



City of Keene
New Hampshire

**FINANCE, ORGANIZATION
AND PERSONNEL COMMITTEE
AGENDA
Council Chambers B
January 23, 2020
6:30 PM**

Thomas F. Powers, Chair
Stephen L. Hooper, Vice Chair
Terry M. Clark
Michael J. Remy
Raleigh C. Ormerod

-
1. Petition - Requesting that the City of Keene Recognize Indigenous People's Day in Place of Columbus Day
 2. Acceptance of Donation - Fire Department
 3. Acceptance of a Wellness Grant - Human Resources
 4. Report on 2019 Donations and Request to Solicit Donations for 2020 - Human Resources
 5. Acceptance of Funds - Youth Services - Parks Recreation and Facilities
 6. Consultant Selection - Design Services for Russell Park - Parks, Recreation and Facilities
 7. Woodward Dam Improvements Project - Public Works Department
 8. Establishment of Free "Complimentary" Downtown Parking - Economic Development Director
 9. Departmental Presentation - Behind the Scenes of an Election - City Clerk

Non Public Session
Adjournment



City of Keene, N.H.
Transmittal Form

January 9, 2020

TO: Mayor and Keene City Council

FROM: Peter W. Majoy

THROUGH: Patricia A. Little, City Clerk

ITEM: 1.

SUBJECT: Petition - Requesting that the City of Keene Recognize Indigenous People's Day in Place of Columbus Day

COUNCIL ACTION:

In City Council January 16, 2020.

Referred to the Finance, Organization and Personnel Committee.

RECOMMENDATION:

ATTACHMENTS:

Description

Petition

BACKGROUND:

Peter W. Majoy is submitting a petition containing 55 other signatures requesting that the City recognize Indigenous People's Day in place of Christopher Columbus Day.

In City Council January 16, 2020.
Referred to the Finance, Organization
and Personnel Committee.


City Clerk

January 7, 2020

Mayor &
City Council
Keene, N.H. 03431

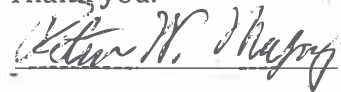
Dear Mayor and City Council,

Contained here is my Petition signed by me and other folk who also live in Keene. As you can see, the Petition would like the City of Keene to celebrate Indigenous Peoples day in place of Christopher Columbus Day. The Petition references Christopher Columbus as "responsible for the suffering and death of a large portion of the Indigenous People who were already living here". There is much more horror created and performed by Columbus. Attached is part of my workshop presentation regarding the real Columbus.

In addition to the above, what follows is a quote from ***Goodbye Columbus, Hello Indigenous Peoples Day*** by Amy Goodman & Denis Moynihan at the program, *Democracy Now* which is also attached: "Indigenous Peoples Day is increasingly being celebrated across the U.S. in place of Christopher Columbus Day, as the myth of Columbus as beneficent discoverer is debunked and as the critical role of indigenous people protecting the planet becomes more recognized. Indigenous defenders of Mother Earth are often at the front lines of environmental destruction, confronting militarized state and corporate power against enormous odds, with courage and determination. Columbus arrived at the Bahamas 527 years ago, unleashing a brutal genocide that killed tens of millions of native people across the hemisphere. Now, as the sixth great extinction accelerates and the planet catastrophically heats up, it may well be indigenous peoples who save us all."

I am hoping that the City of Keene decides to replace Christopher Columbus Day with Indigenous People's Day. I look forward to when I must appear before the City Council for a discussion and a vote.

Thank you.



Peter W. Majoy
143 S. Lincoln St.
Keene, NH 03431
603-352-4438

PETITION TO THE CITY OF KEENE, N.H. TO
REPLACE COLUMBUS DAY WITH INDIGENOUS PEOPLES DAY

We, the citizens of the city of Keene, N.H., petition the city to replace Columbus Day with Indigenous Peoples Day.

There is an enormous amount of historical proof that Christopher Columbus was responsible for the suffering and death of a large portion of the Indigenous People who were already living here. Columbus Day is based on fraudulent information that must be the basis for ending any further celebration of Columbus Day in a true Democracy. Furthermore, the celebration needs to be focused on and for Indigenous People whom we must honor, recognize as part of our community and stand up for their human and civil rights. Already 8 states (including Vermont) and 130 cities (including Durham, N.H.) have done so and the number of states and cities is increasing every year.

Petition Signers Below

DATE	NAME	ADDRESS IN KEENE, N.H.	PHONE #	SIGNATURE
11/6/19	Donna Weldon	266 MAIN St	603-352-3704	Donna Weldon
11-6-19	Susan Foster	82 Meadow Rd	603-465-8166	Susan M. Foster
11-6-19	Patti Schuman	33 Shadow Ln Keene	603-357-4409	Patti Schuman
11-7-19	TERESA Majoy	143 So Lincoln	03431 (603) 352-4438	Teresa Majoy
11-7-19	Clare Casey	135 Bee Hill Rd, Keene	(603) 852-2911	Clare Casey
11-7-19	Man Miller	268 W Hill Rd Keene	603 357-2821	Man Miller
11-7-19	Sam Geller	18 Lee St	Keene, 603 449-0849	Sam Geller
11/16/19	Gerhard Bedding	25 Irving Dr #43, Keene	603-355-2202	Gerhard Bedding
11-16-19	CHYDE DELONG	25 IVY #5 KEENE NH	903-274-9183	CHYDE DELONG
12/20/19	Jon Hasbrod	401 Terrace St. Keene, NH	03431	Jon Hasbrod

56 Signatures.

REAL CHRISTOPHER COLUMBUS WORKSHOP

1.

The Goals of this workshop

- (a) To understand the historical context of racism in the United States of America;
- (b) To encourage ending Columbus Day and replacing it with Indigenous People's Day.

2.

Reading quotes from Howard Zinn's Article, The Real Christopher Columbus

- (a) Respond to and discuss the Zinn quotes.

3.

View small pictures with writing on them regarding Columbus

- (a) Share the one that you connect to the best and explain why.

4.

The Real Christopher Columbus

- (a) Discuss the following data from the film at the website, ed.ted.com/lessons/history-vs-christopher-columbus-alex-gendler. These are the six pieces of info:

- (One) Withdraw from Columbus Day
- (Two) Columbus discovered nothing;
- (Three) Millions of Native Americans did not survive and still suffer from what he did;

(Four) Sexual slavery;

(Five) 3 million people perished from the effect of Columbus on the Americas;

(Six) Need to get real history on track.

© To add to the above, we will read quotes from 9 *Reasons Christopher Columbus Was a Murderer, Tyrant, and Scoundrel* by Dylan Matthews.

HZ—TRCC

Note: What follows are quotes from Howard Zinn's article, "The Real Christopher Columbus"

1. "There was no heroic adventure, only bloodshed. Columbus Day should not be a celebration."
2. "In the year 1495, they went on a great slave raid, rounded up 1,500 Arawak men, women and children, put them in pens guarded by Spaniards and dogs, then picked the 500 best specimens to load onto ships. Of those 500, 200 died en route."
3. "Too many of the slaves died in captivity. And so Columbus, to pay back dividends to those who had invested, had to make good his promise to fill the ships with gold. In the province of Cicao on Haiti, where he and his men imagined huge gold fields to exist, they ordered all persons fourteen years or older to collect a certain quantity of gold every three months. When they brought it, they were given copper tokens to hang around their necks. Indians found without a copper token had their hands cut off and bled to death."
4. The Indians had been given an impossible task. The only gold around was bits of dust garnered from the streams. So they fled, were hunted down with dogs, and were killed. When it became clear that there was no gold left, the Indians were taken as slave labor on huge estates, known later as *encomiendas*. They were worked at a ferocious pace, and died by the thousands. By the year 1515, there were perhaps 50,000 Indians left. By 1550, there were 500. A report of the year 1650 shows none of the original Arawaks or their descendants left on the island."
5. "When he arrived on Hispaniola in 1508, Las Casas says, 'there were 60,000 people living on this island, including the Indians; so that from 1494 to 1508, over three million people had perished from war, slavery and the mines. Who in future generations will believe this? I myself writing it as a knowledgeable eyewitness can hardly believe it.'" (NOTE: Howard Zinn states this about Las Casas: "The chief source---and , on many matters the only source----of information about what happened on the islands after Columbus came is Bartolome de las Casas, who, as a young priest, participated in the conquest of Cuba. For a time he owned a plantation on which Indian slaves worked, but he gave that up and became a vehement critic of Spanish cruelty. Las Casas transcribed Columbus's journal and, in his fifties, began a multi-volume *History of the Indies*.")
6. "What Columbus did to the Arawaks of the Bahamas, Cortes did to the Aztecs of Mexico, Pizarro to the Incas of Peru, and the English settlers of Virginia and Massachusetts to the Powhatans and the Pequots. They used the same tactics, and for the same reasons---the frenzy in the early capitalist states of Europe for gold, for slaves, for products of the soil, to pay the bondholders and stockholders of the

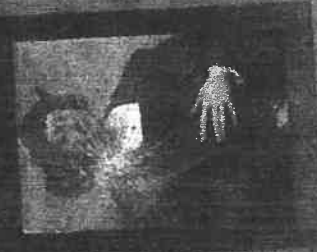
expeditions, to finance the monarchical bureaucracies rising in Western Europe, to spur the growth of the new money economy rising out of feudalism, to participate in what Karl Marx would later call 'the primitive accumulation of capital'. These were the violent beginnings of an intricate system of technology, business, politics, and culture that would dominate the world for the next five centuries."

7. "Thus began the history of the European invasion of the Indian settlements in the Americas. That beginning is conquest, slavery, death. When we read the history books given to children in the United States, it all starts with heroic adventure--- there is no bloodshed---and Columbus Day is a celebration."

ZINN EDUCATION PROJECT

ABOLISH COLUMBUS DAY

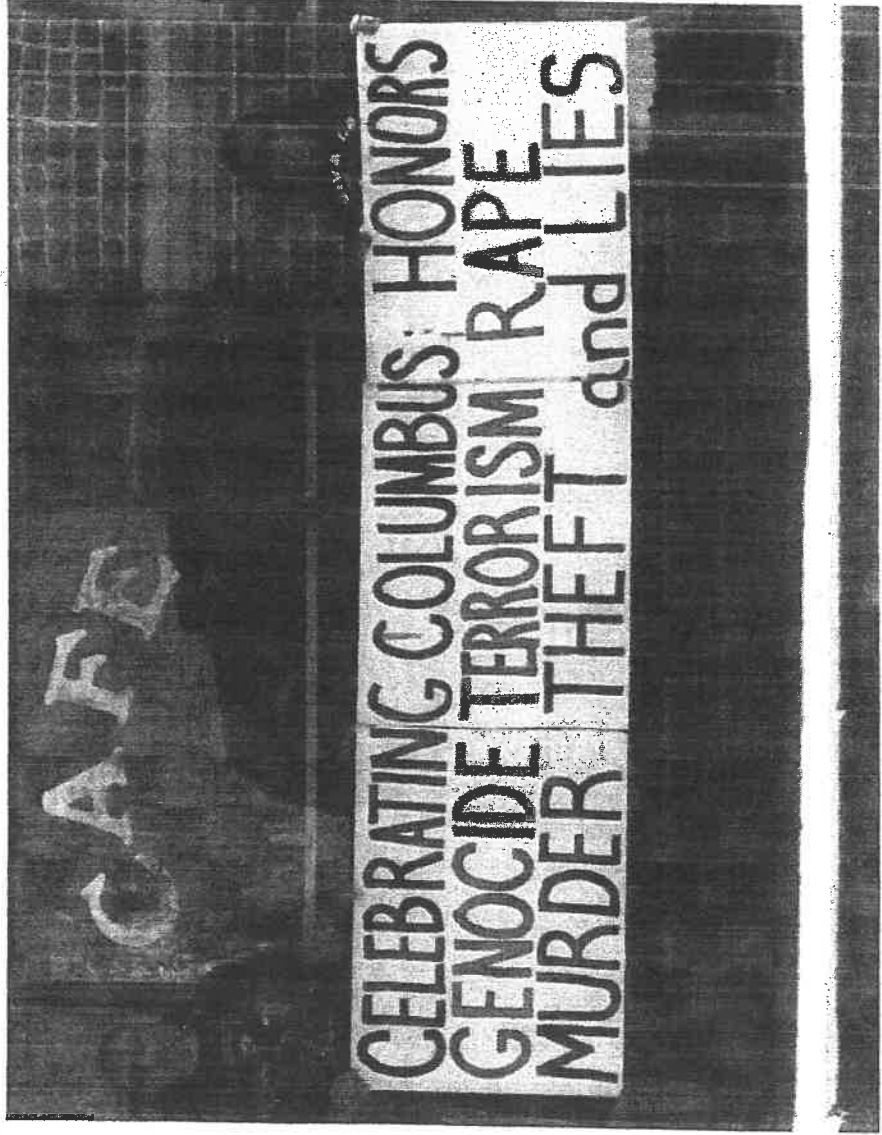
SOLIDARITY WITH INDIGENOUS PEOPLES



RESOURCES • INFORMATION • CONNECT
www.zinnedproject.org/ABOLISH



When your people came to our land, it was not with open arms, but with Bibles and guns and disease. You took our land. You killed us with your guns and disease, then had the arrogance to call us Godless savages.



CELEBRATING COLUMBUS: HONORS GENOCIDE TERRORISM RAPE MURDER THEFT and LIES

WANTED

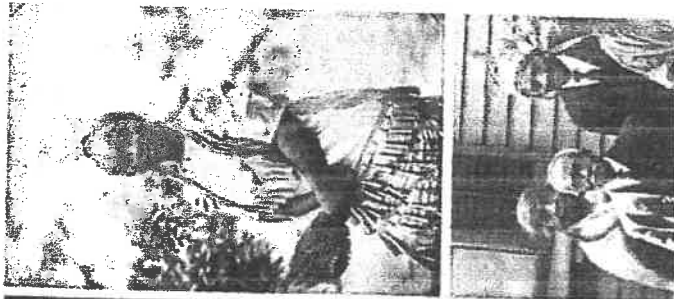


CHRISTOPHER COLUMBUS

GRAND THEFT, GENOCIDE, RACISM
INITIATING THE DESTRUCTION OF A CULTURE
RAPE, TORTURE, AND MARRIAGE OF
INDIGENOUS PEOPLE AND DESTROYER OF THE 9/10 ARE.

500 YEARS OF TOURISM

We weren't all brought on ships called *jesus*, liberty, grace, justice & mercy, our ancestors were already natives of the land long before the Columbus lies.
#ImHotep



Christopher Columbus introduced two phenomena that revolutionized race relations and transformed the modern world: the taking of land, wealth, and labor from indigenous people in the Western Hemisphere, leading to their near extermination, and the transatlantic slave trade, which created a racial underclass.

— James H. Loewen —

AZ QUOTES

did you know?

Christopher Columbus was not the first to discover America, but he was the first to introduce transatlantic slavery to the New World. In 1492, he described Caribbean Island natives in his journal, noting "I could conquer the whole of them with 50 men and govern them as I please." Within a year, he'd initiated the enslavement, transport, abuse, mutilation, rape, and murder of millions of natives in what was probably the biggest slave trade of its time.

enslavement, transport, abuse, mutilation, rape, and murder of millions of natives in what was probably the biggest slave trade of its time.



PHOTO: THE GALLERY COLLECTION/ODDPIX

CC: DUTROUEN/ODDPIX.COM

CHRISTOPHER COLUMBUS: MURDERER, TYRANT, AND SCOUNDREL

Note: the following are quotes from *9 reasons Christopher Columbus was a murderer, tyrant, and scoundrel* by Dylan Matthews.

1. "Columbus kidnapped a Carib woman and gave her to a crew member to rape"
2. "On Hispaniola, a member of Columbus's crew publicly cut off an Indian's ears to shock others into submission"
3. "Columbus kidnapped and enslaved more than a thousand people on Hispaniola"
4. "Columbus forced Indians to collect gold for him or else die"
5. "About 50,000 Indians committed mass suicide rather than comply with the Spanish"
6. "56 years after Columbus's first voyage, only 500 out of 300,000 Indians remained on Hispaniola"
7. "Columbus was also horrible to the Spanish under his rule"
8. "Settlers under Columbus sold 9- and 10- year- old girls into sexual slavery" ...
9. "Indian slaves were beheaded when their Spanish captors couldn't be bothered to untie them"

Note: There are three copies of the full 6 page article available to take.

Goodbye Columbus, Hello Indigenous Peoples Day

TOPICS

Indigenous

Native American

By Amy Goodman & Denis Moynihan

Indigenous Peoples Day is increasingly being celebrated across the U.S. in place of Christopher Columbus Day, as the myth of Columbus as beneficent discoverer is debunked and as the critical role of indigenous people in protecting the planet becomes more recognized. Indigenous defenders of Mother Earth are often at the front lines of environmental destruction, confronting militarized state and corporate power against enormous odds, with courage and determination. Columbus arrived in the Bahamas 527 years ago, unleashing a brutal genocide that killed tens of millions of native people across the hemisphere. Now, as the sixth great extinction accelerates and the planet catastrophically heats up, it may well be indigenous peoples who save us all.

Official recognition of Indigenous Peoples Day has occurred in at least eight states: Alaska, Maine, Minnesota, New Mexico, North Carolina, South Dakota, Vermont and Wisconsin. Over 130 cities and counties have adopted the holiday as well, from big cities like Los Angeles, San Francisco, and Dallas, to smaller places like Livingston, Kentucky, and Harpers Ferry, West Virginia.

Washington, D.C., the District of Columbia, the name of which derives from Columbus, just passed a resolution recognizing Indigenous Peoples Day. “Columbus Day was officially designated as a federal holiday in 1937 despite the fact that Columbus did not discover North America, despite the fact that millions of people were already living in North America upon his arrival in the Americas, and despite the fact that Columbus never set foot on the shores of the current United States,” D.C. Councilmember at-large David Grosso said in a statement before the vote. “Columbus enslaved, colonized, mutilated and massacred thousands of Indigenous People in the Americas.”

The movement to replace Columbus Day gained momentum in 1992, the 500th anniversary of Columbus’ arrival, with Berkeley, California, becoming the first city to make the change. Earlier protests inspired the movement, including the annual National Day of Mourning in Plymouth, Massachusetts, held on Thanksgiving to challenge the myth of peaceful coexistence between native people and the English settlers, the Pilgrims. UnThanksgiving is an annual event in San Francisco, where hundreds travel by boat to Alcatraz Island, once the site of a notorious prison, for a sunrise ceremony. Native American activists occupied the island 50 years ago to protest the plight of indigenous peoples in the United States.

Across the Americas, indigenous communities are standing up against unrestrained exploitation of their land, extractive industries, violence and racism. In Ecuador, indigenous-led protests against International Monetary Fund-imposed austerity measures, as well as against ongoing oil extraction and mining, have forced President Lenin Moreno to relocate his government from Quito to the city of Guayaquil.

Ecuadorian law professor David Cordero Heredia described the role of indigenous activism on the “Democracy Now!” news hour: “Indigenous people are offering us a sustainable alternative. They want to protect their jungles, their territories. They’ve got another way to see the world.”

Indigenous tribes in the Amazon in Brazil are confronting racist government policies as well as the life-threatening forest fires largely set on purpose with the blessings of President Jair Bolsonaro. The indigenous rights group Survival International said the president “wants to open up indigenous territories across Brazil to loggers, miners and ranchers. He doesn’t care how many indigenous people die in the process, and has openly expressed his racist contempt for them on many occasions.”

As she makes her way across North America, 16-year-old Swedish climate activist Greta Thunberg spent this week visiting indigenous youth activists in the Dakotas, on the Pine Ridge Reservation and on the Standing Rock Sioux Reservation, where hundreds of tribes gathered in 2016-17 to oppose the Dakota Access Pipeline. In his first days in office, President Donald Trump greenlighted both the Dakota Access Pipeline and the Keystone XL pipeline.

In a video produced by the Lakota People’s Law Project urging Congress to stop the Keystone XL pipeline, Tokata Iron Eyes, also 16 years old, standing next to Greta, said: “Indigenous peoples have been on the front lines of the climate crisis, and we know how to live in balance with the Earth. When we’re talking about solutions, we have to include indigenous peoples in the conversation. Let’s protect our indigenous peoples, their rights, their communities, their way of life, because that’s what we’re

going to need when we go into this battle.”

Columbus was a native of Genoa, Italy. But the movement to rename Columbus Day is not a slight against the Italian American community. It is a denunciation of genocide, and a celebration of indigenous peoples and their central role in our history and in our future.

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City of Keene, N.H.
Transmittal Form

January 14, 2020

TO: Finance, Organization and Personnel Committee

FROM: Mark Howard, Fire Chief

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 2.

SUBJECT: Acceptance of Donation - Fire Department

RECOMMENDATION:

Move that the Finance, Organization and Personnel Committee recommend that the City Manager be authorized to do all things necessary to accept a donation of \$100.00.

BACKGROUND:

The Keene Fire Department has received a donation of \$100.00 from Dan and Barbara Peacock of Surry, NH.



City of Keene, N.H.
Transmittal Form

January 23, 2020

TO: Finance, Organization and Personnel Committee

FROM: Elizabeth A. Fox, ACM/Human Resources Director

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 3.

SUBJECT: Acceptance of a Wellness Grant - Human Resources

RECOMMENDATION:

That the Finance, Organization and Personnel Committee recommend that the City Manager be authorized to do all things necessary to accept the wellness grant from HealthTrust to be used for employee wellness activities in 2020.

BACKGROUND:

Our health insurance vendor, HealthTrust, rewards member groups that train employees to act as Wellness Coordinators. Each employee, up to a maximum of four per organization, may be rewarded with \$500 each in wellness grant funds to be used as incentives for the group. The City put four people through HealthTrust's Wellness Coordinator Academy in January 2019, making us eligible for a \$2,000 grant. Our continuing Wellness Coordinators for this calendar year are Maria Castellano of Public Works; Sherryl Zinn and Vicki Flanders of Human Resources; and we are seeking at least one more to join the team.

The City was assigned four goals related to wellness with the task of increasing participation from September 2018 by at least 4%. Because our insureds met (exceeded!) those goals, an additional \$500 was awarded. Our total grant for 2020 is \$2,500.

We are very appreciative of this grant opportunity for our employees, retirees, and their family members who are part of the HealthTrust group.



City of Keene, N.H.
Transmittal Form

January 23, 2020

TO: Finance, Organization and Personnel Committee

FROM: Elizabeth A. Fox, Assistant City Manager/Human Resources Director

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 4.

SUBJECT: Report on 2019 Donations and Request to Solicit Donations for 2020 - Human Resources

RECOMMENDATION:

That the Finance, Organization and Personnel Committee accept this report as informational and recommend that the City Manager be authorized to accept donations associated with 2020 solicitation efforts related to employee and recruiting activities.

BACKGROUND:

Subsequent to our last report out dated May 9 related to the employee/ retiree health fair, Human Resources and affiliated employee committees solicited on one occasion this past year. We are very appreciative of the donations given by members of the greater Keene community and our service vendors.

The Welcome & Recognition Committee solicited donations to assist with both the annual recognition event on December 12th and a fundraiser held prior to that date. This year's event was notable for celebrating 40 years of service by our City Clerk, Patty Little. The Committee received contributions with a total value of \$619 as follows:

<i>Item</i>	<i>Donor</i>	<i>Value</i>
Check	The Richards Group (formerly IPG Employee Benefits), Keene	\$100
Coffee and supplies	Prime Roast Coffee, Keene	\$ 99
Gift card	Price Chopper, Keene	\$ 20
Check	Northeast Delta Dental, Concord	\$250
Check	HealthTrust, Concord	\$150

Activities with which we and our committees would like authorization to solicit in 2020 may include:

- A spring and/or fall employee/retiree health fair, coordinated by the Health Insurance Review Committee, to bring attention to the need for proactive wellness efforts and healthcare consumerism.
- Local career fairs that bring attention to the many career options provided by the City.
- This year's holiday luncheon/recognition event that celebrates City employees' achievements and service longevity.



City of Keene, N.H.
Transmittal Form

January 17, 2020

TO: Finance, Organization and Personnel Committee

FROM: Andy Bohannon, Parks, Recreation and Facilities Director

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 5.

SUBJECT: Acceptance of Funds - Youth Services - Parks Recreation and Facilities

RECOMMENDATION:

Move that the Finance, Organization, and Personnel Committee recommend that the City Manager be authorized to do all things necessary to accept and administer funds provided by New Hampshire Juvenile Court Diversion Network for Youth Services programs.

BACKGROUND:

Youth Services has been granted a second funding opportunity from the NH Diversion Network to deliver services from July 1, 2019 thru June 30, 2020 totaling \$8,000 for work related to substance abuse screening for youth.

The grant reimbursement is based on completing evidence based substance use-screening tool to all youth coming through the program up to 32 cases.

The source of funds is through the Governor's Commission on Alcohol and Other Drug Abuse Prevention, Intervention, and Treatment contracted with New Hampshire Juvenile Court Diversion Network. The City Attorney has reviewed and found this agreement acceptable.



City of Keene, N.H.
Transmittal Form

January 10, 2019

TO: Finance, Organization and Personnel Committee

FROM: Andy Bohannon, Parks, Recreation and Facilities Director

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 6.

SUBJECT: Consultant Selection - Design Services for Russell Park - Parks, Recreation and Facilities

RECOMMENDATION:

Move that the Finance, Organization and Personnel Committee recommend the City Manager be authorized to do all things necessary to negotiate and execute a professional service contract with Milone & Macbroom for design services required for the renovation of Russell Park project for an amount not to exceed \$124,500 with funding to come from Project Cost Center (90316).

BACKGROUND:

Through the Capital Improvement Program (CIP) the City requested services for the design phase of renovation to Patricia T. Russell Park located on Carpenter Street alongside Beaver Brook and the Cheshire Rail Trail. The park renovation plays a significant role in restoring recreational opportunities to the east side of the City. Requested services include community outreach, preliminary and final design, wetlands permitting, cost estimating, preparation of construction documents, and bid-phase services. Assuming successful completion of the design, the City will request a proposal for construction oversight to be negotiated later. The selected consultant will be responsible for developing a unique recreational area that can be completed within the available space, schedule, and budget and schedule. The expected construction budget is approximately \$1,275,000. Construction funds are expected to be requested as part of the FY 2021 CIP.

The City issued a Request for Proposals (RFP) for design services in November 2019. A staff team comprising of the Parks, Recreation and Facilities Director, a Planner, Civil Engineer, Recreation Programmer, Superintendent of Park Maintenance, and a citizen representative, reviewed and ranked the five responses that were received. Proposals were reviewed based on the following criteria and weighting

Project Approach	35%
Project Team	20%
Past Project Experience & Client Reference	15%
Project Schedule	15%
Project Fee Structure & Cost Estimate	10%
Presentation of Proposal	5%

From the five (5) proposals the team agreed to interview all five firms.

- Harriman

- Hoyle, Tanner & Associates
- Milone & Macbroom
- Stevens & Associates
- VHB

Interviews were held on January 9, and the same review team evaluated the firms on the following criteria:

Understanding of Project	15%
Approach to Solving our Needs	15%
Presentation Skills of Project Manager	15%
Fee Proposal	15%
Rapport between City and Team	10%
Quality of Presentation	10%
Proposed Schedule & Resources	5%
Innovation and Creativity	5%
Public Engagement Plan	10%

Below is a table of the composite scores of the team and the ranking of the five firms.

<u>Firm</u>	<u>Score</u>
Milone & Macbroom	12.1
VHB	10.4
Hoyle, Tanner & Associates	10.4
Stevens & Associates	10.0
Harriman	7.2*

*Due to an emergency, one member of the team had to leave the interview process.

It is recommended that the City Manager be authorize to negotiate and execute a professional service contract with Milone & Macbroom.



City of Keene, N.H.
Transmittal Form

January 17, 2020

TO: Finance, Organization and Personnel Committee

FROM: Donald R. Lussier, P.E. City Engineer

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 7.

SUBJECT: Woodward Dam Improvements Project - Public Works Department

RECOMMENDATION:

Move that the Finance, Organization and Personnel Committee recommend that the City Manager be authorized to do all things necessary to negotiate and execute a sole-source professional services contract with Gannett Fleming, Inc. of Harrisburg, PA for the construction phase of the Woodward Dam Improvements Project (05039-C) for an amount not to exceed \$251,124.

BACKGROUND:

In April 2017 the City awarded an engineering design contract to Gannett Fleming, Inc. after a qualification and fee-based selection process. Gannett Fleming has completed the design work in a satisfactory manner. The project will be advertised for construction within the next two weeks. Construction is expected to begin in April and to continue through the fall.

The City received a permit from the New Hampshire Department of Environmental Services to reconstruct this dam. As a condition of the permit, a qualified construction engineer is required to observe the construction, prepare reports and file affidavits with the Department. City Code requires that professional services contracts over \$25,000 be entered into after receiving proposals from various interested firms and approval by the City Council. However, Public Works requests that this contract for construction-phase engineering services be awarded to Gannett Fleming on a "sole-source" basis. As is our normal practice, we recommend that the design engineer be retained for construction services. They are intimately knowledgeable of the design and are in the best position to answer questions, resolve discrepancies, etc.

Construction-phase engineering services include near full-time construction observation, attendance at construction meetings, review of shop drawings and submittals, response to contractor requests for information, materials inspection and testing, review and comment of test results, maintenance of an as-built set of drawings, and other tasks typically required during construction.

It is recommended that the City Manager be authorized to negotiate and execute with Gannett Fleming, Inc. for construction-phase engineering services for the project for an amount not to exceed \$251,124.

Funding for this work will come from the Woodward Dam Improvements Project Account (05039-C).



City of Keene, N.H.
Transmittal Form

January 21, 2020

TO: Finance, Organization and Personnel Committee

FROM: Medard Kopczynski, Economic Development Director

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: 8.

SUBJECT: Establishment of Free "Complimentary" Downtown Parking - Economic Development Director

RECOMMENDATION:

Move to accept the communication from the Keene Downtown Group as informational.

Move to recommend that the City Manager investigate the feasibility and revenue impacts of shifting the parking hours to the evening.

BACKGROUND:

Staff has met twice with Mr. Roger Weinreich who represents the Downtown Group and who authored the request for complimentary parking on Main Street. The discussion has been wide ranging and with Mr. Weinreich staff has discussed a number of issues related to this request. Mr. Weinreich will be at the Finance, Operations and Personnel to explain his request in more detail, but it consists of three parts.

1. Parking would be complimentary on Main Street, Central Square to Dunbar Street from 8 AM until 11 AM.
2. There would be no parking limit for this time (three hours).
3. This would be an experiment for one year.

Challenges:

- It is not clear and together we will have to determine how success is measured. If the intent is increased business, more cars parked may not be an indication of increased business.
- This will create two separate systems, where the side streets and parking lots have differing requirements for time limits and fees. Mr. Weinreich and City Staff have been meeting, and will continue to discuss the issues involved that include customer service, angry customers, and identification of the meters.
- There will be a significant decrease in income, and Parking utilization overall is down.
- Staff is working to update the Parking Issues, Direction/ Recommendations Memorandum (December 18 2018) which we intend to present to the City Council late spring and which we have titled 2020 Strategic Parking Plan. The Parking Issues, Direction/ Recommendations Memorandum did recommend a shift in Parking Meter collections on Main Street and to some extent this request may further that discussion.

Should the City Council want to facilitate this request, staff will work with the City Attorney to craft the mechanism to further this request. We are confident that this will require a change to City Code.