



City of Keene  
*New Hampshire*

**MUNICIPAL SERVICES,  
FACILITIES AND INFRASTRUCTURE  
COMMITTEE  
AGENDA  
Council Chambers B  
June 12, 2019  
6:00 PM**

Janis O. Manwaring  
Randy L. Filiault  
Stephen L. Hooper  
Gary P. Lamoureux  
Robert B. Sutherland

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1. Periodic Report from Boards and Commissions: Human Rights Committee
  2. Keene Public Library Trustees - Prohibiting Smoking on the Keene Public Library Campus
  3. 2019 Warrant for Unlicensed Dogs - City Clerk
  4. Discontinuance of Ammi Brown Road and the Layout of the Ammi Brown Trail

**MORE TIME ITEMS:**

- A. Ashuelot Court Homeowners – Request to Partner in the Installation of Water and Sewer Lines on Ashuelot Court, a Designated Private Road

Non Public Session  
Adjournment



City of Keene, N.H.  
*Transmittal Form*

June 4, 2019

**TO:** Mayor and Keene City Council

**FROM:** Nathaniel Stout, Library Board of Trutees

**THROUGH:** Patricia A. Little, City Clerk

**ITEM:** 2.

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

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**COUNCIL ACTION:**

In City Council June 6, 2019.

Referred to the Municipal Services, Facilities and Infrastructure Committee.

**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".

Nathaniel Stout, President, Keene Public Library Board of Trustees

In City Council June 6, 2019.  
Referred to the Municipal Services,  
Facilities and Infrastructure Committee.

A handwritten signature in cursive script that reads "William S. Dow".

Deputy City Clerk



City of Keene, N.H.  
*Transmittal Form*

June 4, 2019

**TO:** Mayor and Keene City Council

**FROM:** Patricia A. Little, City Clerk

**ITEM:** 3.

**SUBJECT:** 2019 Warrant for Unlicensed Dogs - City Clerk

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**COUNCIL ACTION:**

In City Council June 6, 2019.

Referred to the Municipal Services, Facilities and Infrastructure Committee.

**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.

**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.



# CITY OF KEENE

R-2019-08

In the Year of Our Lord Two Thousand and .....Nineteen.....

A RESOLUTION ..... RELATING TO THE ABSOLUTE DISCONTINUANCE OF A  
PORTION OF THE AMMI BROWN ROAD

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

That the Keene City Council is of the opinion that there is no further need to use a portion of the Ammi Brown Road for the accommodation of the public and that there is occasion for the absolute discontinuance of said portion of the Ammi Brown Road as described in the attached Description of Complete Discontinuance, subject to the following conditions:

1. All affected property owners associated and in connection with the discontinuance agree to the discontinuance and either waive their rights to any damages, or accept damages paid, and sign an agreement to such effect; and
2. All documentation is in a content and form acceptable to the City Attorney and City Engineer.

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Kendall W. Lane, Mayor

In City Council May 2, 2019.  
Referred to the Planning Board and Municipal Services,  
Facilities and Infrastructure Committee. Site visit set for  
Thursday, June 6, 2019 at 5:45 PM. Public Hearing for  
Thursday, June 6, 2019 at 7:00 PM.

  
City Clerk



# CITY OF KEENE

R-2019-09

In the Year of Our Lord Two Thousand and .....Nineteen.....

A RESOLUTION .....RELATING TO DEEDS FOR THE DISCONTINUED PORTION OF THE  
AMMI BROWN ROAD.....

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

That the City Manager is authorized to do all things necessary to execute the attached deeds for that portion of the Ammi Brown Road lying westerly of Summit Ridge Drive and easterly of the Cheshire Railroad Right-of-way line, as shown on a plan entitled "Discontinuance Plan, Portions of Ammi Brown Road, prepared for The City of Keene," dated April 26, 2019, by Russell J. Huntley, SVE Associates, to be recorded at the Cheshire County Registry of Deeds, subject to the following condition:

All documents shall be a form and content acceptable to the City Attorney and City Engineer.

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Kendall W. Lane, Mayor

In City Council May 2, 2019.  
Referred to the Planning Board and Municipal Services,  
Facilities and Infrastructure Committee. Site visit set for  
Thursday, June 6, 2019 at 5:45 PM. Public Hearing for  
Thursday, June 6, 2019 at 7:00 PM.

  
City Clerk



# CITY OF KEENE

R-2019-10

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

A RESOLUTION ~~.....~~ RELATING TO THE LAYING OUT OF A CLASS A TRAIL TO BE  
KNOWN AS THE AMMI BROWN TRAIL ~~.....~~

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

That the Keene City Council is of the opinion that, for the accommodation of the public, there is occasion to lay out a Class A Trail to be known as the Ammi Brown Trail as described in the attached Return of Layout, subject to the following conditions:

1. All affected property owners associated and in connection with the layout agree to the layout and either waive their rights to any damages, or accept damages paid, and sign an agreement to such effect; and
2. All documentation is in a content and form acceptable to the City Attorney and City Engineer.

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Kendall W. Lane, Mayor

In City Council May 2, 2019.  
Referred to the Planning Board and Municipal Services,  
Facilities and Infrastructure Committee. Site visit set for  
Thursday, June 6, 2019 at 5:45 PM. Public Hearing for  
Thursday, June 6, 2019 at 7:00 PM.

  
Patricia Castle  
City Clerk



# CITY OF KEENE

R-2019-11

In the Year of Our Lord Two Thousand and .....Nineteen.....

A RESOLUTION .....RELATING TO EASEMENTS FOR THE LAID OUT TRAIL TO BE  
KNOWN AS THE AMMI BROWN TRAIL.....

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

That The City Manager is authorized to do all things necessary to accept the attached easements for the premises laid out as a Class A Trail to be known as the Ammi Brown Trail lying westerly of Summit Ridge Drive and easterly of the Cheshire Railroad Right-of-way line, as shown on a plan entitled "Easement Plan, The Ammi Brown Connector Trail, prepared for the City of Keene," dated April 26, 2019, by Russell J Huntley, SVE Associates, to be recorded at the Cheshire County Registry of Deeds, subject to the following condition:

All documents shall be a form and content acceptable to the City Attorney, and City Engineer.

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Kendall W. Lane, Mayor

In City Council May 2, 2019.  
Referred to the Planning Board and Municipal Services,  
Facilities and Infrastructure Committee. Site visit set for  
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