being here and walking around Keene to get these signatures takes time. Ms. Masten noted that what she really needs to be doing is working at her restaurant making money. She explained with the kiosk people pay 0.45 cents for Parkmobile and pay more money to add additional time. Ms. Masten stated then noted Parkmobile will take money all day long. She noted there is a 2 hour parking limit and the meters expire at 5 PM. In addition, she noted that people do not have to pay the meters on a holiday. Ms. Masten stated that Parkmobile and the City of Keene will continue to take people’s money during that time. She stated City is getting that money and is not fair to her, her customers and the citizens.

Peggy Schaffler of 15 Roxbury Street, Keene approached the Committee again stating for years she has heard about the parking and has tried to find out where and when the meetings are held. The City Manager responded they have been attempting to collect email and contact information for all of the businesses. She stated that she and Mr. Kopczynski have been visiting the businesses, noting they did visit Country Life. The City Manager explained they are collecting contact information to notify businesses when meetings are held, to get input, discuss changes in parking or a change in an ordinance. She noted this is not a perfect system and they are attempting to collect this information through the Parking Department in order to know what the issues are and how to fix them.

Councilor Filiault moved that the City Council recommend that the City remove the kiosk on the western side of Central Square, and replace it with meters that are still in stock by the City; and, that the whole issue of parking be followed up by the City Manager with a report back to City Council. The motion was seconded by Councilor Sutherland.

Councilor Lamoureux commented that the City has jumped through hoops for downtown merchant and does not want anyone to think otherwise. He stated there is a project that was done over in front of the stores over in that area that the Councilor originally voted not to do anything. He explained it was then discovered there was drainage and at that point the kiosk was installed. Councilor Lamoureux stated that he does not have enough information to move forward and he would like to see more statistical information. He stated that he would rather put this on more time in order to have all the information rather than acting too quickly.

Chair Manwaring asked if this information be ready for next cycle. The City Manager could get those statistics; have information about the old meters and what would have to happen for removal. The City Manager stated they could have this information for the next cycle.

Councilor Lamoureux stated that one of the reasons the City of Keene was going to kiosks were the huge savings in having the staff collect the money out of each individual meter. He stated that he believes it takes two people almost an entire day to empty every individual meter. Councilor Lamoureux stated the other issue is the money that is open that has ability to become missing. He noted that he was not stating that staff would do that but there is a process and the kiosks took care of that solution. In addition, he noted the kiosks have huge savings such as the time and money spent plowing each meter during winter time. Councilor Lamoureux asked that he would like to see measured is how the kiosk is actually making the businesses lose money.

Councilor Sutherland stated that what needs to be done is to strike a balance between what is right for consumer, the businesses and the City. He stated the consumer and tax payers are paying for this either way and the City should be looking at what is the most reasonable and actionable issue for short term and then address the long term issue.

Councilor Hooper reported that he has spoken to the Chamber of Commerce and they are seeing a problem with the kiosks. In addition, the Chamber is having people come in to complain about the kiosk. Councilor Hooper stated the Chamber of Commerce's main job is to say "welcome to Keene". Councilor Hooper stated that people complaining to the Chamber about the kiosk does not sound too good. He stated that he is not going to support holding this off and recommends moving ahead quickly to make a change.

On a vote of 4-1 the Municipal Services, Facilities and Infrastructure move that the City Council recommend that the City remove the kiosk on the western side of Central Square, and replace it with meters that are still in stock by the City; and, that the whole issue of parking be followed up by the City Manager with a report back to City Council. Councilor Lamoureux voted in opposition.



City of Keene, N.H.
Transmittal Form

April 3, 2019

TO: Mayor and Keene City Council

FROM: Mayor Kendall W. Lane

ITEM: 5.

SUBJECT: Membership on the Energy and Climate Committee

COUNCIL ACTION:

In City Council April 4, 2019.

Referred to the Finance, Organization and Personnel Committee.

RECOMMENDATION:

Recommend that Ordinance O-2019-07 be referred to the Finance, Organization and Personnel Committee for their review and recommendation.

ATTACHMENTS:

Description

Ordinance O-2019-07

BACKGROUND:

The Energy and Climate Committee is charged with protecting Keene's public health, safety and welfare, as well as the economic vitality of the community, by monitoring and advocating for the reduction of greenhouse gas emissions, promoting energy conservation and efficiency and increasing awareness of and resilience to the expected impacts of a changing climate. These charges have drawn the attention of many in the community who would like to actively participate in the committee as voting members. The Energy and Climate Committee currently has seven members who represent a cross section of organizations, institutions and businesses and interests in the city. The Ordinance would expand the membership to eleven voting members to allow for greater representation of interested citizens.



CITY OF KEENE

O-2019-07

In the Year of Our Lord Two Thousand and~~Twenty~~**Nineteen**.....

AN ORDINANCE ~~Relating to Membership on the Energy and Climate Committee~~.....

Be it ordained by the City Council of the City of Keene, as follows:

That the Ordinances of the City of Keene, as amended, are hereby further amended by deleting the stricken text in Section 2-1089 "Membership" and Section 2-1091 "Relation to Department" of Division 19 "Energy and Climate Committee" of Chapter 2 entitled "Boards and Commissions" as follows:

DIVISION 19. - ENERGY AND CLIMATE COMMITTEE

Sec. 2-1088. - Purpose.

In order to protect Keene's public health, safety and welfare, as well as the economic vitality of the community, the energy and climate committee exists to:

- (1) Monitor and advocate for the reduction of greenhouse gas emissions,
- (2) Promote energy conservation and efficiency, as well as the use and production of renewable energy, and
- (3) Increase awareness of and resilience to the expected impacts of a changing climate.

Sec. 2-1089. - Membership.

The energy and climate committee shall consist of ~~seven~~ **eleven** regular voting members, one of whom shall be a member of the city council, all of whom represent a cross section of organizations, institutions, businesses and interests in the city.

Sec. 2-1090. - Terms.

Members shall be appointed for three-year terms. However the initial appointment shall be staggered so that three members shall be appointed for one year, three members for two years, and three members for three years. In the event of a vacancy, interim appointments may be made to complete the unexpired term.

Sec. 2-1091. - Relation to department.

The ~~planning department~~ **community development department** will provide staff support to the energy and climate committee. Other departments may be called upon as necessary.

Sec. 2-1092. - Functions and guidelines.

The functions and guidelines in this section are established for the conduct of the energy and climate committee. The committee shall:

- (1) Coordinate the goals and measures of the local action climate plan in order to reduce greenhouse gas emissions and increase the community's adaptive capacity;
- (2) Update the local climate action plan and greenhouse gas inventory as deemed necessary;
- (3) Promote the awards and recognitions the city and community members have received for outstanding work in the climate protection arena;
- (4) Promote and report the successes and efforts of the committee to the council and community on a regular basis;
- (5) Advise city council on matters pertaining to the local climate action plan and sustainable practices such as energy conservation, energy efficiency, and energy generation and zoning practices;
- (6) Advise city council on matters pertaining to the city's interest at the state and national level in climate change policy;
- (7) Assist the city with community outreach and education for the local climate action plan by bringing the benefits of the plan to the attention of the public through educational materials, presentations, and other methods;
- (8) Assist with preparation of grant applications and pursue other funding mechanisms to implement the goals and measures of the local action plan;
- (9) Receive gifts and donations in the name of the city with prior approval of the city council; and
- (10) Perform such other related functions as required by the city council or as requested by the city manager.

In City Council April 4, 2019.
Referred to the Finance, Organization
and Personnel Committee.


City Clerk

Kendall W. Lane, Mayor