



KEENE CITY COUNCIL
Council Chambers, Keene City Hall
June 6, 2019
7:00 PM

Roll Call
Pledge of Allegiance

MINUTES FROM PRECEDING MEETING

- May 16, 2019
- May 30, 2019

A. HEARINGS / PRESENTATIONS / PROCLAMATIONS

1. Presentation - 4th Grade Water Science Fair Students
2. Public Hearing - Discontinuance of Ammi Brown Road and the Layout of the Ammi Brown Trail

B. ELECTIONS / NOMINATIONS / APPOINTMENTS / CONFIRMATIONS

1. Confirmations
Energy and Climate Committee
Human Rights Committee

C. COMMUNICATIONS

1. Charles McIntyre - NH Lottery Commission - Keno on 2019 Municipal Ballot
2. Keene Public Library Trustees - Prohibiting Smoking on the Keene Public Library Campus
3. Councilor Clark - Recommending the City Council Adopt Local Election Reporting Requirements
4. Councilor Filiault - Proposed Amendment to Operating Budget - Downtown Revitalization Study

D. REPORTS - COUNCIL COMMITTEES

1. Periodic Reports from Boards and Commissions: Library Board of Trustees
2. West Street Dam Workshop – Planning Department
3. Authority to Accept a Utility Easement – Public Works Department
4. Acceptance of Drug Forfeiture Distribution - Police Department
5. Acceptance of Donations - Parks, Recreation and Facilities
6. MOU with Keene/Brattleboro Chapter of New England Mountain Bike Association - Parks, Recreation and Facilities

7. Sponsorship Update - Parks, Recreation and Facilities
8. Library Campus Use Agreement - Library
9. Jim Phippard, Agent for Kingsbury Acquisition, LLC - Tax Deed for 80 Laurel
10. Councilor Filiault - NH Rooms and Meals Tax Revenue Sharing
11. Change in the FY20 Operating Budget - FY20 Capital Improvement Program

E. CITY MANAGER COMMENTS

F. REPORTS - CITY OFFICERS AND DEPARTMENTS

1. 2019 Warrant for Unlicensed Dogs - City Clerk

G. REPORTS - BOARDS AND COMMISSIONS

H. REPORTS - MORE TIME

1. Councilors Greenwald, Manwaring and Richards - Tax Deeding - Kingsbury

I. ORDINANCES FOR FIRST READING

1. Relating to Rules of Operation
Ordinance O-2019-10
2. Relating to the College City Commission
Ordinance O-2019-11

J. ORDINANCES FOR SECOND READING

1. Relating to Interdepartmental Responsibilities - Parking
Ordinance O-2019-06
2. Relating to Class Allocation & Salary Schedule
Ordinance O-2019-09

K. RESOLUTIONS

1. Drummer Hill Water Tank and Pump Station Replacement
Resolution R-2019-06-A
Resolution R-2019-07-A
2. Traffic Signal Replacement – Park and Arch Street - Police Department
Resolution R-2019-25
3. Relating to the FY 2019-2020 Operating Budget
Resolution R-2019-15-A
4. Relating to the Appropriation of Funds for the City Hall Rear Wall Project; Relating to the Appropriation of Funds for the Flood Management Project; Relating to the Appropriation of Funds for the Road Rehabilitation Project; Relating to the Appropriation of Funds for the Winchester Street By-Pass Project; Relating to the Appropriation of Funds for the Transfer Station Roof Project; Relating to the Appropriation of Funds for the Woodward Pond Dam Project
Resolution R-2019-16
Resolution R-2019-17

Resolution R-2019-18
Resolution R-2019-19
Resolution R-2019-20
Resolution R-2019-21

Non Public Session
Adjournment

A regular meeting of the Keene City Council was held Thursday, May 16 2019. In the absence of the Mayor, the meeting was called to order at 7:00 PM by the City Clerk. Roll called: Carl B. Jacobs, 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, David C. Richards and Mitchell H. Greenwald were present. Philip M. Jones was absent. A motion by Councilor Rice to appoint Councilor Richards to serve as the temporary chair in the absence of the Mayor was duly seconded by Councilor Hansel. The motion passed on a unanimous vote. Councilor Richards took the Chair. Councilor Powers led the Pledge of Allegiance. A motion by Councilor Greenwald to accept the minutes from the May 2, 2019 regular meeting was duly seconded by Councilor Jacobs. The motion passed with a unanimous vote in favor.

ANNOUNCEMENTS – TEMPORARY CHAIR

The temporary Chair reminded the Councilors of their invitation to participate in the Memorial Day Ceremony and Parade on Monday, May 27. A special City Council meeting will be held on Thursday, May 30 for the purpose of holding the public hearing on the operating budget. Also there was a reminder about the June 6 site visit and public hearing on the discontinuance of the Ammi Brown Road and the layout of the Ammi Brown Trail. Finally, he announced that the fiscal policy workshop was being rescheduled for Tuesday, July 30. The time is tentatively set for 6:30 PM.

PROCLAMATION – PUBLIC WORKS WEEK

Public Works Director, Kurt Blomquist was called forward to receive a proclamation designating May 19 through the 25th as Public Works Week.

NOMINATIONS

The following nominations were received from the Mayor: Cary Gaunt to move from an alternate position on the Energy and Climate Committee to a regular position and Tammy Parrott to serve as the ex officio member representing the Keene Public Library on the Human Rights Committee. Both terms will expire December 31, 2019. The nominations were tabled until the next regular meeting.

COMMUNICATION – LARRY DACHOWSKI – RESIGNATION – ENERGY AND CLIMATE COMMITTEE

A communication was received from Larry Dachowski resigning from the Energy and Climate Committee. A motion by Councilor Greenwald to accept the resignation with regret and appreciation of service was duly seconded by Councilor Jacobs. The motion passed with a unanimous vote in favor.

COMMUNICATION – APEER NAADZENGA – RESIGNATION – ENERGY AND CLIMATE COMMITTEE

A communication was received from Apeer Naadzenga resigning from the Energy and Climate Committee. A motion by Councilor Greenwald to accept the resignation with regret and appreciation of service was duly seconded by Councilor Jacobs. The motion passed with a unanimous vote in favor.

COMMUNICATION – COUNCILOR FILIAULT – NH ROOMS AND MEALS TAX REVENUE SHARING

A communication was received from Councilor Filiault requesting that the City Council draft a resolution requesting the restoration of the original Rooms and Meals tax revenue sharing formula and that cities and towns receive their fair share of collected revenues. The communication was referred to the Finance, Organization and Personnel Committee.

MSFI REPORT – PERIODIC REPORT FROM STANDING COMMITTEES – JUVENILE CONFERENCE COMMITTEE

An informational report was received from the Municipal Services, Facilities and Infrastructure Committee relative to the activities of the Juvenile Conference Committee. The report was filed into the record as informational.

MSFI RPEORT – URGING THE US GOVERNMENT TO LEAD A GLOBAL EFFORT TO PREVENT NUCLEAR WAR

Municipal Services, Facilities and Infrastructure Committee report read, recommending the City Council direct the Mayor to write a letter urging the US government to lead a global effort to prevent a nuclear war. Discussion focused on whether the Mayor's letter would contain the five points that the petitioner requested be included in the letter. A motion by Councilor Greenwald to have the language in the Mayor's letter restate the language in the Committee report was duly seconded by Councilor Filiault. The motion to amend the report passed with Councilor Sutherland in opposition. The report as amended was adopted on a vote of 13 in favor. Councilor Sutherland voted in opposition.

FOP REPORT – REQUEST TO SOLICIT DONATIONS

Finance, Organization and Personnel Committee report read recommending 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 Fire Department personnel related to public education 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 – ACCEPTANCE OF DONATIONS

An informational report was received from the Finance, Organization and Personnel Committee recommending acceptance of the report out on donations received for the recent employee and

retiree health fair. The report was filed into the record as informational.

FOP REPORT – ACCEPTANCE OF DONATIONS

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to accept the donation of \$120 from the Cheshire Cats Jump Rope Team and that the money be used towards program equipment and travel expenses for future tournaments. 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

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to accept the donation of \$40,188.23 as listed on the Cambridge Trust December 22, 2018 – April 29, 2019 Donor list to be 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 – ACCEPTANCE OF 2016 HOMELAND SECURITY GRANT AWARD

Finance, Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to accept a grant in the amount of \$6,578 from the 2016 State of New Hampshire Homeland Security Program – HazMat Decon Allocation. 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.

CALL FROM COMMITTEE – GOOD FORTUNE – USE OF CITY PROPERTY – BLOCK PARTY

The temporary Chair called the communication from Good Fortune for use of City property for a block party from the Planning, Licenses and Development Committee agenda. A motion by Councilor Rice to recommend that Good Fortune be granted permission to use downtown City property to hold the Good Fortune Block Party on Saturday, June 1, 2019 from 10:00 AM to 8:00 PM was duly seconded by Councilor Greenwald. The permission includes the closure of two lanes of traffic on Main Street on the northbound side from Eagle Court to Cypress Street. 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. In addition, the petitioner agrees to absorb the cost of any City services provided. The motion passed with a unanimous vote in favor.

CITY MANAGER COMMENTS

The City Manager noted that she is proud to announce that Kurt Blomquist is a recipient of the American Public Works Association 2019 Top Ten Public Works Leader Award. Since 1960, the Association has recommended ten officials from either the United States or Canada for their

leadership and achievement in the public works field. She continued this was one of the most coveted and distinguished awards presented in the profession. The Manager stated the City is very fortunate to have Kurt as our Public Works Director as he has dedicated a large portion of his life to the City. Kurt will receive the recognition at the New England Chapter of the Association's luncheon on May 22. He will also be recognized at the June 6th City Council meeting as well as the Association's annual conference in Seattle, Washington in September. Those present expressed their congratulations to Kurt Blomquist with a standing ovation.

The City Manager continued that Councilors are encouraged to request tours of the library renovation by contacting the Library Director. Also the City's water main flushing program is continuing. The work will occur between 10:00 PM and 6:00 AM. The work is meant to clear mineral deposits and exercise the water valves and hydrants.

MORE TIME – BEAUREGARD TRUST PROPERTY

More time was granted for the communication from Ed and Kathleen Kennedy Burke regarding the Beauregard Trust Property at 0 Chapman Road.

MEMORANDUM AND ORDINANCE O-2019-06: RELATING TO INTERDEPARTMENTAL RESPONSIBILITIES - PARKING

A memorandum was received from the Director of Economic Development, Initiatives and Special Projects regarding Ordinance O-2019-06, which would relocate and align parking services management with the City's redevelopment and economic development efforts. Ordinance O-2019-06 read first time by title only. The Ordinance was referred by the temporary Chair to the Finance, Organization and Personnel Committee.

MEMORANDUM AND ORDINANCE O-2019-09: RELATING TO CLASS ALLOCATION SCHEDULES

A memorandum was received from the Assistant City Manager/Human Resources Director, relative to Ordinance O-2019-09, which would provide an across-the-board increase of 2.5% for non-bargaining unit employees. Ordinance O-2019-09 was read first time by title only. The Ordinance was referred by the temporary Chair to the Finance, Organization and Personnel Committee.

RESOLUTION R-2019-16: RELATING TO THE APPROPRIATION OF FUNDS FOR THE CITY HALL REAR WALL PROJECT; RESOLUTION R-2019-17: RELATING TO THE APPROPRIATION OF FUNDS FOR THE FLOOD MANAGEMENT PROJECT; RESOLUTION R-2019-18: RELATING TO THE APPROPRIATION OF FUNDS FOR THE ROAD REHABILITATION PROJECT; RESOLUTION R-2019-19: RELATING TO THE APPROPRIATION OF FUNDS FOR THE WINCHESTER STREET BY-PASS PROJECT; RESOLUTION R-2019-20: RELATING TO THE APPROPRIATION OF FUNDS FOR THE TRANSFER STATION ROOF PROJECT; RESOLUTION R-2019-21: RELATING TO THE APPROPRIATION OF FUNDS FOR THE WOODWARD POND DAM PROJECT

Resolution R-2019-16: Relating to the Appropriation of Funds for the City Hall Rear Wall Project; Resolution R-2019-17: Relating to the Appropriation of Funds for the Flood Management Project; Resolution R-2019-18: Relating to the Appropriation of Funds for the Road Rehabilitation Project; Resolution R-2019-19: Relating to the Appropriation of Funds for the Winchester Street By-Pass Project; Resolution R-2019-20: Relating to the Appropriation of Funds for the Transfer Station Roof Project; and Resolution R-2019:21 Relating to the Appropriation of Funds for the Woodward Pond Dam Project were read first time by title only. The Resolutions were referred by the temporary Chair to the Finance, Organization and Personnel Committee.

TABLED ITEMS – COUNCILOR GREENWALD, MANWARING, & RICHARDS – TAX DEEDING – KINGSBURY

The City Manager stated on May 9, the City receive a check for \$100,067.70 that represented the taxes due for 2016. In addition, consultants have been in the building and they have taken 300 samples for asbestos testing. The results of the tests will be available in six weeks. The Manager continued that the property owner has stated that they are shooting for late summer for the demolition of the building, but nothing concrete yet.

In terms of the Phase 2 brownfield grant, the Manager noted there is over \$100,000 available, but they have had difficulty moving forward. She met with the Southwest Region Planning Commission recently to discuss a modified Phase 2 and an adjusted scope. She is hopeful that the modified scope will gain the property owner's agreement and allow for forward movement. There is another meeting scheduled for the following week with the property owner and Jim Phippard and she is hopeful that they will come to an agreement.

Finally, she noted that she and the Community Development Coordinator had met with Mr. Phippard and he is making progress on a concept plan for the property and is hopeful to add more pad sites and to have the concept more compliant with the Marlboro Street zoning.

The temporary Chair stated that the City Manager has presented the Council with new information tonight. He continued there have been both public and non-public information presented to the Council and it is time to put all of the facts regarding the potential tax deeding of this property on the table and in the public realm so both the City Council and the public can weigh in on the ramifications of this process before they decide their course of action. The temporary Chair continued the decision to initiate the tax deeding process on this property may

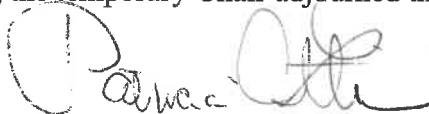
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be one of the most important decisions this Council will make. He noted that he had reviewed this matter with Mayor Lane and he agreed that the best way to proceed is to send this back to the Finance, Organization and Personnel Committee for review and public input. As the temporary, Chair he removed the Kingsbury Tax Deeding issue from the table and referred it back to the Finance, Organization and Personnel Committee.

ADJOURNMENT

At 8:15 PM, there being no further business, the temporary Chair adjourned the meeting.

A true record, attest:


Patricia Little
City Clerk

A special meeting of the Keene City Council was held Thursday, May 30, 2019 for purposes of holding a public hearing relative to the 2019-2020 Fiscal Year Budget. 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, Robert B. Sutherland, George S. Hansel, Bettina A. Chadbourne, Stephen L. Hooper, Philip M. Jones, David C. Richards and Mitchell H. Greenwald were present. Bartolmiej K. Sapeta and Gary P. Lamoureux were absent. Councilor Manwaring led the Pledge of Allegiance.

PUBLIC HEARING – RELATING TO THE FISCAL YEAR 2019-2020 OPERATING BUDGET

The Mayor opened the public hearing at 7:04 PM. The Notice of Hearing and Certificate of Publication read. The Mayor explained the process to-date relating to review of the proposed operating budget, including the special meetings held before the Finance, Organization and Personnel Committee. He noted the FOP Committee has recommended modifications to the budget. Copies of their recommended changes are available as a handout for the public. He noted any further amendments suggested by Councilors would need to be submitted in writing to the City Clerk by 4:00 PM on Tuesday, June 4th. The City Council will be acting on the budget Resolutions at their next regular meeting on June 6, 2019. At this point, the Mayor recognized the City Manager for introductory comments.

Ms. Dragon began that tonight we present to the City Council and the public the operating budget for 2019-2020, including the first year of the fiscal 2020 to 2025 Capital Improvements Program. She went on to say there have been several public meetings before the Finance Committee to discuss the proposed budget. She continued that a recent editorial indicating that this public hearing was the only opportunity for public input was inaccurate. Ms. Dragon explained that a Citizens Budget Guide has been prepared to summarize and graphically present expenditures and revenues in the budget. The Guide also includes a chart to illustrate how much of the overall 2019 tax rate is used to support the school, city, and county budgets. The 2019 breakdown for every \$1,000 paid in property taxes is as follows: \$580 to fund schools, \$387 to fund municipal operations, and \$105 to fund County services. Mr. Dragon explained the City also has a Fiscal Policy which limits property tax increases to a rolling three-year average of the Boston CPI net any expenditures required by law. This year that calculation is equal to 2.37 %. The staff worked diligently to bring forward the proposed budget presented in the printed budget book. The proposed budget includes a 1.55% increase in general property taxes to fund fiscal 2019-2020 operations, excluding debt. This falls below the 2.37% allowed under the Fiscal Policy. Overall, there is a projected 1.46% increase in the tax rate. Ms. Dragon continued that during the budget review the Finance, Organization and Personnel Committee (FOP) made minor changes, and as the Mayor mentioned a summary of those amendments has been provided. The Council should also have before them a revised budget Resolution reflecting these changes. The net impact was \$2,815 increasing the bottom line. Ms. Dragon went on to highlight some of the notable changes in this year's budget including: the first full payment related to the Library Renovation Project in the amount of \$161,513 and property taxes of \$176,231. Pages 6 and 7 of the budget book highlights other notable changes including reorganization and shifting of positions and responsibilities. This budget includes the redirecting of Capital dollars to operations to support an in-house drain-cleaning program as well as other maintenance

programs. Water and sewer rates as described includes a proposed sewer increase of 6.84%, or \$54 per year, and water is at 7.92% or \$43.20 per year. These rates are reflective of a typical household using 108 cubic feet of water. She explained this year we will be conducting a comprehensive water and sewer rate study. Our current rate schedule was put in place over 15 years ago. The final budget reasonably supports the City services provided to the residents of Keene, accommodates the goals set by the Council, includes all current labor agreements and other contractual obligations, and supports the city's infrastructure program through continued funding of the Capital Improvement Plan.

Mayor Lane noted that this evenings hearing is meant to provide the opportunity for members of the public to speak about any item in the proposed budget. He continued he is going to review the budget section by section, but if a member of the public wishes to speak on any segment of the budget they may do so at any time during the hearing. He urged the public to let the Council and staff know what they like or dislike in the proposed budget and suggest where they would like to see modifications made. The Mayor went on to review the various sections of the budget.

The Mayor started by reviewing pages 28 and 29 where the projections of the new tax rate are detailed. It reflects an estimated property tax expense incurred from both the school district and the County. He noted the actual tax rate will not be set until the fall, and is set by the State of New Hampshire. It is not under our control, so we can only give estimates at this point, of what the impact will be of the budget on the tax rate. In addition, the state is currently considering their budget and there may be adjustments made as a result such as revenues that come to the community. These are unknowns at this time, but what is presented in the budget book is the City's best estimate as to the impact. Page 29 contains a summary of the requested budget and the City Manager's recommended budget, as well as what we are projecting to be the final approved budget. He continued that page 30 contains a summary of the overall impact of the budget.

At this point, the Mayor reviewed the Elected and Appointed Officials section of the budget, which includes the Mayor and City Council, as well as outside agency funding. He stated there are a number of entities that receive funding through the outside agency funding budget. He went on to name some of the agencies that receive funding. This section also includes the City Manager, City Attorney and City Clerk budgets. He noted the Finance Committee has recommended increasing the funding for Meals on Wheels by \$415, the Transportation by \$1,400 and the Samaritans by \$1,000. He asked if anyone wished to speak on this section of the budget.

Branwen Gregory, 831 Mountain Road, Jaffrey, NH stated she is the Chairman of the Board of Hundred Nights. She went on to thank the City for their past support and talk about some of the things they are doing. She noted their collaboration with other agencies, which is part of the United Way encouraging these groups to work together. They are currently collaborating with Southwestern Community Services, and the Monadnock Center for Violence Prevention. What they are trying to do moving forward is to institute some best practices that have to do with creating fewer barriers to access to services, using the housing first policy which has been adopted as a best practice in this area, as well as using trauma informed care in dealing with their clients. The goals of their collaborations are essentially to provide emergency shelter to all who

are experiencing homelessness or need shelter. She noted that obviously, their agencies have different missions but it makes sense for them to collaborate because there is some overlap. They are going to try to provide those services by coordinating the classes they can offer, such as classes on financial education, resume writing, and interviewing skills to help people improve their situations. Once they coordinate the classes, they will be available to anyone receiving services from the collaborating entities. This will allow them to reach more people, to conserve resources and avoid duplicating services. The last goal they are working on is to increase financial stability by helping people access federal, state and local housing resources, and each of us is involved with a piece of that. Ms. Gregory noted part of what they need to do is help streamline the application process. In the past, each agency had their own way of doing this, and they are going to try to have a single application process that allows people to get help with the application as well as with first and last month rent. They will also help people to get the identification they need and the documentation they need to get into housing. They will also assist with doing the paperwork to confirm if they have benefits and prove that they have employment through paystubs. Ms. Gregory stated she wanted to share this effort to collaborate and streamline services with the Council because of the importance of getting as much utility out of every dollar that is being given to them by the City and their other contributors. She ended with another thank you for the support the City provides to them.

Teresa Starkey, 31 Allen Court, identified herself as a member of the Hundred Nights Board of Directors. Ms. Starkey noted that the Shelter served 207 clients in 2018. Of those 207, 93 were residents of Cheshire County with 53 of those were from the City of Keene. The rest were from outlying towns in the Monadnock region. Last year they were able to secure approximately \$9,000 from those outside towns to help contribute to Hundred Night's operation. Ms. Starkey noted that as an educator her concern is that they do serve between 19 and 20 children each year. They do have people that come to the shelter as guests with no identification, and they assist them with securing identification. They also have some people who arrive from other states who are not residents of New Hampshire. They are helping veterans in the community, for the past two years, they have had 11 veterans receive help. She further noted that 144 out of the 207 they served last year had disabling conditions, and 192 out of 207 live below the poverty level.

Doug Iosue, 10 Scott Circle, Spofford, NH identified himself as a member of the Hundred Nights Board. Mr. Iosue noted he is also a social worker at the Jail. He explained that recently they heard a concern about Hundred Nights accepting registered sex offenders and was concerned that this might impact funding provided to the organization. He wanted to share some information that should be helpful. He stated while they cannot be sure the exact nature of the concerns that came up, he surmises that it might be that the policy to accept registered sex offenders poses a risk to the community. Maybe the thought is that these individuals could otherwise leave the City or the County if they were not being offered shelter locally. To provide some background, he noted that registered sex offenders are placed in tiers associated with the nature or level of their offences. Those with the highest risk at likely serving a prison sentence. If they have completed their sentence, they will be released through a parole approval process including approving their housing in advance of their release. Hundred Nights is not and could never be part of a prison release parole program for a registered sex offender. Second, a lower level registered sex offender would most certainly be on probation and somebody on probation out of Cheshire County would be required to report to probation, and also to the local police

department. If they were homeless in Cheshire County, but had family outside the County, they would likely opt to go stay with the family. However, a registered sex offender who is homeless and does not have the family option is very much stuck in Cheshire County. They cannot get approval from probation to go to any housing environment other than immediate family. They cannot leave the state or even the County to go to another shelter. He noted that also works in reverse, meaning someone on probation outside our area would never get approval to come to Hundred Nights to stay in Keene. The fact that registered sex offenders in Cheshire County cannot leave brings Mr. Iosue to his main point, which is that given this information they can easily make the argument that providing a place where registered sex offenders can have shelter to keep them safe and alive is something they are entitled to as human beings. Hundred Nights is keeping the community safer by allowing these individuals to be at their facility. It provides them with an identified place known to and approved by probation, to have shelter and remain in compliance with their registration requirements. There are rules in place at the Shelter, and awake overnight staff to help keep them and other guests safe. The alternative if they were not allowed at the Shelter is that they would essentially be "at large" in the community, possibly sleeping outside or in tents, or overnight in businesses that are open. Mr. Iosue stated he has worked with enough release plans to know they much prefer to have a place like Hundred Nights available as a place to house people that are on the sex offender registry. He ended that they wanted to share that information knowing there might be concerns.

Cathy Collinsworth, 174 Chapman Road, identified herself as the Executive Director of the Monadnock Humane Society. She spoke about the services they provide to the community, and noted they are a first time requestor of City support. She wanted to make the Council aware of the services they provide to municipalities across 44 towns, and noting the City uses about 50% of their services. She also wanted to talk about the human service programs they provide. They take in all strays and surrenders for the City of Keene, even animals like turtles and chickens. They provide housing for all of those animals. If a person needs to surrender an animal for multiple reasons, they are the holding facility for that as well. They are the holding facility for bite quarantines. She noted if a dog bites another person, by law the animal must be held for 10 days. They are the holding facility during protective custody cases. They also loan out humane traps to community members who are trying to manage feral cat colonies. Feral cat colonies are often breeding grounds for rabies. They have had rabid cats come in from the City of Keene, and this is a huge public health safety risk. They are also the holding facility for a fire or flood incident. They will hold the animals while their owners attempt to navigate that situation. Last year for the strays for the City of Keene, they took in 246 animals. For surrenders from Keene they took in 176 animals. In addition, they also have many human service programs that they offer such as low cost spaying and neutering as well as a pet food pantry for those navigating difficult financial situations. She noted some people will forego their own needs to care for their pet. They also have the family safety net program for people who are trying to flee domestic violence or are dealing with homelessness. They sadly had to have a person removed from their property recently, because Hundred Nights does not provide warm weather shelter and this person was camping on their property. They provide free boarding and medical care for people who are navigating drug addiction with the opioid crisis. New Hampshire has a huge opioid problem, and just today Ms. Collinsworth heard from the National Humane Society because they want to raise awareness across the entire United States about how Humane Societies are playing a role in helping people in these situations.

Councilor Chadbourne, referencing the animals the shelter took in from Keene, asked for clarification on how many have been taken in. Ms. Collinsworth confirmed that the Shelter took in 246 strays and 176 surrenders from the City of Keene.

As there were no further public comments relative to outside agencies, the Mayor went on to ask for comments regarding Community Funded Events. He listed the entities/events receiving such funding.

Pablo Fleischmann, Gilsum resident and owner of property at 37 Roxbury Street where he operates his business. Mr. Fleischmann explained he has been involved with the Keene Music Festival since its inception in 2001. He recently inherited the role of acting as Chair of the event. He expressed gratitude for the City's support of the festival. He noted the event is funded by an all-volunteer crew, as well as through some fundraising with the assistance of downtown merchants. This year they were hoping to incorporate a block party like the Good Fortune Block Party that was held last year. This would create a safe place within the festival to bring families downtown. Earlier this year in meetings with City staff, the staff came up with a number that looked like it was going to be between \$2,500 and \$3,000, and the Music Festival put in a request to the City Council for that amount to be added to their funding. After staff did some further research, it was found that the cost to incorporate the block party actually doubled to about \$6,000. Had he known that before, he likely would not have asked for that large amount. Their entire event budget is around \$6,000. He would of course support the City Council funding the \$6,000 cost if they were inclined to do so.

Elizabeth Sayre, 290 Main Street, indicated she was present on behalf of the Keene Kiwanis Club. She expressed their gratitude for the City funding received for the Tree Lighting Ceremony. She noted many people have asked them if it would be possible to leave the lights on the poles in the center median down Main Street in place year round. They will be asking the Council for permission to do so when they submit their event application.

Alan Stroshine, 27 Salisbury Road, identified himself as the Race Director for the Clarence DeMar Marathon and a proud member of the Keene Elm City Rotary Club. He extended their gratitude for the City funding provided to the Marathon and thanked the Council and Staff for their support. The event brings in people from across the country and across the World to our area, and he is proud to be a part of it. He continued the partnership they have with the City, and staff in particular, continues to grow stronger. Every year we get better at what we do and every year the event gets better, and the City benefits greatly by this particular weekend in September each year. He noted one of the benefits of this event. The Rotary Club just completed their annual "Follow Me" sneaker program, which provided every single second grader in the City of Keene with a brand new pair of New Balance sneakers. It is literally less about the sneakers, and more about encouraging them to move every day and be active and healthy. That is just one of the things the DeMar Marathon is able to support throughout the year. On behalf of the Elm City Rotary and the Marathon Committee, Mr. Stroshine thanked the City for the support, and encouraged all to be present on the quad at Keene State College on race day, Sunday September 29th.

Kevin Watterson, 10 Westview Avenue, present this evening representing the Keene Swampbats. He thanked the Mayor and Council on behalf of the community for the annual support for the Independence Eve fireworks. He noted they could not do it without the support of the Police and Fire Departments.

The Mayor noted there are some City agencies being funding in the Mayor and City Council section on page 51. They include the Southwest Regional Planning Commission, the Zoning Board, the Planning Board, Conservation Commission, Heritage Commission, Historic District Commission, Partner City Committee, the Energy and Climate Committee, the Airport Marketing and Development Committee, Arts Alive, the Veterans Council, Chamber of Commerce membership, and the Human Rights Committee. He asked for comments on this segment of the budget.

Andrew Oram, 390 Main Street, stated he is the co-chair of Arts Alive, and wanted to thank the City for continuing to support their organization. The donation received from the City is important to them as they do not have a large budget, and it a great recognition of the work they are trying very hard to do to incorporate and make the arts an important part of our community life. The Mayor took a moment to say that the annual Art Walk begins on May 31st, and art will be displayed in the downtown for the next week in the windows of most downtown businesses. He encouraged people to take advantage of this event.

There were no further comments relative to the Mayor, Manager, Attorney or City Clerk's budgets.

The Mayor went on to review the Administrative Services Portfolio of the budget starting on page 71. This section includes the City Assessor, Finance, Human Resources, and the IT Department. No public comments on this section.

The Mayor reviewed the Community Services portfolio of the budget, which includes the Fire Department, the Assistant City Manager for Community Services, the Library, Parks, Recreation and Facilities, and the Police Department. No public comments on this section.

The Mayor reviewed the Municipal Services portfolio, which includes the Airport, the Community Development Department, Public Works and Emergency Management. He noted this portfolio is about 10% of the overall budget. He further noted that between the Police Department, Fire Department and Public Works, that is the lion's share of our budget. He asked if any member of the public would like to speak on these sections of the budget.

Jack Weststrate, 27 Gates Street indicated that the neighbors on the east side of Keene State College are in 100% support of the Community Development hiring a full time Housing Inspector. They feel it is very needed, particularly in their neighborhood.

Andrew Oram, 390 Main Street spoke for a second time. He wanted to second the comments from Mr. Weststrate, and noted he appreciates the addition of a full time Housing Inspector. They have seen a real deterioration of their neighborhood over the last year in terms of keeping

05/30/2019

things inspected due to the difficulties filling the two part time positions. Going to a single, full time position seems very reasonable.

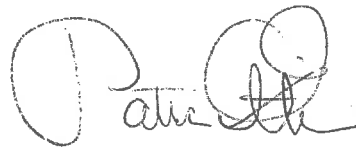
The Mayor then went over the city's various funds, starting with the Parking Fund, which is responsible for downtown maintenance and all parking lot maintenance. No public comments on this section.

Next, the Mayor reviewed the PC Replacement Fund, which is for replacement and maintenance of our computer systems. No public comments on this section.

The Mayor went on to review the Solid Waste Fund and the Sewer Fund. The Mayor reviewed the Water Fund as well. Finally, the Mayor reviewed the Equipment Fund and Fleet Services which handles and the purchase and maintenance of City vehicles. No public comments on these sections.

The Mayor asked for general comments or questions. There being none, the Mayor closed the public hearing for oral testimony at 7:45 PM. He noted the hearing will remain open for written public comments until Tuesday, June 4, 2019 at 4:00 PM. Written comments must be signed and submitted to the Office of the City Clerk by that date and time to be included in the record.

A true record, attest:

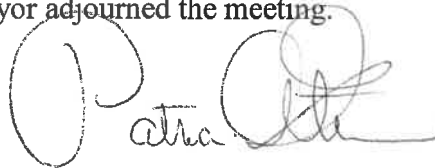


City Clerk

ADJOURNMENT

At 7:46 PM, there being no further business, the Mayor adjourned the meeting.

A true record, attest:



City Clerk



PUBLIC HEARING NOTICE

Notice is hereby given that a Public Hearing will be held before the Keene City Council pursuant to a Petition from Krt Blomquist, Public Works Director of the City of Keene, to consider **Resolution R-2019-08, relative to the Absolute Discontinuance of a portion of the Ammi Brown Road** located on the westerly side of Summit Ridge Drive, in Keene, New Hampshire and running northerly and westerly therefrom, to its intersection with the easterly sideline of lands now or formerly of the State of New Hampshire (the prior Cheshire Railroad corridor sideline), pursuant to the authority granted by RSA 231:43, and in accordance with the procedures set forth in RSA 231. The City Council will hear all parties interested who may attend and any evidence they may offer. The discontinuance plan is available for viewing at the Public Works Department, Office of the City Engineer.

Notice is hereby given that a Public Hearing will be held before the Keene City Council pursuant to a Petition from Krt Blomquist, Public Works Director of the City of Keene, to consider **Resolution R-2019-10, relating to the Lay Out of a Class A Trail to be known as the Ammi Brown Trail.** The City Council will hear all parties interested who may attend and any evidence they may offer. The alteration plan is available for viewing at the Public Works Department, Office of the City Engineer.

SITE VISIT: June 6, 2019 at 5:45 PM

PUBLIC HEARING: June 6, 2019 at 7:00 PM

PUBLIC HEARING LOCATION: Council Chambers, Keene City Hall

Per order of the Mayor and Councilors of the City of Keene, this 2nd day of May, 2019.

A handwritten signature in cursive script, appearing to read "Patricia", is written over a faint circular stamp or watermark.

Attest:

City Clerk



City of Keene, N.H.
Transmittal Form

May 13, 2019

TO: Mayor and Keene City Council

FROM: Mayor Kendall W. Lane

ITEM: B.1.

SUBJECT: Confirmations

COUNCIL ACTION:

In City Council May 16, 2019.

Tabled until the next regular meeting.

RECOMMENDATION:

I hereby nominate the following individuals to serve on the designated Board or Commission:

Energy and Climate Committee

Cary Gaunt, slot 8

110 Arch Street, Apt. 19

Term to expire Dec. 31, 2019

Human Rights Committee

Tammy Parrott, slot 6

Assistant Director, Keene Public Library

Term to expire Dec. 31, 2019



City of Keene, N.H.
Transmittal Form

June 4, 2019

TO: Mayor and Keene City Council

FROM: Charles McIntyre, Executive Director NH Lottery Commission

THROUGH: Patricia A. Little, City Clerk

ITEM: C.1.

SUBJECT: Charles McIntyre - NH Lottery Commission - Keno on 2019 Municipal Ballot

ATTACHMENTS:

Description

Communication_McIntyre

BACKGROUND:

The NH Lottery Commission is requesting that the City Council authorize a ballot question be included on the 2019 Municipal General Election ballot relative to the operation of keno in the City of Keene.

“Keno” is any game where a player purchases a ticket from a field of 80 numbers and selects a specific amount of numbers. A random number generator employed by the NH Lottery Commission chooses 20 numbers at random and the player is paid out against his or her original wager.

All net proceeds collected by the Lottery Commission under RSA 284:47 are deposited into the education trust fund established by RSA 198:39 for the purpose of providing grants to public schools, and to chartered public schools towards the cost of operation of an approved full day kindergarten.

A ballot question authorizing keno in Keene was on the 2017 Municipal General Election ballot and failed on a vote of 817 in favor and 1450 in opposition.

RECEIVED JUN - 3 2019



Over \$2 Billion and Counting for our Schools

GOVERNOR Christopher T. Sununu
CHAIRMAN Debra M. Douglas
COMMISSIONER Paul J. Holloway
COMMISSIONER J. Christopher Williams
EXECUTIVE DIRECTOR Charles R. McIntyre

May 29, 2019

Mayor Kendall W. Lane
City of Keene
3 Washington Street
Keene, NH 03431

Dear Mayor Lane,

Thank you for your response to my letter of May 16 requesting the opportunity to address you and the City Council. As you surmised, I indeed respectfully ask that Keno be placed on the 2019 municipal ballot for voters to decide whether to allow the game in Keene.

I am available in the coming weeks should the City Council wish me to appear. If you have any questions, please don't hesitate to contact me at 603.271.3391.

Sincerely,

A handwritten signature in black ink, appearing to read "Charlie McIntyre".

Charlie McIntyre
Executive Director



Live Free or Die

New Hampshire Lottery Commission 14 Integra Drive Concord, New Hampshire 03301
TEL 603.271.3391 FAX 603.271.1160 TDD 1.800.735.2964 www.nhlottery.com



City of Keene, N.H.
Transmittal Form

June 4, 2019

TO: Mayor and Keene City Council

FROM: Nathaniel Stout, Library Board of Trustees

THROUGH: Patricia A. Little, City Clerk

ITEM: C.2.

SUBJECT: Keene Public Library Trustees - Prohibiting Smoking on the Keene Public Library Campus

ATTACHMENTS:

Description

Communication_Stout

BACKGROUND:

The Keene Public Library Trustees are requesting that smoking - to include vaping and e-cigarettes - be prohibited on the entire Keene Public Library campus, which includes the buildings and grounds of the Pond Mansion as well as the new extension and the annex, formerly known as the Masonic Hall.



Keene Public Library

60 Winter Street, Keene, NH 03431
www.keenepubliclibrary.org

(603) 352-0157
fax: (603) 283-5656

June 4, 2019

Dear Mayor and Keene City Council

At our most recent meeting, the Keene Public Library Trustees unanimously agreed that I write a letter to the City Council requesting that smoking – to include vaping and e-cigarettes – be prohibited on the entire Keene Public Library campus, which now, of course, includes buildings and grounds both of the Pond mansion, the new extension, and the Annex, formerly known as the Masonic Hall. New outdoor spaces have been developed.

It will be important that we are able to ensure access to our services. The presence of smoke where non-smokers need to pass is objectionable and not supportive of this community's healthy community goal. There are also the associated costs in keeping areas litter free.

Please let us know of the proper process to proceed with this request.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Nathaniel Stout". The signature is written in black ink and is positioned above the printed name.

Nathaniel Stout, President, Keene Public Library Board of Trustees



City of Keene, N.H.
Transmittal Form

June 4, 2019

TO: Mayor and Keene City Council

FROM: Councilor Terry M. Clark

THROUGH: Patricia A. Little, City Clerk

ITEM: C.3.

SUBJECT: Councilor Clark - Recommending the City Council Adopt Local Election Reporting Requirements

ATTACHMENTS:

Description

Communication_Clark

Campaign Finance Ordinance_Nashua

BACKGROUND:

Councilor Clark is requesting that the City Council consider adopting an ordinance that would establish local election campaign reporting requirements.

TERRY M. CLARK • KEENE CITY COUNCIL • WARD THREE • KEENE, NH

June 4, 2019

Re: Local Election Reporting Requirements

To Mayor and Council,

In order to strengthen and maintain fair municipal election results, I ask the city council to consider adopting an ordinance similar to that adopted in the City of Nashua to establish local election campaign reporting guidelines.

Thank you,

A handwritten signature in cursive script, appearing to read "Terry Clark".

Terry M. Clark
Keene City Councilor
Ward 3
14 Barrett Ave.
Keene, NH 03431
(603)661-8347

*City of Nashua, NH
Tuesday, September 27, 2011*

Article IV. Campaign Contributions

[NRO 1975, T. 2, §§ 601 to 604 (Secs. 7-56 to 7-59 of the 1985 Code)]

§ 23-16. Applicability.

[Amended 10-18-1977 by Ord. No. O-77-199; 4-22-1986 by Ord. No. O-86-19A; 12-26-2007 by Ord. No. O-07-128]

- A. This article is enacted in order to promote open and fair elections, to safeguard the integrity of the electoral process, to provide the electorate with information regarding the distribution of capital affecting candidates or issues in a campaign, and/or to deter actual or perceived corruption by exposing the source of large expenditures.

- B. The provisions of this article shall apply to of the offices of Mayor, Alderman at Large, Ward Alderman, Board of Education, Fire Commission and Board of Public Works, and to municipal ballot measures.

§ 23-17. Definitions.

[NRO 1975, T. 2, § 602; 10-18-1977 by Ord. No. O-77-199; 12-26-2007 by Ord. No. O-07-128]
Certain words and phrases, as used in this article, shall have the meaning given in this section:

BALLOT MEASURE

Any Charter amendment or question which is submitted or intended to be submitted to a popular vote at a municipal election.

CANDIDATE

Any duly nominated person, and any person announcing as a write-in candidate and for whom votes are sought in that election.

COMMUNICATION

Includes, but is not limited to, publication in any newspaper or other periodical or on any Internet site, broadcasting on radio, television, or over any public address system, transmission by telephone or facsimile, placement on any billboards, outdoor facilities, window displays, posters, cards, pamphlets, leaflets, flyers, or other circulars, or in any direct mailing.

ELECTION

Any special, regular or run-off municipal election.

ITEMS OF VALUE

Any service or property, real or personal, being of a tangible nature, except the personal services or labors of volunteers who are not compensated therefor.

PERSON

Includes a natural person, corporation, company, partnership, firm, association, organization, society, labor union, business trust, trust, financial institution, or any other group, organization or entity of any nature.

POLITICAL COMMITTEE

Any organization of two or more persons to influence elections or ballot measures.

§ 23-17.1. Registration of Political Committee.

[Added 12-26-2007 by Ord. No. O-07-128] A political committee shall register with the City Clerk not later than 24 hours before making or contracting for any expenditure relative to the municipal election for which the political committee is organized. The committee shall file with the City Clerk a statement of the purpose of the political committee and a statement of the name, address, occupation and principal place of business, of its chairman, treasurer and other officers.

§ 23-18. Publication.

[NRO 1975, T. 2, § 603; 10-18-1977 by Ord. No. O-77-199; 4-22-1986 by Ord. No. O-86-19A; 12-26-2007 by Ord. No. O-07-128; 2-24-2009 by Ord. No. O-08-49]

- A. Each political committee that receives contributions or makes expenditures for the purpose of influencing the election of any candidate, and each person or political committee that receives contributions or makes expenditures for the purpose of influencing any ballot measure or referendum question shall file statements with the City Clerk detailing each receipt and expenditure, covering both the amount and source thereof, including dates, names and addresses of contributors. In cases where receipts from any one person total \$10 or less, the receipt will be entered by amount only.

[Amended 5-26-2009 by Ord. No. O-09-60]

- B. Each candidate shall file statements with the City Clerk detailing each receipt and expenditure, covering both the amount and source thereof, including dates, names and addresses of contributors. In cases where receipts from any one person total \$10 or less, the receipt will be entered by amount only. In cases where there are no receipts or expenditures, the filing shall state that fact.
- C. Statements of receipts and expenditures relative to a municipal election shall cover the period expiring two days prior to the filing of the statements, which shall be filed 20 days prior to the election, and again on October 1 following a mayoral primary election held on the second Tuesday of September under Charter Section 5a; on December 1 following a municipal election held on the first Tuesday following the first Monday in November; or 30 days following a special municipal election.

[Amended 3-22-2011 by Ord. No. O-11-59]

- D. Any office holder who during the year shall have received any item of value, not a campaign receipt, shall file a statement with the City Clerk detailing each such receipt, including the value, date, and name and address of the contributor thereof, in accordance with Chapter 23, Article VI, Gifts, Testimonials, Honorariums.

[Amended 3-22-2011 by Ord. No. O-11-59]

- E. Filings shall be in a form determined by the City Clerk. Filings may be submitted electronically, including by electronic mail, facsimile transmission or any other method approved by the City Clerk. However, electronic filers are responsible for ensuring that the

City Clerk has received such reports within the time required.

- F. Statements shall become public information immediately upon filing. Copies may be furnished on request, and upon payment of reproduction costs to the City Clerk. The City Clerk shall post a copy of the statements required under Subsections A, B and C on the Internet within three business days of the filing deadline, for a period of no less than four years.

§ 23-18.1. Surplus campaign contributions.

[Added 12-26-2007 by Ord. No. O-07-128] Surplus campaign contributions may be used after a general or special election for fund raising activities and for other politically related activity sponsored by the candidate, or for donations to charitable organizations. Such surplus campaign contributions, however, shall not be used for personal purposes.

§ 23-18.2. Continued filings required.

[Added 3-22-2011 by Ord. No. O-11-59] Any political committee or candidate which has any outstanding debt, obligation, or surplus following the second campaign receipt and expenditure report for a municipal election shall file reports by June 1 and December 1 of each year following said election in the same form as in § 23-18E until the obligation or indebtedness is entirely satisfied or surplus deleted, at which time a final report shall be filed; provided, however, that a political committee or candidate may amend, update, or submit a final report at additional times other than those required under this section.

§ 23-19. Violations and penalties.

[NRO 1975, T. 2, § 604; 10-18-1977 by Ord. No. O-77-199; 12-26-2007 by Ord. No. O-07-128]

- A. It shall be unlawful for any candidate, person, or political committee to try to circumvent the filing of an item of value larger than \$10 by any means. Any candidate, person, or political committee having been found guilty of such a circumvention shall be guilty of failing to comply.
- B. Any candidate, person, or political committee failing to comply with the provisions of this article shall, upon conviction, be guilty of a violation, and fined not more than \$100 for each day that lack of compliance exists. Each day that lack of compliance exists shall constitute a separate offense.



City of Keene, N.H.
Transmittal Form

June 3, 2019

TO: Mayor and Keene City Council

FROM: Councilor Randy L. Filiault

THROUGH: Patricia A. Little, City Clerk

ITEM: C.4.

SUBJECT: Councilor Filiault -Proposed Amendment to Operating Budget - Downtown Revitalization Study

ATTACHMENTS:

Description

Communication_Filiault

BACKGROUND:

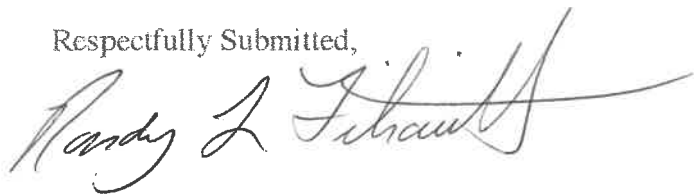
Councilor Filiault is providing notice of his intent to move for an amendment in the proposed operating budget that would eliminate the funding of \$180,000 for the downtown revitalization study.

To: Mayor Kendall Lane and Keene City Council
From: Keene City Councilor Randy L. Filiault
Re: Budget Item Reconsideration
Date: June 3, 2019

I respectfully request the Keene City Council reconsider the following line item in the proposed City of Keene Operating Budget:

Page 53: \$180,000 appropriation Downtown Revitalization Study

Respectfully Submitted,

A handwritten signature in cursive script, reading "Randy L. Filiault". The signature is written in black ink and is positioned below the text "Respectfully Submitted,".

Randy L. Filiault,
Keene City Councilor



City of Keene, N.H.
Transmittal Form

May 22, 2019

TO: Mayor and Keene City Council

FROM: Municipal Services, Facilities and Infrastructure Committee

ITEM: D.1.

SUBJECT: Periodic Reports from Boards and Commissions: Library Board of Trustees

RECOMMENDATION:

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee recommends that the report from the Library Board of Trustees be accepted as informational.

BACKGROUND:

Chair Manwaring welcomed representatives of the Library Board of Trustees: Ken Jue as the Chair of the Board's Finance Committee, and Judith Putnam as the Board's Treasurer and Co-Chair of the Capital Campaign.

Ms. Putnam reported that the library renovation is nearing completion. When the Friends of the Library and the Board of Trustees purchased the Masonic building in 2003, the future of that property was vague. After years of partial use and dreaming about the future, planning began in 2013 when the need for more library space was more apparent. Funds from the Trustees, the Friends, and the Heberton Hall cost center in the City's budget allowed designs and estimates to develop. The Friends funded a feasibility study and a Capital Campaign Committee was organized to raise \$5 million. The Friends funded the Capital Campaign staff person, the City contributed \$2 million, and MEDC secured tax credits successfully to make the \$8 million project possible. The Trustees committed \$296,000 to complete work in the library interior, which does not qualify for the New Market Tax Credit.

Ms. Putnam continued saying that not just dollars funded this project. She said so many people dedicated hours and years to this project including: Mayor Lane, City staff, City Council, the City Attorney, and the City Managers, as well as staff from the Library, Finance, Public Works, and Parks & Recreation Departments. She also thanked the Historic District Commission and Heritage Commission. Finally, she recognized the Library Director, the Trustees, and Friends of the Keene Public Library. She said all of these people dedicated countless hours of time as there were always new challenges and solutions. She thanked everyone who worked so diligently to benefit the community for years to come. Ms. Putnam shared that the final touches were in progress. The public dedication of the new space and opening the doors to West Street will occur on June 23 at 2:00 PM; she invited the community to attend.

Ms. Putnam continued by recognizing community contributions to the Capital Campaign's \$5 million goal; 500 community members donated a cumulative \$5.1 million including 10 donations of \$100,000 or more. Those 10 donors will have rooms named after them in the new library spaces. The Trustees approved the names, which will be unveiled in the near future.

Mr. Jue said there are great expectations for the library. He hopes the renovations will enhance the library as a

community center, demonstrate what the facility can offer, and show the community what it represents. He also thanked the City Council and staff on behalf of the Trustees for their support to make this project possible. He recalled the complexity of three parties—City, Friends, and Trustees—developing a project like this successfully and he thinks it is a great example of what partnerships are possible throughout the state.

Chair Manwaring asked what the Trustees' next project is now that the renovations are finished. Mr. Jue said the Trustees look forward to collaborating with many community members to update their strategic plan.

Councilor Filiault noted the library dedication is the same weekend as the Walldogs Festival. Ms. Putnam said the Trustees are aware and most festival activities will end that Sunday morning. Councilor Filiault said the festival could draw more of a crowd to the dedication.

Councilor Hooper congratulated the Trustees and others for the effort and recognized Ms. Putnam's modesty in highlighting the hours dedicated; he truly appreciates the sacrifice.

Councilor Sutherland made the following motion, which Councilor Filiault seconded.

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee recommends that the report from the Library Board of Trustees be accepted as informational.



May 22, 2019

TO: Mayor and Keene City Council

FROM: Municipal Services, Facilities and Infrastructure Committee

ITEM: D.2.

SUBJECT: West Street Dam Workshop – Planning Department

RECOMMENDATION:

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee recommends the workshop update be accepted as informational.

BACKGROUND:

Senior Planner Tara Kessler shared updates on an opportunity related to the West Street Dam. She recalled speaking before this Committee in December 2018 with an update on West Street Hydro. Ms. Kessler said that a multidisciplinary research team studying tools for decision making around dams selected Keene as a study site. City staff are hosting a workshop at the Keene Recreation Center on June 11 from 6:00 PM – 8:00 PM. Researchers from the Rhode Island School of Design will use diverse visualizations to share possible alternatives for the dam: keep the dam as is, remove the dam, add a fish ladder, or add a bypass channel. They are interested in how people make decisions about dams based on the visualizations and information presented on real dam scenarios, including real impacts to wildlife and the economy, for example. The researchers will share their assessments of the process so Council and staff are informed when ready to take action on the dam in the future. The City has no obligation to take action on any of the information shared. The research team is also collaborating with the University of Rhode Island's Environmental and Natural Resource Economics department to mail a survey to a random sample of the community to follow-up on different scenarios. The anticipated attendance is 30 or more, participants will work in breakout groups and be asked to complete pre and post surveys.

In response to a question from Councilor Sutherland about opportunities for recreation, Ms. Kessler noted that in all the scenarios the researchers will present consider recreational impacts.

Councilor Filiault made the following motion, which Councilor Sutherland seconded.

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee recommends the workshop update be accepted as informational.



City of Keene, N.H.
Transmittal Form

May 22, 2019

TO: Mayor and Keene City Council

FROM: Municipal Services, Facilities and Infrastructure Committee

ITEM: D.3.

SUBJECT: Authority to Accept a Utility Easement – Public Works Department

RECOMMENDATION:

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee recommends that the City Manager be authorized to do all things necessary to negotiate and execute a utility easement for the purpose of relocating a fire hydrant on 25 Wright Street.

BACKGROUND:

The Public Works Director presented a request to accept an easement from the resident at 25 Wright Street. The City Engineer has been working on a repaving project and Water & Sewer staff identified an at-risk fire hydrant to replace. The goal is to move the hydrant behind the sidewalk and further from the street, which the property owner has agreed to allow on their property. To do so, the City will have an easement for the hydrant on that property so future property owners are aware. He recommended the City Manager do all things necessary to accept and execute this easement.

Councilor Hooper made the following motion, which Councilor Filiault seconded.

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee recommends that the City Manager be authorized to do all things necessary to negotiate and execute a utility easement for the purpose of relocating a fire hydrant on 25 Wright Street.



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.4.

SUBJECT: Acceptance of Drug Forfeiture Distribution - Police Department

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept a monetary State drug forfeiture in the amount of \$1,794.04.

BACKGROUND:

Police Chief Steve Russo addressed the Committee and stated this item is to request that the City Council accept a monetary State drug forfeiture in the amount of \$1,794.04. He noted this forfeiture was due to a 2018 narcotics investigation which brought in a little over \$4,000 of which this portion was awarded to Keene.

Councilor Clark made the following motion which was seconded by Councilor Powers.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept a monetary State drug forfeiture in the amount of \$1,794.04.



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.5.

SUBJECT: Acceptance of Donations - Parks, Recreation and Facilities

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept a donation of \$252.00 and that the money is used for the purchase of bat houses in Ashuelot River Park.

BACKGROUND:

Parks Recreation and Facilities Director Andrew Bohannon stated this donation of \$252 is for the purchase of Bat Houses to be located at Ashuelot River Park. He noted the Ashuelot River Park Advisory Board has on its Board Councilor Steve Hooper, Ingrid Evans a student from Antioch University and other community members. The purpose of the bat houses is to attract bats to be able to offset certain insects from this area. Mr. Bohannon stated three members of the Advisory Board took it upon themselves to donate these houses. He stated this will become a good educational component going forward.

Councilor Jacobs asked how the bats are attracted to the houses. Mr. Bohannon stated they would come on their own.

Councilor Clark verified these houses will be located away from areas where people will be using the park. Mr. Bohannon stated they will be placed in the woods off the walking path.

Councilor Powers made the following motion which was seconded by Councilor Jacobs.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept a donation of \$252.00 and that the money is used for the purchase of bat houses in Ashuelot River Park.



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: D.6.

SUBJECT: MOU with Keene/Brattleboro Chapter of New England Mountain Bike Association - Parks, Recreation and Facilities

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to execute an updated Memorandum of Understanding with the Keene/Brattleboro Chapter of the New England Mountain Bike Association for trail maintenance in Greater Goose Pond Forest, Ladies Wildwood Park, Robin Hood Park, Beech Hill Preserve, Stearns Hill and Wheelock Park.

BACKGROUND:

Mr. Bohannon stated this is an update of the Memorandum of Understanding with the New England Chapter of the Mountain Bike Association. He noted there is a very active mountain bike club in Symonds School and the Ladies Wildwood Park seemed like an ideal location to build a single track for beginners. Because of these discussions, it was decided all parks that could be used for mountain biking should be identified. Mr. Bohannon stated the New England Mountain Bike Association has been a great strategic partner with the city. They helped with the Goose Pond Stewardship discussion, they have helped with signage, and they keep the city updated if they are going to make any changes to the trails.

He stated this would increase the amount of city land they would be able to have access to and identified the parks as follows: Greater Goose Pond Forest, Ladies Wildwood Park, Robin Hood Park, Beech Hill Preserve, Stearns Hill and Wheelock Park as potential locations they would be able to work with the city on.

Councilor Jacobs made the following motion which was seconded by Councilor Chadbourne.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to execute an updated Memorandum of Understanding with the Keene/Brattleboro Chapter of the New England Mountain Bike Association for trail maintenance in Greater Goose Pond Forest, Ladies Wildwood Park, Robin Hood Park, Beech Hill Preserve, Stearns Hill and Wheelock Park.



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.7.

SUBJECT: Sponsorship Update - Parks, Recreation and Facilities

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the acceptance of the sponsorship update for Wheelock Park and the Recreation Center as informational.

BACKGROUND:

Mr. Bohannon stated this item is to update the Committee on the various sponsorship opportunities that have come into the Recreation Department recently. Mascoma Savings Banks has sponsored the summer staff training day for a cost of \$1,250. This is a three- hour training session with a professional speaker and the cost is offset by area Rec Centers that participate such as Swanzey, Peterborough and the YMCA.

There is also a renewal of sponsorship from Keene Orthodontic Specialists for banners placed at Wheelock Park and the Recreation Center, renewal of sponsorship from Fenton Family Dealership for banners placed at Wheelock Park, and Financial Specialist for banners placed at Wheelock Park. There is also a new sponsorship from Pizza Pie for a banner at the Recreation Center.

Money from these sponsorships goes toward programs and infrastructure projects.

Councilor Chadbourne made the following motion which was seconded by Councilor Clark.

On 5-0 vote, the Finance, Organization and Personnel Committee accepted the sponsorship update for Wheelock Park and the Recreation Center as informational.



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.8.

SUBJECT: Library Campus Use Agreement - Library

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the approval of the Library Campus Use Agreement among the Trustees of the Keene Public Library, the Friends of the Keene Public Library and the City of Keene, New Hampshire and authorize the City Manager to sign the agreement.

BACKGROUND:

Library Director Nancy Vincent addressed the Committee next and stated there was an agreement signed between the City, Friends of the Library and the Library Trustees in 2003. She noted the agreement outlined the financial obligations between these parties for funding the City's purchase of the Masonic Building and its upgrades. The agreement also outlines two additional items (1) the building and land will be used primarily for library purposes; (2) any revenue derived from the use of the land and building will be used to defray repair and maintenance costs.

The City established a cost center to accept all revenues from use of the Library Annex. From that time, cost center revenues have covered additional building and equipment improvements as well as staff supervision of both library and community-initiated programming. The 2003 agreement was terminated with the closing on New Market Tax Credits. The agreement before the committee which is now referred to as The Library Campus Use Agreement between the same three parties has been put in place to reinstate the conditions of the former agreement. This agreement indicates that any revenue which is derived from use of the Library Annex and the connector will be deposited in a City Cost Center and used for expenses related to library campus operations.

Ms. Vincent went on to say that the Trustees and the Friends have approved the document and have authorized their Presidents to sign the agreement once the Council approves the document. It should be noted that this agreement re-establishes the funding source for essential staff supervision of activities in the newly expanded spaces.

Councilor Jacobs clarified what the committee is doing today is reaffirming the agreement that was put in place in 2003. City Attorney Mullins stated at the time of the closing that prior agreement had been recorded and it was a condition of the tax credit process that there are no recorded encumbrances of the title. Therefore, the agreement was to remove this agreement from the record but the expectation was that when the project was complete the parties would re-enter into an agreement among themselves as outlined in the 2003 agreement, which is included in the committee's packet as well as the new agreement. Chair Greenwald asked whether this new agreement will also be recorded. Attorney Mullins stated the agreement will not be recorded but it is enforceable.

Councilor Clark made the following motion which was seconded by Councilor Powers.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the approval of the Library Campus Use Agreement among the Trustees of the Keene Public Library, the Friends of the Keene Public Library and the City of Keene, New Hampshire and authorize the City Manager to sign the agreement.



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.9.

SUBJECT: Jim Phippard, Agent for Kingsbury Acquisition, LLC - Tax Deed for 80 Laurel

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the communication from James Phippard, agent for Kingsbury Acquisition, LLC be accepted as informational.

BACKGROUND:

City Manager Elizabeth Dragon stated she had received an email from Mr. Phippard after the last City Council meeting indicating he had an obligation before the Swanzey Planning Board and has asked that this item be put on more time. The Manager suggested the Committee accept Mr. Phippard's letter as informational.

Councilor Powers made the following motion which was seconded by Councilor Jacobs.

On 5-0 vote, the Finance, Organization and Personnel Committee accepted Mr. Phippard's letter as informational.



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: D.10.

SUBJECT: Councilor Filiault - NH Rooms and Meals Tax Revenue Sharing

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the Mayor write a letter to the Governor and State Legislative Representatives demanding that the State restore their obligation to municipalities.

BACKGROUND:

Councilor Randy Filiault addressed the Committee next and stated the NH Rooms and Meals tax was enacted in 1967 and at that time the agreement entered into by the State Legislature stated all collected revenue would be split 60% to the State and 40% to the local municipalities. However, since that time this amount has been reduced to balance the State's budget at the expense of municipalities.

In 1993, the legislation enacted a catch-up formula to bring the split back to where it was. This was suspended again and even though the revenue was increasing the monies sent to municipalities was decreasing. In 2019, the split is currently at 79% to the state and 21% to municipalities. Even though in 2019 the room and meals revenue was recorded at \$322 million dollars. The Councilor stated he was taken aback last week when he heard Governor Sununu say the State has a 200 million dollar surplus which he noted was not a surplus but is monies owed to cities and towns.

Councilor Filiault stated this is the reason for this letter and at some point he would be looking for a Resolution asking to go back to the original good faith agreement of the 60/40 split. The Councilor reiterated the State is saying it has a surplus when they have been taking from cities and towns. He also noted in the State of NH cities and towns are limited from where they can derive its revenue but the meals and rooms tax was one of those items where they could. He went on to say not only should the City of Keene send a letter to the Governor and Legislation, but also letters should be sent to every Select Board, Mayor as well as County Administrator. The Councilor noted the NH Municipal Association is behind this item.

Chair Greenwald asked whether there was any accounting as to how much the City sends to the State. The Councilor and Manager did not have an exact figure. The Councilor added this cannot be one of those items that would get resolved in a week, this is something the City needs to be following up on well into the future.

Mr. Dragon stated she completely agrees to what was just said - the State has been downshifting costs to municipalities for many years. The Manager stated she not only would like to address rooms and meals but also the elimination of retirement contributions, and the bridge program (Keene has 11 red listed bridges).

Mayor Lane addressed the Committee next and stated he agreed with Councilor Filiault and the Manager and

noted the budget being put in place by the state keeps downshifting costs to municipalities and noted the Senate is currently considering the State budget. The Mayor felt the committee should direct him to write a letter to the Governor and Legislature which would be quicker and more effective rather than waiting for a Resolution to be adopted which will take time. He felt the city should get this letter to legislature so the Senate is aware the city supports the effort to recover these funds for the municipalities, which has been denied for so long, and the Governor needs to know the municipalities are supporting that legislative position and not his.

Councilor Filiault stated he had no objection to a letter versus a Resolution.

Mr. Chris Coates County Administrator addressed the Committee. Mr. Coates began by thanking Councilor Filiault for his efforts and noted this is an item that has been discussed a lot in the recent past. Mr. Coates read the following statement for the record:

Your property taxes have tripled in the past 20 years, and the reason has virtually nothing to do with local town, city or county spending. These increases have everything to do with state cost shifting. The actions of the state, including the Governor, both parties of the Legislature and the Courts have been systematically breaking nearly every promise government has made to municipalities.

Shifting taxation to the local property tax payer is not sustainable. We hope that through increasing awareness and information, we can reverse this trend. Every individual property tax payer should demand that state-level revenue sources be utilized more sustainably so as to provide relief for property tax payers.

It is critical to understand the effect that state-level budget decisions have on local property taxes. The financial burden is shifted to local government when the state reduces funding for any program developed to help New Hampshire citizens.

The state has shirked its responsibility at the expense of the local property tax payer; this letter will focus on a few of those points.

Mr. Coates stated it is great that the Mayor is going to be writing a letter and noted the Commissioners support this initiative as well. He stated this is a grass roots effort and local selectmen need to be educated. He added this area is fortunate to have legislators, Senators and State Representatives that understand this effort. This cannot be one letter at one time.

He went on with his presentation continuing to read from his written remarks:

1. Meals and Room Tax (M&RT). Enacted in 1967 the state bargained with the municipalities so that IF the municipalities agreed to collect revenue for the state, the state would split the revenue 60%/40% with the municipalities. That was a promise made into law. However, the state has never kept that promise. Today, only 21% of that revenue is shared with municipalities even though M&RT revenues have risen dramatically. This has taken hundreds of millions of dollars from local communities over the past two decades. Your property taxes increased to fill this void.
2. Business Profits Tax (BPT). Enacted in 1969, again with the state promise that if the municipalities collected this tax locally, it would be returned to the local municipalities. (what was the alleged purpose for the BPT in 1969? Has the need gone away?) That revenue sharing has decreased over time so currently the state returns NO revenue to the municipalities. This decision has taken hundreds of millions of dollars from the local communities over the past two decades. Your property taxes increased to fill this void.
3. Highway Block Grants. The State promised to help communities maintain and improve Class IV and V local roads. This promise resulted in the Legislature's establishing a sustainable plan to maintain and improve local roads and highways through the use of a gas tax on fuel. However, only once in 23 years has the gas tax been

increased to account for inflation. As a result, approximately 30% of local roads and highways are in poor condition. A state funding plan is lacking to correct the condition of the roads in your community. Your property taxes have been increased to fill this void.

4. State Bridge Aid. Due to lack of realistic funding through gas tax and tolls, there will be as many 'Red List' bridges 10 years from now as there were 10 years ago. Local communities that make their own repairs do so with 100% of the own local funding with limited success for reimbursement from the state. There is no state plan to honor the promise of providing adequate bridge aid to communities. Your property taxes have increased to fill this void.

5. Medicaid Funding for Long-Term Care. Over the decades, the State has gradually, but significantly, shifted the costs of nursing home care to the local property tax payer. There are complex formulas mixed in all of this, but in 1998, NONE of your local property taxes went to pay for Medicaid long-term care. Now, your property taxes pay for more than 50% of these costs as part of your County tax assessment. Although the State has promised to cap the liability for Medicaid costs for counties, that cap is currently under threat of being substantially increased to shift additional costs onto the local property tax payer. Mr. Coates noted this was through the Governor's budget and was hopeful the Senate would change this - Raising the cap would transfer tens of millions of Medicaid costs onto the local property tax payer. Your property taxes will increase to fill this void.

6. The New Hampshire Retirement System. In 1967 the State insisted that all communities consolidate their local pensions and form one single retirement system for all public employees. In return for this, the State enacted a statute that promised to make funding contributions thereby mitigating the cost to local communities and recognizing that these costs are integral to the overall needs of government in New Hampshire, enabling employees to retire after years of dedicated service. In the past few years, the state has broken that promise and transferred tens of millions of dollars of funding burdens onto the local property tax payers. This saved the state budget from having to contribute its 35% promised contribution. However, your property taxes increased to fill this void.

7. Water and Wastewater Treatment Grants. Environmental Grants to make water/wastewater plants modern and safe have been reduced by more than two-thirds and dozens of projects are now in the "Delayed and Deferred" pile with NO plan for meaningful funding. That means that if (when) your community encounters water or wastewater quality issues, your property taxes will increase to fill this void.

The state has virtually abandoned its promises to provide aid to local communities. If you are wondering who funded the "Rainy Day Fund" or created the State budget surplus, it was the local property tax payer.

Generally, municipalities are spending less today than they did years ago. Your local property tax continues to increase not because of local spending but because the state has spent the past two decades breaking promises and reallocating the source of income under the guise of 'balancing' the state budget.

We have local Senators and State Representatives who understand this cost-shifting and who have done their best to ease the burden on property tax payers. However, their voices are not enough to accomplish real change. It will take every Selectperson and thousands of citizens to make our voices heard in Concord and in the voting booth.

We need state government to recognize that shifting costs onto the local property tax payer is not sustainable. We have a right to institute responsible state funding practices that generate the revenue necessary to meet state statutory obligations without leaning so heavily on local property tax payers.

Councilor Clark made the following motion which was seconded by Councilor Powers.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the Mayor write a letter to the Governor and State Legislative Representatives demanding that the State restore their obligation to municipalities.

Councilor Clark stated he is happy the Manager added the other items that have also been down shifted. He noted this lack of assistance from the State has forced institutions like Keene State College to raise tuition depriving hundreds of Keene High graduates to attend college. The Councilor noted all municipalities have to come together and force the State legislation and have something in place.



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: D.11.

SUBJECT: Change in the FY20 Operating Budget - FY20 Capital Improvement Program

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends accepting this item as informational.

BACKGROUND:

Mr. Lussier stated the Marlboro Street project is a compilation of several projects. He noted he was before the Committee a few weeks ago about the TAP Grant which the City received for the Marlboro Street streetscape improvement work. He indicated this project has been broken into two construction projects; the first would be utility work and the second would be next summer for streetscape work.

Mr. Lussier stated tonight's discussion is for the utility project. He noted the utility project as discussed was close 2.2 million dollars and once the street scape was taken out, the utility component came to about 1.8 million dollars. The project was advertised and the city got one bid which came in well over the project budget. Staff sat down with the one bidder went through plans to see if same goals could be met and the project has been reduced to 2.1 million dollars for the utility work. The motion today would give sufficient funding for the utility work this year and some money for the Manager to be able to exercise her authority to approve should there be a need for some additional funding for changes during construction.

Mr. Lussier went on to say as far as funding – in FY20 CIP there is a request to clean and line about 4,100 feet of water main, and this was accelerated because of the Drummer Hill work. If Council approved replacing this tank with a different kind of tank this would mean the Elm Street work could be postponed, and the funds used as follows: \$435,000 of the \$544,000 to fully fund the Marlboro Street work this year and the remaining fund to stay in the water infrastructure capital reserve.

Mr. Blomquist reiterated this does not mean staff is requesting additional funding and there will be no impact to the water rates – it is a re-appropriation to what was proposed in the budget.

Councilor Powers asked how the city can be assured they are not being taken advantage of. Mr. Lussier stated as has been noted the construction industry is not exempt from labor shortages which is causing close to a 16% increase across the board this season. He indicated this is something staff is looking at for future CIP development. Mr. Blomquist added the loss of a number of large contractors in the region does not help this situation either.

Councilor Chadbourne made the following motion which was seconded by Councilor Jacobs.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends accepting this item as informational.



City of Keene, N.H.
Transmittal Form

June 4, 2019

TO: Mayor and Keene City Council

FROM: Patricia A. Little, City Clerk

ITEM: F.1.

SUBJECT: 2019 Warrant for Unlicensed Dogs - City Clerk

RECOMMENDATION:

That the request for issuance of the annual Warrant for Unlicensed Dogs pursuant NHRSA 466:14 be referred to the Municipal Services, Facilities and Infrastructure Committee for consideration and a recommendation.

ATTACHMENTS:

Description

2019 Warrant List

BACKGROUND:

State Statute provides that the City Council authorize the annual warrant for unlicensed dogs. The civil forfeiture carries a \$25.00 fine that must be paid by the dog owner within 15 days of receiving notice. Failure to license the dog and pay the civil forfeiture would result in a complaint being filed with Keene's Eighth Circuit Court. The following mechanisms for reminding dog owners of the licensing requirement were followed: 2 official publications appeared in The Keene Sentinel, monthly reminder emails sent to dog owners beginning in February, reminder postcards sent to owners with no email address in April, and in May an Office volunteer facilitated personal phone calls to owners with no email address on file. To-date, the City Clerk's Office has issued 2,238 dog licenses for the 2019 license period. This year the warrant contains 473 dog owners, with 564 dogs remaining unlicensed.

2019 WARRANT FOR UNLICENSED DOGS

Owner 1 First Name	Owner 1 Last Name	Owner Address	Dog Name	Breed
ALYSSA	ABBOTT	12 FINCH ST.	SCOUT	BEAGLE
CHRIS	ABBOTT	17 SHADY LN.	JAX	SAMOYED
CHRIS	ABBOTT	17 SHADY LN.	GRACE	BOXER
TODD	ABBOTT	19 WAGNER ST.	BRADY	LABRADOR RETRIEVER
KIMBERLEE	ABRAMS DOYON	72 WILDER ST.	TULA	LABRADOR RETRIEVER MIX
ERIN	ADAMS	10 ADAMS CT.	DAISY	CAVALIER KING CHARLES SPANIEL
REBECCA	ADAMS	404 CHAPMAN RD.	TUCKER	NOT LISTED
KATHY	ALBERGATE	5 TANNER RD.	SOPHIA	SHIH TZU/POODLE MIX
RYAN	ALLAIRE	38 SWEENEY RD.	BRUSCHI	LABRADOODLE
ROBERT	ALLEN	114A BEAVER ST.	HARLEY	CHIHUAHUA
ELAINE	AMER	46 LYNWOOD AVE.	TESS	COCKAPOO
MATTHEW	AMLAW	26 HANOVER ST.	LINCOLN	AMERICAN STAFFORDSHIRE TERRIER
JEAN	ANDREW	305 ROXBURY ST.	BUDDY	MINIATURE POODLE
ANDREA	ANSEVIN-ALLEN	350 COURT ST.	SNICKERS	BEAGLE
JENNIFER	ANTOSIEWICZ	21 FORESTVIEW RD.	FINN	LABRADOR RETRIEVER
JULIE	ARIETA	1 SHADOW LN.	KORRA	CATAHOULA
HILARY & DONI	ASH	197 DARLING RD.	MURPHY	LABRADOR RETRIEVER
JULIA	ATKINS	79 RIDGEWOOD AVE.	LAYLA	YORKSHIRE TERRIER
MICHELLE	ATKINSON	152 DANIELS HILL RD.	JACKSON	GOLDEN RETRIEVER
MELANIE	AURILIO	22 BELLEVUE ST.	SCOUT	GERMAN SHEPHERD
YVETTE	AXSOM	49 PROSPECT ST.	ODIN	BOXER
RICARDO	AZARCON JR	22B WILFORD ST.	BRUNO	SHEPHERD MIX
RICARDO	AZARCON JR	22B WILFORD ST.	ROCCO	LABRADOODLE
SCOTT	BACHYNSKI	136 HASTINGS AVE.	FENWAY	BOSTON TERRIER
MARTY	BARNARD	141 GEORGE ST. B	PETER	JACK RUSSELL TERRIER
ELIZABETH & CHRIS	BARRY	40 PAGE ST.	OSCAR	DACHSHUND MIX
JAN	BARRY	21 HANOVER ST.	MIA	CHIHUAHUA/TERRIER MIX
JILL	BASSETT	38 VILLAGE DR.	LYCAN	AUSTRALIAN CATTLE DOG
KATRINA	BAUMGARTNER	105 COLONIAL DRIVE.	EMBER	MIXED BREED
JENNIFER	BEAUDRY	11 BENT CT.	LEAH	LABRADOR RETRIEVER MIX
GEORGE	BEAUREGARD	111 RAILROAD ST. #213	MARTY	LABRADOR RETRIEVER
JIM	BEAVERS	138 ROXBURY ST. #1	SMOKEY	DACHSHUND
AMANDA	BECKER	2 NUT HATCH LANE	JUNIOR	YORKSHIRE TERRIER

2019 WARRANT FOR UNLICENSED DOGS

WENDI	BEDARD	259 CHURCH ST.	CODY	LABRADOR RETRIEVER MIX
ERIK	BELL	37 MCKINLEY ST.	LOLA	BOXER/LABRADOR MIX
ALEXIS	BELTRAN	21 ELLIOT ST.	KACIA	HOUND MIX
JENNA	BEMIS	34 HARDY CT.	KOBE	AMER. STAFFORDSHIRE TERRIER X
HOPE	BENIK	11 GRANT ST.	TOTO	CAIRN TERRIER
CINDY	BENNER	37 ARCH ST.	GYPSY	WEST HIGHLAND WHITE TERRIER
CINDY	BENNER	37 ARCH ST.	GYPSY	WEST HIGHLAND WHITE TERRIER
EMILY	BENSON	89 KENDALL RD.	HUTCH	CHIHUAHUA
TONYA	BERBARY	104 CARROLL ST.	OLLIE	MALTESE MIX
TONYA	BERBARY	104 CARROLL ST.	CODY	GOLDEN RETRIEVER
LISA	BERGMANN	122 BUTTERNUT DR.	MOLLY	BEAGLE
ED	BERRIMAN	19 EVANS CIR.	MONTY	LABRADOR RETRIEVER
KATHLEEN	BIRCH	22 PAGE ST.	GRACE	BERNESE MOUNTAIN DOG
AIMEE	BLAKE	17 WEST DIANE DRIVE	NOVA	AMER. STAFFORDSHIRE TERRIER X
SAIGE	BLAKE	116 ROXBURY ST	JASPER	TERRIER MIX
SAIGE	BLAKE	116 ROXBURY ST	CHACHO	CHIHUAHUA MIX
SAIGE	BLAKE	116 ROXBURY ST	BENJI	TERRIER MIX
CAITLIN	BLANCHARD	251 PARK AVE., APT #2	JANGO	SHIBA INU
LISA	BLANCHARD	62 PINE AVE.	LUCA	CAVALIER KING CHARLES SPANIEL
LISA	BLANCHARD	62 PINE AVE.	CUSTER	LABRADOR RETRIEVER
JESSICA	BLEAU	4 RIVERVIEW ST.	BUBBA	NEWFOUNDLAND MIX
KEVIN	BLOOD	25 IVY DR. #51	GIZMO	SHIH TZU
SUSAN	BOBKA	55 PINE ST. B	FENWAY	LABRADOR RETRIEVER MIX
TERI	BOIVIN	8 RYDER RD.	TAYLOR	PEKINGESE
HOLLIE	BOSTWICK	37 MORIN AVE.	MURPHIE	GOLDEN RETRIEVER
CHRISTOPHER	BOUCHER	77 FRANKLIN ST.	LOLA	AMERICAN STAFFORDSHIRE TERRIER
SAMUEL	BOUDLE	18 FAIRVIEW ST.	SADIE	MINIATURE SCHNAUZER
SAMUEL	BOUDLE	18 FAIRVIEW ST.	ELLIE	BEAGLE
DAWN	BOURKE	829 COURT ST. APT. 17	BELLA	BOSTON TERRIER MIX
MARIA	BRADSHAW	45 GREENBRIAR RD.	KEFI	POODLE
KAREN	BRIERE	2 SCHULT ST.	TANK	POMERANIAN MIX
CARLA	BROLIN	16 RULE ST.	LUCKY	TERRIER MIX
JODIE	BROWN	38 EASTVIEW ROAD	BENSON	LABRADOR RETRIEVER
KAARON	BROWN	81 NORTH LINCOLN ST.	TRIXIE	BOSTON TERRIER

2019 WARRANT FOR UNLICENSED DOGS

SHANE	BROWN	78 PEARL ST.	DAISY	SAINT BERNARD
SHANE	BROWN	78 PEARL ST.	DOZER	LABRADOR RETRIEVER
SHAYLA	BROWN	28 VILLAGE DRIVE	CHARLIE	BICHON FRISE
KIRA	BRUNKE	92 Water St. #304	PYXEE	BOXER MIX
CHAD	BRYANT	96 DANIELS HILL RD.	REXY	LABRADOR RETRIEVER MIX
JUSTIN	BUDD	522 MAIN ST.	JEMA	DOBERMAN PINSCHER
JUSTIN	BUDD	522 MAIN ST.	JAGR	DOBERMAN PINSCHER
MARILYN	BUFFUM	36 KENNEDY DR.	MAGGIE	SHIH TZU
JENNIFER	BUSH	20 SCHULTZ ST.	BILLY IDOL	YORKIE MIX
SADIE	BUTLER	271 GILSUM ST.	GRACIE	LABRADOR RETRIEVER
SADIE	BUTLER	271 GILSUM ST.	BOB	PLOTT HOUND
KIMBERLY	BUYER	20 RED OAK DR.	JADEE	SPRINGER SPANIEL
APRIL	BUZBY	86 ARCH ST.	NINO	SMALL MIXED BREED
RIA	BYINGTON	6 ALDRICH RD.	MAX	WEST HIGHLAND WHITE TERRIER
ELIZABETH	CAHOON	12 SWEENEY RD.	ZIVA	LABRADOR RETRIEVER
ROSALIE	CALDER	229 MAIN STREET M2201	GEORGIA	LABRADOR RETRIEVER MIX
CAITLIN	CAMPBELL	149 LIBERTY LANE	BENNETT	LABRADOR RETRIEVER MIX
ROBERT	CANAVAN	4 BURR AVE.	ROXIE	LABRADOR RETRIEVER/HOUND MIX
JOHN	CANNON	15 BILLINGS AVE.	MOLLY	CHIHUAHUA MIX
MICHAEL	CARAPUCCI	125 DAVIS ST. APT 4	WYATT	MINIATURE SCHNAUZER
ELINOR	CARBONE	21 ROXBURY PLAZA #408	FENWAY	COCKER SPANIEL
JESSICA	CAREY	82 MEADOWOOD RD. #115	FARLEY	SHIH TZU
ANGELA & KIM	CARRERAS	19 SPEAKER ST.	FERN	BORDER COLLIE MIX
VANESSA	CARRIER	49 BILLINGS AVE.	SYDNEY	LABRADOR RETRIEVER MIX
VANESSA	CARRIER	49 BILLINGS AVE.	LUKE	COCKER SPANIEL MIX
JENNIFER	CARROLL	3 GATES ST.	KINKAJOU	LABRADOR RETRIEVER MIX
MORGAN	CARSTEN	135 HOWARD ST	PORTER	LABRADOR RETRIEVER
CHAD	CARVER	61 GREENBRIAR RD.	ISABELLA	LABRADOR RETRIEVER
SANDY	CASTINE	31 PARK ST.	SHEBA	GERMAN SHEPHERD
CHRISTOPHER	CASTOR	6 WILSON ST.	CODY	SIBERIAN HUSKY
CAROL	CHABOT	97 DALE DR.	PIPER	LABRADOR RETRIEVER
PAULA	CHABOT	7 SURRY HILL DRIVE	COOPER	GOLDEN RETRIEVER
GINA	CHACE	27 ANDOVER ST.	PEDEY	MIXED BREED
CRAIG	CHAFFEE	121 PAKO AVE.	BELLA	BOXER MIX

2019 WARRANT FOR UNLICENSED DOGS

CARL	CHAMBERLIN	34 COTTAGE ST APT 1	ROSEY	AMER. STAFFORDSHIRE TERRIER X
CARL	CHAMBERLIN	34 COTTAGE ST APT 1	POPPY	AMER. STAFFORDSHIRE TERRIER X
SHELLY	CHANDLER	104 Castle St. #1	GALATTA	ITALIAN GREYHOUND
JENNIFER	CHAPDELAINE	80 KENDALL RD.	CHLOE	LABRADOR RETRIEVER MIX
JOEY	CHASSE	158 CHURCH ST	YAYO	AMERICAN STAFFORDSHIRE TERRIER
NOAH	CHICOINE	823 COURT ST.	RAEF	SHETLAND SHEEPDOG
RUSSELL	CHRETIEN	1 RIDGEWOOD AVE.	CASEY	STAFFORDSHIRE TERRIER MIX
JAIMEE	CHURCH	30 NORTH ST. APT. 6	NOVA	BEAGLE
JINA	CHURCH	163 GEORGE ST.	PACO	CHIHUAHUA
JINA	CHURCH	163 GEORGE ST.	JAX	CHIHUAHUA
DANA	CLARK	15 DOUGLASS ST.	CRICKET	TERRIER MIX
SARA	CLARK	168 WASHINGTON ST #1	ZOIE	LABRADOR RETRIEVER MIX
SARAH	CLARK	41 PARK AVE.	OZZY	AMER. STAFFORDSHIRE TERRIER X
JESSICA	CLAY	43 PAGE ST.	CHLOE	HOUND MIX
JESSICA	CLAY	43 PAGE ST.	VIOLET	TERRIER MIX
CHRISTOPHER	COATES	30 GILSUM ST.	RUGGLES	BICHON FRISE MIX
CHRISTINE	COLBY	135 LIBERTY LN.	MILEY	COON HOUND
JOSH	COLEMAN	109 ASHUELOT ST. #8	JACK	AUSTRALIAN SHEPHERD
DEBORAH	COLLINS	8 ARMORY ST.	DAISY	LABRADOR RETRIEVER
LINDA	COLLINS	31 MILL RD.	SAMMY	HOUND MIX
DAVID	CONANT	21 BROWN ST.	DIGGA	TERRIER MIX
SEAN	CONDON	26 WATER ST.	TAKEO	SHIBA INU
PAIGE	CONSTANT	31 BUTTERNUT DR.	DONTE	SHIBA INU
LISA	COOK	27 IVY DRIVE #230	GRACIE	GOLDEN RETRIEVER
MEGHAN	COOK	45 EVANS LN.	JASMINE	BOXER MIX
ERINNA & AARON	COOPER	7 SCHUYLER WAY	MILO	LABRADOR RETRIEVER
GALINA	CORNELIUS	86 GEORGE ST.	AXEL ROSE	DACHSHUND (LONG HAIR)
ASHLEY	COSSETTE	121 PAKO AVE.	SPARTACUS	GERMAN SHEPHERD
KEN	COUTURE	116 CROSS ST. #2	MILCREEK	GREYHOUND
KEN	COUTURE	116 CROSS ST. #2	TANGO	GREYHOUND
DOUGLAS	COWHER	24 EVERGREEN AVE	PETEY	LABRADOR RETRIEVER MIX
MATTHEW	CRAM	16 CLARK CIR.	REX	WELSH CORGI (PEMBROKE)
KARIN	CROKE	26 ROWE AVENUE	NEMO	SHIH TZU MIX
KATHY	CROTEAU	22 HIGH ST.	EMMA	GERMAN SHEPHERD

2019 WARRANT FOR UNLICENSED DOGS

KATHY	CROTEAU	22 HIGH ST.	MAX	GERMAN SHEPHERD
RACHEL	CROTEAU	284 W. SURRY RD.	GRACIE	GOLDENDOODLE
THERESA	CROTEAU	141 SPRUCE ST. 1	MAX	LABRADOR RETRIEVER MIX
MARK	CROWLEY	36 HASTINGS AVE.	MONTY	AUSTRALIAN CATTLE DOG
JOSE	CRUZ	262 BASE HILL RD.	DIVO	AMERICAN STAFFORDSHIRE TERRIER
ANGELA	CUOMO	59 SESAME ST.	GINGER	LABRADOR RETRIEVER
BREANNA	DAILEY	45 SESAME ST.	GUNNER	LABRADOR RETRIEVER MIX
MICHAEL	DANIELE	34 MASTEN DR	MAXX	MALTESE
KELLY	DARLING-SNOW	490 WASHINGTON ST.	ZOETIS	AMER. STAFFORDSHIRE TERRIER X
EMILY	DAVIS	50 ELLIS COURT	GNASH	AMERICAN STAFFORDSHIRE TERRIER
JOYCE	DAVIS	261 WATER ST.	MISSEY	LABRADOR RETRIEVER
NOREENE	DAVIS	555 WASHINGTON ST.	BETTYE LOU	POINTER
SHARON	DEAN	86 WOODBURN ST.	BRADY	LABRADOODLE
JILL	DEJESUS	27 NEW ACRES RD.	LIBERTY	MIXED BREED
JENNIFER	DELISLE	31 EVANS LN.	BENTLEY	LHASA APSO
JUSTIN	DEMPSEY	379 WEST ST.	JAYDA	DOBERMAN PINSCHER
ROBIN	DESIO	27 Ivy Drive	RED	DACHSHUND
TAMMY	DESROSIERS	142 GILSUM ST.	KALLIE	COLLIE
MICHAEL	DETURRIS	238 BASE HILL RD. #40	CHIBS	LABRADOR RETRIEVER MIX
JENNIFER	DIAMOND	83 WOOD ST.	SHINJI	CHIHUAHUA MIX
PATRICIA	DIAZ	11 STARLING STREET	ESMEE	TERRIER MIX
BRIAN	DODGE	30 ACREBROOK RD.	GLADIS	GOLDENDOODLE
ANNE MARIE	DOMINGUE	57 ELM ST.	SADIE	CORGI MIX
ANNE MARIE	DOMINGUE	57 ELM ST.	STORM	HUSKY MIX
ANNE MARIE	DOMINGUE	57 ELM ST.	PEANUT	SHELTIE
JACK	DONEGAN	34 FAIRVIEW ST.	ASTA	TERRIER MIX
MAGGIE	DRAGON	40 FAIRBANKS ST	TINKERBELL	0
NICOLE	DRISCOLL	46 BELMONT AVE.	JONES	LABRADOR RETRIEVER
SARAH	DROGUE	64 WOODLAND AVE.	BROOKLYN	LABRADOR RETRIEVER MIX
ELIZABETH	DROUIN	201 ROXBURY ST. APT.1	FOXXY	0
WADE	DUGRAY	119 BUTTERNUT DR.	MOZZY	LABRADOR RETRIEVER
ETHAN	DUNHAM	12 VERNON ST #202	PAISLEY	GERMAN SHEPHERD
SARAH	DUNHOLTER	43 CONGRESS ST.	LOKI	AUSTRALIAN CATTLE DOG
AL	DUNK	25 IVY DR. #18	TED	TOY POODLE

2019 WARRANT FOR UNLICENSED DOGS

SASHA	DWELLEY	34 WRIGHT ST	RASPUTIN	SIBERIAN HUSKY
TAMMY	DWYER	16 MEETINGHOUSE RD.	SCOUT	LABRADOR RETRIEVER MIX
TAMMY	DWYER	16 MEETINGHOUSE RD.	MAX	LABRADOR RETRIEVER/HOUND MIX
LISA	EATON	72 NORTH LINCOLN ST.	CLARA	COCKER SPANIEL
SONYA	EDMONDS	2 BLUE JAY CT.	BRONSON	SPRINGER SPANIEL
SONYA	EDMONDS	2 BLUE JAY CT.	BENTLEY	ENGLISH SPRINGER SPANIEL
JOSEPH	EDSCORN	9 FAIRBANKS ST.	AKIRA	SIBERIAN HUSKY
AMANDA	EDSON	29 CITIZENS WAY #4	LIL	LABRADOR/GOLDEN RETRIEVER MIX
HOLLY	ELLIOTT	101 OLD WALPOLE RD.	CALLIE	BOXER MIX
JEFFREY & NANCY	ELLIOTT	19 NEWMAN ST.	TLUPA	CHIHUAHUA
JEFFREY & NANCY	ELLIOTT	19 NEWMAN ST.	LOLA	CHIHUAHUA
JEFFREY & NANCY	ELLIOTT	19 NEWMAN ST.	JEZABELLE	CHIHUAHUA
JEFFREY & NANCY	ELLIOTT	19 NEWMAN ST.	CHICO	CHIHUAHUA
LOREE	ELTON	13 DRUMMER ROAD	MAC	BOSTON TERRIER
TATE	ERICKSON	242 SKYLINE DR.	ROSSI	LABRADOR RETRIEVER
KELLY	ERUNSKI	22 WORCESTER ST.	MOLLY	BEAGLE
GARY	FAIRCHILD	38 HOWARD CT.	HANK	TERRIER MIX
CHRIS	FARRIS	252 WEST SURRY RD.	BRADY	LABRADOR RETRIEVER
ALEXANDRIA	FAULKNER	20 CONGRESS ST.	BRIMLEY	BERNESE MOUNTAIN DOG
JIM	FENNELL	22 FAIRVIEW ST.	BERNIE	LABRADOR RETRIEVER MIX
ALAINA	FILES	82 MEADOW RD. #107	CAYLEE	MALTESE
SARAH	FITZGERALD	30 ROXBURY CT., APT A	ANNIE	JACK RUSSELL
JONATHAN	FLAMMIA	68 TIMBERLANE DR.	SHILO	BORDER COLLIE MIX
JONATHAN	FLAMMIA	68 TIMBERLANE DR.	GEMMA	BORDER COLLIE MIX
KIM	FLANDERS	333 ELM ST.	LEWIS	BASSET HOUND
KIM	FLANDERS	333 ELM ST.	MILLIE	YORKSHIRE TERRIER
KIM	FLANDERS	333 ELM ST.	MURPHY	BASSET HOUND
BRITTANY	FLECK	16 MIDDLE ST. #2	SULLY	MIXED BREED
MOLLY	FLETCHER	273 WASHINGTON ST.	LUCY	RETRIEVER
SCOTT	FOLSOM	30 UNION ST. #30A	TASHA	GOLDEN RETRIEVER
MICHELLE	FORCIER	3 BLUEJAY CT.	FRANKY DO	MALTESE MIX
LEA	FORS	158 ISLAND ST. #6	CHEWY	DACHSHUND (LONG HAIR)
TINA	FORSTROM	58 EASTVIEW RD	BERWYNNE	NOT LISTED
DAVE	FOWLER	27 IVY DRIVE 218	SEVEN	BEAGLE

2019 WARRANT FOR UNLICENSED DOGS

JASON	FROST	61 HILLTOP DR.	MOLLY	MIXED BREED
VAUGHN	GAGE	163 ELM ST	MOE	TERRIER MIX
EVAN	GANNON	54 FELT RD.	MAIZY	GOLDEN RETRIEVER
JOYA	GARGANO	203 COURT ST.	STELLA	LABRADOR RETRIEVER MIX
DEBBIE	GARLAND	67 HOWARD ST.	TUCKER	HOUND MIX
DAVID	GARRAPY	38 COLONY CT.	BUCK	CHIHUAHUA
JIM	GASKELL	63 GEORGE ST.	CLEO	PUG MIX
MICHELE	GATES	129 BASE HILL RD.	CAMERON	BASSET HOUND MIX
CASSANDRA	GERKEN	531 WINCHESTER ST.	STELLA	GERMAN SHEPHERD
MICHAEL	GIANFERRARI	58 WILDER ST.	WILLOW	LABRADOR RETRIEVER
HEATHER	GIGLIELLO	134 GUNN RD.	TYCHE	CAVALIER KING CHARLES SPANIEL
LEAH	GILES	672 ROXBURY RD.	RAE	PUG MIX
CAROLANNE	GILLIS	167 DARLING RD.	SNOWY HOPE	SAMOYED
MARY	GILSON	86 KENNEDY DRIVE	MAX	HUSKY MIX
ANNMARIE	GLINE	30 BLAKE ST.	GUS	POODLE MIX
ELIZABETH	GLINE	30 BLAKE ST	MOLLY	AUSTRALIAN SHEPHERD
KELLEY	GODDU	36 EVANS CIR.	BETTIE	GOLDEN RETRIEVER
ELIZABETH	GOLDTHWAITE	85 SPRUCE ST.	BELLA	DACHSHUND MIX
MELISSA	GORGES	28 HARMONY LN. # 6	MEEKO	HUSKY MIX
GIOIA	GOSS	81 ORIOLE AVE.	SASSAFRAS	MALTEPOO
ROGER	GOSS	81 ORIOLE AVE.	SPIKE	CHIHUAHUA MIX
JILL	GOULET	62 PINE STREET #1	GUS	YORKSHIRE TERRIER
CHRISTINE	GRANT	39 N. LINCOLN ST.	BUDDY	DACHSHUND
ELLA	GRANT	32 HARRISON ST.	LILY	DACHSHUND MIX
BERNARD	GRAY	66 RULE ST.	OTIS	BEAGLE MIX
LEIGH	GRAY	9 RIDGEWOOD AVE.	CARLI	FRENCH BULLDOG
MINDY	GRAY	103 SPARROW ST.	WILLOW	ENGLISH BULLDOG
STEPHANIE	GREENE	489 COURT ST.	CLICK	LABRADOR RETRIEVER MIX
STEPHANIE & SEAN	GREENE	489 COURT ST.	HERCULES	BEAGLE
BARI	GREENSPAN	149 ARMORY ST.	BELLA	BOXER MIX
MELANIE	GREENWOOD	739 HURRICANE RD.	MAGGIE MAY NOODLES	CHIHUAHUA
MELANIE	GREENWOOD	739 HURRICANE RD.	REMINGTON	CHIHUAHUA
MELANIE	GREENWOOD	739 HURRICANE RD.	GUNNY	CHIHUAHUA
KATHLEEN	GROTTON	275 GILSUM ST.	MOLLY	LABRADOR RETRIEVER MIX

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KATHLEEN	GROTON	275 GILSUM ST.	BEAU	LABRADOR RETRIEVER MIX
ANNE	GUERRIERO	9 KING'S LANE	STELLA	BERNESE MOUNTAIN DOG
PAULA	GULO	67 RIDGEWOOD RD.	MAGGIE	COCKER SPANIEL
CATHERINE	GUYETTE	45 ASHUELOT ST. APT. B	CASEY	YORKIE MIX
ANN	HACKLER	463 ELM ST.	SILVA	AMERICAN STAFFORDSHIRE TERRIER
CONNIE	HAMEL	710 MAIN ST. #2	TULLY	GOLDEN RETRIEVER
DAN	HAMILTON	34 MCKINLEY ST.	BASILONE	AMERICAN STAFFORDSHIRE TERRIER
TRUDY	HARPER	38 KELLEHER ST. #1	SAMANTHA JEAN	SHEPHERD/LABRADOR RETRIEVER X
GUY	HARRINGTON	97 KENDALL RD.	NELLIE	LABRADOR RETRIEVER MIX
DEB	HART	78 NIMS RD.	COOPER	GOLDEN RETRIEVER MIX
DEBRA	HART	57 DICKINSON RD.	GUIDO	BOXER MIX
DEB	HART	78 NIMS RD.	BEAR	GERMAN SHEPHERD
BRENDA	HASTINGS	240 WATER ST.	SADIE	GERMAN SHEPHERD
ANN	HAVEY	130 ARCH ST.	TRUFFLES	LHASA APSO
ELIZABETH	HAYNES	377 ELM ST.	WILLOW	PUGGLE
DAVID	HAYWARD	17 WORCESTER ST.	GOLIATH	LHASA APSO
INGRID	HEBERT	74 KNIGHT ST.	AVA	GERMAN SHEPHERD MIX
ANN	HENDERSON	16 GRANT ST.	CHOTU	JACK RUSSELL TERRIER
DANIEL	HENDRICKSON	198 BAKER ST.	ABBY	PUG MIX
DANIEL	HENDRICKSON	198 BAKER ST.	PERSEUS	PUG
SARAH	HENION	2 ROWE AVE. APT #1	CAPONE	AMERICAN STAFFORDSHIRE TERRIER
MIKE	HENLEY	135 CASTLE ST #2	EMMA	TREEING WALKER COONHOUND
JERRY	HEYWOOD	7 MYSTIC PL.	MAX	JACK RUSSELL
JAMES	HICKS	27 RUSSELL ST	ARLO	GERMAN SHEPHERD MIX
SUSAN	HIGGINS	11 CHARLES ST	KYLEE	MIXED BREED
SUSAN	HIGGINS	11 CHARLES ST	EMME	DACHSHUND
DOUG	HILDRETH	68 PARK AVE.	FENWAY	BORDER COLLIE
LESLEY	HILDREY	19 KINGS LN.	HARRY	DACHSHUND
LESLEY	HILDREY	19 KINGS LN.	JONAH	MINIATURE DACHSHUND
LESLEY	HILDREY	19 KINGS LN.	ZOE	SPRINGER SPANIEL
LAURA	HISCOX	27 ROXBURY CT., APT 1	MADDOX	MIXED BREED
JOSHUA	HOLT	7 ROXBURY CT.	HAILEE	VISZLA MIX
EMILY JANE	HOOD	48 WATER ST.	LETO	AMER. STAFFORDSHIRE TERRIER X
CINDY	HOOPER	74 PARK AVE. APT 1	TOOTY	BOSTON TERRIER

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CINDY	HOOPER	74 PARK AVE. APT 1	GO	TERRIER MIX
ANDREA	HOPE	112 ARCH ST.	ROSIE	LARGE MIXED BREED
HANNAH	HORNBECK	60 PARK AVE.	WINSTON	GREAT DANE
RACHEL	HOUGH	109 BASE HILL RD.	LUNA	LABRADOR RETRIEVER
HEATHER	HOULE	92 COURT ST	LULU	BOSTON TERRIER
HEATHER	HOULE	92 COURT ST	COCO	BOSTON TERRIER
MARILYN	HOWLAND	111 RAILROAD ST. #214	MCGEE	LHASA APSO
DESEREE	HUBBARD	355 PARK AVE.	SCHULTZ	WEIMARANER
JOSH	JERGE	52 SUMMIT RD.	TOM	BEAGLE MIX
ANITA	JOHNSON	14 COLONIAL DR.	BAILEY	GREYHOUND
BEN	JOHNSON	37 SULLIVAN ST.	BUDDY	LABRADOR RETRIEVER
SAMANTHA	JOHNSON	119 ARLINGTON AVE.	ORVIS	AIREDALE TERRIER
SAMANTHA	JOHNSON	119 ARLINGTON AVE.	FAIRLEE	AMERICAN BULLDOG
TRACI	JOHNSTON	21 LORRAINE ST.	CHARLIE	MINIATURE PINSCHER
LAURA	JUDGE	72 NORTH LINCOLN ST.	OLIVER EATON	COCKER SPANIEL
BEVERLY	JUNIPER	173 WASHINGTON ST. #14	BEAR	CHIHUAHUA/SHIH TZU MIX
BEVERLY	JUNIPER	173 WASHINGTON ST. #14	TINA	CHIHUAHUA MIX
DOLORES	KANE	69 DICKINSON RD.	AVA	CHIHUAHUA
DOLORES	KANE	69 DICKINSON RD.	RIO	CHIHUAHUA
DOLORES	KANE	69 DICKINSON RD.	ZOE	SHIH TZU/LHASA APSO MIX
DOLORES	KANE	69 DICKINSON RD.	LEON	CHIHUAHUA
BRAD	KARP	228 DARLING RD.	MAC	AMERICAN BULLDOG
TARA	KARVOSKY	12 FOX AVE.	MULLIGAN	ROTTWEILER
TARA	KARVOSKY	12 FOX AVE.	CHOPPER	BOXER MIX
KIM	KEATING	35 ANDOVER ST.	GINNY	GOLDENDOODLE
KRIS	KEITH	58 KNIGHT ST.	JACK	LABRADOR RETRIEVER MIX
BETH	KELLEHER	209 ROXBURY ST. #1	CHARLOTTE	GOLDEN RETRIEVER
RANDY	KERNOZICKY	39 BROOK ST. #1	SANDY	POMERANIAN
JENNIFER	KIERNAN	58 SOUTH LINCOLN ST.	BUBBLES	LABRADOR RETRIEVER MIX
BETHANY	KING	38 BLUE JAY CT.	KALVIN	POODLE
CINDI	KINGSBURY	18 STANTON CT	KODA	COTON DE TULEAR
CAROLYN	KLEG	792 COURT ST. B	SAM	MIXED BREED
MARKUS & EVELYN	KONIG	18 WETMORE ST.	ROSIE	PUG
MARKUS & EVELYN	KONIG	18 WETMORE ST.	MATILDA	PUG

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MARKUS & EVELYN	KONIG	18 WETMORE ST.	BELLA	BASSET HOUND
STEVEN	KOWALSKI	387 PARK AVE.	PIPPIN	LABRADOR RETRIEVER MIX
COLLEEN	KRAUSE	19 ACREBROOK RD.	TEDDY	GOLDENDOODLE
CHRISTINE	KRUSE	20 ACREBROOK RD.	GRETA	NOT LISTED
CHRISTINE	KRUSE	20 ACREBROOK RD.	DAISY	LABRADOR RETRIEVER
KEVIN	LABRIE	493 ELM ST.	MOLLY	HUSKY MIX
KEVIN	LABRIE	493 ELM ST.	SOPHIE	SHIH TZU
KEVIN	LABRIE	493 ELM ST.	CUJO	SHIH TZU
KEVIN	LABRIE	493 ELM ST.	SHERMAN TANK	SHIH TZU
KEVIN	LABRIE	493 ELM ST.	JILL	SHIH TZU
KEVIN	LABRIE	493 ELM ST.	JJ	SHIH TZU
JANINE	LACLAIR	46 STARLING ST.	KONA	SHIH TZU
JANINE	LACLAIR	46 STARLING ST.	PEACHES	SHIH TZU
JENNY	LACLAIR	50 HILLTOP DR.	SAMMY	LABRADOR RETRIEVER
JENNY	LACLAIR	50 HILLTOP DR.	GARCIA	SHIH TZU
JENNY	LACLAIR	50 HILLTOP DR.	ELLA	SHIH TZU
DAN	LACROIX	710 HURRICANE RD.	ABE	SHEPHERD MIX
RAY	LAGASSE	805 ROXBURY RD.	MOLLY	LABRADOR RETRIEVER
BEVERLY	LAKE	212 GILSUM ST.	SANDY	FOX TERRIER (SMOOTH)
LESLIE	LAMOUREUX	71 SPARROW ST.	BAYLEY	LABRADOR RETRIEVER
LESLIE	LAMOUREUX	71 SPARROW ST.	DIXIE	GERMAN SHEPHERD MIX
CHRISTINE	LANE	48 WAKEFIELD ST.	CHICA JANE	SMALL MIXED BREED
KAREN	LAUREIGH	76 RIDGEWOOD AVE.	PEANUT	BASSET HOUND MIX
ISABELLA	LAVIN	47 DAVIS ST., APT. 1	TESLA	NOT LISTED
KYLAH	LENT	76 VALLEY ST.	BRUSCHI	LABRADOR RETRIEVER
JONATHAN	LESSER	20 CONGRESS ST.	BAYA	BORDER COLLIE MIX
KAYTLYN	LEVESQUE	171 HOWARD ST.	PATRICE EGAN	AMERICAN STAFFORDSHIRE TERRIER
KAYTLYN	LEVESQUE	171 HOWARD ST.	SARAH ROSE	LABRADOR RETRIEVER
MAX	LINDSTROM	317 PARK AVE.	OLIVIA	BEAGLE MIX
MOLLY	LINN-WULFF	14 PINE AVE.	OLIVER	MALTESE
MOLLY	LINN-WULFF	14 PINE AVE.	SWEET PEA	GOLDENDOODLE
SETH	LIZOTTE	7 EDGEWOOD AVE.	ROSEY	LABRADOR RETRIEVER MIX
LISA	LLERA	BROOKBEND EAST 27 IVY DR. APT. 216	BAM BAM	SCHIPPERKE
WHELAN	LOCKHART	40 HARDY CT.	BOZLEY	LABRADOR RETRIEVER

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DEBORAH	LORING	23 PINE AVE.	LEATA	TERRIER MIX
DAN	LOUGEE	22 MARGUERITE ST.	HANK	YORKSHIRE TERRIER
DAN	LOUGEE	22 MARGUERITE ST.	WAFFLE	PEKINGESE
COLIN	LUCAS	205 CHAPMAN RD	TURK	AMERICAN STAFFORDSHIRE TERRIER
JOANNE	LUCAS	19 OLIVO RD.	TOBY	HOUND MIX
SHAWN	LUND	11 HURRICANE RD.	MALTA	MALTESE
JENNIFER	MACKAY	67 MARTIN ST.	PLUTO	GOLDEN RETRIEVER
DEBBIE	MACKINNON	29 SCHULT ST.	KATIE ANN	COCKER SPANIEL
DEBBIE	MACKINNON	29 SCHULT ST.	SCOUT	MINIATURE SCHNAUZER
JODI	MACLELLAN	10 LEAWOOD AVE.	MAVERICK	LABRADOR RETRIEVER
DAN	MADDEN	229 CONCORD RD.	BO	BRITTANY SPANIEL
MICHELLE	MAGUIRE	50 SUMMITT RD., APT #5	DELLA	LABRADOR RETRIEVER MIX
THERESA	MAJOY	143 S. LINCOLN ST.	MILO	HUSKY
KIM	MALESKI	82 KELLEHER ST.	BANDIT	HOUND MIX
EDWARD	MALONEY	26 ORIOLE AVE.	JASMINE	LHASA APSO MALTISE MIX
MICHAEL	MANN	3 GREENBRIAR RD.	BO	BOXER MIX
SHARON	MANOS	27 KINGSBURY ST., A	GRACE	LABRADOR RETRIEVER MIX
STEPHANIE	MARDEN	7 KENWORTH AVE.	GRACIE	DACHSHUND MIX
SARAH	MARTINEAU	46 DALE DR.	ASTRID CLAIRE	LABRADOR RETRIEVER
JASON	MASLOWSKI	28 EAST DIANE DR.	MATER	GOLDEN RETRIEVER/HUSKY MIX
KAREN	MATHESON	165 MARTELL COURT	MOLLY	LABRADOR RETRIEVER
KAREN	MATHESON	165 MARTELL COURT	CHARLIE	LABRADOR RETRIEVER
DENISE	MAZZOLA	42 TROWBRIDGE RD.	GIO	LABRADOR RETRIEVER
ASHLEY	MCALLISTER	53 AMERICAN AVE.	SAWYER	SHELTIE MIX
ASHLEY	MCALLISTER	53 AMERICAN AVE.	TEDDY	YORKSHIRE TERRIER
ASHLEY	MCALLISTER	53 AMERICAN AVE.	TUUKKA	ROTTWEILER/RETRIEVER MIX
SYLVIA & CRAIG	MCBETH	527 HURRICANE RD.	CALLIE	GOLDEN RETRIEVER
KAITLIN	MCCARTHY	50 SUMMIT ROAD APT 4	MAVERICK	BASENJI
SHERRY	MCCAW	74 SULLIVAN ST.	DIAMOND	LABRADOR RETRIEVER
SHERRY	MCCAW	74 SULLIVAN ST.	HAZE	AMERICAN STAFFORDSHIRE TERRIER
MOLLY	MCCORMACK	25 WRIGHT ST	JUULEP	CHESAPEAKE BAY RETRIEVER
SANDY	MCGUIRK	27 ICELAND CIR.	LAYLA	MINIATURE SCHNAUZER
VICTORIA	MCINTOSH	42 SHADY LANE	MAGGIE	AUSTRALIAN CATTLE/LABRADOR MIX
SHELBY	MCKANE	141 PAKO AVE.	TIG	CORGI MIX

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SHELBY	MCKANE	141 PAKO AVE.	SADIE	BEAGLE MIX
MOLLY	MCMILLAN	71 RIDGEWOOD AVE.	SPARKLE STAR	RAT TERRIER
MATT	MEEHAN	18 NEW ACRES RD.	EDGAR	WEST HIGHLAND WHITE TERRIER X
MATTHEW	MERMET	238 BASE HILL RD. #65	IRIS	AMERICAN BULLDOG
JENNIFER	MICHELSON	108 HOWARD ST..	MILO	BLOODHOUND
TOM & LISA	MIGNEAULT	5 STEARNS RD.	MARDI	AUSTRALIAN SHEPHERD
KATHLEEN	MILLER	42 VALLEY ST.	CASH	HOUND MIX
REBECCA	MILLER	1 TANNER RD.	WINNIE	GOLDENDOODLE
HOLLY	MILLSLAGLE	27 B KINGSBURY ST.	DAENERYS (DANNI)	GOLDEN RETRIEVER
LISA	MINAHAN	9 WESTVIEW AVE.	LUNA	CHIHUAHUA MIX
ZANDER	MITCHELL	3 STEVEN ST.	BENTLEY	WEST HIGHLAND WHITE TERRIER X
RAYMOND	MOCHON	218 BEAVER ST.	WILMA	CHIHUAHUA MIX
ASHLEY	MORSE	19 BOSTON PLACE	TOBY	COCKAPOO
ANDREA	MURDOCK	11 WOODRIDGE RD.	SAMM	LABRADOR RETRIEVER
JOAN	MURPHY	287 ROXBURY ST.	WINNIE	GOLDEN RETRIEVER
LISA	MURPHY	50 RUSSELL ST	JAYDA	BOXER MIX
PATRICIA	MURPHY	8 SALISBURY RD.	SHANNON	COCKER SPANIEL
SUE	MURRAY	38 PAKO AVE.	TUCKER	RAT TERRIER
JESSICA	MYERS	33 PROCTOR CT.	CLARK	NOT LISTED
JOSHUA	NADEAU	3 KENWORTH AVE	MAX	LABRADOR RETRIEVER MIX
AMER	NEILY	641 WEST ST.	GUS	AMER. STAFFORDSHIRE TERRIER X
CURRIER	NEILY	641 WEST ST.	ZUZU	CHIHUAHUA
TENEE	NESBITT	78 WILDER ST	AMOS	MASTIFF
LOC	NGO	88 ROXBURY ST.	MAX	YORKSHIRE TERRIER
ARTHUR	NICHOLS	25 MOUNTAIN VIEW DR.	ZOEY	SHIH TZU
EMILY	NICHOLS	151 COURT ST.	SADIE	GOLDEN RETRIEVER
PATRICIA	NICHOLS	25 MOUNTAIN VIEW DR.	BRADY	SHIH TZU
JOHN	NORRIS	15 WOODBURY ST.	COOPER	COCKAPOO
JOHN	NORRIS	15 WOODBURY ST.	JACKSON	COCKAPOO
AMY	NOWILL	8 GLEN RD.	ROSIE	JACK RUSSELL TERRIER
SPENCER	NOYES	134 ARCH ST.	COOPER	GREAT DANE
JULIE	OAKES	43 NEWMAN ST.	FOXY	FOX TERRIER (SMOOTH)
JULIE	OAKES	43 NEWMAN ST.	HORATIO	JACK RUSSELL TERRIER MIX
NILES	O'CONNOR	90 ELM ST. APT 1	AMARA	GERMAN SHORTHAIRED POINTER

2019 WARRANT FOR UNLICENSED DOGS

KELLEE	O'SHEA	29 NORTH LINCOLN	WILLOW	PAPILLON
KRISHNI	PAHL	84 VALLEY ST.	PRESLEY MUNCHKIN	SHIH TZU
JOHN	PAPPAS	82 SOUTH LINCOLN ST.	BAYLEE	HUSKY/LABRADOR RETRIEVER MIX
COREY	PARKS	190 SOUTH LINCOLN ST.	WILLOW	AMERICAN STAFFORDSHIRE TERRIER
SALVATORE	PENNETTI	377 MARLBORO ST.	BIGGIE	AMERICAN STAFFORDSHIRE TERRIER
ROBIN	PENNEY	247 CHAPMAN RD.	DILLON	STANDARD POODLE
ROBIN	PENNEY	247 CHAPMAN RD.	COCOA	STANDARD POODLE
ROBIN	PENNEY	247 CHAPMAN RD.	BELLA	SHIH TZU
ROBIN	PENNEY	247 CHAPMAN RD.	ALVIN	POODLE MIX
RYAN	PENNEY	31 KELLEHER ST.	CHESTER	LABRADOR RETRIEVER MIX
LORI	PHELPS	32 WASHINGTON ST.	MOLLY	BOSTON TERRIER
MAKENZIE	PHIPPARD	28 HARMONY LN, #2	LOKI ANDREW	LABRADOR RETRIEVER MIX
ANTHONY	PIERCE	154 BAKER ST.	BRUNO	CHINESE SHAR PEI MIX
ANTHONY	PIERCE	154 BAKER ST.	KHALEESI	AMERICAN STAFFORDSHIRE TERRIER
BARBARA	PIERCE	53 SPARROW ST.	HERSHEY	DACHSHUND (LONG HAIR)
JUSTIN	PIPER	379 WEST ST.	ARES	MASTIFF MIX
BEVERLY	PLANTE	18 GREEN ST. #2	LOUIE	GOLDEN RETRIEVER
PETER	POANESSA	36 DICKINSON RD.	ENZO	TERRIER MIX
PETER	POANESSA	36 DICKINSON RD.	L.C./ELSIE	LABRADOR RETRIEVER MIX
TERRI	POSTLETHWAIT	12 PHIL LN.	SEAMUS	SMALL MIXED BREED
KATE	POWER	88 OLD WALPOLE RD.	HAROLD	NEWFOUNDLAND MIX
SARAH	PRECOURT	62 SULLIVAN RD.	LUNA	GERMAN SHEPHERD
RALPHINE	PROFIT	238 BASE HILL RD. #81	CHANCE	COLLIE
ERIC	QUINNEY	81 BUTTERNUT DR.	JAVA	MIXED BREED
ERIC	QUINNEY	81 BUTTERNUT DR.	DUTCHESS	MIXED BREED
MARY	QUINTON	83 DARLING RD.	CARLY	NEWFOUNDLAND
CAROL	RAMSEY	810 COURT ST. I	REGGIE	PAPILLON MIX
CAROL	RAMSEY	810 COURT ST. I	ROSKO	PUG
BRENNA	RANAGAN	2 BLUE JAY CT.	KINGSTON	AUSTRALIAN SHEPHERD
ALAN	RAUSCHER	136 A ARCH ST	CHAD	MIXED BREED
DAWN	RICE	222 BEAVER ST.	KALI	BORDER COLLIE
LEROY	RICE	222 BEAVER ST.	GRACE	LABRADOR RETRIEVER
BARBARA	RICHTER	22 VALLEY ST.	MAX	BICHON FRISE
SHAUNDI	RIDER	48 STARLING ST.	CHANCE	JACK RUSSELL TERRIER

2019 WARRANT FOR UNLICENSED DOGS

SHAUNDI	RIDER	48 STARLING ST.	BOGIE	JACK RUSSELL TERRIER
LEE	RIGBY	11 NEWBURY LN.	WINSTON	HOUND MIX
JEANMARIE	RODRIGUEZ	19 STARLING ST.	ROO	CHIHUAHUA
JEANMARIE	RODRIGUEZ	19 STARLING ST.	DERBY	SHIH TZU
JEANMARIE	RODRIGUEZ	19 STARLING ST.	NINA	MIXED BREED
ILEANA	ROGERSON-RUIZ	32 WASHINGTON ST. #24	CALYPSO	CHIHUAHUA
AUDREY	ROMAN	125 DAVIS ST. APT. 2	ROXIE	SCHIPPERKE
JEAN MARIE	ROTH	30 NELSON ST.	DOPPLER	HUSKY MIX
ADRIONNA	ROY	114 ROYAL AVE.	BELLA	LABRADOR RETRIEVER MIX
STEPHANIE	ROY	818A COURT STREET	BRONX	SHEPHERD MIX
GARGI	ROYSIRCAR	1 HIGHLAND AVE.	RAJ	CHIHUAHUA MIX
TAYLOR	RUBINO	98 ROXBURY ST. #1	ROXAS	LABRADOR RETRIEVER MIX
TAYLOR	RUBINO	98 ROXBURY ST. #1	RIKU	HOUND MIX
DANA	RUFF	44 AMERICAN AVENUE	GROVER	HOUND MIX
CHERYL	RUSSELL	206 PAKO AVE.	PAWS	LHASA APSO
SCOTT	RYLANDER	36 BUTTERNUT DR.	GREYCIE	WEIMARANER
CAMERON	SALZA	35 JENNISON STREET	LUNA	SIBERIAN HUSKY
AUDREY	SALZMANN	635 WEST ST.	TREY	GOLDEN RETRIEVER
AUDREY	SALZMANN	635 WEST ST.	WESLEY	BOXER
AUDREY	SALZMANN	635 WEST ST.	MOLLY	MINIATURE SCHNAUZER MIX
DENISE	SAULT	9 ANDERSON AVE.	BRUCE WAYNE	CHIHUAHUA
DENISE	SAULT	9 ANDERSON AVE.	JAX	POODLE MIX
GARY	SCHNEIDER	5 WOODBURY ST.	KASEY	BOXER
GARY	SCHNEIDER	5 WOODBURY ST.	MAX	BOXER
AMANDA/ROBBIE	SCHUMAKER/HOBBS	114 Gilsum Street 1	JESSIE	SIBERIAN HUSKY
LAURA	SCOTT	20 LIBERTY LN.	SHERMAN	DACHSHUND MIX
ROBIN	SCORE	12 SULLIVAN ST.	ACHILLES	POMERANIAN
HILARY	SEIFER	20 BEECH ST.	BERNIE	PUG MIX
HILARY	SEIFER	20 BEECH ST.	CURBIE	SHIH TZU MIX
NICHOLAS	SENAK	61 SAWYER RD.	PIXEL	GERMAN SHEPHERD MIX
MAUREEN	SHAFER	64 VALLEY ST. #2	HARLEY	CHIHUAHUA MIX
MARY	SHANNON	36 ELLIS COURT	PORTER	LABRADOR RETRIEVER MIX
SHELLEY	SHAW	20 BILLINGS AVE.	CHESNEY	AMERICAN BULLDOG
FAY	SHERRICK	40 SPARROW ST.	JASMINE	LABRADOR RETRIEVER

2019 WARRANT FOR UNLICENSED DOGS

CAELEY	SIBLEY	547 MARLBORO ST.	OTTO	MINIATURE DACHSHUND
MARCELLA	SIERRA	71 CARROLL ST.	PATCH	LHASA APSO
MARCELLA	SIERRA	71 CARROLL ST.	NORA	CHIHUAHUA
HELEN	SILLANPAA	22 GARDNER ST.	OREO	LABRADOR RETRIEVER MIX
HELEN	SILLANPAA	22 GARDNER ST.	SAMMY	LABRADOR RETRIEVER
CHEYANNA	SIMMONS	36 NEWMAN ST.	RIPLEY	CATAHOULA
ALANNAH	SIMONEAU	4 IMPERIAL DR.	BAILEY	HOUND MIX
ALIA	SKIFFINGTON	112 SPARROW ST.	DUKE	SHIH TZU
ALIA	SKIFFINGTON	112 SPARROW ST.	CURLEY	SAINT BERNARD
JEREMY	SMITH	82 MEADOW RD APT. 135	ISLEY	SHEPHERD/LABRADOR RETRIEVER X
MIKE	SMITH	50 SUMMIT RD. APT 2	BUDDY	LABRADOR RETRIEVER MIX
SHAUNA	SMITH	81 ASHUELOT ST.	BAYLEE	LABRADOR RETRIEVER MIX
BRAD	SOWERBY	35 JENNISON ST.	BUDDHA	AMERICAN STAFFORDSHIRE TERRIER
GALEN	SPIEGLER	16 WHEELLOCK ST.	ABBEY	POODLE MIX
NANCY	SPORBORG	8 SUGAR MAPLE LN.	GRACE	GOLDEN RETRIEVER
JAMES	STARKEY	257 PARK AVE.	MAVERICK	NEWFOUNDLAND MIX
ALANA	STARR	62 EASTVIEW RD.	PUGNAX	CHIHUAHUA
ILENE	STARR	130 MARTELL CT., APT. 2	JAKE	DALMATIAN
TIMOTHY	STEBBINS	157 DARLING RD.	FINLEY	LABRADOR RETRIEVER MIX
SARA	STEFANIK	49 RULE ST.	PIXIE	LABRADOR RETRIEVER MIX
RUTH	STERLING	214 WASHINGTON ST.	MAYBE	BEAGLE MIX
STEVEN	STREETER	8 LYNWOOD AVE.	BAYOU	LABRADOR RETRIEVER MIX
CINDY	SULLIVAN	124 KENNEDY DR.	TUCKER	GOLDEN RETRIEVER
KIRA	SUPERIOR	20 SCHULT ST.	JULIAS CEASAR	AMERICAN STAFFORDSHIRE TERRIER
MARYBETH	SWEENEY	51 DOVER ST.	HONEY	AMERICAN STAFFORDSHIRE TERRIER
JENNIFER	TARGETT	165 JORDAN RD.	MAY-Z	GERMAN SHEPHERD
KRISTIN	TARGETT	85 TIMBERLANE DR.	WILSON	LABRADOR RETRIEVER MIX
JULIE	TEWKSBURY	104 BRADFORD RD.	ELLIE	HAVANESE
SUSAN	THIELEN	45 KELLEHER ST.	BLAZE	GERMAN SHEPHERD
CLAUDIA	THISNER	14 MEETINGHOUSE RD.	LUCKY	WHEATEN TERRIER
ALYSSA	THOMAS	61 ORIOLE AVE	ZENA	HUSKY MIX
LYNNE	THOMAS	46 WOODSIDE AVE.	TITAN	MINIATURE PINSCHER
STEVE	THORNTON	22 SHADOW LN.	MOE	DACHSHUND
JEFF	TIMMER	24 KNOLL AVE.	CURRY	SHIH TZU

2019 WARRANT FOR UNLICENSED DOGS

LARRY	TINNIN	2 MAGNOLIA WAY	BAILEY	BEAGLE MIX
BRIDGETT	TOEPFER	29 HILLTOP DR.	SAM	GOLDEN RETRIEVER
LYNN	TOSTEVIN	21 SKYVIEW CIRCLE	MAUI	GERMAN SHEPHERD
BETTE-JEAN	TOUSLEY	708 ROXBURY RD.	MILO	BERNESE MOUNTAIN DOG
BETTE-JEAN	TOUSLEY	199 BAKER ST.	MARLEY	LABRADOR RETRIEVER MIX
AMANDA	TRASK	267 COURT ST.	MILA	GERMAN SHEPHERD
AMANDA	TRASK	267 COURT ST.	KOA	GERMAN SHEPHERD
TODD	TREMBLAY	47 PARK AVE.	JACK	JACK RUSSELL TERRIER
TODD	TREMBLAY	47 PARK AVE.	ZEUS	GERMAN SHEPHERD MIX
LISA & ROBERT	TROMBLEY	139 GILSUM ST.	SASHA	HOUND MIX
SHERRIE	TYLER	90 MAYFLOWER DRIVE	JACK	SCHIPPERKE
KERRY	ULRICH	33 BARKER ST.	TOBY	COTON DE TULEAR
SARAH	VEZZANI	464 ELM ST.	MILES	GOLDEN RETRIEVER
SHELLEY	VILES	68 ROBBINS RD.	BUNNY	LABRADOR RETRIEVER MIX
EMILY	WADE	115 ARCH ST.	CEASER	JACK RUSSELL TERRIER MIX
CHRIS	WALKER	64 CARPENTER ST	OONA	LABRADOR RETRIEVER
JOHN	WALKER	230 SKYLINE DR.	DARBY	CAIRN TERRIER
JOHN	WALKER	230 SKYLINE DR.	MAGGIE BELLA	MALTESE
JOHN	WALKER	230 SKYLINE DR.	NICHOLAS	MALTESE MIX
KIM	WALLACH	83 VALLEY ST.	NILLA	WEST HIGHLAND WHITE TERRIER
TODD & LAUREN	WATERMAN	191 NORTH ST.	CHARLIE	ENGLISH BULLDOG
TODD & LAUREN	WATERMAN	191 NORTH ST.	REX	LABRADOR RETRIEVER
STEVE	WATT	36 VINE ST.	LILLY	LABRADOR RETRIEVER
SHARON	WEBSTER	18 BLUE JAY CT.	LADYBUG	GERMAN SHEPHERD
DAVID	WEISS	28 ANDOVER ST.	LUCKY	BORDER COLLIE
BECKY	WELCH	27 BUTTERNUT DR.	TUFFY	JACK RUSSELL TERRIER
BECKY	WELCH	27 BUTTERNUT DR.	HARLEY	AMERICAN STAFFORDSHIRE TERRIER
SCOTT	WEST	8 ELCONA DR.	INKY	POMERANIAN MIX
JIM	WESTERMAN	74 FRANKLIN ST.	MICKEY	WELSH CORGI (CARDIGAN)
LISA	WHITCOMB	55 ACREBROOK RD.	BLUE	BOXER MIX
LISA	WHITCOMB	55 ACREBROOK RD.	OTIS	LABRADOR RETRIEVER MIX
DELENE	WHITE	52 SUMMIT RD. APT 10	ZORRA	LABRADOR RETRIEVER MIX
ROBERT	WILBER	32 FRANKLIN ST. #A	BRUSA	HUSKY MIX
ANGELA	WILLEY	70 CARROLL ST.	PRADA	AMERICAN STAFFORDSHIRE TERRIER

2019 WARRANT FOR UNLICENSED DOGS

KORA	WILSON	9 SCHULT STREET	ABIGAIL	AUSTRALIAN KELPIE
KYLE	WILSON	365 MAIN ST., APT #1	HACHI	SHIBA INU
NICHOLE	WILSON	153 ARMORY ST.	TAKODA	LABRADOR RETRIEVER
KENNETH	WOODBURY	218 CONCORD RD.	JOLEE	STANDARD POODLE
BRIAN & TRACY	WORCESTER	5 SPARROW ST.	IZZY	PUG
BRIAN & TRACY	WORCESTER	5 SPARROW ST.	TANK	PUG
AIMIE	WRIGHT	168 BAKER ST. APT. G	LUCY	BOXER
BEN	WRIGHT	34 KNOLL AVE.	JACKSON LUKE	YORKSHIRE TERRIER
DANIEL	WRIGHT	271 MARLBORO ST.	JESSE	GERMAN SHEPHERD
GLENN	WRIGHT	49 BIRCH ST.	JOVIE	GOLDEN RETRIEVER
JESSICA	WRIGHT	108 BUTTERNUT DR.	MILO	POMERANIAN MIX
SUSAN	WULLSCHLEGER	29 CRESCENT ST.	MILLIE	TERRIER MIX
VICKI	WYMAN	17 PITCHER ST.	MYLES	GERMAN SHORTHAIRED POINTER
VICKI	WYMAN	17 PITCHER ST.	MAX	LABRADOR RETRIEVER
VICKI	WYMAN	17 PITCHER ST.	MOOSE	LABRADOR RETRIEVER
TERESA	YARUS	22 WARD CIRCLE	CHARLIE	MINIATURE SCHNAUZER
LINCOLN	YEATON	18 UPPER KNIGHT ST.	BUDDY	SAINT BERNARD
ANNE	YOUNG	19 HILLCREST ST.	WILLOW	LABRADOR RETRIEVER
ADAM	ZINN	123 PEARL ST.	OLIVE	MASTIFF MIX
PAUL	ZOPATTI	69 SPARROW ST.	MAX	PEKINGESE



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: H.1.

SUBJECT: Councilors Greenwald, Manwaring and Richards - Tax Deeding - Kingsbury

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the tax deeding for 80 Laurel Street be placed on more time.

BACKGROUND:

The Chairman indicated the owner of the property Mr. Thibeault came to Keene with his agent Mr. Phippard and updated the Manager, the Chairman and Assistant City Manager Rhett Lamb as to what is going on. The Chairman noted the owner produced a detailed plan (version 9) and noted this is a real plan. It was indicated it is the intention of the owner that the building will be torn down by mid-summer, there will be new test wells located throughout the property, the plan also shows connections to the bike path, it shows removal of bridges and culverts so the brook can flow freely. It is also his intention to negotiate an easement for Laurel Street and Victoria Street extensions with the city. The plan shows retail, office and financial spaces as well as open space. The Chairman went to say it was indicated this was a multi-year plan; they are estimating \$800,000 in property taxes. He stated he was impressed with the owner's sincerity and felt it was in the best interest of the city to have this property developed by a private party. The Chairman felt the city now has the owner's attention and asked for the Manager's input on this item.

Ms. Dragon stated the goal of today's meeting was to discuss phase 2 and funding available through Southwest Regional Planning Brownsfield study. She indicated testing on the west side of the brook which she noted is the focus of phase 1. The Manager felt a lot of progress was made today but there are more conversations that need to happen. Once those conversations are complete the matter will go back before the Southwest Regional Planning Brownsfield Committee for its final approval.

Ms. Dragon continued there was also conversations pursued about development and about the companies that are interested in locating to this area. She noted the development of a project of this size always takes time and effort is needed from all parties. She agreed there needs to be a conversation about Victoria Street and Laurel Street extension and whether the Council is interested in moving forward with this as well as the path along the brook.

Councilor Clark felt this was a good thing – having negotiations with the owner. The Councilor however, stressed the need for an agreement with a payment plan before negotiation can start again. The Councilor felt if the City does not put itself in position of strength what happened over the last few years would continue.

Ms. Dragon in response stated the first agreement would be on the testing and the city should know fairly soon if this is something that can be done. As far as the taxes, this is something the Manager had included in a letter

to Mr. Thibeault. She indicated Mr. Thibeault had raised the issue about credit for the easement; Ms. Dragon stated these are items she would like to discuss with the Council so she could discuss same with the owner.

Councilor Jacobs asked for a status on the taxes. Ms. Dragon stated the \$100,000 the owner paid a few weeks ago paid the 2016 taxes which is the oldest since he owned the property and does not include what was due prior to his owning the property, which are still outstanding.

Councilor Richards clarified the owner had a bill of \$640,000 when he purchased the property and has not offered to pay anything on it. Ms. Dragon answered in the affirmative. The Councilor noted under the Statute, Assessing can start the tax deeding process if taxes are not paid in three years. Ms. Dragon responded by saying in the Statute there is a clause which indicates the Council does not have to accept a tax deed if there are for instance environmental issues on the property. The Councilor felt the owner is paying three years ago taxes to prevent the tax deeding process and felt the owner's history with the city is not a good one.

Councilor Richards went on to say it would be good to have this property developed but this owner has had many agreements and has done nothing on the property. He expressed concern this owner is making no effort to pay anything on this arrears and felt no other citizen would get a break on their taxes for six years.

As far as the testing, he felt the City is negotiating with the owner where testing should be done, but noted the grant lets the city test anywhere on the property in its entirety. Ms. Dragon agreed the grant was for the entire property but the area is determined between an agreement with the owner and the consultant – there was a scope signed for the entire property but Mr. Thibeault was not comfortable signing that because of the contamination on the other side of the brook and what that would mean for development. The Manager felt she understands where he would not want to “open that can of worms” until he is ready to develop and until some revenue starts coming in from renting out the other areas.

Councilor Richards felt it was important for the city to know how far the contamination has spread especially to the neighborhood. He added he is concerned the city is not placing an appropriate amount of pressure to determine the full scope of the issues and there is no money being paid towards the arrears.

Mr. Bradford Hutchinson of 305 Marlboro Street reiterated what Councilor Richards stated. He expressed his frustration with the absence of the owner to be present at today's meeting. He also noted to his concern about the owner permitting the use of this space by a construction company warehouse and questioned what this rental payment was going towards. Mr. Hutchinson felt there needs to be a property manager who has knowledge of environmental issues and felt the city needs more of an agreement from the owner on the back taxes. He also expressed concern about the contaminants getting into the City's groundwater and the neighborhood and felt this is work that should have been done a long time ago and felt this is a very irresponsible property owner who should be taken to task by the Council.

Chair Greenwald asked whether the Manager recalls what Mr. Phippard had stated about the monitoring wells. Ms. Dragon began by noting that Mr. Phippard was at the Swanzy Planning Board meeting which was scheduled before this item being scheduled to be on the agenda at today's FOP session. Ms. Dragon went on to say the property has existing monitoring wells and these are what DES would like to have tested which would tell the city about any migration of contamination into the ground water which is what phase 2 will provide the city with information on.

Councilor Jacobs asked whether the tax deeding process would impede the owner from moving forward with his plans. Ms. Dragon stated she wouldn't know if it would impede the process but wasn't sure how many businesses will be willing to sign a lease if they become aware there was a tax deed issue being brought by the city; it creates a cloud around the property. Ms. Dragon stated she would like to talk about the building; it is a large building which is deteriorating fast. The owner has had consultants look at how much it would cost to do a complete asbestos abatement of the building. Ms. Dragon stated the estimated amount is close to a million

dollars to just take the building down. This figure does not include the cost of removing things off site and to take care of issues in the ground. Ms. Dragon stated she was encouraged to hear the owner wanted to take the building down this summer.

Councilor Chadbourne referred to a comment the Manager had made previously where the City could avoid taking the property because of the contamination that exists on it (she noted she was not sure what the exact RSA was). Ms. Dragon stated what the statute says is if a property is being considered for tax deeding, the Council can decide not to take it because of environmental issues that exist like it does with this site. The Councilor asked in a situation when the city does not take the property what happens to the property. Ms. Dragon stated that at that point the property would sit until someone takes on the task of cleaning it up and developing it.

Mr. Michael Blair of West Surry Road, Keene stated he would like to echo the comments made by Councilor Richards and Mr. Hutchinson. He noted it is encouraging to hear that most of the Council feels it would be prudent to privately develop this site rather than taking it by tax deed and felt taking by tax deed should be the last resort. He added it is hard to be optimistic this plan would see the light of day because of the city's history with this owner. He stated should the city take it on one million could easily go up in price and the Keene tax payer will end up having to pay for this cost. Mr. Blair felt the city needs to enter into an agreement with this owner for development and for reimbursing of taxes.

Attorney Mullins noted the Statute Councilor Chadbourne was referring to was RSA 80:76, II, III – which indicates that a municipality would not accept a tax deed because of certain items and one of those is hazardous waste on the property.

Mr. Tim Zinn 43 Grove Street stated that there are no easy answers with this property and agreed it is a difficult site. Mr. Zinn stated he is part of East Side Neighborhood and this neighborhood is concerned about this property. He stated he and his neighbors have paid up on their taxes and hoped at the very least the city could make the owner clean up the property.

Mr. Zinn stated he has been flooded twice, one was a 500-year flood and the other was a 1000-year flood event and stated anything to reduce flooding would help. He added this building is an eye sore to the neighborhood.

Mr. Blair added having been involved with the demolition of the old YMCA building -finding a demolition company is hard and if the owner does not have a company lined up, the work will not happen this summer.

It was noted because of the asbestos this is a special type of demolition.

Mr. Hutchinson addressed the Committee against and added the building is 330,000 square feet in size and it is not a single building it is different types of buildings put together. He added there are some aspects of this building that is salvageable such as dry storage but the absence of the property owner at today's meeting makes it difficult to see how serious he is about some of these aspects. He felt until the back taxes are paid the deed process should move forward.

A motion was made by Councilor Clark to put this item on more time to allow the applicant's representative to be present. The motion was seconded by Councilor Chadbourne.

Councilor Powers noted there are other items that might be required at the next meeting. He also questioned whether off site testing has been done.

Councilor Clark stated the City does not want to own the property nor does the owner want to lose the property but felt the owner was in control of this issue at the moment. He agreed with Councilor Powers in that there needs to be specific items for next time; there needs to be a plan to pay back taxes and a plan for testing.

Chair Greenwald felt the City has Mr. Thibeault's attention now but his feeling will be different if things do not change at the next FOP meeting.

Councilor Jacobs stated the he would like to have more specifics about the demolition.

Councilor Chadbourne asked whether DES are the ones who told the City about the presence of asbestos and about the contamination inside the building. Ms. Dragon stated she would get an update and added she had reached out to DES and they are at every Brownsfield meeting and review the scope for Brownsfield testing. She indicated they are looking for three items:

1. Site investigation to assess chlorinated solvent in ground water – asking for another round of testing for the wells
2. In February 2015 the city notified DES about another holding tank – DES asked Mr. Thibeault to empty and decommission the tank in the proper way. The tank has been pumped but the tank has not been removed
3. There is also a 12,000 gallon underground tank used for heating oil which is out of compliance and needs to be brought into compliance. The tank has been pumped but DES needs documentation of this as well.

Councilor Chadbourne stated she hoped this clears up some of the questions the community has.

The motion to table this item to the next session of the Finance Committee carried on a unanimous vote.



City of Keene, N.H.
Transmittal Form

TO: Mayor and Keene City Council

FROM: Mayor Kendall W. Lane

ITEM: I.1.

SUBJECT: Relating to Rules of Operation

RECOMMENDATION:

Recommend that Ordinance O-2019-10 be referred to the Finance, Organization and Personnel Committee for its review and recommendation.

ATTACHMENTS:

Description

Ordinance O-2019-10

BACKGROUND:

Ordinance O-2019-10 establishes a quorum standard for boards and commissions that aligns with the quorum requirements for statutory boards. Currently for advisory and legislative boards, the City Code provides that the quorum requirement is determined to be one-half of its appointed membership. This requires that at each meeting of an advisory or legislative body that the current membership roster and any vacancies would need to be accounted for in determining the quorum requirement for that meeting. Ordinance O-2019-10 avoids the potential of this moving target by providing that the quorum for any board to conduct business shall be greater than one-half of the total eligible number of members.

Ordinance O-2019-10 also amends the City Code with respect to how alternates are utilized so as to provide for greater participation by alternate members. Currently alternates are called upon by the Chair for purpose of filing a quorum. The current ordinance allows a chair to use their discretion as to whether they may appoint an alternate to serve in the absence of any regular member of the board. Ordinance O-2019-10 would require a chair to appoint an alternate to sit to form a quorum or to sit for any absence of a regular board member.



CITY OF KEENE

O-2019-10

In the Year of Our Lord Two Thousand andNineteen.....

AN ORDINANCERelating to Rules of Operation.....

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 2-593, Rules of Operation, in Chapter 2, Administration, Article V, Boards and Commission, Division 1, Generally, and replacing it with the bolded text, and also amending Section 2-579, Alternates, by deleting the stricken text and inserting the bolded text, as follows:

Sec. 2-593. - Rules of operation.

- (a) Each board shall establish its own method of operation in keeping with good practices.
- (b) Meetings will be scheduled periodically at a time and place to be announced and publicly posted in advance. In no case shall a board meet less than three times per year. At any meeting the board may invite citizens, the mayor, members of the city council, the city manager or other city employees to attend and to discuss any issue germane to the board's business. All meetings shall be public except as provided for in the Charter or in RSA 91-A.
- (c) Each board in January of each year shall name its own chair, who unless specifically provided for by state statute or city ordinance, need not be a city resident. Chairpersons may succeed themselves.
- (d) ~~A quorum for doing business of a board shall be greater than one-half of its appointed membership.~~ **A quorum for doing business of a board shall be greater than one-half (a minimum of 50% plus 1) of the total eligible number of members, either under state law or by City Code, regardless of the number of members actually appointed.**

Sec. 2-579. - Alternates.

Except as otherwise provided by this Code or state law, the mayor shall appoint, subject to confirmation by the city council, one or more alternates to each of the boards and commissions, but not more than a number equal to the number of members of the particular

Sec. 2-579. - Alternates. (continued)

board or commission who ~~will~~**shall** be asked by the chair of the board or commission to sit **to form a quorum, and shall be asked to sit** for absence, illness, conflict of interest, or absence for any good reason in the place of members of such board or commission. Any member's term as an alternate shall not be counted towards the maximum number of consecutive terms served.

Kendall W. Lane, Mayor



City of Keene, N.H.
Transmittal Form

June 3, 2019

TO: Mayor and Keene City Council

FROM: Mayor Kendall W. Lane

ITEM: I.2.

SUBJECT: Relating to the College City Commission

RECOMMENDATION:

Recommend that Ordinance O-2019-11 be referred to the Finance, Organization and Personnel Committee for its review and recommendation.

ATTACHMENTS:

Description

Ordinance O-2019-11

BACKGROUND:

Ordinance O-2019-11 amends the provisions in the City Code for the College City Commission to align the membership requirements for the representatives of Keene State College to the operational needs of the college.



CITY OF KEENE

O-2019-11

In the Year of Our Lord Two Thousand andNineteen.....

AN ORDINANCERelating to the College City Commission.....

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 Division 23 "College City Commission" in Article V "Boards and Commissions" of Chapter 2 entitled "Administration" and inserting a new Division 23 as follows:

DIVISION 23. - COLLEGE CITY COMMISSION

Sec. 2-1109. - Purpose.

The college city commission is created to facilitate long range planning and develop short- and long-term recommendations to the college and the city on issues of mutual concern. It is intended to serve as a model for how a city and college may collaborate effectively and engage each other in the resolution of the most pressing issues and to create a framework to address emergent opportunities.

Sec. 2-1110. - Membership.

- (a) The college city commission shall consist of 14 regular voting members. No more than four alternate members may be appointed. The mayor and the president of Keene State College shall each appoint seven voting members and two alternates. Eight voting members shall be required to form a quorum, consisting of at least three members appointed by the mayor, and three members appointed by the president of Keene State College. At least one of the college's seven regular voting members shall be a student of Keene State College. One alternate appointed by the president shall be a Keene State College student to serve a concurrent term with the regular voting student member. Of the seven regular voting members appointed by the president, the Keene State College Director of External Relations and the Coordinator for Student and Community Relations, shall be appointed to the commission as ex-officio members.
- (b) The mayor and the president of Keene State College shall each be an ex-officio member of the commission without a vote.
- (c) All appointed individuals to the commission must represent a cross section of interests, diverse perspectives and points of view in the city and college communities and constituents to support the purpose and charge of the commission.

(d) The commission shall be moderated by two chairpersons. The mayor and the president of Keene State College shall each appoint a chairperson from the seven members they appoint to represent the interests of the city and the college, respectively, and to provide leadership to the commission.

(e) Membership is not restricted to residents of Keene.

Sec. 2-1111. - Terms.

(a) All members shall have three-year terms. Keene State College members shall be appointed in July of each year. Keene State College members shall be exempt from the limitation of two consecutive terms. In the event of a vacancy, interim appointments may be made to complete the unexpired term and shall be appointed by the original appointing authority.

Sec. 2-1112. - Relation to department.

The city will provide staff support as it may be available to the college city commission. Keene State College will provide staff support to the commission through the president's office.

Sec. 2-1113. - Powers, duties and guidelines.

The functions and guidelines in this section are established for the conduct of the college city commission. The commission shall:

- (1) Conduct activities to promote, enhance, and encourage improved relationships between the college and city communities.
- (2) Research and evaluate topics of shared concern or interest between the city and Keene State College.
- (3) Consult with the mayor and Keene State College president on a periodic basis.
- (4) Develop reports and recommendations to the city and Keene State College with respect to issues of shared concern or interest, and measure progress at implementing these recommendations.
- (5) Promote communication and collaboration among community groups and organizations, city staff and departments, and Keene State College staff and departments with an interest in college/city relations.
- (6) Publicize and report on its activities.
- (7) Hold meetings and hearings necessary to carry out its duties.
- (8) Provide reports of its activities from time to time to the city and to Keene State College.

Kendall W. Lane, Mayor



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: J.1.
SUBJECT: Relating to Interdepartmental Responsibilities - Parking

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of Ordinance O-2019-06.

ATTACHMENTS:

Description

Ordinance O-2019-06

BACKGROUND:

Mr. Medard Kopczynski addressed the Committee and stated this Ordinance moves the responsibility of parking operations from the Police Department to the City Manager's office. He stated the intention of this is to align parking operations and its assets with the city's economic development efforts. Mr. Kopczynski talked about the importance of parking for the downtown and noted it would play a bigger role with the unified code and the arts corridor coming in the future.

He noted the Parking Operations Manager will now report to the Manager's office through Mr. Kopczynski and there will be no change to the budget.

Councilor Jacobs made the following motion which was seconded by Councilor Chadbourne.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of Ordinance O-2019-06.



CITY OF KEENE

O-2019-06

Nineteen

In the Year of Our Lord Two Thousand and

Relating to Interdepartmental Responsibilities

AN ORDINANCE

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

That the Ordinances of the City of Keene, New Hampshire, as amended, are hereby further amended by inserting the bolded text in Chapter 2 "Administration," Article IV "Departments," Division 1 "Generally," Section 2-265 "Interdepartmental Responsibilities," and by deleting the stricken text in Division 13 "Police," Section 2-506 "Functions," and also amending Chapter 94, by inserting the bolded text into the title of Article III, inserting a new Section 94-66, and renumbering the subsequent sections in Division 1, as follows:

Sec. 2-265. - Interdepartmental responsibility.

(a) In addition to the functions and responsibilities outlined for each department in this article, all departments shall cooperate, take responsibility for, and carry out interdepartmental functions delegated and assigned from time to time by the city manager. These interdepartmental functions and duties include but are not limited to the following:

- (1) Administrative policies and functions.
- (2) Community and economic development, **parking services, and downtown** functions.
- (3) Community relations functions.
- (4) Building maintenance and security functions.
- (5) Community emergency preparedness.
- (6) Information management.
- (7) State and federal legislative activities.
- (8) Personnel administration.
- (9) Liability and risk management.
- (10) Hazardous and other types of waste management issues.

(b) Accordingly, in addition to their other duties, all departments and department heads shall do their utmost to approach their respective roles from a citywide perspective and responsibility, recognizing that they are city employees first and departmental employees second, and shall continuously endeavor to assist the city manager in seeing that these types of interdepartmental responsibilities are fully met.

DIVISION 13. - POLICE

Sec. 2-506. - Functions.

The major functions of the police department are to:

- (1) Enforce laws, investigate crimes and prosecute cases in court.
- (2) Be prepared to respond to all types of emergency situations ranging from hostage situations to major disasters.
- ~~(3) Oversee downtown public parking facilities and operations.~~
- (4) Provide animal control services.
- (5) Educate the community in the law, how to avoid crime, and how to reduce and prevent crime.

ARTICLE III – PARKING SERVICES

DIVISION 1. – GENERALLY

Sec. 94-66. – City Manager

Parking Services shall be under the authority of the City Manager, and administered in accordance with the requirements of Chapter 94, Article III.

Sec. 94-67. – Prohibited areas.

Secs. 94-68-94-90. – Reserved.

Kendall W. Lane, Mayor

In City Council May 16, 2019.
Referred to the Finance, Organization and
Personnel Committee.


Patricia Castle
City Clerk



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: J.2.
SUBJECT: Relating to Class Allocation & Salary Schedule

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommend adoption of Ordinance O-2019-09.

ATTACHMENTS:

Description

Ordinance O-2019-09

BACKGROUND:

Asst. City Manager/Human Resources Director Beth Fox stated she was before the Committee to discuss amendments to Chapter two and Chapter 62 of the city code which applies to the city's regular full and part-time non-union positions, to include about 90 positions in the Fire, Police, Public Works Departments, and about 60 titles in the administrative and clerical schedules and the city's charter officers. This schedule provides for about a 2.5% salary adjustment to the existing schedules. This is in keeping with the city's agreement with the collective bargaining units (200 positions) and cost of living increases.

Ms. Fox referred to the schedules included in the Ordinance. She stated that there are a few noteworthy changes that she wanted to point out to the Committee. She went on to reference the schedule pertaining to probationary Public Works, which is used to attract new employees to Public Works. Steps two through four have been adjusted using the 2.5% adjustment. Step one has historically been 7.5% less than step two (entry-level rate), which is less than the state average. The correction will make step one 4.5% less than step two.

Ms. Fox went on to point out in Chapter 62, 191 – the schedule related to Probationary Fire Fighters that generally there is a 2.5% COLA adjustment as compared to the numbers from the prior year, with the exception of a medic rate. Ms. Fox stated if the city can bring in someone with medical experience the city saves money on training these individuals.

Relative to the wage schedule for Probationary Police Fighters, Ms. Fox stated this schedule was adjusted to attract police officers giving them advancement opportunities during mid-point of their probationary period. There are hiring incentives in place to attract employees to the organization and there are still challenges to attracting police officers.

Relative to the schedule for Administrative and Clerical Positions (60 positions), a 2.5 % adjustment is being suggested as well as certain re-classifications; two of those positions impact public safety – police dispatch supervisor and fire administrator. Another reclassification has to do with the senior staff accountant position,

because of its new expanded responsibilities. This concluded Ms. Fox's comments.

Councilor Powers referred to the Probationary Fire Fighters and asked whether these positions were 4.5% less than step two as well. Ms. Fox stated this adjustment was done a long time ago using a different perspective and did not think they were.

Councilor Clark noted police dispatch supervisor and fire administrator were moved from S11 to S12 and asked for the reason. Ms. Fox stated the additional duties and responsibilities placed on these positions were looked at and this is the reason for the change, particularly to the fire administrator.

Councilor Jacobs asked whether these changes would have any impact on the budget. Ms. Fox stated there is an allowance within the budget for these adjustments.

Councilor Chadbourne made the following motion which was seconded by Councilor Jacobs.

On 5-0 vote, the Finance, Organization and Personnel Committee recommend adoption of Ordinance O-2019-09.



CITY OF KEENE

O-2019-09

Nineteen

In the Year of Our Lord Two Thousand and

Relating to Class Allocations and Salary Schedules

AN ORDINANCE

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

That the Ordinances of the City of Keene, as amended, hereby are further amended by deleting Section 2-231, "City Council Appointments' Salary Schedules" of Chapter 2, entitled "Administration;" as well as Section 62-166, "Hourly Wage Schedule for Probationary Public Works;" Section 62-191, "Probationary Firefighter;" Section 62-192, and Section 62-194, "Administrative and Clerical – Annual Salary Schedule", of Chapter 62 entitled, "Personnel," and by substituting in lieu thereof the following attached new sections: Section 2-231, "City Council Appointments' Salary Schedule;" Section 62-166, "Probationary Public Works Hourly Wage Schedule;" Section 62-191, "Probationary Firefighter;" and Section 62-194, "Administrative and Clerical," effective July 1, 2019.

Kendall W. Lane, Mayor

In City Council May 16, 2019.
Referred to the Finance, Organization
and Personnel Committee.


Patricia Castle
City Clerk

City Code Section 2-231

**COUNCIL APPOINTMENTS
ANNUAL SALARY SCHEDULE**

(effective July 1, 2019)

<u>SALARY</u>	<u>City Clerk</u>	<u>City Attorney</u>	<u>City Manager</u>
<u>L</u>	88,031	108,974	130,817
<u>E</u>	91,992	113,878	136,704
<u>V</u>	96,132	119,003	142,856
<u>E</u>	100,458	124,358	149,285
<u>L</u>	104,979	129,954	156,003
	109,703	135,802	163,023

City Code Section 62-166

PROBATIONARY PUBLIC WORKS
HOURLY WAGE SCHEDULE

Non Union

(effective July 1, 2019)

<u>GRADE</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
H 2	14.09	14.73	15.39	16.08
H 3	14.73	15.39	16.08	16.81
H 4	15.39	16.08	16.80	17.56
H 5	16.08	16.81	17.56	18.35
H 6	16.80	17.56	18.35	19.17
H 7	17.55	18.34	19.16	20.03
H 8	18.35	19.17	20.04	20.94
H 9	19.17	20.03	20.93	21.87
H 10	20.02	20.92	21.86	22.84
H 11	20.93	21.87	22.86	23.89
H 12	21.87	22.86	23.89	24.96

CLASS ALLOCATION

<u>GRADE</u>	
H 2	Maintenance Aide I; Recycler I; Recycler I/Attendant
H 4	Water & Sewer Service Aide I
H 5	Maintenance Aide II; Motor Equipment Operator I; Recycler II; Water & Sewer Service Aide II
H 7	Mechanic I
H 8	Motor Equipment Operator II
H 9	Mechanic II; Sign Maker; Maintenance Mechanic; Utility Operator
H 10	Highway Foreman; Solid Waste Foreman; Maintenance Technician I
H 11	Water Meter Technician; Maintenance Electrician
H 12	Water & Sewer Foreman; Maintenance Technician II; Shop Manager; Solid Waste Operations Foreman

City Code Section 62-191

**PROBATIONARY FIREFIGHTER
HOURLY WAGE SCHEDULE
(effective July 1, 2019)**

<u>GRADE</u>		<u>STEP 1</u>
F 1	Level I/EMT B	\$19.75
F 2	Level II/A-EMT	\$20.92
F 3	Level II/Medic	\$22.25

City Code Section 62-192

**PROBATIONARY POLICE OFFICER
HOURLY WAGE SCHEDULE
(effective April 1, 2019)**

<u>GRADE</u>		<u>STEP</u>
P 1		\$23.84
P 2		\$24.92

City Code Section 62-194

**ADMINISTRATIVE AND CLERICAL
ANNUAL SALARY SCHEDULE
Non Union**

(effective July 1, 2019)

<u>GRADE</u>	<u>STEPS</u>					
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
S 4	34,931	36,503	38,146	39,863	41,657	43,532
S 5	36,503	38,146	39,863	41,657	43,532	45,491
S 6	38,146	39,863	41,657	43,532	45,491	47,538
S 7	39,863	41,657	43,532	45,491	47,538	49,677
S 11	47,538	49,677	51,912	54,248	56,689	59,240
S 12	49,677	51,912	54,248	56,689	59,240	61,906
S 15	56,689	59,240	61,906	64,692	67,603	70,645
S 16	59,240	61,906	64,692	67,603	70,645	73,824
S 17	61,906	64,692	67,603	70,645	73,824	77,146
S 18	64,692	67,603	70,645	73,824	77,146	80,618
S 19	67,603	70,645	73,824	77,146	80,618	84,246
S 20	70,645	73,824	77,146	80,618	84,246	88,037
S 24	84,246	88,037	91,999	96,139	100,465	104,986
S 25	88,037	91,999	96,139	100,465	104,986	109,710
S 26	91,999	96,139	100,465	104,986	109,710	114,647
S 27	96,139	100,465	104,986	109,710	114,647	119,806
S 28	100,465	104,986	109,710	114,647	119,806	125,197
S 29	104,986	109,710	114,647	119,806	125,197	130,831
S 30	109,710	114,647	119,806	125,197	130,831	136,718

City Code Section 62-194

ADMINISTRATIVE AND CLERICAL

(effective July 1, 2019)

<u>GRADE</u>	<u>CLASS ALLOCATION</u>
S 4	Library Aide
S 5	Minute Taker
S 6	Administrative Assistant; Records Clerk
S 7	Administrative Assistant I
S 8	NO POSITIONS ASSIGNED
S 9	NO POSITIONS ASSIGNED
S 10	NO POSITIONS ASSIGNED
S 11	Fire Department Administrator; Office Manager; Parking Services Technician; Police Dispatch Supervisor
S 12	Librarian I; Planning Technician; Paralegal; Executive Secretary; Staff Accountant Police Dispatch Supervisor; Fire Department Administrator
S 13	NO POSITIONS ASSIGNED
S 14	NO POSITIONS ASSIGNED
S 15	Executive Assistant; Librarian II; Senior Staff Accountant ; Payroll Administrator; Human Resource Assistant; Youth Services Manager; Mapping Technician; Engineering Technician; Technical Support Specialist; Assistant City Clerk; Parking Operations Manager
S 16	Planner; Laboratory Supervisor
S 17	Appraiser; Recreation Programmer; Librarian III; Parks & Cemetery Maintenance Superintendent; Treatment Plant Manager; Fleet Services Operations Manager; Senior Staff Accountant Airport Maintenance & Operations Manager,
S 18	Water & Sewer Superintendent; Purchasing Agent; Civil Engineer; Solid Waste Manager; Maintenance Manager; Revenue Collector Records Manager/Deputy City Clerk; Laboratory Manager; Human Services Manager,
S 19	Highway Superintendent; Fleet Services Superintendent; Operations Manager; Senior Planner
S 20	Systems Administrator; Purchasing & Contract Services Manager
S 21	NO POSITIONS ASSIGNED
S 22	NO POSITIONS ASSIGNED
S 23	NO POSITIONS ASSIGNED
S 24	City Engineer; Assistant Public Works Director/Division Head; Assistant IT Director; Database Administrator; Airport Director; Building/Health Official
S 25	Human Resources Director; Library Director; Assistant Finance Director/Assistant Treasurer; Police Captain; Deputy Fire Chief
S 26	Community Development Director; City Assessor; Parks, Recreation & Facilities Director
S 27	Finance Director/Treasurer; IT Director
S 28	Police Chief; Fire Chief; Public Works Director
S 29	NO POSITIONS ASSIGNED
S 30	NO POSITIONS ASSIGNED



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: K.1.

SUBJECT: Drummer Hill Water Tank and Pump Station Replacement

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the remaining project balance of the Chlorine Injection Project Account (05083-A) be appropriated to the Drummer Hill Tank and Pump Station Replacement Project (05090-18).

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of Resolution R-2019-06-A, Related to an appropriation for the Replacement of the Drummer Hill Water tank and Pump Station.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of Resolution R-2019-07-A, Relating to the Reallocation of funds from the Water Infrastructure Capital Reserve to replace the Drummer Hill Water Tank and Pump Station.

ATTACHMENTS:

Description

Resolution R-2019-06-A

Resolution R-2019-07-A

BACKGROUND:

Public Works Director Kurt Blomquist stated this item has been on the committee's more time agenda. He noted this is to replace the Drummer Hill water tank and pump station and the cost for it was approximately two million dollars: \$800,000 was allocated and additional funding of 1.4 million dollars was necessary. Staff had previously recommended taking these additional funds from the water fund unallocated fund balance. Staff looked at this and realized withdrawing that amount would place the water fund in a position staff was not comfortable with. Staff looked at some other funding sources – one is the water treatment capital reserve. Mr. Blomquist noted staff felt this capital reserve could support the withdrawal of \$585,000. Staff also looked at the water infrastructure capital reserve and looking to take out close to \$790,000. He noted the Resolutions have been amended to make these changes to funding.

Councilor Jacobs made the following motion which was seconded by Councilor Chadbourne.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the remaining project balance of the Chlorine Injection Project Account (05083-A) be appropriated to the Drummer Hill Tank and Pump Station Replacement Project (05090-18).

Councilor Jacobs made the following motion which was seconded by Councilor Chadbourne.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of Resolution R 2019-06A, Related to an appropriation for the Replacement of the Drummer Hill Water tank and Pump Station.

Councilor Jacobs made the following motion which was seconded by Councilor Chadbourne.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of Resolution R 2019-07A, Relating to the Reallocation of funds from the Water Infrastructure Capital Reserve to replace the Drummer Hill Water Tank and Pump Station.



CITY OF KEENE

R-2019-06-A

In the Year of Our Lord Two Thousand andNineteen.....

A RESOLUTION Related to an appropriation for the Replacement of the Drummer Hill
Water Tank and Pump Station.

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

That the sum of five hundred and eighty five thousand dollars (\$585,000) is hereby appropriated from the Water Treatment Facility Capital Reserve and allocated into the Water Infrastructure Capital Reserve for the purpose of Replacing the Drummer Hill Water Tank and Pumping Station

Kendall W. Lane, Mayor



CITY OF KEENE

R-2019-07-A

Nineteen

In the Year of Our Lord Two Thousand and
Relating to the Reallocation of funds from the Water Infrastructure Capital Reserve
A RESOLUTION to replace the Drummer Hill water pump station.

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

That the sum of one million three hundred and eighty-four thousand and five hundred and ninety-eight dollars (\$1,384,598) be allocated from the Water Infrastructure Capital Reserve (05019) to the Drummer Hill Tank and Pump Station Replacement Project.

Kendall W. Lane, Mayor



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: K.2.

SUBJECT: Traffic Signal Replacement – Park and Arch Street - Police Department

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Council approve Resolution R-2019-25, authorizing the transfer of \$85,000 in FY19 fund balance into the Cheshire Rail Trail - Phase III project (90057) to cover costs associated with the replacement of this traffic signal system at Arch Street and Park Avenue.

ATTACHMENTS:

Description

Resolutoin R-2019-25

BACKGROUND:

Police Chief Steve Russo stated this request is to transfer of \$85,000 in FY19 fund balance into the Cheshire Rail Trail - Phase III project (90057) to cover costs associated with the replacement of the traffic signal system at Arch Street and Park Avenue. The Chief noted Public Works has requested this work be included in the ongoing Cheshire Rail Trail project. He added if this project is approved by the NHDOT, a portion of the repairs may be covered under the City's Transportation Alternatives Program, otherwise the City will complete these repairs as part of the same construction project, but the costs will be "non-participating", and therefore the City will be responsible for the full cost.

The Chief stated at this point staff does not know if funding from that project will cover any of this project, hence they are asking for the entire cost of the replacement. Traffic control lights are in the CIP but do not begin until 2024 and this specific intersection is not scheduled in the CIP until 2027 at a cost of \$40,000, which will not be sufficient.

He explained this is a flashing over-heard light and has been in place since Park Street was the main thoroughfare in and out of Keene, intersecting with Route 12 - with little to no work done on it. This signal has been deteriorating for years and the only thing the signal has now is enough power to keep the light the same color. The buttons have been removed as the electronics have failed. These could not be fixed internally or by electricians the City hired.

He went on to say In September of 2018, the Public Works Department contracted a study by Sebago Technics who provided the City with three different recommendations, and noted the third one seems to be the best option. The third option is to move the crosswalk from where they are currently located northward towards the entrance to Wheelock Park and the other to be more in line with the walkway into the school and install RRFBs (Rectangular Rapid Flashing Beacons) as well as curb work to make it more ADA compatible.

City Engineer Don Lussier stated the consultant did perform some traffic counts during the fall after school was in session and during a 12-hour period, and they counted 9,400 vehicle trips and 68 pedestrian trips. Most of the pedestrian traffic was before and after school. The Chief added there is a crossing guard at this location. Mr. Lussier noted this change will not change the need for a crossing guard. Mr. Lussier went on to say staff usually does not recommend mid-block crossing but in this case, it is recommended that it be moved away from the intersection. The reason is the complicated nature of taking a right from Arch Street to Park Street to travel downtown – there is a lot happening at this intersection is the reason the consultant recommended moving the crosswalk.

Councilor Powers asked whether this signal would be the same as it exists at the National Grange Insurance. Mr. Lussier indicated it will be similar but more closely aligned with the one that exists at Roxbury Street. The Councilor asked about the crossing across Arch Street. Mr. Lussier stated Federal Highway Requirements for using these RRFBs indicate they cannot be used next to a Stop or Yield Signs, they are best for mid-block crossings. He indicated the crossing guard had suggested using it at the Blossom Street intersection where there is already an existing crosswalk.

Councilor Powers made the following motion which was seconded by Councilor Chadbourne.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Council approve Resolution R-2019-25, authorizing the transfer of \$85,000 in FY19 fund balance into the Cheshire Rail Trail - Phase III project (90057) to cover costs associated with the replacement of this traffic signal system at Arch Street and Park Avenue.



CITY OF KEENE

R-2019-25

In the Year of Our Lord Two Thousand andNineteen.....

A RESOLUTION Related to an appropriation for the Traffic Signal Replacement Park and Arch Street.....

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

That the sum of eighty- five thousand dollars (\$85,000) is hereby appropriated in the 2018-2019 fiscal year for the purpose of funding the replacement of the Traffic Signal system at Park Avenue and Arch Street.

Said appropriation to be funded by the General Fund unassigned fund balance (\$85,000).

Kendall W. Lane, Mayor



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: K.3.
SUBJECT: Relating to the FY 2019-2020 Operating Budget

RECOMMENDATION:

On 4-1 vote, the Finance, Organization and Personnel Committee recommends the FY20 Operating Budget be amended by reallocating \$435,000 in the FY20 Capital Water Main Cleaning and Lining Project to the FY20 Water Distribution Improvements Project to support the Marlboro Street Utility Rehabilitation, that the remaining project amount be retained in the Water Infrastructure Capital Reserve, and that the Elm street cleaning and lining be reviewed as part of the FY21 – FY26 Capital Improvement Program Development. Councilor Powers voted in opposition.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends to add the following amounts to the Outside Agencies: \$415 for elderly meals, \$1,000 to Samaritans and \$1,400 for Transportation.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends removing a \$1,000,000 from the income and expense from the budget regarding the 560 Main Street property.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of the amended Resolution, R-2019-15-A.

ATTACHMENTS:

Description

Resolution R-2019-15-A

BACKGROUND:

Chair Greenwald explained once a motion has been made to approve this item it closes out the opportunity for added discussion. He added next Thursday there is another opportunity for the public to provide comment at a public hearing before the full City Council.

Mr. Pablo Fleischmann of Gilsum, NH stated he was before the committee regarding the Keene Music Festival. He noted the staffing the city provides has been very helpful and added their budget for the event is done purely by fundraising efforts. Mr. Fleischmann stated this year they are trying to expand the event to a family friendly event, including a Block Party, which would raise staffing costs to close to an additional \$3,000. He added the last time he was before the Committee \$6,000 was suggested by staff and he is here for clarification on the requested amount. The Manager noted the correct number is \$6,197.

Chair Greenwald made the following motion which was seconded by Councilor Powers.

That the Finance, Organization and Personnel Committee recommends adoption of Resolution R-2019-15, Relating to the FY 2019-2020 Operating Budget as presented.

Councilor Chadbourne made the following motion which was seconded by Councilor Jacobs.

On 4-1 vote, the Finance, Organization and Personnel Committee recommends the FY20 Operating Budget be amended by reallocating \$435,000 in the FY20 Capital Water Main Cleaning and Lining Project to the FY20 Water Distribution Improvements Project to support the Marlboro Street Utility Rehabilitation, that the remaining project amount be retained in the Water Infrastructure Capital Reserve, and that the Elm street cleaning and lining be reviewed as part of the FY21 – FY26 Capital Improvement Program Development. Councilor Powers voted in opposition.

Councilor Clark asked whether the request from the Keene Music Festival is included in the budget. The Manager noted this item is not included in her recommendation.

Chair Greenwald made the following amendment to Outside Agencies: To add \$415 for elderly meals, \$1,000 to Samaritans and \$1,400 for Transportation. The motion was seconded by Councilor Powers.

The Chairman felt the representatives made a good presentation and he felt the request was important. The amendment carried on a 5-0 vote.

Councilor Jacobs referred to the request from the Serenity Center and even with the information provided; the Committee did not approve a funding recommendation. Finance Director Merri Howe stated the committee felt in fairness to other agencies who submitted complete applications, they could not move forward with a recommendation, even though they felt the agency was a worthy organization for the community. The request was for \$8,000.

Councilor Clark referred to the million dollar allocation for 560 Main Street – it was a place holder. The sale of the property was \$250,000, but there is anticipation of some clean-up costs and asked whether there was a better way to accomplish this funding instead of the million dollar allocation. Ms. Dragon indicated now that the sale has been completed, perhaps eliminating the million dollars from the revenue side and the expense side would be prudent. This would not change the bottom line.

Councilor Clark made an amendment to remove a million dollars from income and expense from the budget. The motion was seconded by Councilor Powers and carried on a 5-0 vote.

The amended budget carried on a 5-0 vote.



CITY OF KEENE

R-2019-15-A

Nineteen

In the Year of Our Lord Two Thousand and
Relating to the 2019/2020 fiscal year budget

A RESOLUTION

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

That the sum of \$25,959,087 be raised by taxation during the current year which together with \$35,477,941 for estimated operating revenues aggregating \$61,437,028 is hereby appropriated for the use of the several departments of the City Government, and further that the sum of \$5,503,119 be appropriated for capital expenditures and capital reserve appropriations in the city proprietary funds, funded by the use of capital reserves, fund balance and current revenues, for the fiscal year beginning July 1, 2019, as attached hereto and made a part thereof.

Kendall W. Lane, Mayor

2019/2020 Annual Operating Budget

R-2019-15-A

General Fund Revenue & Other Financing Sources:	Adopted	General Fund Appropriations:	Adopted
Property Tax Revenue	\$25,959,087	Elected & Appointed Officials	\$2,921,469
Use of Surplus	1,037,088	Capital Projects	3,258,467
Other Taxes	450,000	Administrative Services	4,687,876
Tax Increment Financing	723,132	Community Services	20,000,364
Licenses, Permits & Fees	3,651,852	Municipal Development Services	6,814,603
Intergovernmental	2,692,995	Debt Service	4,898,455
Charges for Services	1,958,705		
Fines & Forfeits	76,291		
Miscellaneous	1,987,201		
Other Financing Sources	4,044,883		
NET GENERAL FUND OPERATING REVENUES	\$42,581,234	NET GENERAL FUND OPERATING APPROPRIATIONS	\$42,581,234
TOTAL PARKING METER FUND REVENUES	\$1,825,680	TOTAL PARKING METER FUND APPROPRIATION	\$1,825,680
TOTAL PC REPLACEMENT FUND REVENUES	\$210,035	TOTAL PC REPLACEMENT FUND APPROPRIATIONS	\$210,035
TOTAL SOLID WASTE FUND REVENUES	\$4,765,140	TOTAL SOLID WASTE FUND APPROPRIATIONS	\$4,765,140
TOTAL SEWER FUND REVENUES	\$5,639,844	TOTAL SEWER FUND APPROPRIATIONS	\$5,639,844
TOTAL WATER FUND REVENUES	\$4,028,292	TOTAL WATER FUND APPROPRIATIONS	\$4,028,292
TOTAL EQUIPMENT FUND REVENUES	\$2,386,803	TOTAL EQUIPMENT FUND APPROPRIATIONS	\$2,386,803
TOTAL OPERATING REVENUES - ALL FUNDS	\$61,437,028	TOTAL OPERATING APPROPRIATIONS - ALL FUNDS	\$61,437,028
CAPITAL:			
PARKING FUND CAPITAL FUNDING	\$112,300	PARKING FUND CAPITAL APPROPRIATIONS	\$112,300
SOLID WASTE FUND CAPITAL FUNDING	\$365,000	SOLID WASTE FUND CAPITAL APPROPRIATIONS	\$365,000
SEWER FUND CAPITAL FUNDING	\$1,636,477	SEWER FUND CAPITAL APPROPRIATIONS	\$1,636,477
WATER FUND CAPITAL FUNDING	\$2,006,599	WATER FUND CAPITAL APPROPRIATIONS	\$2,006,599
EQUIPMENT FUND CAPITAL FUNDING	\$1,382,743	EQUIPMENT FUND CAPITAL APPROPRIATIONS	\$1,382,743
TOTAL CAPITAL FUNDING - OTHER FUNDS	\$5,503,119	TOTAL CAPITAL APPROPRIATIONS - OTHER FUNDS	\$5,503,119



City of Keene, N.H.
Transmittal Form

May 23, 2019

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: K.4.

SUBJECT: Relating to the Appropriation of Funds for the City Hall Rear Wall Project; Relating to the Appropriation of Funds for the Flood Management Project; Relating to the Appropriation of Funds for the Road Rehabilitation Project; Relating to the Appropriation of Funds for the Winchester Street By-Pass Project; Relating to the Appropriation of Funds for the Transfer Station Roof Project; Relating to the Appropriation of Funds for the Woodward Pond Dam Project

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-16.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-17.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-18.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-19.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-20.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-21.

ATTACHMENTS:

Description

Resolution R-2019-16

Resolution R-2019-17

Resolution R-2019-18

Resolution R-2019-19

Resolution R-2019-20

Resolution R-2019-21

BACKGROUND:

Ms. Howe stated Bond Resolutions totaling \$4,699,000 provide the city with the authorization to issue the bonds to fund the capital projects included in the CIP adopted by the City Council.

R-2019-16 is for the City Hall rear wall for an amount of \$176,000.

R-2019-17 is for flood management for a total of \$505,000.

R-2019-18 is for road rehabilitation in the amount of \$1,264,000.

R-2019-19 is for the Winchester Street Bypass project in the amount of \$859,000.

The total for the General Fund is \$2,804,000.

R-2019-20 is for the Transfer Station Roof in the amount of \$168,000 for the Solid Waste Fund.

R-2019-21 is for the Woodward Pond Dam for \$1,727,000 for the Water Fund

Councilor Clark made the following motion which was seconded by Councilor Powers.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-16.

Councilor Clark made the following motion which was seconded by Councilor Powers.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-17.

Councilor Clark made the following motion which was seconded by Councilor Powers.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-18.

Councilor Clark made the following motion which was seconded by Councilor Powers.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-19.

Councilor Clark made the following motion which was seconded by Councilor Powers.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-20.

Councilor Clark made the following motion which was seconded by Councilor Powers.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2019-21.



CITY OF KEENE

R-2019-16

In the Year of Our Lord Two Thousand andNineteen.....

A RESOLUTION Relating to the Appropriation of Funds for the City Hall Rear Wall
Project

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

That the sum of one hundred and seventy-six thousand (\$176,000) is hereby appropriated for the City Hall Rear Wall Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to one hundred and seventy-six thousand (\$176,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

This authorization shall lapse if not fulfilled within five (5) years from date of approval.

Kendall W. Lane, Mayor

In City Council May 16, 2019.
Referred to the Finance, Organization and
Personnel Committee.


City Clerk



CITY OF KEENE

R-2019-17

In the Year of Our Lord Two Thousand andNineteen.....

A RESOLUTION Relating to the Appropriation of Funds for the Flood Management Project

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

That the sum of five hundred and five thousand (\$505,000) is hereby appropriated for the Flood Management Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to five hundred and five thousand (\$505,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

This authorization shall lapse if not fulfilled within five (5) years from date of approval.

Kendall W. Lane, Mayor

In City Council May 16, 2019.
Referred to the Finance, Organization and
Personnel Committee.


City Clerk



CITY OF KEENE

R-2019-18

In the Year of Our Lord Two Thousand andNineteen.....

A RESOLUTION Relating to the Appropriation of Funds for the Road Rehabilitation
Project

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

That the sum of one million, two hundred and sixty-four thousand (\$1,264,000) is hereby appropriated for the Road Rehabilitation Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to one million, two hundred and sixty-four thousand (\$1,264,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

This authorization shall lapse if not fulfilled within five (5) years from date of approval.

Kendall W. Lane, Mayor

In City Council May 16, 2019.
Referred to the Finance, Organization and
Personnel Committee.

City Clerk



CITY OF KEENE

R-2019-19

In the Year of Our Lord Two Thousand andNineteen.....

A RESOLUTION Relating to the Appropriation of Funds for the Winchester Street
By-Pass Project.....

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

That the sum of eight hundred and fifty-nine thousand (\$859,000) is hereby appropriated for the Winchester Street By-Pass Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to eight hundred and fifty-nine thousand (\$859,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

This authorization shall lapse if not fulfilled within five (5) years from date of approval.

Kendall W. Lane, Mayor

In City Council May 16, 2019.
Referred to the Finance, Organization and
Personnel Committee.


City Clerk



CITY OF KEENE

R-2019-20

In the Year of Our Lord Two Thousand andNineteen.....

A RESOLUTION Relating to the Appropriation of Funds for the Transfer Station
Roof Project

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

That the sum of one hundred and sixty-eight thousand (\$168,000) is hereby appropriated for the Transfer Station Roof Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to one hundred and sixty-eight thousand (\$168,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

This authorization shall lapse if not fulfilled within five (5) years from date of approval.

Kendall W. Lane, Mayor

In City Council May 16, 2019.
Referred to the Finance, Organization and
Personnel Committee.

City Clerk



CITY OF KEENE

R-2019-21

In the Year of Our Lord Two Thousand andNineteen.....

A RESOLUTIONRelating to the Appropriation of Funds for the Woodward Pond
Dam Project.....

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

That the sum of one million, seven hundred and twenty-seven thousand (\$1,727,000) is hereby appropriated for the Woodward Pond Dam Project, and to fund said appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow up to one million, seven hundred and twenty-seven thousand (\$1,727,000) under the provisions of the Municipal Finance Act, and to issue bonds or notes thereof.

This authorization shall lapse if not fulfilled within five (5) years from date of approval.

Kendall W. Lane, Mayor

In City Council May 16, 2019.
Referred to the Finance, Organization and
Personnel Committee.

City Clerk