



City of Keene
New Hampshire

KEENE CITY COUNCIL
Council Chambers, Keene City Hall
June 18, 2020
7:00 PM

Roll Call
Pledge of Allegiance

MINUTES FROM PRECEDING MEETING

- June 4, 2020

A. HEARINGS / PRESENTATIONS / PROCLAMATIONS

1. Public Hearing - Amendment to the Zoning Map - Properties on Krif Road and Winchester Street - Ordinance O-2020-04

B. ELECTIONS / NOMINATIONS / APPOINTMENTS / CONFIRMATIONS

1. Nominations
Conservation Commission
Historic District Committee
2. Appointment of an Ad Hoc Community Power Committee
3. Appointment of an Ad Hoc Racial Justice and Community Safety Committee

C. COMMUNICATIONS

1. Peter Moran - In Support of a Social Host Ordinance
2. Tracy Keating Gunn/Flight Deck Restaurant - In Support of Monadnock Chopper Flight School
3. Tracy Keating Gunn/Flight Deck Restaurant - Request for a Waiver of Rent Payments for the Months of March Through June
4. Derek and Linda Stone - Requesting Permission to Remove Trees on City Property
5. Natalie Quevedo - Six Nineteen March and Rally
6. Petition - Calling for the KPD to be Outfitted with Body Cameras
7. Councilors Workman, Johnsen and Ormerod - Keene Police Department Policies
8. Councilor Manwaring - Amendments to the Proposed Operating Budget - Outside Agencies
9. Councilor Filiault - Amendments to the Proposed Operating Budget - Personnel Services

D. REPORTS - COUNCIL COMMITTEES

1. Emerald Ash Borer – Main Street Tree Removal – Public Works Director/Emergency

Management Director

2. Sarah Franklin/Concerned East Side Neighbors – Consideration of a Social Host Ordinance and Dawn and Med Kopczynski – in Support of Social Host Ordinance
3. Councilors Williams, Filiault, and Clark – Encouraging the Consideration of a Resolution Relating to Wearing Facemasks
4. Proposed Amendments to the Rules of Order – Mayor Hansel
5. Acceptance of Donation - Parks, Recreation and Facilities Director and Acceptance of Donations - Keene Downtown Memorial Tree Fund - James P. Finnegan - Public Works/Emergency Management Director
6. Acceptance of State of New Hampshire Grant Funding for Youth Services’ Juvenile Court Diversion Programming - Youth Services Manager
7. Acceptance of Grant for Airport - FAA CARES Act- Airport Director
8. Acceptance of CARES ACT Funding - DHHS - Finance Director
9. Operating agreement with Monadnock Choppers LLC - Airport Director
10. Renewable Energy Project at Dillant-Hopkins Airport Phase 1-Wastewater Treatment Plant, Phase 2- Net Metering for Municipal Use - Assistant Public Works Director
11. Community Power Program & Ad-hoc Community Power Committee - Assistant City Manager/Community Development Director
12. Councilor Remy - Requesting Use of the City Seal – Facemasks

E. CITY MANAGER COMMENTS

F. REPORTS - CITY OFFICERS AND DEPARTMENTS

1. Dog Warrant for Unlicensed Dogs - City Clerk
2. NHDES - Extension of the Public Notice Period - WWTP Discharge Permit

G. REPORTS - BOARDS AND COMMISSIONS

H. REPORTS - MORE TIME

1. Patrick Cannon/Eclipse Management Group – Construction on City Property and Eclipse Hockey at Keene ICE – Parks, Recreation & Facilities Director
2. Darren Humphrey/Trax Club – Request to Use City Property – Railroad Square and Use of Railroad Square - Parks, Recreation, and Facilities Director

I. ORDINANCES FOR FIRST READING

1. Relating to Personnel Systems and Procedures

J. ORDINANCES FOR SECOND READING

K. RESOLUTIONS

1. Relating to the FY2020 Operating Budget
Resolution R-2020-22-A

L. TABLED ITEMS

1. Relating to an Appropriation of Funds for Gilbo Avenue Infrastructure Improvements
Resolution R-2020-06-A

Non Public Session

Adjournment

A regular meeting of the Keene City Council was held Thursday, June 4, 2020. The Honorable Mayor George S. Hansel called the meeting to order at 7:00 PM. Mayor Hansel read into the record the Emergency Order #12, issued by the Governor of the State of New Hampshire pursuant to Executive Order #2020-04. He continued the members of the City Council would be participating remotely. The Mayor asked that during the roll call for attendance, each Councilor identify their on-line presence and if there are others with them in the room. Roll called: Stephen L. Hooper, Michael J. Remy, Janis O. Manwaring, Michael Giacomo, Randy L. Filiault, Robert C. Williams, Philip M. Jones, Gladys Johnsen, Terry M. Clark, Raleigh C. Ormerod, Bettina A. Chadbourne, Catherine I. Workman, Mitchell H. Greenwald, Kate M. Bosley and Thomas F. Powers were present. A motion by Councilor Powers to accept the minutes from the May 21, 2020 regular meeting was duly seconded by Councilor Bosley. The motion passed on a roll call vote with 15 Councilors present and voting in favor. The Mayor led the Pledge of Allegiance.

ANNOUNCEMENTS – MAYOR

Mayor Hansel recognized the rally in the Central Square Common that occurred on Wednesday, June 3, 2020. He stated that we are all deeply disturbed with the situation and angered with the murder of George Floyd. The rally had hundreds of people gathered on Central Square Commons. He was thankful that despite the charged emotions, justified anger, and frustration in a very large crowd, this was a peaceful, powerful and safe event. He also agreed with the decision by the Keene's Police Chief, Steve Russo, Officer Cristina Paterno and Sherrieff Eli Rivera to clearly and succinctly indicate that we are listening to black voices and that this community will be heard. Listening is the initial step, the beginning of an ongoing process to ensure that Keene is the most equitable community it can possibly be, from all people of different races and background. And to further the process and to ensure a meaningful and consistent action, the Mayor plans to take the following on-going steps:

- Nominating for the Council's approval an ad hoc Committee on Racial Injustice and Community Safety. This will include some law enforcement experts, but its goal is to come up with some recommendations for making Keene the most equitable and welcoming place it can be.
- Accepting recommendations from the Human Rights Committee on any of the board or committees from here on out as was discussed with the Human Rights Committee back in January or February. This is going to be a proactive step to be diligent about doing that and will encourage more diverse participation in our local government.
- Convening a Public Forum in the coming weeks to give citizens an opportunity to discuss these issues, which are difficult issues, in the hope that as public officials and as a City we will all open our ears and listen. The date of the Public Forum is to be determined, but do expect it will be in the next couple of weeks.

The Mayor noted he has reached out to several people in the community to help facilitate these conversations. A large amount of Councilors have already stepped up and reached out to help address this issue. They have committed to him to making this a priority for our City. He thanked those Councilors personally and added this is important and know that together they will create positive change that will strengthen our community.

PROCLAMATION – LGBTQ

Mayor Hansel read a proclamation designating the month of June as LGBTQ Month.

PUBLIC HEARING – RELATING TO THE FY 20/21 OPERATING BUDGET

The Mayor opened the public hearing at 7:10 PM. The Notice of Hearing and Certificate of Publication read. The Mayor stated that the Finance, Organization and Personnel Committee proposed budget changes have been provided and pursuant to Section 30 of the Rules of Order, any Councilors wishing to make further adjustments to the budget will need to provide the City Clerk with written notice by 4:00 PM on Tuesday, June 16, 2020. The Council will be acting upon the budget Resolution on June 18, 2020 meeting.

The Mayor recognized the City Manager who stated tonight we present to the City Council and the public the operating budget for FY 2020-2021, which includes the first year of the fiscal 2021 through 2026 Capital Improvements Program. She went on to reference a Citizens Budget Guide that has also been prepared to summarize and graphically present expenditures and revenues in the budget. The guide also provides a chart to illustrate of how much the overall FY2020 tax rate is used to support the school's, city and county budget. The proposed budget breaks down as follows: 51% of the tax rate is used to fund school operations, 39% of the tax rate is used to fund City operations, and 10% is used for the County budget. The proposed budget complies with the fiscal policy, which aims to limit property tax increases to a rolling three year average of the Boston-Cambridge-Newton CPI net any expenditure required by law. This calculation is equal to 2.37 %. The staff worked diligently to bring forward the proposed budget presented tonight, which utilized only a portion of the available increase to fund city operations. In doing so, a budget is presented tonight that will not increase the City's portion of the tax rate. During the budget review, the staff recommended and Finance, Organization and Personnel Committee supported minor changes. A summary sheet of those changes along with the revised budget resolution has been provided has a net impact of \$17,199 decrease in the bottom line of the general fund. As discussed during the budget workshops, this budget includes a few modifications of the CIP as part of the overall COVID-19 recovery strategy to take advantage of low bond interest rates and strategically reduce our capital plan requirements in FY 22. This is will be the time that the State will be going through their budget process. The ductwork at Central Fire Station and Municipal building improvements moved from current revenue funding to bonding. The Dispatch Console Replacement Project and next year's Municipal Building Funds also moved forward to this year - strategically reducing our capital plan requirements for FY 22. In December of 2019, the City kicked off a Water and Sewer Rate Study. Water and Sewer fees provide the primary source of revenue for the Water and Sewer Utility Enterprise Funds. The current rate structure considers meter size and volume. The last time the City performed a rate study was in 2004. The purposed of this study is to ensure the utility rates cover the true cost of providing services to the City's customers. Currently, the rate modeling software has been developed. Given the current state of emergency related to COVID-19, steps related to a final report and public presentation will occur in the fall. This budget maintains the status quo. The final product is a budget that we feel reasonably supports the city services provided to the residents of Keene, accommodates the goals set by the Council,

includes current labor agreements and other contractual obligations and supports the city's infrastructure program through continued funding of the CIP plan.

The Mayor began to review the various sections of the budget, noting he would give the public time to make comments on each of the Departments and portfolios.

General Comments

Cindy Copeland, 662 Hurricane Road in Keene, spoke in regards internet access being limited in her neighborhood. She feels that the neighborhood is in desperate need for high-speed internet, especially since this pandemic began. Ms. Copeland went on to say that public spaces closed during the pandemic and a lot face-to-face transactions went online. When public internet is available you really can't do any financial transactions due to private information on a public Wi-Fi, such as checking bank balances and paying bills online. The idea that you have to drive 10 to 15 minutes to attach a file to an email or even sending a basic email is a real difficulty for those on Hurricane Road. She is an author and an illustrator, just finished a 240 page graphic novel last year, she had to drive into town to send her book to her publisher through the use of the public internet, because she did not have access to do so from home. Ms. Copeland continued with her son situation as an eye doctor in Keene. He had to return from his final rotation in California when the coronavirus struck only to find that he could not finish his online work from home. He had to quarantine himself with a family in Connecticut for three months in order to complete his education. She continued with having a teacher on her street, who cannot teach online, and having to sit in the parking lot of Panera's to work on assignments. We have a dentist and a physician on our street who can't work from home. One of her neighbors had told her mother had passed away yesterday in a nursing home and they were not able to facetime with her as most of the people in the country have been able to due to their poor internet. She ended with that internet access is not luxury it is a necessity. She urges that necessary funds be allocated to ensure all citizens in Keene have internet access.

Mayor and City Council - Community Funded Events

Alan Stroshine, 27 Salisbury Road in Keene, spoke in regards to the Clarence DeMar Marathon and the Keene Elm City Rotary Club. He expressed gratitude and thanks for continuing to the proposed funding for this community-wide event. He stated that they feel that it has become one of the signature events on the City Calendar. They are still moving forward to run on September 27th with a contingency date of November 11th if we are not able to hold the event in September. This will be a huge community celebration if we are able to run this fall.

Tim Zinn, 43 Grove Street in Keene, spoke in regards to the Let it Shine Pumpkin Festival. He was very appreciative of the level-funding of their event, looking forward to October. Their group would like to celebrate our downtown and involve our students like we have in the past years and find a way for non-profits to benefit as well. He stated that they are open for suggestions and looking at various options for less crowds to continue due the pandemic.

Community Services – Library and Parks, Recreation and Facilities Department.

Christoff Scott, 48 Water Street in Keene, he stated that he was very appreciative of the services Library has done and kept running despite the physical presence being mostly closed down. He was inquiring about the possible projects in the parks.

Community Services – Parks, Recreation and Facilities Department.

Kelly Ann Howard, 129 Howard Street in Keene, was inquiring about the “Bee City” process. Mayor recognized Councilor Williams, regarding the Conservation Commission. Councilor Williams stated the “Bee City” has been discussed in the Conservation Commission. It will be brought up again in the next meeting as well. The Conservation Commission is trying to understand how to make it a “Bee City” an operational and effective program for the City. The Conservation Commission is trying figure out how to be more than just a name as “Bee City” by wanting to help the pollinators and make Keene greener place.

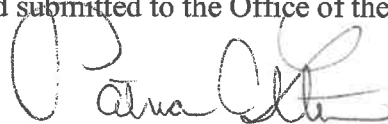
Community Services – Police Department

Laura Dunfey-Ehrenberg, 52 Summit Road in Keene, spoke about the recent issues in the nation in regards to police officers using unnecessary use of lethal force with peaceful protestors in the community, how will the large police budget be used to ensure the safety of all citizens of Keene? She confirmed with the Police Department that they do not use body cameras, and inquired whether the \$7.8 million budget will include body cameras to all officers? The Mayor replied that it is currently not in the budget to supply officers with the body cameras that he is aware of. The Mayor continued with these concerns are exactly why we are taking some steps in the City, he has appointed a committee to look into the issues that deal with public safety and racial injustice in the City in particular. He encourages to her to stay tuned as the committee is developed and participate in the forum coming soon. He ended with appreciation of the concerns she brought forward tonight.

Anna Prial, 203 Hurricane Road in Keene, spoke about her concern about high budget for the Police Department. She feels that the budget is not even close to being appropriate, we should come together and think about how we can defund the police department by using alternative ways of how we could keep our community safe that does not include the Police Department.

There being no further comments, the Mayor closed the public hearing for oral testimony at 7:35 PM. He noted the hearing will remain open for written public comments until Tuesday, June 16, 2020 at 1:00 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

COMMUNICATION – COUNCILORS WILLIAMS, FILIAULT AND CLARK –
ENCOURAGING THE CONSIDERATION OF A RESOLUTION RELATING TO
WEARING FACEMASKS

A communication was received from Councilors Williams, Filiault and Clark encouraging the consideration of a Resolution relating to wearing facemasks. The communication was referred to the Planning, Licenses and Development Committee.

COMMUNICATION – JAN MANWARING/ PATHWAYS FOR KEENE – WITHDRAWAL
OF LICENSE REQUEST – 4 ON THE 4TH ROADRACE

A communication was received from Jan Manwaring, Pathways for Keene, expressing the club's request to withdraw of the request for a license request for the 4 on the 4th due to COVID-19. The communication was filed into the record.

COMMUNICATION – SARAH FRANKLIN/CONCERNED EAST SIDE NEIGHBORS –
CONSIDERATION OF A SOCIAL HOST ORDINANCE

A communication was received from Sarah Franklin, requesting the consideration of a social host ordinance by the City Council. The communication was referred to the Planning, Licenses and Development Committee.

COMMUNICATION – FREDERICK B. PARSELLS – URGING THE COUNCIL NOT TO
CONSIDER AN ORDINANCE THAT WOULD MANDATE THE WEARING OF A
FACEMASK IN PUBLIC

A communication was received from Frederick B. Parsells, urging the Council not to consider an Ordinance that would mandate the wearing of a facemask in public. The communication was filed into the record.

COMMUNICATION – COUNCILOR REMY – REQUESTING THE USE OF THE CITY
SEAL – FACEMASKS

A communication was received from Councilor Remy, requesting the use of the City Seal that would be printed on facemasks for use by the City Council during official activities. The communication was referred to the Finance, Organization and Personnel Committee.

COMMUNICATION – PATRICK CANNON/ECLIPSE MANAGEMENT GROUP

A communication was received from Patrick Cannon, Eclipse Management Group, requesting to build, within the existing confines of the Keene Ice Arena, facilities appropriate to accommodate two teams playing at the Tier III Juniors Level. The communication was referred to the Municipal Services, Facilities and Infrastructure Committee.

REMOVED FROM THE TABLE – PETITION – REDUCTION IN SPEED LIMITS TO
MITIGATE ISSUES RESULTING FROM ROUTE 10 SEWER WORK

The Mayor removed the petition requesting a reduction in the speed limit on Route 10 in the vicinity of Magnolia Way off the table from their previous meeting. The section of Route 10 was determined to be a State highway. This petition was referred to the City staff so they can help connect the petitioners with the appropriate staff at the State level.

MSFI REPORT – UPDATE – ACCESSIBILITY ACCESS AT CITY FACILITIES
(RECREATION CENTER)

Municipal Services, Facilities and Infrastructure Committee report read recommending the presentation be accepted as informational. The report was filed as informational.

MSFI REPORT – RECREATION SUMMER PROGRAMS – PARKS, RECREATION &
FACILITIES DIRECTOR

Municipal Services, Facilities and Infrastructure Committee report read recommending accepting the presentation as informational. The report was filed as informational.

MSFI REPORT – PHASED RESTORATION OF SERVICES – KEENE PUBLIC LIBRARY –
LIBRARY DIRECTOR

Municipal Services, Facilities and Infrastructure Committee report read recommending the presentation be accepted as informational. The report was filed as informational.

FOP REPORT – ACCEPTANCE OF DONATION – HUMAN SERVICES

Finance, Organization and Personnel Committee report read recommending that the City Manager do all things necessary to accept a donation in the amount of \$100.00. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. The motion passed on a roll call vote with 15 Councilors present and voting in favor.

FOP REPORT – TRANSFER OF FUNDS FROM ESCO PROJECT AND FIRE STATION
REPLACEMENT PROJECT TO THE GENERAL FUND – FINANCE DIRECTOR

Finance, Organization and Personnel Committee report read recommending the transfer of funds in the amount of four thousand nine hundred four dollars and eight cents (\$4,904.08) from the ESCO Project (90236) and fifteen thousand ninety five dollars and ninety two cents (\$15,095.92) from the Fire Station Replacement Project (90220) to the FY 2021 General Fund Revenue Capital Project Account. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. The motion passed on a roll call vote with 15 Councilors present and voting in favor.

CITY MANAGER COMMENTS

The City Manager began her comments regarding the protest from Wednesday, June 3, 2020. She recognized and thanked the Keene Police Department and specifically the Police Chief, Steve Russo, for his involvement last night. The KPD continues to act with integrity making public safety their number one goal. Actions of criminals like Derek Chauvin, unfortunately, break the faith a community has in their local departments. The maintaining, keeping and building the trust the KPD have built in the community is of outmost important to the Chief and the department.

The City Manager stated on May 20, 2020, the City received the draft National Pollutant Discharge Elimination System (NPDES) permit for our Wastewater Treatment Plant. The City has submitted a formal request to extend the comment period an additional 90 calendar days beyond the allowed 30-day period. The combined COVID-19 implications and the proposed regulated permit requirements require a longer comment period. The proposed regulations could carry significant costs for the Sewer rate and we need additional time to review and comment.

The City Manager gave the Council updates on Parks & Recreation as well as the Library. Parks, Recreation and Facilities Director, Andy Bohannon, and Library Director, Marti Fiske, both gave great informational updates at last week's Municipal Services, Facilities and Infrastructure Committee, regarding the gradual reopening of services at both the Recreation Center and the Library. Curbside services have returned to the Library and hoping to open the building sometime in July. Friday, May 29, 2020, the Governor announced reopening of day camps for June 22, 2020. The Parks & Rec summer camp has been modified to comply with the Governor's COVID-19 reopening guidance and is ready to kick off on June 22, 2020. Summer camp will last 8 weeks through the second week in August. The recreation staff has been preparing for several weeks to structure a camp that meets the New Hampshire universal guidelines and CDC considerations for youth and summer camps. This advance preparation and training has put them to open in a timely fashion. The changes means more staff, much smaller groups, screening precautions, higher standards for cleaning and disinfecting and lots of education and training for our staff. To make this all work it was necessary to have one location for summer camp and that location will be Wheelock Park. It was also announced last week that unfortunately our pools will not be opened this year. To best utilize this down time, we will be advancing the pool maintenance work that is scheduled to begin in the next few weeks.

The Governor also announced that the stay at home order is extended until June 15, 2020 and has mentioned, depending on conditions, it is likely to expire after the 15th. She stated that she expects that the State of Emergency to continue for some time. Hotels, lodging, and short term rentals can resume taking reservations beginning Friday, June 5, 2020 for New Hampshire residents only with capacity restrictions based on size. For an example, hotels with less than 20 rooms can be at full capacity the larger hotels can book to 50% capacity, all are subject to universal guidelines and specific lodging guidelines.

The City Manager stated a press release went out from the Fire Department reminding residents the sale, transfer, display or possession of any Class B special fireworks or Class C permissible consumer fireworks requires a permit. The City Manager asked the public to check with the Fire Department in advance of any purchase or display of fireworks in these categories.

The City Manager announced Shannon Hundley has agreed to perform limited downtown coordinator tasks in Beth Woods' absence. She has been hired for six hours a week. Ms. Hundley has been providing an important link to the downtown group at our re-opening task force meetings.

The City Manager went into the details of the Re-opening Task Force, Keene Rebounds. The task force meets on Tuesday and Thursdays at 4:00 PM. Last week, Councilor Greenwald attended the Tuesday meeting and Councilor Hooper attended the Thursday meeting. This week Councilor Filiault joined the meeting. Med Kopczynski, Economic Development and Special Projects, at the staff lead, created a brief update that he sent out to the council late last week. Our first focus was working with businesses to get them open in accordance with the Governors guidelines which required some expanded use of city sidewalks, next to create a master list to share funding information coming from the Governors for small business, encouraging the use of masks by staff and following opening guidelines, through the creation of a voluntary pledge, Keene Safe, that went live this week, working to build relationships between downtown businesses and the downtown group. We are following up an offer to provide flower barrels to the downtown. There is a banner project in the works. We have identified the need to connect retailers in the community, looking for someone to help us organize downtown retail communication. We have used our master contact list to reach out to see if there is any interest in retailers using sidewalk space.

The City Manager commented about the press release regarding the Keene Safe Pledge for businesses to help slow the spread of COVID-19. Almost immediately, there were numerous businesses who logged on and took the pledge. The reopening of Keene businesses is important to our local economy and to the quality of life enjoyed by employees and citizens. Slowing the spread of COVID-19 is essential to continuing the reopening of services. This is a voluntary pledge to a business' commitment to help reduce transmission by implementing State and CDC health and safety protocols. The pledge is available on www.keenesafe.com. Those who take the pledge will be provided posters to display in public facing windows to communicate to consumers their commitment to follow these guidelines. The business' names will also be added to the Keenesafe website for public viewing.

Several brainstorming lists have been created. Right now we have separated ideas into two categories, things that can be done and still maintain social distancing guidelines and things we can do once the restrictions have been lifted. During this State of Emergency, the City has the flexibility to try things before needing to fully commit, similar to the temporary sidewalk café license expansions. Two ideas have gained traction, closing Central Square or modifying traffic patterns on a Sunday to allow outside dining to expand even more, restaurants are following opening guidelines, retailers are normally closed, but if Sunday became a dining out day, retailers may also be interested in putting displays out on the sidewalk, and to request the Farmer's Market consider setting up on Central Square if they can maintain proper distances,

also following State opening guidelines. If restaurants not located on the Square want to set up a tent they would be able to join as well.

The City Manager ended with a smaller group is working on possible larger event for Memorial Day. An international food festival for 2021 when hopefully larger crowds will be welcomed.

FOP REPORT – GARY BOES – OFFER OF SALE – 0 OLD GILSUM RD; PROPOSED LAND ACQUISITION OFF OLD GILSUM ROAD – CONSERVATION COMMISSION; AND LAND ACQUISITION – 0 OLD GILSUM ROAD – PARKS, RECREATION FACILITIES DIRECTOR

Finance, Organization and Personnel Committee report read recommending the acceptance of a communication from Gary Boes and the recommendation of the Conservation Commission as informational and to authorize the City Manager to do all things necessary to negotiate and execute the acquisition of property owned by Gary Boes, located on tax map # 218-004-000-000-000 consisting of approximately 0.89 acres in the Greater Goose Pond Forest utilizing the funds from the Land Use Change Tax Fund 90203. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. The motion passed on a roll call vote with 15 Councilors present and voting in favor.

MEMORANDUM – PROPOSED AMENDMENTS TO THE RULES OF ORDER – MAYOR HANSEL

A memorandum was received from the Mayor proposing amendments to the Rules of Order. The memorandum was referred to the Planning, Licenses and Development Committee for their review and recommendation.

MORE TIME

The Mayor granted more time to the Operating Agreement with Monadnock Choppers, LLC - Airport Director.

MSFI REPORT AND ORDINANCE: O-2020-08: RELATING TO NO PARKING SPECIFIC STREETS – SUMMIT RIDGE DRIVE

Municipal Services, Facilities and Infrastructure Committee report read recommending the adoption of Ordinance O-2020-08: Relating to No Parking Specific Streets- Summit Ridge Drive. Ordinance O-2020-08 was read for the second time. A motion by Councilor Manwaring for the adoption of Ordinance O-2020-08 was duly seconded by Councilor Giacomo. On roll call vote, with 15 Councilors present and voting in favor the motion passed. The Ordinance O-2020-08 declared adopted.

FOP REPORT AND ORDINANCE: O-2020-06: RELATING TO CLASS ALLOCATION AND SALARY SCHEDULE

Finance, Organization and Personnel Committee report read recommending the adoption of Ordinance O-2020-06: Relating to Class Allocation and Salary Schedule. Ordinance O-2020-06 was read for the second time. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. On roll call vote, with 15 Councilors present and voting in favor the motion passed. The Ordinance O-2020-06 declared adopted.

FOP REPORT AND RESOLUTIONS: R-2020-21: RELATING TO THE REALLOCATION OF BOND PROCEEDS - AIRPORT TERMINAL TO FUEL TANKS

Finance, Organization and Personnel Committee report read recommending the adoption of Resolution R-2020-21: Relating to the Reallocation of Bond Proceeds Airport Terminal to Fuel Tanks. Resolution R-2020-21 was read for the second time. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. On roll call vote, with 15 Councilors present and voting in favor the motion passed. The Resolution R-2020-21 declared adopted.

FOP REPORT AND RESOLUTION: R-2020-05: RELATING TO THE APPROPRIATION OF FUNDS FOR THE AIRPORT FUEL TANKS; *and* FOP REPORT AND RESOLUTION: R-2020-06-A: RELATING TO AN APPROPRIATION OF FUNDS FOR GILBO AVENUE INFRASTRUCTURE; *and* FOP REPORT AND RESOLUTION: R-2020-07: RELATING TO THE APPROPRIATION OF FUNDS FOR FLOOD MANAGEMENT PROJECT; *and* FOP REPORT AND RESOLUTION: R-2020-08: RELATING TO THE APPROPRIATION OF FUNDS ROAD REHABILITATION PROJECT *and* FOP REPORT AND RESOLUTION: R-2020-09: RELATING TO AN APPROPRIATION OF FUNDS FOR THE SEWER IMPROVEMENTS (COLONY COURT – BLOOMER SWAMP MAIN) PROJECT *and* FOP REPORT AND RESOLUTION: R-2020-11: RELATING TO THE APPROPRIATION OF FUNDS FOR THE MUNICIPAL BUILDING IMPROVEMENTS PROJECT; *and* FOP REPORT AND RESOLUTION: R-2020-12: RELATING TO THE APPROPRIATION OF FUNDS FOR THE POLICE DISPATCH CONSOLE PROJECT

Finance, Organization and Personnel Committee report read recommending the adoption of Resolutions; R-2020-14, R-2020-17, R-2020-18, and R-2020-19. The report was filed as informational.

Resolution R-2020-05 was read for the second time. A motion by Councilor Powers for adoption of the Resolution was duly seconded by Councilor Hooper. On roll call vote, 15 Councilors were present and voting in favor the motion passed. Resolution R-2020-05 declared adopted.

Resolution R-2020-06-A was read for the second time. A motion by Councilor Powers for adoption of the Resolution was duly seconded by Councilor Hooper. A brief discussion took place. A motion by Councilor Clark for tabling Resolution R-2020-06-A until there is a specific arts and culture corridor plan submitted and endorsed by the City Council and approved by the Planning Board. The motion was duly seconded by Councilor Filiault. The Mayor

remarked that the Councilor's motion was quite specific and would the Councilor accept a simpler motion to table Resolution R-2020-06-A until information is submitted on the arts and culture corridor. The Councilor accepted the Mayor's rephrasing of his motion. On roll call vote, 10 Councilors were present and voting in favor the motion to table the Resolution R-2020-06-A until further information is presented on the arts and culture corridor passed. Councilors Hooper, Remy, Manwaring, Johnsen and Powers were opposed.

Resolution R-2020-07 was read for the second time. A motion by Councilor Powers for adoption of the Resolution was duly seconded by Councilor Hooper. On roll call vote, 15 Councilors were present and voting in favor the motion passed. Resolution R-2020-07 declared adopted.

Resolution R-2020-08 was read for the second time. A motion by Councilor Powers for adoption of the Resolution was duly seconded by Councilor Hooper. On roll call vote, 15 Councilors were present and voting in favor the motion passed. Resolution R-2020-08 declared adopted.

Resolution R-2020-09 was read for the second time. A motion by Councilor Powers for adoption of the Resolution was duly seconded by Councilor Hooper. On roll call vote, 15 Councilors were present and voting in favor the motion passed. Resolution R-2020-09 declared adopted.

Resolution R-2020-11 was read for the second time. A motion by Councilor Powers for adoption of the Resolution was duly seconded by Councilor Hooper. On roll call vote, 15 Councilors were present and voting in favor the motion passed. Resolution R-2020-11 declared adopted.

Resolution R-2020-12 was read for the second time. A motion by Councilor Powers for adoption of the Resolution was duly seconded by Councilor Hooper. On roll call vote, 15 Councilors were present and voting in favor the motion passed. Resolution R-2020-12 declared adopted.

FOP REPORT AND RESOLUTIONS: R-2020-16: RELATING TO AN APPROPRIATION – SALT SHED REPLACEMENT

Finance, Organization and Personnel Committee report read recommending the adoption of Resolution R-2020-16: Relating to the Acceptance of Proceeds from Sale of Property and Use of Funds for Salt Shed Replacement Project. Resolution R-2020-16 was read for the second time. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. On roll call vote, with 14 Councilors present and voting in favor the motion passed. Councilor Filiault was opposed. The Resolution R-2020-16 declared adopted.

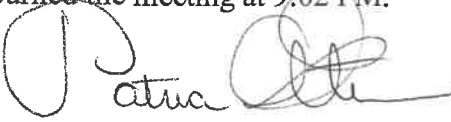
06/04/2020

FOP REPORT AND RESOLUTION: R-2020-22-A: RELATING TO THE 2020/2021 FISCAL YEAR BUDGET

The Mayor tabled Resolution R-2020-22-A until the next regular meeting on June 18, 2020.

As there was no further business, the Chair adjourned the meeting at 9:02 PM.

A true record, attest:


City Clerk



Notice of Public Hearing

Notice is hereby given that a Public Hearing will be held before the Keene City Council relative to Ordinance O-2020-04, which amends the Keene Zoning Map of the City of Keene from Industrial to Commerce Limited for properties identified with tax map #115-19-000 and #115-20-000 located at 0 Krif Road and 472 Winchester Street.

Due to the COVID-19 State of Emergency, the City Council will be holding this public hearing remotely. Members of the public will be able to access this public hearing through the following link: <https://us02web.zoom.us/j/81021670106>. To listen via telephone, call toll free 988-853-5257 and enter the meeting ID # 810 2167 0106. When the meeting is open for public comments, callers may press *9 if interested in commenting or asking questions. The Ordinance as well as background documents are available on the City of Keene website under Public Notices at <http://www.ci.keene.nh.us>

HEARING DATE: June 18, 2020

HEARING TIME: 7:00 PM

HEARING PLACE: Council Chambers, Keene City Hall

Per order of the Mayor and Councilors of the City of Keene, this twenty-first day of May, two thousand and twenty.

Attest:

City Clerk

Staff Report - Ordinance – O-2020-04

The Ordinance

This Ordinance proposes to amend the official Zoning Map of the City of Keene by changing the zoning of two specific parcels of land from the Industrial District to Commerce Limited. The total land area that would be impacted by this request is 7.38 acres. The location, acreage, and Tax Map Parcel (TMP) numbers of the parcels affected by this request is listed below:

- 0 Krif Road (3.84 acres, TMP# 115-019-000-000)
- 472 Winchester Street (3.54 acres, TMP# 115-020-000-000)

These two properties are owned by Clarke Realty Ltd. Partnership. The Applicant for this proposed zoning amendment is Fieldstone Land Consultants on behalf of the Petitioner, AMERCO Real Estate Company.

In rezoning decisions, the Petitioner's intended use of the property should not be considered. Rather, the permitted uses allowed in the proposed district should be evaluated for their suitability on the site. Additionally, the Board should consider and review:

- The consistency of the proposed rezoning request with the Master Plan;
- Existing and proposed zoning requirements;
- Surrounding land use and zoning patterns; and,
- Possible resulting impacts.

Background

The two parcels that are the subject of this proposed zoning map amendment (0 Krif Rd and 472 Winchester St) are located to the south of NH Route 101, off NH Route 10 (Winchester St), in the Industrial Zoning District. The parcels are the site of the former Clark Distributors, a beverage distribution company, which ended operations at the Keene facility in 2017. Since this time, the current owner, Clark Realty Ltd Partnership, has had both properties listed for sale.

The parcel at 472 Winchester St is 3.54 acres and has on site a ~30,172 sf industrial warehouse building and a ~3,720 sf service shop. These buildings were built in 1972. The parcel at 0 Krif Rd is directly adjacent to 472 Winchester St and is 3.84 acres. The vast majority of this parcel is undeveloped open space, with the exception of a portion of land that is part of the parking lot for 472 Winchester St. Both parcels are entirely in the 100-Year Floodplain, as Ash Swamp Brook borders each to the south. In addition, a portion of each site is within the floodway.

Nearby businesses include Douglas Cuddle Toys (*to the east*), Ace Rental Center (*to the South*), Granite State Glass (*across the street to the west*), and Hamshaw Lumber (*across the street to the southwest*). The property located directly north of the subject sites is currently undeveloped open space.

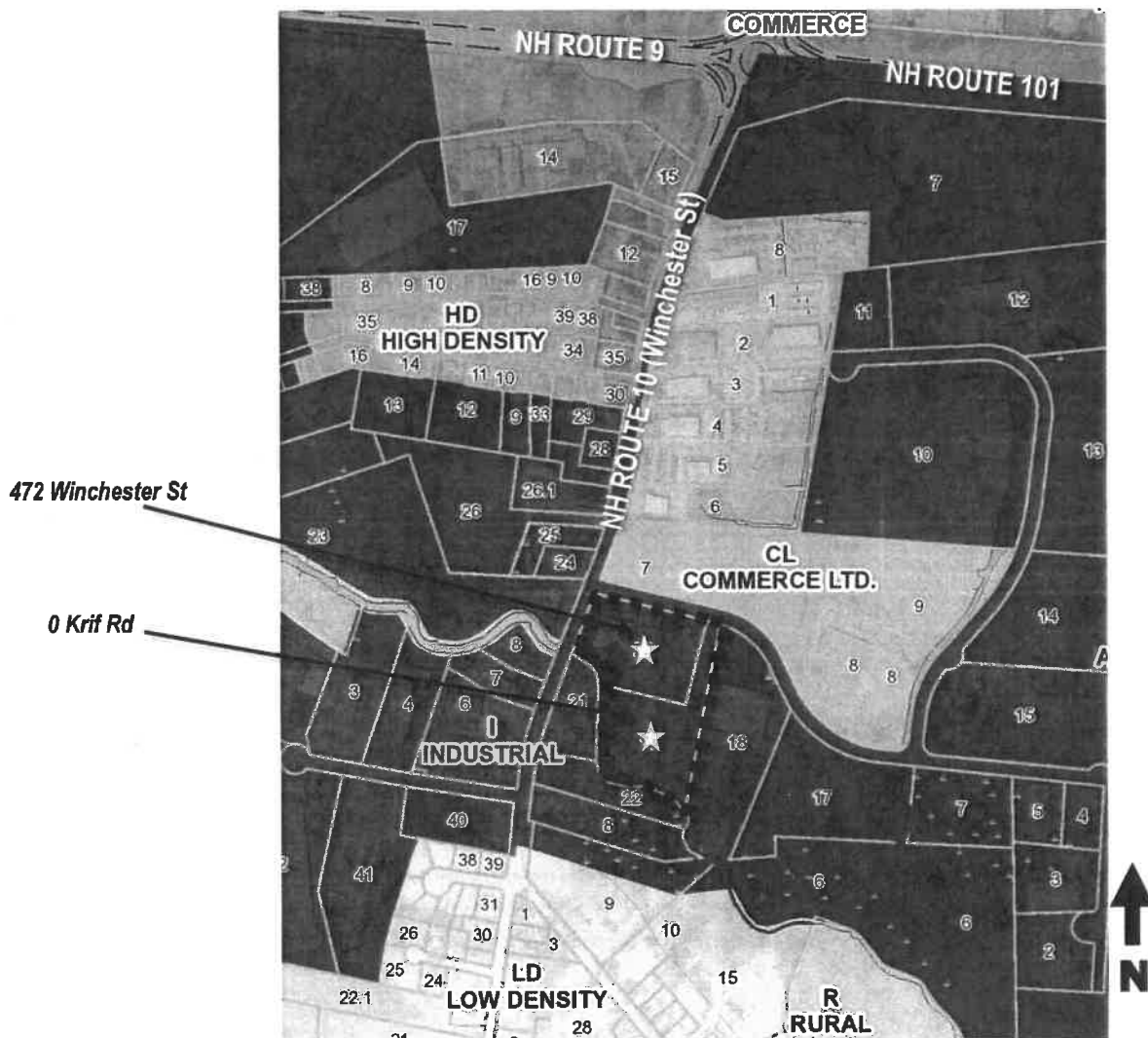
The proposed Ordinance would extend the Commerce Limited District south along NH Route 10 to Ash Swamp Brook, to include these two parcels. With the exception of the undeveloped parcel directly to the north of the subject sites, the adjacent properties/businesses noted in the above paragraph are currently in the Industrial Zoning District.

Commerce Limited is a relatively small zoning district that currently includes 10 parcels. These parcels support a variety of commercial uses including: four motor vehicle dealerships, offices for a heating fuel company, and a gym/fitness center. Other uses include a nonprofit organization and open space.

The Applicant notes that the reason the Petitioner is requesting this proposed zoning change is to expand the available land uses that would be allowed to occur on these properties, which have been listed for sale for a number of years. They anticipate that these properties would become more marketable with the expansion of land uses that the Commerce Limited District offers. The Petitioner for this application is AMERCO Real Estate Company, who is affiliated with U-Haul Moving and Storage of Keene. U-Haul intends to move their current operations at 199 Marlboro St to the subject parcels; however, retail services, which include truck rentals, would not be allowed in the Industrial District. Retail services is a use allowed in Commerce Limited. A more detailed comparison of the two zoning districts is included in the analysis below.

Despite the Petitioner's expressed justification for the request, the Joint Committee shall base their evaluation of this proposed zoning amendment on the suitability of these parcels for the proposed district, based on the district's intent, allowed land uses, and dimensional requirements; the City's Comprehensive Master Plan; and the compatibility of the parcels with the existing district. The Petitioner's intended use of the property should not be a consideration of the Joint Committee in deciding on this application.

The map below highlights the location of the two subject parcels as well as the boundaries of the nearby zoning districts.



The Petitioner met with City staff in early 2020 to discuss options for expanding the available uses allowed on the subject parcels. City staff noted that a zoning amendment petition would be the most appropriate process to pursue for this request. While the City is in the midst of an effort to update the downtown zoning districts, and to develop a Unified Development Ordinance as part of the Building Better Together project, these subject sites would not be impacted by this proposed rezoning effort. Nor does staff intend to propose changes to the Commerce Limited or Industrial District boundaries as part of the project. As such, the Petitioner felt it was in their best interest to pursue a zoning amendment, rather than wait for the Unified Development Ordinance to be adopted.

Characteristics of Zoning Districts

Intent of the Zoning Districts:

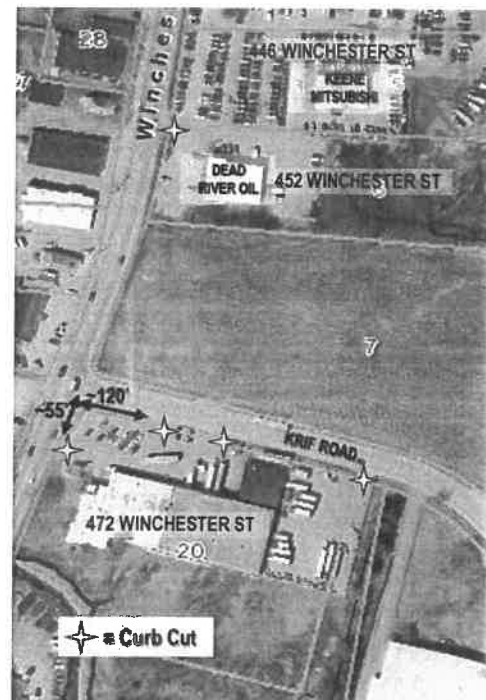
The proposal is to convert the two subject parcels at 472 Winchester St and 0 Krif Rd from the Industrial to the Commerce Limited Zoning District. A description of these districts from the Zoning Ordinance is included below.

- **Current Zoning – Industrial:** The intent of the Industrial District is to provide for manufacturing, processing, assembling, wholesaling; transportation-oriented activities and related services such as trucking, warehousing, refueling depots. Retail sales and offices are intended to only be accessory to the main uses in this district. (Section 102-631 of Keene City Code)
- **Proposed Zoning – Commerce Limited:** The intent of the Commerce Limited District is to provide for commercial uses that require larger land areas than the intense commercial uses in the Commerce District and do not have such intense customer vehicle traffic. Additionally, the District is intended for light industrial and combined commercial/industrial uses. Curb cuts shall be a minimum of 150 feet from any intersection. Curb cuts shall be a minimum of 450 feet apart, except that each lot shall be entitled to access either through its own curb cut or by a common curb cut shared with other lots. City water and sewer are required. (Section 102-571 of Keene City Code)

Based on the zoning district intent statements described above, the most recent use of the subject properties would be consistent with either the Industrial or Commerce Limited Districts. The two parcels had been used a warehouse and distribution facility with some office uses. It is likely that the former business (Clark Distributors) did not receive high volumes of customer vehicle traffic.

The Petitioner is proposing to purchase the property for use as a U-Haul Rental and Storage Facility, which would conduct retail sales and service, truck/van/trailer rentals, trailer hitch installs, U-Box rentals, and would have self-storage facilities. Retail uses would not be allowed in the Industrial District; however, this proposed use would be consistent with the intent of and the existing land uses in the Commerce District.

The Intent Statement for Commerce Limited specifies that curb cuts shall be a minimum of 450' apart, and shall be a minimum of 150' from any intersection. The parcel at 472 Winchester St



The above image displays the approximate locations of curb cuts for the property at 472 Winchester St and also for the shared curb cut at 452 Winchester St/446 Winchester St. The arrows in red indicate the approximate distances of select curb cuts from the intersection of Winchester St and Krif Rd.

has a curb cut on Winchester St (NH Route 10). This curb cut is approximately 55' from the intersection with Krif Rd, which is adjacent to the parcel's northern boundary. In addition, the parcel at 472 Winchester St has two curb cuts on Krif Rd, which are approximately 120' and 200' from the intersection with Winchester St. Only one of these curb cuts, meets the separation distances required in the district intent statement for Commerce Limited. The curb cut on Winchester St is nearly 500' from the nearest private curb cut in the Commerce Limited District, which is a shared driveway for Dead River Oil (452 Winchester St) and the Keene Mitsubishi Dealership (446 Winchester St).

City water and sewer are required for parcels in the Commerce Limited District. These services are available to both subject parcels. City water and sewer service is currently connected to the building at 472 Winchester St.

District Uses:

Table 1 below highlights the differences between the permitted uses of the Industrial District and the Commerce Limited District. These two districts support a similar mix of allowed land uses with the exception of the following differences.

Uses allowed in the Industrial District, which are not allowed in Commerce Limited, include:

- Asphalt plant, smelter, forge, tannery, explosive manufacturing
- Bulk storage & distribution of flammable materials
- College
- Historic site open to the public
- Institutional use
- Recycling plant

The Petitioner contends that many of these industrial/intensive uses listed above would not be suitable along NH Route 10, which serves as a gateway corridor into Keene, nor would they be suitable at the subject sites due to their highly visible presence along this corridor. The Petitioner notes that the subject sites would be better suited for the Commerce Limited District, which allows for a greater mix of commercial uses than the Industrial District.

Uses that are allowed in the Commerce Limited District and are not permitted in the Industrial District are listed below.

- Funeral parlor
- Greenhouse or nursery
- Motor vehicle dealership
- Office
- Parking area (lot)
- Private club, lodge, or fraternal activity where primary function is indoors
- Restaurant
- Retail sales/services

Table 1. Permitted Uses by Zoning District (P=Permitted, SE= Special Exception, - = Not Permitted)		
Permitted Use	Industrial	Commerce Limited
Asphalt plant, smelter, forge, tannery, brewery, rendering plant, explosives manufacturing	SE	-
Assembling	P	P
Bulk storage and distribution, excluding flammable materials	P	P
Bulk storage and distribution of goods, including flammable materials	P	-

College: undergraduate, graduate & industrial training programs	Access must be no more than one street removed from a state highway or arterial street; any one institution may occupy no more than 12,000 gfa; limited to institutions that have received permission to grant degrees by the state legislature; excludes residential facilities	-
Funeral parlor	-	P
Garage, business	P	P
Greenhouse or nursery	-	P
Health and fitness center	SE required for all outdoor activities	SE required for all outdoor activities
Historic site open to the public	P	-
Home offices of insurance companies, publishing companies, and manufacturing firms, including incidental warehousing, wholesaling, or retailing	P	P (Would be permitted as Office)
Institutional use	SE	-
Manufacturing	P	P
Motor vehicle dealership	-	No outside storage of dismantled vehicles or vehicle parts between building line & street. All outside storage must be screened from any adjacent residential use by a min 6' high fence, hedge or other impervious buffer along internal lot lines, which separate such use from adjacent residential use. No display or storage within 10' of a curb/curbline.
Motor vehicle repair garage, paint shop	No outside storage of dismantled vehicles or vehicle parts in the front yard area; All outside storage, except of registered vehicles with no more than minor damage, must be screened from view by a min 6' high impervious fence or hedge or similar buffer along internal lot lines.	See division 10 of article V of this Chapter pertaining to filling stations, service stations, repair garages, paint shops, vehicle body shops.
Noncommercial outdoor recreational activity	P	P
Nursery or child care facility	SE	P
Office	-	P
Offices for corporate, business or professional purposes provided that an office building occupied by a single office entity must be a minimum of 10,000 square feet in size. A building that includes one or more occupants which is primarily office in nature must be a minimum of 20,000 square feet in size, and each other entity occupying space in the building must be a minimum of 5,000 square feet in size	SE (...The applicant must prove that the office use is a nonretail office that will not have customers/clients entering and leaving in large numbers during business hours...)	P (Would be permitted as Office)
Parking area (Lot)	-	P

Private club, lodge, or fraternal activity where primary function is indoors	-	P
Processing	P	P
Research and development	P	P
Recycling plant	Visual screening shall be required for all outside storage.	-
Restaurant	-	P
Retail sales / services	-	P
Storage facility, self-service	SE (Outdoor storage is prohibited)	P (Outdoor storage is prohibited)
Warehousing	P	P
Wholesaling	P	P

Dimensional Requirements:

Table 2 below highlights the dimensional regulations required for the Industrial District and the Commerce Limited District. While the districts have some similar dimensional standards (e.g. height and minimum rear setback), there are significant differences of note.

Where the Industrial District has no requirement for minimum lot size, the Commerce Limited District requires a minimum lot size of 20,000 sf. However, both subject parcels are far greater in size than this 20,000 sf minimum. 472 Winchester St is 154,202 sf (3.54 acres) and 0 Krif Rd is 167,270 sf (3.84 acres).

The Commerce Limited District requires a 100-foot minimum front building setback, whereas the Industrial District only requires a 20-foot front setback. The existing building at 472 Winchester St appears to be situated roughly 70-feet from the front property line, and would not be in conformance with the Commerce Limited District's front setback requirement. However, there are a number of properties in the Commerce Limited District that appear to have buildings located within this 100-foot front setback.

The Commerce Limited District requires a minimum road frontage of 100-feet, compared to the Industrial District, which requires a minimum of 50-feet. The parcel at 472 Winchester St has 255-feet of road frontage on Winchester St; however, the parcel at 0 Krif Rd only has 50-feet of road frontage. All of the parcels currently located in the Commerce Limited District has over 100-feet of road frontage.

The Industrial District limits the amount of impervious lot coverage to 80%, and allows for up to 80% of the lot to be covered with structures. The Commerce Limited District limits impervious lot coverage to 70%, and allows for up to 40% of the lot to be occupied by structures. The subject parcels appear to be conforming with the lot coverage standards for both districts; however, the parcel at 472 Winchester St appears to be very close to reaching the maximum impervious lot coverage of 70%.

Table 2. Dimensional Regulations for Industrial and Commerce Limited Districts		
Dimensional Standard	Industrial	Commerce Limited
Max building height	2 stories	2 stories
Max building height	35-feet (b)	35-feet
Min Lot Area	None	20,000 sf
Min lot width at building line	None	100-feet
Min front setback	20-feet	100-feet
Min rear setback	20-feet (d)	20-feet (d)

Min side setback	15-feet	20-feet
Max % of lot occupied by structures	80%	40%
Max % of lot covered by impermeable material	80%	70%
Min % of green/open space	None specified	30%
Min front setback of paved & unpaved parking & travel surfaces	None	(m)
Min side setback of paved & unpaved parking & travel surfaces	None	(m)
Min rear setback of paved & unpaved parking & travel surfaces	None	(m)
Required frontage	50-feet	100-feet
(b) may be increased to 3.5 stories with a Special Exception (d) 50-feet, if it abuts a residential zone. (m) The setbacks for paved and unpaved parking and travel surfaces are as shown in division 4 of article VI of Chapter 102 and vary depending on the size of the parking lot.		

Keene Master Plan Consistency

The proposed rezoning appears to be consistent with the 2010 Comprehensive Master Plan's land use goals for this area of the City in that it maintains the opportunity for industrial land uses to occur on the subject parcels; while, expanding the types of land uses that would be permissible on these sites. The Comprehensive Master Plan identifies the area of the subject parcels and the Commerce Limited District as the "South of 101 Strategic Planning Area." The Master Plan states that *"this area should receive a high level of planning and focus as it is an economic redevelopment area for commercial, manufacturing and industrial uses. Focus on the provision of high-quality, living-wage industries should prevail over expansion of low-wage retail and service development. The city and community should explore ways to create a mixed-use area for these industries, in conjunction with managing appropriate access and providing community connections via sidewalk, pathways, bridges and trails north towards downtown and south towards other regional trails or bicycle routes...Balancing development of this area with natural environmental features is also a high priority."*

In addition, the Comprehensive Master Plan identifies Winchester St as a major corridor to the Downtown as well as a Regional Gateway. Objectives for these major corridors include improving traffic flow and their visual appearance. It also states the importance of providing convenient access to markets within and outside of the region through the preservation of regional gateways such as Winchester St. The Plan encourages the promotion and recruitment of industry that can build the City's manufacturing base and industrial economy, in the area of Winchester St that is south of NH Route 101 and north of the Swansey townline.

The City is proposing a project for this area of Winchester St in the Fiscal Year 2021-2027 Capital Improvement Program (CIP) for construction in Fiscal Years 2025 and 2026. The CIP notes that this gateway has not been upgraded in over 30 years. The project proposes improvements to the eight intersections, reconfiguration of traffic lanes to improve traffic flow and the construction of sidewalks / improved bicycle facilities along the corridor between the Swansey Town Line and the roundabout at NH Route 101. In addition, there would be landscaping improvements to highlight the business corridor and the Winchester St bridge over Ash Swamp Brook would also be replaced as part of this project.

The proposed zoning change would not reduce the available land area for industrial activity/development, as the Commerce Limited District would continue allow for these types of uses, with the exception of more heavy industrial activities such as asphalt and recycling plants. This proposed amendment would not only preserve the opportunity for these subject parcels to be used for industrial uses, such as manufacturing, it would also expand/diversify the options for how these parcels could be used without compromising the surrounding land area.

As noted earlier in this staff report, the two subject parcels are located entirely within the 100-Year Floodplain and a portion of each site is within the floodway. Regardless of what zoning district the subject parcels are located within, any future development on the sites or substantial modifications to the existing buildings would be subject to the City's Floodplain Ordinance. The Floodplain Ordinance establishes standards for floodproofing structures and compensatory mitigation within the Floodplain and imposes restrictions on what can be developed in the floodway area of the Floodplain.

Recommendation:

Planning Board:

Recommend the Planning Board find proposed Ordinance 0-2020-04 consistent with the Community Goals and Master Plan.

Planning, License and Development Committee:

Recommend that the Mayor set a public hearing date.



City of Keene, N.H.
Transmittal Form

June 15, 2020

TO: Mayor and Keene City Council

FROM: Mayor George S. Hansel

ITEM: B.1.

SUBJECT: Nominations

COUNCIL ACTION:

In City Council June 18, 2020.

Tabled until the next regular meeting.

RECOMMENDATION:

I hereby nominate the following individuals to serve on the designated board or commission:

Conservation Commission

John Theriault, alternate slot 10
76 Bradford Road

Term to expire Dec. 31, 2023

Historic District Committee

Hope Benik, slot 6
44 Probate Street

Term to expire Dec. 31, 2022

ATTACHMENTS:

Description

Background_Theriault

Background_Benik

Patty Little

From: Patty Little
Sent: Saturday, January 04, 2020 8:42 PM
To: Patty Little
Subject: Fw: Interested in serving on a City Board or Commission

From: helpdesk@ci.keene.nh.us <helpdesk@ci.keene.nh.us> on behalf of City of Keene <helpdesk@ci.keene.nh.us>
Sent: Wednesday, January 1, 2020 6:21 PM
To: Helen Mattson
Cc: Patty Little; Terri Hood
Subject: Interested in serving on a City Board or Commission

<p>Submitted on Wed, 01/01/2020 - 18:20</p>

<p>Submitted values are:</p>

First Name:

John

Last Name:

Terriault

Address

76 Bradford Road
Keene, NH 03431

Email:

Cell Phone:

508-717-9997

Home Phone:

603-903-0213

Please select the Boards or Commissions you would be interested in serving on:

Ashuelot River Park Advisory Board, Conservation Commission, Planning Board

Employer:

Retired

Occupation:

Former General Manager at Janos Technology

Education:

BS in Ocean Engineering, US Naval Academy and MBA Binghamton University

Have you ever served on a public body before?

No

Other Information/Relevant Experience:

I am the former Chair of the Keene City Republican Committee and the Cheshire County Republican Committee. I am a Beekeeper and the Treasurer of the Monadnock Beekeepers' Association.

Please provide some references:

Marilyn Huston

[REDACTED]

603-352-3302

References #2:

Jane Lane

[REDACTED]

603-355-9166

If would like to, please provide your resume

Keene City Council Introduction 2019.docx

Patty Little

From: helpdesk@ci.keene.nh.us on behalf of City of Keene <helpdesk@ci.keene.nh.us>
Sent: Thursday, May 21, 2020 4:35 PM
To: Helen Mattson
Cc: Patty Little; Terri Hood
Subject: Interested in serving on a City Board or Commission

<p>Submitted on Thu, 05/21/2020 - 16:35</p>

<p>Submitted values are:</p>

First Name:

Hope

Last Name:

Benik

Address

44 Probate Street, Keene, NH 03431

Email:

[REDACTED]

Cell Phone:

773-425-2419

Home Phone:

773-425-2419

Please select the Boards or Commissions you would be interested in serving on:

Historic District Commission

Employer:

Paragon Digital Marketing

Occupation:

Digital Marketing Team Lead

Education:

Some college

Have you ever served on a public body before?

No

Other Information/Relevant Experience:

Grew up in the architecturally rich city of Chicago, where I was employed at a large architecture firm, OKW Architects, for 6 years as Marketing Coordinator. Duties included photography of projects and assembly of award submittals, including historical preservation projects. Moved to Keene 7 years ago and have fallen in love with the downtown area and would be thrilled to be a part of preserving it's character and history. Can bring digital marketing experience on board to support and promote the awareness of the commission's mission and

purpose through social media channels.

Please provide some references:

Zach Luse, Employer
zach@paragondigital.com
603.399.6400

References #2:

Hans Porschitz

[REDACTED]
603-892-1543



City of Keene, N.H.
Transmittal Form

June 15, 2020

TO: Mayor and Keene City Council

FROM: Mayor George S. Hansel

ITEM: B.2.

SUBJECT: Appointment of an Ad Hoc Community Power Committee

COUNCIL ACTION:

In City Council June 18, 2020.

Voted unanimously to confirm the appointments.

RECOMMENDATION:

I hereby appoint an ad-hoc Community Power Committee that would be charged with developing a Community Power Plan for the citizens of Keene. Membership would include:

- Dr. Ann Shedd, Chair of the Keene Energy and Climate Committee (ECC)
- Peter Hansel, Vice Chair and ECC Member
- Paul Roth, Cheshire Medical Center – Facilities Engineering Director and ECC member
- Jeffrey Titus, City of Keene Purchasing Manager
- Michael Giacomo, Ward 3 City Councilor
- Daniel Belluscio, Markem-Image Supply Chain Director



City of Keene, N.H.
Transmittal Form

June 15, 2020

TO: Mayor and Keene City Council

FROM: Mayor George S. Hansel

ITEM: B.3.

SUBJECT: Appointment of an Ad Hoc Racial Justice and Community Safety Committee

COUNCIL ACTION:

In City Council June 18, 2020.

Voted with 14 in favor and one member temporarily absent for the vote to confirm the appointments.

RECOMMENDATION:

I hereby appoint an ad hoc Racial Justice and Community Safety Committee whose charge would be to prevent or correct systemic and cultural inequities in Keene. The members of the Committee include:

Rick Van Wickler, Co-Chair - Former Superintendent of Cheshire County Jail

Dr. Dottie Morris, Co-Chair - Associate Vice President at KSC - Institutional Diversity and Equity

Eli Rivera, Sheriff

Catt Workman, City Councilor

Gail Somers, Yahso Jamaican Grille

Stacey Massiah, SAU 29

Pierre Morton, Franklin Pierce University

Julia Atkins, Keene School Board

Tia Hockett, community member

Aditi Saleh, Keene High School student

Staff Liaisons:

Steve Russo, Keene Police Chief

Rebecca Landry, ACM/IT Director



City of Keene, N.H.
Transmittal Form

June 16, 2020

TO: Mayor and Keene City Council

FROM: Peter Moran

THROUGH: Patricia A. Little, City Clerk

ITEM: C.1.

SUBJECT: Peter Moran - In Support of a Social Host Ordinance

COUNCIL ACTION:

In City Council June 18, 2020.
Communication filed as informational.

ATTACHMENTS:

Description

Communication_Moran

BACKGROUND:

Peter Moran is expressing his support for a social host ordinance.

June 16, 2020

Sue and I graduated from K.S.C. in 1973. Many family members on both sides have attended the college. We've always enjoyed Keene throughout the years. In Oct. of 2018 we bought 38 Myrtle St. and moved in. As retirees we invested in Keene, made improvements to the house and thought this could be an excellent location to enjoy the amenities the city and college have to offer. What we never expected was the degree of hostility by the off-campus students.

On August 24, 2019 40 Myrtle St. came to life in a very negative way. I've documented this excursion and as I write this I am undecided if I should give you a copy. We were hopeful things would improve, but not to be. (I will defer).

Throughout this ordeal we met the Concerned East Side Neighbors. My original thought was just resolution on Myrtle St. would suffice, but these problems abound throughout the surrounding neighborhoods. The decades of abuse others have suffered from deviant behavior is mind-boggling. Presently continued calls to the Police are our only option.

Some notable quotes; "it's a party college," "it's just the way it is," "well you moved here," "this is just what we do," "are you sure it was this house?" "I just moved here, sorry," "Look up 'KSC Society 1970s weekend life.' What fun. In recent days the 'you moved here' line surfaced on Facebook about Water

street activities.

Their ignorance is profound. They have it in reverse. We live here, they moved here. We are rooted in the community, they are transients. My quote in the newspaper "inconsiderate" barely covers what could and should be said about their arrogance and conceit. Is their right to disturb superior to our right to peace and quiet? Is the "college experience" superior to the detriment of others? How is it Keene and Keene State tolerate this behavior? Why do folks suffer this abuse and nothing is done? Why is the burden placed on the Police Dept. to calm things down? They don't create these situations yet are repeatedly called upon to deal with them.

This is the merry-go-round with the adults going round and round and round, getting on/off, speeding up/slowing down, year after year and the kids keep watching and playing. How much time and money has been spent discussing these issues? Who's responsible for this mess? Not us.

So why don't those empowered do something about this quagmire? If you have a function would you allow your company to disturb your neighbors?

So what can be done? We've spoken with many folks about the proposed Safe Host Ordinance. Everyone with an interest has been welcomed to voice their thoughts to help craft this ordinance. The ingredients for another Dumplin' 2014 Rewind still

exist. Don't think it's forever in the past. The city is ripe for serious problems because of this absurd behavior. Who pays for this?

Again we look to the Police Dept. to remedy so many of society's ills that it can seem impossible to solve any of them. They don't create these issues. The burden falls on those who cause the disturbance. The S. H. O. is another tool to help all of us to have a better quality of life here. Is this so unreasonable an expectation to have?

This is not about the past, but the future. A golden opportunity has been presented to the city. The years of hard work put into this proposal is a gift. You folks take it from here. Keene is a good place to live. Med spoke about "investor confidence" that the neighborhoods can improve. But why bother if to live here is unbearable?

There are many folks who are fearful to broach this topic feeling potential intimidation, abuse and vandalism. To me they just roll over and hide?

The time is at hand to move forward.

Sincerely,

Peter Moran

In City Council June 18, 2020.

Accept the communication as informational.

Patricia Castle
City Clerk



City of Keene, N.H.
Transmittal Form

June 12, 2020

TO: Mayor and Keene City Council

FROM: Tracy Keating Gunn/Flight Deck Restaurant

THROUGH: Patricia A. Little, City Clerk

ITEM: C.2.

SUBJECT: Tracy Keating Gunn/Flight Deck Restaurant - In Support of Monadnock Chopper Flight School

COUNCIL ACTION:

In City Council June 18, 2020.

Communication filed as informational.

ATTACHMENTS:

Description

Communication_Keating Gunn

BACKGROUND:

Tracy Keating Gunn on behalf of Flight Deck Restaurant is indicating her support for the potential new helicopter flight school at the Dillant-Hopkins Airport.

The Flight Deck, LLC
80 Airport Road
Keene, NH 03431
603-903-2768

June 9, 2020

City Councilors
City of Keene
3 Washington Street
Keene, NH 03431

Dear Sir/Madam:

I am writing on behalf of the Flight Deck Restaurant with regard to the potential new helicopter flight school at the Keene Dillant Hopkins Airport.

Having been in business at the airport for the past 4 years, I feel I have valid input to share. I do support this new endeavor. When I first opened there was very little traffic at the airport. Over time, my restaurant and the FBO have steadily grown the businesses located there.

I feel strongly that any business that will bring traffic will benefit us all. When there is activity, whether aerobatics, flight lessons, Santa breakfast, or just a private jet landing...people come to the terminal. Even just to watch the planes. The more people are aware of happening at the airport directly results in more traffic and the more use for the facility. This benefits all.

What is the point of an empty airport?

The last few months, when the airport restaurant has been closed – the traffic was severely diminished.

I strongly believe that Kevin will bring more business and traffic to the terminal – which should benefit us all.

The City Council should strongly support it... no matter what. In this time of economic instability, the city has a duty to support every new businesses. It is important.

Feel free to reach out with any questions or follow up.

Sincerely,



Tracy Keating Gunn

In City Council June 18, 2020.
Accept the communication as informational.



Patricia C. Smith
City Clerk



City of Keene, N.H.
Transmittal Form

June 9, 2020

TO: Mayor and Keene City Council

FROM: Tracy Keating Gunn/Flight Deck Restaurant

THROUGH: Patricia A. Little, City Clerk

ITEM: C.3.

SUBJECT: Tracy Keating Gunn/Flight Deck Restaurant - Request for a Waiver of Rent Payments for the Months of March Through June

COUNCIL ACTION:

In City Council June 18, 2020.

Referred to the Finance, Organization and Personnel Committee.

ATTACHMENTS:

Description

Communication_Keating

BACKGROUND:

Tracy Keating Gunn is requesting a waiver of the rent for the Flight Deck Restaurant for the months of March through June due to its COVID-19 closure.

The Flight Deck, LLC
80 Airport Road
Keene, NH 03431
603-903-2768

June 9, 2020

City Councilors
City of Keene
3 Washington Street
Keene, NH 03431

Dear Sir/Madam:

I am writing on behalf of the Flight Deck Restaurant with regard to the difficulties of the last few months due to the Covid 19 pandemic. I have requested this from the airport manager, and now I respectfully request of the city council, a rent waiver including taxes for March through June. This would include \$1326.29 for both March & April and \$1426.29 for May for a total rent relief of \$4078.87.

The Flight Deck was not closed voluntarily – but because of state and federal mandates. To compensate for loss of business at airports, through the Cares Act, the City of Keene specifically has been given \$69,000 for loss of business. It would certainly help to restart effectively, even in a limited capacity.

This is an entirely appropriate request as one of the businesses located at this airport that **had a loss of business** for almost 3 months due to this forced closure.

Having been in business at the airport for the past 4 years, I feel I **have proven to be a valuable asset** to the airport, as well as beneficial to the community. When I first opened there was very little traffic at the airport. Unless people were taking flying lessons or arriving in private jets, there was very little activity. Over time, my restaurant and the FBO have steadily grown the businesses located there.

The community – after a decade of quiet – has embraced the airport. I feel strongly that I have continually brought local and fly-in traffic – and has benefited us all. When there is activity, whether aerobatics, flight lessons, Santa breakfast, or just a private jet landing...people come to the terminal. Even just to watch the planes. The more people are aware of happening at the airport directly results in more traffic and the more use for the facility. This supports the City's goals. What is the point of an empty airport?

The last few months, when the airport restaurant has been closed – the traffic was severely diminished. The terminal was closed. And the traffic the last two weeks since we reopened has shown our importance to the vitality of the airport. Feel free to reach out with any questions or follow up.

Sincerely,

Tracy Keating Gunn



In City Council June 18, 2020.
Referred to the Finance, Organization
and Personnel Committee.



City Clerk



City of Keene, N.H.
Transmittal Form

June 16, 2020

TO: Mayor and Keene City Council

FROM: Derek and Linda Stone

THROUGH: Patricia A. Little, City Clerk

ITEM: C.4.

SUBJECT: Derek and Linda Stone - Requesting Permission to Remove Trees on City Property

COUNCIL ACTION:

In City Council June 18, 2020.

Referred to the Municipal Services, Facilities and Infrastructure Committee.

ATTACHMENTS:

Description

Communication_Stone

BACKGROUND:

Derek and Linda Stone are requesting permission to have several trees on City property removed. These trees have been reviewed by the City and they have determined that they are healthy. The Stones are requesting permission to remove the trees at their expense with the City still responsible for any pruning until such time as they are removed. The Stones are also asking permission to replace some of the trees at a future date.

June 15, 2020

City of Keene

3 Washington Street

Keene, NH 03431

Attention: Keene City Council

Re: Petition for allowance for tree removal

We purchased our home on 31 Andover Street in 1984. We began to see a noticeable decline in the health of some of our trees about 4 years ago. One of our trees that was of a concern was at the entrance of our driveway. Due to the proximity of the tree being close to the road I felt that I should notify the city of Keene to see who was responsible if the tree had to come down.

William Byrne (Highway Superintendent/Tree Warden) came in late 2016 and assessed the tree. He informed me that although he could see some decay in the tree and that the tree roots were starting to create some cracking in my driveway he felt the tree was in good health and the city would not remove the tree at the time. He informed me that the City of Keene had developed Andover Street and put up various trees. The City of Keene would be responsible for their removal if needed and that the property owner would be responsible for any damage done to the driveway. I received a letter dated January 5, 2017 from William reiterating this and that if I wanted to remove it myself, I would need to obtain permission from the City Council.

Rather than writing the letter, I filled in cracks that were visible. Less than 2 years ago I had Arlington Paving come and repair the driveway professionally where the roots had damaged it. They did a great job but informed me that they could not guarantee how long it would be before it would start cracking again. We're seeing more cracking from the roots this year. The root system from the three trees close to the area are coming more and more exposed to the ground surface traveling several feet.

We've seen additional decaying in the trees that are in our front yard. I recently had three estimates from various tree removal companies regarding the two trees closest to the house. Each tree service felt that they were decaying and agreed with my reasoning in their removal. One of the companies, Phil's Tree Service, looked at the trees and before he left, looked at the one that William Byrne had looked at in 2016. He informed me that I should really consider having that one taken down also and that it wouldn't last very long. I mentioned that William Byrne had looked at it in late 2016 and said it was healthy. I informed him that the City of Keene had developed Andover Street. He said that I should call the city and inform them that the tree is in bad shape and should be removed.

I called the city and let William Byrne know what Phil's Tree Service had said. He came to look at the tree. He agreed with Phil's Tree Service and that the City of Keene would take it down; Phil's Tree Service would do the work. He informed me that he would notify Phil's and let them know. He said he would also replace it with a new tree if we wanted one.

Three of the four trees we're petitioning for removal are located close to the driveway, two of them within 3 feet on each side and within 5 to 9 feet of the road. The other is within 11 feet from the driveway and 23 feet from the road. The one within 11 feet has exposed roots to the driveway. I believe the four trees have various health issues in a large part due to age. It's created a combination of unhealthy trunks, dead branches, moss buildup and older roots enlarging beyond the surface of the ground. The fourth tree, with the most moss build-up, is close to where my neighbor parks his camper. Their children also play in their driveway which is right next to the camper. The moss buildup over time has added to the weight in that area and has put stress on the tree trunk forcing the portion of the tree up above to go outward and down. I went on line and googled the moss buildup on trees. It usually happens on older trees and the moss buildup makes it difficult to detect disease. The search also said that the added weight from the moss adds extra stress causing the area to go out and downward. During various storms I find large branches and sticks where the trees are located. If the trees were young and healthy I don't think this would occur.

After receiving the quotes back, I wanted to check to see if the trees closest to the house were trees that the city put up. I called William Byrne and he checked it out and said yes, they were. He came out with Jeffrey Garland on May 29, 2020. Jeffrey said that he's a N.H. Certified Arborist No. 105 and that he was a retired arborist from Keene State. If he is still certified I could not find him on the NH Arborists Association website.

After looking at them with William Byrne, Jeffrey informed me that he would write his findings that evening and send his results to William Byrne who would then notify me with a call or in writing. I spoke with William Byrne the following Thursday June 5th. He informed me that he had received the letter from Jeffrey Garland and Jeffrey determined that he felt the trees were healthy and various things could be done to help. He said what could be done was outlined in the letter. I said that I didn't agree with the decision. William informed me that I could petition the City Council to remove them at my expense. He said if I decided to leave them up, the city would be responsible for the pruning, repair, etc. I asked about the one that Phil's Tree Service had questioned, and William informed me that the tree would not be taken down by the city either.

I received the letter that Jeffrey Garland Prepared about 3 days after I spoke with William Byrne. It listed various things that Jeffrey felt that could extend the life of the trees. Some were removing dead wood, pruning, steel cable to brace tree and yearly check on leader that exhibits decay.

I believe in the past 4 years; the health of the trees has declined rapidly. The pruning and removing of deadwood is a bandage at best. Removing of deadwood will create a void and make the tree (s) look awkward. Some of the trunks that are deteriorating are unstable and could cause up above to snap due to not having the strength below to make it stable. Putting steel cables around the largest and possibly the oldest tree does not make sense. I can see if the tree was young and healthy to keep the tree to grow correctly.

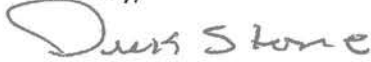
I'm asking you, the City Council, to allow us to have the trees cut down at our expense. Our intension is at the right time to replant a tree or two. My wife and I will make sure that the beauty stays. Before we take them down the city would still be responsible for the pruning, etc. In the meantime, we don't want any property to be destroyed by falling tree branches, driveway to have to be repaired due to the exposure to roots, and more importantly injury to occur due to the instability and possible outcome. I'm

concerned with the liability aspect. Who is responsible if someone's property is damaged or if someone is injured?

We've enclosed pictures for your review.

We look forward to a resolution and thank you for your time.

Sincerely,



Derek and Linda Stone

31 Andover Street

Keene, NH 03431

603-209-6681

[Redacted]

In City Council June 18, 2020.
Referred to the Municipal Services,
Facilities and Infrastructure Committee.


City Clerk





City of Keene, N.H.
Transmittal Form

June 15, 2020

TO: Mayor and Keene City Council

FROM: Natalie Quevedo

THROUGH: Patricia A. Little, City Clerk

ITEM: C.5.

SUBJECT: Natalie Quevedo - Six Nineteen March and Rally

COUNCIL ACTION:

In City Council June 18, 2020.

Voted unanimously to suspend Section 26 of the Rules of Order to act on the request. Voted unanimously to recommend that Natalie Quevedo, representing Rights & Democracy New Hampshire and the Monadnock Progressive Alliance, be granted permission to hold a "Six Nineteen March and Rally" on Friday, June 19, 2020 starting at 4:00 PM, which will start in Commercial Street Parking Lot and conclude at the Patricia T. Russell Park on Carpenter Street. Said permission is granted subject to the petitioner's assurance that they will abide by the safety protocols discussed with the Keene Police Department.

ATTACHMENTS:

Description

Communication_Quevedo

Application_Quevedo

BACKGROUND:

Natalie Quevedo is requesting approval of her application for a march and rally to held on June 19th that will be run in conjunction with Washington, DC and other local cities across the United States. The march will start from the Commercial Street Parking Lot and will end at the Patricia T. Russell Park on Carpenter Street.

Natalie Quevedo
112 Ashuelot St.
Winchester, NH 03470

To: The Honorable Mayor and City Council
3 Washington Street
Keene, NH 03431
06/12/2020

Honorable Mayor and City Council,

I am wiring to request approval for an application I recently submitted for a Six Nineteen March and Rally. This rally will run in conjunction with Washington D.C. and other local cities across the United States of America.

Juneteenth is a day that honors Black freedom and Black resistance, and centers Black people's unique contribution to the struggle of justice in the United States. This Juneteenth is a rare moment for our communities to come together and proclaim in one voice that Black Lives Matter, and that we will not tolerate anything less than justice for Black, Indigenous and People of Color.

The rally will take place on June 19, 2020 from 4pm-7pm. We will march from the Commercial St. Parking lot, leaving promptly at 4pm. We will end at Pat Russell Park. The march should take approximately an hour or less. The bulk of the rally will be filled with speakers, moments of silence and topics like the history of BIPOC in the Monadnock region.

Thank you very much for considering my application. Together we can all work towards making all of our neighbors feel heard, loved and respected.

In City Council June 18, 2020.
Voted unanimously to suspend the Rules of Order to act on the request. Voted unanimously to recommend that Natalie Quevedo, representing Rights & Democracy New Hampshire and the Monadnock Progressive Alliance, be granted permission to hold a "Six Nineteen March and Rally" on Friday, June 19, 2020 starting at 4:00 PM, which will start in Commercial Street Parking Lot and conclude at the Patricia T. Russell Park on Carpenter Street. Said permission is granted subject to the petitioner's assurance that they will abide by the safety protocols discussed with the Keene Police Department.


Patricia Castle

City Clerk

With gratitude,


Natalie Quevedo
6/12/2020



APPLICATION FOR USE OF PUBLIC WAYS
PARADES, BIKE AND FOOTRACES
(please print or type)

Sponsoring Organization's Name TBD

Sponsoring Organization's Address TBD

Applicant's Name NATALIE QUEVEDO Telephone # (603) 769-7138

Applicant's Mailing Address: 112 ASHUELOT ST. WINCHESTER, NH 03470

Email address: [REDACTED]

Type of Event: ☐ Bikerace ☒ Parade ☐ Footrace

Is this the first time your organization has sponsored this event? ☐ Yes ☐ No

If not, has the person(s) in charge of organizing the event changed since it was last applied for? ☐ Yes ☒ No

For events that have been held previously, has the City provided any support or services to your event? ☐ Yes ☒ No

If so, please describe: THIS IS A DIFFERENT GROUP OF ORGANIZERS

~~6/19/2020~~

Will this event require the closure of public ways? ☒ Yes ☐ No

Is the event timed and competitive? ☐ Yes ☒ No

Date of the Event: 06/19/2020 Timing of Event: 4:00PM - 7:00PM

Estimated Race Participants: _____ Estimated General Attendance: 200+

Route - list all streets and include map: GROUP WILL BEGIN AT COMMERCIAL STREET. PARKING LOT. TURN RIGHT ONTO GILBO AVE, LEFT ONTO MAIN ST. (SOUTH), LEFT ONTO WATER ST. (CROSSING THE MEDIAN), WATER ST. TO CARPENTER ST. (LEFT), TO PAT RUSSELL PARK (FORMERLY CARPENTER FIELD).

Please provide the number of Race Marshals/Volunteers you are planning (if any) and where they are proposed to be located along the route: **10-20 MOVING WITH**

CROWD ALONG SIDE IN TEAMS OF TWO.

Will there be portable bathrooms and if so where are they proposed to be located?: **TBD**

Will water stations/EMS tents be provided along the route and if so where are they proposed to be

located?: **WATER WILL BE PROVIDED PERIODICALLY BY PEACE KEEPER.**

Does your route include areas on private property?

☐ Yes

☒ No

If so, signed permission from each private property owner must be submitted with this application.

If your route includes City park lands or bike paths, the request to use these areas must be approved by the Parks and Recreation Department:


Signature of Approval, Parks and Recreation Dept.

(for Departmental Use)

Application and Fee Received on

by

Police Department Review of Route by

License Approved By:

Date:

Issued:



City of Keene, N.H.
Transmittal Form

June 16, 2020

TO: Mayor and Keene City Council

FROM: Keene Direct Action

THROUGH: Patricia A. Little, City Clerk

ITEM: C.6.

SUBJECT: Petition - Calling for the KPD to be Outfitted with Body Cameras

COUNCIL ACTION:

In City Council June 18, 2020.

Referred to the Finance, Organization and Personnel Committee.

ATTACHMENTS:

Description

Petition

BACKGROUND:

A petition containing over 400 signatures are calling for the Keene Police Department to be outfitted with body cameras and that the City Council consider this before voting on the proposed operating budget. The signatures were obtained at a recent protest on Central Square last Saturday. Other signatures were obtained online.

6/16/20

Dear Keene City Council,

Enclosed is a petition with well over 400 signatures, calling for the Keene Police Department to be outfitted with body cameras as soon as possible.

We ask that you take this petition into consideration before voting on the City Budget in the next few days, as we hope that you will allocate a portion of the very large 2020-2021 Police Department budget to acquire body cameras for Keene police officers.

The petition is in two forms; one is a physical copy, which was passed around at a protest in Central Square last Saturday, June 13, and the other is an online petition, created through Change.org. While not everyone who signed the petition is a resident of Keene, most people who signed who are not residents of Keene expressed that they live in nearby towns, and therefore are in the Keene community quite often, and have interactions with Keene Police Officers.

In light of recent events around the country, we hope that you take our concerns about police accountability into serious consideration before approving the budget for the next fiscal year.

Respectfully,

Laura Dunfey-Ehrenberg
Lynne Carrion
Josie Fernandez-Andersen
Keene Direct Action
keenedirectaction@gmail.com

In City Council June 18, 2020.
Referred to the Finance, Organization
and Personnel Committee.


City Clerk

PETITION - KEENE, NH - BODY CAMERAS FOR KEENE POLICE OFFICERS - JUNE 2020

We ask that you, our elected city officials, ensure that on-duty Keene Police Officers are outfitted with body cameras as soon as possible. We ask that you take action to make sure our community is safe for each and every one of your constituents, and that our police force is held accountable for their actions through the proper use of body cameras.

FULL NAME	PHONE NUMBER	Are you a resident of Keene, NH or KSC student? Y/N
1. <i>Judy Watkins</i>	<i>(603) 499-0257</i>	<i>BY</i>
2. <i>Dave Mast</i>	<i>603 313 1936</i>	<i>Y</i>
3. <i>Kathryn Sears</i>	<i>603-852-8824</i>	<i>Y</i>
4. <i>Brendan Callery</i>	<i>(203)-788-8784</i>	<i>Y</i>
5. <i>Math Bacon</i>	<i>(413)-204-6665</i>	<i>Y</i>
6. <i>Emily Ricker</i>	<i>603-439-0508</i>	<i>N</i>
7. <i>Andy Smeltz</i>	<i>603-762-6999</i>	<i>Y</i>
8. <i>Steve Conel</i>	<i>802 269 0068</i>	<i>N</i>
9. <i>Susan Fortier</i>	<i>802-380-5475</i>	<i>N</i>
10. <i>Stefan Fortier</i>	<i>603 903-2402</i>	<i>N</i>
11. <i>Tarah Kinderlehrer</i>	<i>724-420-1494</i>	<i>N</i>
12. <i>Brendan Rolling</i>	<i>603 439 7507</i>	<i>Y</i>
13. <i>Cahill Benik</i>	<i>603 903-2324</i>	<i>Y</i>
14. <i>Allison Carey</i>	<i>413-446-3916</i>	<i>Y</i>
15. <i>Vivien Martin-LeRoux</i>	<i>480-526-2028</i>	<i>Y</i>
16. <i>Alex Scholtz Karabakakis</i>	<i>603-762-2059</i>	<i>Y</i>
17. <i>Flabame Scholtz Karabakakis</i>	<i>603-762-2060</i>	<i>Y</i>
18. <i>Eleanor Elbers</i>	<i>603-499-3422</i>	<i>Y</i>
19. <i>Greta Elbers</i>	<i>603-903-5784</i>	



External Communication *Transmittal Form*

June 16, 2020

TO: Mayor and Keene City Council

FROM: Councilor Catherine Workman, Councilor Gladys Johnsen, Councilor Raleigh Ormerod

THROUGH: Patricia A. Little, City Clerk

ITEM: C.7.

SUBJECT: Councilors Workman, Johnsen and Ormerod - Keene Police Department Policies

COUNCIL ACTION:

In City Council June 18, 2020.

Communication filed as informational, with the understanding that staff will prepare a presentation to the City Council regarding Police Department operations.

ATTACHMENTS:

Description

Communication_Workman_Johnsen_Ormerod

BACKGROUND:

Councilors Workman, Johnsen and Ormerod are raising the issue of the City Council's role and authority to determine the standards of service to be offered by the Police Department and to determine the methods, means, and personnel by which the Department's operations are to be conducted. They have raised specific questions as to hiring criteria, evaluations, accreditations and training.

16 June 2020

Councilor Catherine Workman
32 Colorado Street, Apt. 1
Keene, NH 03431

Councilor Gladys Johnsen
417 Pako Avenue
Keene, NH 03431

Councilor Raleigh Ormerod
4 Monadnock Ct.
Keene, NH 03431

In City Council June 18, 2020.

Communication filed as informational, with staff to prepare a presentation to the City Council regarding Police Department operations.



City Council

To the Honorable Mayor Hansel and City Council,

This communication is in regards to questions residents of Keene have posed to us as councilors about our police department policies. As we are all aware there has been much attention recently on a national and local level regarding police brutality, the militarization of police, and police department budgets. While we believe the Keene Police Department does a great job policing our city - there is always room for improvement.

According to the 2018-2022 Master Agreement between the Keene Police Department Supervisors AFT Local #6305, AFT-NH, AFL-CIO and The City of Keene - the City Council and/or its designee will continue to have, whether exercised or not, all of the rights, powers, and authority to the right to determine the standards of service to be offered by the Police Department and its employees; and determine the methods, means, and personnel by which the Police Department's operations are to be conducted. We have identified several areas where immediate changes could be made that would build and/or strengthen community trust of our officers.

As for hiring criteria, what evaluations are done to filter out those who may not be a good fit for the Department? What accreditations do these methods have?

As for ongoing training and continuing education post hire, we are requesting more transparency in the annual training protocol for new recruits as well as seasoned officers. Specifically, we would like detailed information on the amount/frequency of training, types of training, names of tests/evaluations conducted on officers, pass/fail criteria, and who determines if additional training or refresher is needed. These are important to questions to have the answers to in order to ensure we as a city are utilizing current evidence based practices.

Sincerely,



Councilor Catherine Workman
City Council, Ward 4



Councilor Gladys Johnsen
City Council, Ward 4



Councilor Raleigh Ormerod
City Council, Ward 1



City of Keene, N.H.
Transmittal Form

June 8, 2020

TO: Mayor and Keene City Council

FROM: Councilor Janis O. Manwaring

THROUGH: Patricia A. Little, City Clerk

ITEM: C.8.

SUBJECT: Councilor Manwaring - Amendments to the Proposed Operating Budget - Outside Agencies

COUNCIL ACTION:

In City Council June 18, 2020.

Tabled to later in the meeting. Taken from the table for action during budget discussion.

ATTACHMENTS:

Description

Councilor - Manwaring

BACKGROUND:

Pursuant to Section 30 of the Rules of Order, Councilor Manwaring is providing written notice of her intent to move to addition funds for various outside agencies in accounts 00001-62133, 00001-62136, 00001-62149 and 00001-62187.

June 8, 2020

To: Mayor Hansel and City Councilors:

In reviewing the applications from outside agencies, I focused on the amount of fundraising events that each organization did. I am requesting an amendment to the City Operating Budget for 2020-2021 on the following agencies that rely on special events to support their programs (on Outside Agencies, pg. 33) :

62133 - Keene Senior Center	\$16,800	with added \$1800
62136 - Keene Community Kitchen	\$90,000	with added \$4000
62149 - Hundred Nights Shelter	\$30,000	with added \$5000
62187 - Kids Collaborative	\$10,000	with added \$5000

This adds an extra \$15,800 to the Budget.

Because of the Covid 19, these agencies have not had the ability to hold their special fundraising events. These agencies rely on these events, especially since they experienced cuts in United Way funding this year. Some of these programs are designated as essential services for members of the community. Programs that need to continue, are experiencing difficulty providing the services their clients require.

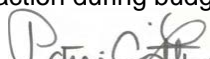
I am recommending that the City of Keene step up and assist these necessary services in this time of crisis.

Thank you for your consideration.



Jan Manwaring
City Councilor, Ward 1

In City Council June 18, 2020.
Tabled to later in the meeting. Taken from
the table for action during budget discussion.



Patricia Cuthbert
City Clerk



City of Keene, N.H.
Transmittal Form

June 16, 2020

TO: Mayor and Keene City Council

FROM: Councilor Randy L. Filiault

THROUGH: Patricia A. Little, City Clerk

ITEM: C.9.

SUBJECT: Councilor Filiault - Amendments to the Proposed Operating Budget - Personnel Services

COUNCIL ACTION:

In City Council June 18, 2020.

Tabled to later in the meeting. Taken from the table for action during budget discussion.

ATTACHMENTS:

Description

Communication - Filiault

BACKGROUND:

Pursuant to Section 30 of the Rules of Order, Councilor Filiault is providing written notice of his intent to move to the appropriation in the Partner City Committee by \$5,000.00 and increase the appropriation of the Human Rights Committee by \$5,000.00.

To: Keene City Councilors and Mayor Hansel
From: Councilor Randy L. Filiault
Re: Proposed Budget Commitments
Date: June 16, 2020

I respectfully request consideration of the following two amendments to the proposed 2020-21 City of Keene Operating budget:

1. Page 35, Personnel Services, Line Item # 62181: Partner City. Reduce requested amount of \$5000.00 to \$0.00
2. Page 35, Personnel Services, Line Item # 62462: Human Rights Committee. Increase requested amount of \$500.00 to \$5,500.00



In City Council June 18, 2020.
Tabled to later in the meeting. Taken from
the table for action during budget discussion.



City Clerk



City of Keene, N.H.
Transmittal Form

June 10, 2020

TO: Mayor and Keene City Council

FROM: Municipal Services, Facilities and Infrastructure Committee

ITEM: D.1.

SUBJECT: Emerald Ash Borer – Main Street Tree Removal – Public Works Director/Emergency Management Director

COUNCIL ACTION:

In City Council June 18, 2020.
Report filed as informational.

RECOMMENDATION:

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee accepted this communication as informational.

BACKGROUND:

Chair Manwaring welcomed Kurt Blomquist, the Public Works Director & Emergency Management Director, who shared information about the emerald ash borer, which is an invasive insect species that kills all 16 species of ash trees. Otherwise known as the “green menace,” the emerald ash borer is believed to have come to North America from Asia via hardwood pallets. It was first discovered in the US in Detroit in 2002 and in New Hampshire in 2013. The emerald ash borer has two life stages, the flying emerald green insect that bores and lays eggs in ash trees and then the subsequent more destructive larvae, which hatch under the bark and attack the tree’s innards, disrupting the flow of nutrients and water through the tree. Once infested, it takes two or three years for the ash tree to perish, during which time damage to branches becomes evident. By 2020, 106 communities in NH have confirmed infestations, including Rindge, Sullivan, Swanzey, and Keene in Cheshire County.

The Public Works Director said that he forwarded a memo to City Council on May 1 informing them of ash tree infestations discovered on Main Street. He explained that the State has had small purple triangle emerald ash borer traps in Keene trees for five to eight years trying to capture the insects and monitor local conditions. A forester was traveling through the area this spring who confirmed infestation of a tree near Margaritas and recommended evaluating the remaining downtown ash trees. As a result, the City hired an arborist to assess the 39 downtown ash trees, of which 20 were identified as infested and 17 need to be removed. There is no cure once a tree is infected. The Public Works Director showed photos of trees to demonstrate the tree conditions and locations downtown; for example, the leaves should be out fully right now and many have no leaves, having perished this past winter. Most of the 17 trees are in the Main Street median between Emerald Street and Central Square.

The Public Works Director said that this presentation was to inform the Committee of the need to remove the 17 trees. He explained that the borer transitions from larvae to insect in mid-late June and so the plan is to

remove the trees before the adult insects emerge and can infect more trees. Mr. Blomquist stated the plan for the remaining trees is to treat them with chemicals at a preliminary cost of about \$5,000. The chemical treatment will protect the remaining trees that are unaffected, while also extending the life of the two that appear to have some infection by controlling how quickly the infection progresses. When the Main Street medians were established in 1988, the goal was a uniform appearance, and the vulnerability of single species plantings was unknown. Therefore, the Highway Superintendent recommended replacing the trees removed in the Main Street median with a mix of red maples and honey locusts to prevent an issue of single-species vulnerability to death that resulted in the current situation. The current ash trees downtown are much larger than those species that will replace them; smaller species are needed to fit well in the medians. The new species will reach 10 to 12 feet high. Work on the 17 trees is planned in-house because City equipment can accommodate the smaller trees. Only 11 trees will replace the 17 to be removed because the grassy medians are restricted by five-foot widths. The Public Works Director said that the plantings would take time and the highway crew had already begun preliminary excavation work to understand what is in the ground there, like roots that will cause significant preparation work. He recognized that this was not good news but said that the longer the trees remain in place, the greater chance of spreading the infestation further through the community. Next, the Public Works Department must begin assessing the degree of ash tree infestation throughout City forests. He welcomed questions on this informational presentation.

Chair Manwaring asked whether the public could access information about the emerald ash borer on the Public Works Department website. The Public Works Director said that information would be added soon. He noted that part of planning is to keep public awareness of this invasive species high to help with the City and NH Forest office tracking efforts. He said that older members of the community would recall when the Dutch elm disease similarly caused elm trees to be replaced with ash varieties in the 1960s.

Councilor Filiault asked if the emerald ash borer had any chance of invading other related tree species. The Public Works Director said that the borer could only infect the 16 varieties of ash tree species, which are pervasive throughout Keene, and so it would be a challenge to locate large areas of concern and plan to replace them over the next decade. He said that communities in the Midwest like in Minnesota are already dealing with this problem and are paying more than \$1 million annually to treat the disease and replace trees.

Councilor Williams referred to the Dutch elm disease stating that the ash trees are not the first large-scale death of street trees. Since that time, he noted that there was an effort to breed disease-resistant elms and he asked if there was a way to procure those for replacing the ash trees. The Public Works Director said he was quite familiar with the Dutch elm disease-resistant liberty elm tree, saying that he installed many throughout City projects. He said that the Dutch elm disease strike trees at 10-15 years-old, which is the age that the liberty elms are reaching, and it would become clear whether they are truly disease-resistant. He said that many liberty elms could be seen at Winchester and lower Main Streets as well as the roundabout at Winchester Street and RT-101. Unfortunately, the Public Works Director said that the five-foot medians are too restrictive for the large liberty elms and the trees are not salt tolerant. He said there is a science to selecting street trees. He thinks the red maples and honey locusts will reach a 20 to 30 foot canopy width, and the honey locusts will flower. He hopes one day to bring elms back to Main Street again as Councilor Williams suggested, as this is the Elm City. Councilor Williams applauded the choice of red maples and honey locusts because they are native species that will benefit native pollinators. The Councilor asked about the hemlock woolly adelgid, which attacks hemlocks after a mild winter such as the one we just had. The Public Works Director was aware of the invasive species but said that at this time, the City does not have a significant budget for proactive tree management and it is usually not until a tree poses an unhealthy public hazard and requires removal that management begins.

Chair Manwaring recognized Councilor Mitch Greenwald, who was calling alone from his home address. Councilor Greenwald said that he was there in 1988 when the ash trees were selected carefully to not be oversized and he said that the ash trees should also be replaced with trees sized modestly. The Councilor hoped that the City Manager and Finance Committee would consider the Downtown Tree Fund and he asked how much was available in that fund for this work. The Public Works Director said that the Downtown Tree Fund

has over \$100,000 in principal, but that only interest is accessed typically, but because the majority of these trees fall within the rules for Downtown Memorial Trees he thought the principal would be available and the intention is to use the Fund. The only possible action of which he was aware would be to have the Trustees of the Trust release the funds. Councilor Greenwald expressed his desire that the principal of the Downtown Tree Fund also be considered because planting trees was the intention. The Councilor also asked the City Manager how this tree replacement fits into the upcoming downtown rebuilding project, stating that many trees downtown need to be replaced in addition to sidewalks with overgrown tree roots. The City Manager said that any construction for the downtown project would not begin for many years still and so staff did not feel the Main Street medians could be left bare that long. Councilor Greenwald asked how many years before construction. The City Manager said that the budget is phased over many years. The Public Works Director said that construction is set to begin in three years, followed by three or four years of phased construction moving from Central Square toward Emerald Street. He agreed with the City Manager that downtown is known for trees and it did not seem prudent to leave the space completely bare. Councilor Greenwald said that staff should expect a letter from him about sidewalk and median replacements now that he knows it will be three to five years before this downtown work, but he agreed with the Public Works Director that downtown could not be left bare without trees for that long.

Vice Chair Giacomo made the following motion, which Councilor Filiault seconded.

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee accepted this communication as informational.



City of Keene, N.H.
Transmittal Form

June 10, 2020

TO: Mayor and Keene City Council

FROM: Planning, Licenses and Development Committee

ITEM: D.2.

SUBJECT: Sarah Franklin/Concerned East Side Neighbors – Consideration of a Social Host Ordinance and Dawn and Med Kopczynski – in Support of Social Host Ordinance

COUNCIL ACTION:

In City Council June 18, 2020.

Voted unanimously to carry out the intent of the report.

RECOMMENDATION:

On a vote of 5-0, Planning, Licenses, and Development Committee recommends that staff be directed to prepare a draft of a social host ordinance for the Committee's review.

BACKGROUND:

Chair Bosley stated that they will take agenda items 3) and 4) together. She asked Sarah Franklin to speak.

Sarah Franklin, of 95 Adams Street, stated that she represents a small group of neighbors on the east side. She continued that they have been meeting for about two years. They all take great pride in living here. They love their neighborhood and houses. The problems have been with unruly behavior in their neighborhoods. They got together to try and come up with solutions. Over the course of two years they met with (KSC President) Melinda Treadwell, the City Manager, landlords, Councilor Greenwald and other City Councilors, the Mayor, and more. They have done a lot of research, and their unanimous conclusion is that if the City had a Social Host Ordinance it could really help with a lot of the unruly gatherings that are disrupting the peace. They connected with other college towns that have adopted such ordinances and they say a social host ordinance has really helped.

Finally they are bringing a concept of a social host ordinance to the City Council to look at it. The ordinance is not the same for every City. They realize it would have to be tailored to Keene. It is a tool, for Police Officers to go in and actually do something about these large gatherings that are disruptive. The other people in the Concerned East Side Neighbors are here, too, if the committee has questions for them. The group has done a lot of research – research into the demographics of Keene, what other college towns have done, what a Social Host Ordinance is, and what landlords and the Keene Police Department (KPD) have to say. They have done their due diligence.

Chair Bosley thanked Ms. Franklin. She stated that the Concerned East Side Neighbors's packet was very thought out.

The City Manager stated that this is a very determined and thoughtful group. She continued that every question

City staff had, members of the Concerned East Side Neighbors had sought an answer for. Her question was: how would a Social Host Ordinance be different from what the City already has in place? They have a noise Ordinance and a way to address Code violations. What she and other City staff learned through conversations with them and conversations with other communities that have this type of ordinance in place is: the key is follow up. This is about putting all the tools together in one place and having someone dedicated to follow up on those things. San Marcos, TX, which has implemented such an ordinance pretty successfully, has a community liaison who is a city employee, funded partially by the college there. That position follows up calls, with party hosts, landlords, and the college. Because anything the City puts in place has to be closely tied to the college. It has to be more than just a ticket from the City. They have learned that people hosting parties will just [have their guests] share the cost of the ticket. So there needs to be another way to hold people accountable for behavior. The college is the key. She has talked with President Treadwell, and she is in support. They talked about including a position like this in the Municipal Services Agreement that they are negotiating and are talking about how to better work together to address neighborhood issues and help students be successful in school. It is okay to hold a party or gathering (once the Governor allows larger gatherings again), but there are certain ways to do that. The college already has a position that reaches out into the community but she sees this as a different role.

The City Manager continued that if the committee wants to pursue this City staff are looking for direction from the committee to move forward with drafting an ordinance. There would be a lot of conversation about the content. They would hear from landlords. The last time something like this was put forward it was a “Disorderly Residents” Ordinance and landlords were concerned that they would be held solely responsible. This is different; this is about holding the host of the party/gathering responsible, and tying the college’s judicial system together with the City’s. They have learned a lot about how it has worked for San Marcos, TX. City staff would have to do some work internally to figure out how to make it work for Keene – for example, how to track calls and report out. Those things are possible. Tonight staff is looking to see if the Council is interested in this and to see if staff should work on an ordinance. They have done all they can preliminarily with the Concerned East Side Neighbors.

Chair Bosley stated that she read the draft proposed by the group. She continued that it still contains a provision to hold landlords responsible. She knows that has happened in the past and has been defeated. Tying this to the college in some way would be much more successful. They need to get input from the college to see how they would be willing to participate and decide, if the tools in the City’s toolbox are not sufficient, what additional tools they could add together. Without the college’s participation she does not know that the City would be changing anything really. Also she assumes this ordinance is not just for college students and would affect other properties, landlords, and tenants. How would those be differentiated? How would they not end up in the college system? How would landlords be notified? There are lots of additional questions. She thinks placing this on more time makes sense and they can continue talking. She asked Med and/or Dawn Kopczynski to speak in regards to the letter they submitted on this subject.

Med Kopczynski, from 10 Willow Street, stated that this is an interesting discussion the City has been having for a number of years. He continued that the areas in question are zoned as residential preservation, low density, and medium density. That is intentional, based on the will of the City Council and past City Councils trying to stimulate changes in these neighborhoods. They have tried a number of ways, some more successful than others. These neighborhoods are what are called “middle neighborhoods” – they have not blighted down to the point where they are slums, but they are not in the upper echelon either. Every tool they can put on the table that helps to build confidence in these neighborhoods is a plus. They want to eliminate safety hazards, which is part of Code Enforcement. They address problem behavior. They create more opportunities for workforce housing and families and hopefully raise the property values. The proposed Social Host Ordinance is one piece of the program. It absolutely requires the City to work with its other tools as well as the college; everyone has to step up for the right reasons. They have the opportunity to make genuine change in these neighborhoods that have great bones. They have great opportunities - they are close to work, close to downtown. They have everything going for them except for the confidence they want to build in these neighborhoods. They can make

positive change.

Chair Bosley thanked Mr. Kopczynski and asked to hear from Ms. Franklin again. Ms. Franklin stated that the questions previous speakers had were ones that the Concerned East Side Neighbors had as well. She continued that they talked with a lot of people about those questions.

Chair Bosley asked if the committee members had questions or comments. She asked for questions or comments from members of the public.

Councilor Johnsen stated that she is empathetic; she taught at Keene State College for 15 years. She continued that she is wondering, what might a committee look like? Would it be a PLD Committee member, joining with someone from the KPD, and someone from KSC? She directed that question to the folks from the Concerned East Side Neighbors. What would be their vision?

Chair Bosley replied that it sounds like that is the piece they still need to start ironing out, and figuring out what involvement the different entities would have and would be willing to have. She continued that they heard not from the college yet.

Tim Zinn, of 43 Grove Street, stated that he is a member of the Concerned East Side Neighbors. He continued that he thanks the PLD Committee for this opportunity to speak with them. The group has been working on this for two years and Ms. Franklin summarized the work well. He appreciates the comments from Ms. Franklin, the City Manager, and Mr. Kopczynski. Ironically, his neighbors on Willow Street have a beer pong party going on right now, and he is hearing thumping and hooting and hollering.

Mr. Zinn read a prepared statement into the record:

"I have been a Keene resident for 30 years this month. Much of it has been filled with great memories and pride for Keene, some of it has been a struggle.

If you can bear with me for a few minutes, I would really like to share two sides of my story and why I am personally committed to bringing this tool before city council and the citizens of Keene. I will provide a written copy for future reference but would like to read it here for the benefit of the public and the PLD committee.

I'd like to thank my neighbors for hosting meetings, and their amazing teamwork and commitment to this project over the past two years. It has truly been a team effort and a lot of work to bring this proposal before city council.

A big thank you to city staff and Keene State College for leaning in on this conversation as well. In particular, I would like to thank Robin Picard with Keene State College for her efforts in connecting neighbors and offering resources along the way. She was integral in placing Social Host Ordinance information in the College/City Commission report. It was there that we took that information and explored it further as a possible tool for Keene.

I moved to 43 Grove Street in 1990 to live in my first and only home, a two family. My wife was pregnant with our first child and we were excited about Keene and raising our family here.

We have fond memories of Wheelock school, bike rides throughout Keene, downtown events, and the beautiful parks we have to enjoy.

The neighborhood was a balanced blend of student rentals, owner occupied homes, and general rental units.

Over the years, the neighborhood steadily transitioned from that balance and shifted towards heavy student rentals. Jack Westrate has researched statistics that highlight that dramatic change.

With the growing KSC student enrollment and off campus student rentals came a steady decrease in the quality of life on the east side of Keene. I could write a book on the challenges faced over the years, the countless hours of lost sleep, the stress of never knowing year to year where the next problem house(s) will pop up, birthday parties and family time that was disrupted by loud music and vulgar language, property damage and numerous other issues.

I am not alone in these struggles. The fact that there are two neighborhood groups anchored on the east side of Keene is testament to the needs and frustration of residents.

I have invested myself in my community and worked to offer solutions to problems. I still take pride in living in Keene, New Hampshire. I want the best for the City of Keene and am convinced that a Social Host Ordinance protects the safety and reputation of all concerned.

Life changes over the years and I find myself about to start a new journey next month. I will be getting married in July and am excited to start a new chapter. In the course of discussing the future with my fiancée, 43 Grove Street is not a realistic option. The quality of life and off campus issues weigh too heavily on my fiancée and the idea of raising her 13-year-old son in this environment is not appealing.

In approximately the last 12 months, there has been a fire at a student rental next door and a serious altercation between a resident and student one street away. We have also heard of incidents of overcrowded basement parties with blocked exits.

I bring this up not to cast blame on anyone in particular, simply to highlight that more work needs to be done if we want the East side of Keene to be a safe neighborhood and avoid a tragedy.

Two quick stories from a landlord's perspective.

Late last fall, my tenant gave me notice that they would not be able to satisfy our lease agreement. In the course of scrambling to rent the apartment, I scheduled what sounded like a promising tenant for a showing. She unfortunately showed up early and at the wrong house. I received a text from her that she had spoken with someone and they advised that the neighborhood was not a good place to live and she should consider other options.

In the course of interviewing tenants for the apartment that I will be vacating after my wedding, I had a prospective teacher inquire about the place. She is living in Washington State and asked me to have a zoom meeting and show her the apartment. She will be working in the Keene School system and she seemed like a perfect long-term potential tenant. At the end of our meeting, she asked the often brought up question, 'Are there problems with off campus students in your area?' I did my best as usual to balance the good bad and ugly. She seemed very interested up until that point, but I have not heard back.

While showing the apartment to other prospective tenants, I recently observed on two different occasions, students urinating in broad daylight.

The reality and perception of the issues on the East side of Keene is affecting the ability to entice families and others back to the area. I have heard first and second hand stories of Keene citizens from all walks of life discouraging people from living, buying or renting on the east side of Keene. They are offering advice with the best of intentions. The sad reality is, their concerns have merit.

Without fixing the root cause of large unruly gatherings, I am afraid we will never see balance return to our neighborhoods. All the good efforts like Marlboro St. revitalization and others depend on changing the real

and perceived quality of life here.

Lastly, I would like to read off some bullet points as to why the Social Host Ordinance can help us get to a better place. It is not a cure all, but it can be a major tool for improvement.

- *Social Host Ordinances are NOT the same as a disorderly housing ordinance. They are two very different tools with a different focus.*
 - *A SHO starts with personal accountability of the hosts of gatherings.*
 - *Enforcement is entirely driven by the defining of an 'unruly gathering'*
 - *Alcohol and/or drugs present along with one or two other criteria such as noise, unauthorized parking, fights, and trash, help define an 'unruly gathering.'*
- *It has been shown to reduce underage drinking and sexual assault. Both are more frequent at large gatherings.*
- *It is a proven tool being used by countless college communities of all shapes and sizes across the nation.*
- *Holding hosts of unruly gatherings accountable, reduces the numerous effects of those gatherings by addressing the root cause of those effects.*
 - *Symptoms such as noise, fights, public drunkenness etc. are improved.*
- *95% of citizens and students host respectful gatherings. They are not affected by this proposal. This ordinance addresses the 5% that do not.*
- *Lisa Dvorak of San Marcos, Texas has opened her door to you. Her PowerPoint is included in our materials. She was Assistant Police Chief, and is current president of the national Town and Gown Association. She is the subject matter expert on SHO's and has helped our group and city staff better understand it. I would encourage a conference call to her with any questions you might have.*
 - *Within her PowerPoint are references to significant improvements in noise complaints and reduction in police patrol time dedicated to these issues. All, while seeing significant growth in their college enrollment.*
 - *Culture change leads to police savings that can save taxpayer money or allow those resources to be utilized for more important issues. We can help break the cycle and perpetual expense through long term culture change. San Marcos, with a population of 63,000, realized a savings of 3,438 police hours.*
- *This tool provides for increased safety of citizens, first responders, and students.*
- *A Social Host Ordinance would help to reduce exposure to serious reputational harm to the city and college. It is a proactive tool that can provide long term culture change and improved image.*
- *It is an effective tool to discourage the indiscriminate use of social media and the exponential growth of unruly gatherings.*
- *Effective strategies for a SHO in other communities include:*
 - *Progressive penalty structures with flexibility to adapt according to the degree of negligence.*
 - *They establish the potential for reimbursement of response costs where available. Taxpayers are reimbursed for the expenses created by the hosts of unruly gatherings. This may or may not be available in NH. Perhaps we find other ways to create significant accountability to taxpayers.*
 - *They provide clear communication between property owners, hosts, tenants and landlords, and are enforced with the goal of compliance not penalties.*
 - *They provide a process for arbitration.*
 - *Some communities have established a low baseline number for people engaging in an unruly gathering.*
 - *This does not affect assembly ordinances. It simply helps to clearly define an unruly gathering and allow police to focus on behavior vs. counting heads. Newark Delaware, home of the country's #1 party school enacted a SHO that defines 4 or more people holding an 'unruly gathering' as their criteria. You can learn more in the article in our bibliography under the Newark, Delaware section addressing 'Super parties.'*
- *<https://www.delawareonline.com/story/news/2019/03/11/home-no-1-party-school-newark-seeks-peace-and-quiet/3129138002/>*

Thank you again for the opportunity to verbalize my support for this proposal. I would encourage the city of Keene to customize it for Keene's unique needs and circumstances. I would also encourage you to have it be a fair yet substantial tool with serious consequences that finally hold the hosts of unruly gatherings accountable for their actions.

While there can never be a 100% guarantee, we strongly feel this is the right tool to protect our community and improve safety and the quality of life for all concerned."

Chair Bosley thanked Mr. Zinn. She asked Mayor George Hansel to speak.

The Mayor stated that he cannot speak for KSC but he is a University System Trustee, and he can say as a Trustee that all of the colleges and universities in the system are very attuned to what is happening off campus. He continued that especially regarding bringing the students back, it has really raised awareness on all campuses about this kind of activity. In light of COVID-19 and other things, he would expect a keen interest in using whatever tools are available to limit these off campus gatherings. That aside, he wants to comment on this citizen group – they really did go about this in exactly the right way. They could have easily sent a letter and proposal and gotten way down the road in coming up with their own ordinance a couple years ago, but no, they worked with staff at the City and college, talked with landlords and community members, and so on and so forth. They have really gone about this in the right way and they have been incredibly patient. Many homeowners are continuing to live in really challenging circumstances that no one here would want to deal with. The City Council owes it to them to explore this Social Host Ordinance option. If problems arise with the wording as it is put together, that is one thing. They can have fair discussion about the details. But at this point he does not see how they could stop this in its tracks. It is only fair to move this along and recommend that staff prepare an ordinance for further discussion.

Councilor Greenwald stated that on the surface he is very supportive of the Social Host Ordinance idea, as opposed to the disorderly residents ordinance that was previously put forth. He continued that they should hold the perpetrators responsible, which this proposes to do. He also would like the PLD Committee to consider the fact that this is not a current problem. There are landlords not maintaining their properties or controlling their tenants and they need to be held accountable. If you live near the airport, there are airplanes and helicopters. And if you live near the college, there are college students. They need to be behave. Landlords need to be held accountable. Police and Code Enforcement need to do their job and enforce the laws the City already has. If there is an issue going on where Police and Code are being called for overcrowding, the landlord is the last to know. Landlords are not being informed about what is going on. Staff say they do not have the money or staff to communicate with the landlords. This will take additional funding and more money. They do not want to spend more money, so we have a problem there. This issue is all over the city. It is not just college students. Noise complaints need to be enforced. Property owners need to be informed. This all requires money and staff. The City needs to enforce the laws it has. If the college wants to ante up and participate, fine. But before the City Council rushes into anything they need another public input session. There are a lot of property owners and a lot of rentals. They need to have input in this conversation because it will kick back on them. They need a face to face meeting, not a Zoom meeting. If it takes another 4 or 6 months, so be it. He will not support anything that requires public input and is only through Zoom.

Chair Bosley stated that she agrees. She continued that she has apartments that she rents and she has never been notified by the Police about any of the times that they have attended to an issue at her buildings. A couple of times the smoke alarms have gone off, and tenants have contacted the Fire Department, and the Fire Department has contacted her. It is really important that landlords get brought into the loop. There are lots of conversations still to have about the details.

Councilor Jones thanked Ms. Franklin. He continued that he is the Council liaison to the College/City Commission. This all started when they had a subcommittee on housing. They started getting outside the

sunshine laws so they had to stop that part of it. He is glad Ms. Franklin took the bull by the horns and kept working on this. He has always respected the work Mr. Zinn does and thanks him, too. He chaired the PLD Committee when the landlord ordinance was brought forward and it did not fail – it did what they wanted it to do, which was to bring the landlords together. But it takes more. It takes what these folks are asking for. He strongly suggests that they request a draft Social Host Ordinance from staff. They are not ready for an ordinance yet but they should get a draft so they can do wordsmithing. They want to hear from the Police about how to enforce it – if there is a party at one place but some party-goers are acting up two houses down, for example, they cannot make that connection.

He continued that the City tries to do a lot for the people on the East side, and they are doing a lot with infrastructure right now, because they feel that if the City takes care of streets and sidewalks and curbs people will take care of their houses. He looks forward to this. It will accomplish good things.

Pete Moran, of 38 Myrtle Street, stated that regarding notification, the City Manager mentioned having a position funded by the City and the college. He continued that there is a lot to talk about. He will submit some written information and will not give his big spiel right now. All the ingredients still exist for a repeat of the riots of Halloween 2014. He and his wife bought their house in October of 2018 and moved in November 2018, and life was rosy until August 2019 when the men's soccer team moved into 40 Myrtle Street. There were 50 kids parading down the street with all their joy. He spoke with them. They had a meeting after Labor Day. Labor Day weekend was a repeat. He sat down with the coach and team and thought they came to terms, but as time progressed things did not go well. Then it exploded again next door at the end of October. These students are very inconsiderate, here and at other properties in the neighborhood such as on Grove Street. The ingredients still exist for all this anxiety here.

He continued that this Social Host Ordinance proposal is an opportunity for the City to address the East side neighbors' concerns and those of a lot of others who are unwilling to speak publically on this. One person who is unwilling to speak publicly tells him he has had problems for 13 years; another person said they have had problems for 12 years, and Mr. Zinn is talking 30 years. This is an opportunity for the city to seriously address all these issues. The noise ordinance is a tool. But this is a standalone item. Where is the problem? It is not with any of us, not with the City or the college per se. The problem is those who are irresponsible are getting away with all these activities. These students have apps to listen to police scanners, and they quiet down by the time police get there, and police say there is nothing they can do except [tell the neighbors to] keep calling. The [partying students] know how to play the game. They crowdfund, dropping money in a bucket when they arrive at a party, in case there are fines, so the fines can be paid with the money in the bucket. This is an opportune time for the City Council to give it some due diligence. At the end of the day the buck stops at who is responsible for the disturbance and the penalties are assessed to them. It takes the burden off of the City and the college to a degree. What is essential is it gets tracked by a devoted position and to see that it is enforced, landlords are informed, and so on and so forth.

Mr. Moran stated that he wants to share a few quotes [from partying students]: "This is a party town" and "College is a party place. It's just the way it is." He continued that on Halloween of last year, a [partying student] came over at midnight, after there had been eight hours of students parading back and forth, and told him, "You moved here." Yes, he and his family moved here; they invested in town to take advantage of all the city has to offer, such as the college, walkability, the downtown, and great government. Everything is wonderful. But since they moved here, they have been slammed. They moved next to the college and wanted to walk to the college and take advantage of it. They never anticipated this degree of abuse they would receive. This Sunday at 10:30 PM on Willow Street, he walked over because there was a party raging. There were two Police cars on Grove Street dealing with a different situation. He asked the students to quiet the party down, since it was a Sunday night, and they said okay. One girl said "This is just what we do." They come to town, all these cars with license plates from NY, RI, and CT, and they are loading up the apartments because there are fewer COVID-19 restrictions here and the bars opened Monday, and he is very concerned that his neighborhood will get slammed again with irresponsible behavior. The buck stops with the ones causing the

problem. The students who are coming and going to these parties, how do you stop them when they are out on a public way? This ordinance addresses that.

Councilor Johnsen stated that she appreciates hearing from and learning from each individual. She continued that what she is hearing is that they will create this ordinance, but people want to know what will happen in the meantime. Do they need something immediate that will take care of things until they get this ordinance done? She sees them looking at a timeline for this coming year and then what they want to have for the future.

Toby Tousley, of 499 Washington Street, stated that he has been a landlord for 40 years and is strongly aware of these issues; they are nothing new. He continued that some of his concerns have already been voiced, but he wants to reiterate that one of the biggest issues for landlords is a landlord does not know what is happening until long after. They do not hear about it the night it happens or from the Police. This will not work if it does not involve the Police being on board. If the Police are not already arresting the people urinating on the street and enforcing the ordinances the City has, how will the new ordinance help? They have been talking for years about having the college hold the students accountable, with sanctions at the college. If these activities happened at the college, those students would be sanctioned by the college. There is no reason they cannot be held accountable even if they are off campus. President Treadwell is doing a great job working with the City. This has been pooh-poohed by previous staff at the college. They need to hold their students accountable.

Chair Bosley stated that she agrees; they need to have the college involved and committed in some way. She continued that they put a lot of different facets that still need to get worked out. They will hear from a few more people and then have a committee conversation about whether to put this on more time on direct staff to draft an ordinance.

Andy Oram, of 390 Main Street, stated that he has a positive note to start on: he appreciates having Mr. Kopczynski's concerns brought together with the neighbors' concerns. This conversation is not just about a Social Host Ordinance, but overall improving the quality of the neighborhoods and life in Keene. The ordinance is an important part of that. Mr. Kopczynski made several good points – there are lots of different constituents that need to be included in this process. The Concerned East Side Neighbors has gone to great lengths to contact those constituents and make them a part of this. They are committed to continuing that. There are issues that need to be addressed with Police reporting to landlords about what is going on, and Police responses to student behavior regarding students having scanners. They need a way to get around that so when they arrive and they find a problematic situation it has not disappeared because the students were forewarned. The Concerned East Side Neighbors understand this takes time. But to have a livable, civil community that works for all, they have to work on these things. He hopes they do not think this ordinance will change everything. It will not. There needs to be a commitment to change throughout the city that supports a civil community. He is happy to be in Keene and loves Main Street but had to look closely at the neighborhood he moved into – it is under attack. If the community does not rise and protect and bolster that neighborhood it will get worse. This is an important step.

Chair Bosley stated that regarding students using technology to circumvent the Police, the City should also be using technology to its advantage. She continued that she had a break-in, and the Police caught the person due to video footage. She suggests homeowners invest in exterior cameras to give footage directly to the Police. So if the students quiet down just as Police are coming that is a tool people can use.

Councilor Ormerod stated that he lives on Monadnock Court, near Adams Street and Main Street and adjacent to the problem areas. He continued that he hopes they can move forward with direction to draft an ordinance. There are many aspects to this but the Social Host Ordinance is a key part of it. He really hopes they can get started with that so they can start serious discussions before the next college season comes in.

Ms. Franklin stated that yes, all of a sudden this is a bit timely with the COVID-19 situation. She continued that large gatherings are not only disruptive to the neighborhood but also dangerous to people. She appreciates

Councilor Johnsen's thoughts about the timeliness of this.

Mr. Zinn stated that the Concerned East Side Neighbors realize there are a lot of stakeholders. He continued that that is why they started communicating with them. Yes, everyone has their own concerns. He asks that everyone please keep an open mind. This is a tool/best practice being used across the country and successfully in all kinds of college towns. One of the first questions he asked of Eugene, OR was, "We already have tools in the toolbox, why not just use those better?" The answer is that this zeros in on the root cause: the host of the gatherings. If you make [the behaviors at these gatherings] no longer acceptable, you have gone after the root cause and eliminated the unruly gatherings. You whittle it down to more manageable parties and there is less damage done. You could hand out a hundred tickets for public urination or noise, or instead, go after the host that held the party and eliminate the issues in the future. That is one of the big differences with this tool. He continued that he recommends that councilors or staff members who have questions make use of Lisa Dvorak. She has opened her door and been really helpful. She has knowledge and is a subject matter expert.

Councilor Jones stated that he had a request for Mr. Lamb, as the staff liaison to the City/College Commission – can this presentation be given to them? He continued that they have a lot of irons in the fire already. They should be brought into the picture before they have an ordinance put together. Mr. Lamb replied that the College/City Commission is not due to meet until probably August, due to the furloughs taking place at KSC and the inability to achieve a quorum. But he will get this on their agenda. If the PLD Committee wants to act quickly in preparing a draft, he thinks they should do that and not send it to the City/College Commission right away because it will take some time for them to meet again. Councilor Jones replied that they can wait for the draft; that is fine.

Councilor Johnsen asked who will prepare the draft. Chair Bosley replied City staff.

Councilor Jones made a motion for the Planning, Licenses, and Development Committee to recommend that staff draw up a draft of an ordinance. Councilor Johnsen seconded the motion.

Chair Bosley asked if the committee members had questions or comments. She asked for questions or comments from members of the public.

Ms. Franklin stated that she wanted to thank the committee for their time. She continued that if they vote for this, they are entering into a lot of what the Concerned East Side Neighbors' research was so please feel free to keep in touch with them. They have done a lot of the research. They really appreciate if the committee votes for this. Chair Bosley replied that if the committee votes yes, staff will definitely reach out to the group.

Mr. Tousley stated that he expects that the ordinance drafted will include having landlords notified in some way, so he challenges the committee to notify landlords as this proceeds so they can give input.

Councilor Jones stated that he wants to clarify that his motion is asking for a draft. He continued that he does not want anything codified with a number; he wants something they can easily wordsmith without having to make amendments.

Councilor Greenwald stated that he wants to know what the cost will be, for staff follow up and Police follow up. He thinks they have sufficient laws on the books that are not being enforced. He will wait to see what happens. He is basically in favor of the social host concept but he wants to know what it will cost.

Councilor Johnsen stated that she is with Councilor Greenwald but she thinks they cannot afford not to do this. This sounds very serious. She continued that she would like to be able to access and read all of these documents. Maybe they can be put on the City website or made accessible in some other form.

Chair Bosley called for a vote on the motion.

On a vote of 5-0, Planning, Licenses, and Development Committee recommends that staff be directed to prepare a draft of a social host ordinance for the Committee's review.



City of Keene, N.H.
Transmittal Form

June 10, 2020

TO: Mayor and Keene City Council

FROM: Planning, Licenses and Development Committee

ITEM: D.3.

SUBJECT: Councilors Williams, Filiault, and Clark – Encouraging the Consideration of a Resolution
Relating to Wearing Facemasks

COUNCIL ACTION:

In City Council June 18, 2020.

Voted unanimously to carry out the intent of the report.

RECOMMENDATION:

On a vote of 5-0, the Planning, Licenses, and Development recommends that staff be directed to draft an appropriate Resolution for consideration by the Committee.

BACKGROUND:

Chair Bosley recognized Councilor Williams. Councilor Williams stated that he and Councilors Filiault and Clark wrote this letter because, as democratically elected representatives of Keene, it is appropriate for the City Council to take the lead on setting a community expectation of mask-wearing in public, especially in the higher risk situations. He wants the City Council to make the strongest possible statement in support of facial coverings, because the alternative is potentially to go through another shutdown if the infection numbers get out of hand when everyone goes indoors in the fall. No one wants to see that happen. Global experience shows that mask wearing is likely the best defense there is in combatting this virus. In example after example, the countries most successful at beating this virus are countries in which everyone is wearing masks.

Councilor Williams continued the City has been promoting the Keene Safe Pledge, having businesses take a voluntary pledge that will encourage customers to wear masks. He applauds this effort and thinks it is a good start. He is not entirely confident that a wholly voluntary program will be effective. It is not the businesses that will voluntarily comply that are the ones he has concerns about, in terms of places that are potentially hubs for the community spread of coronavirus. There are a number of high risk situations in which it is appropriate for the City to establish an enforceable expectation that people wear masks. For example, a letter was in the Keene Sentinel from someone who works in food service, saying it is very common for delivery drivers to show up without masks, and wait around for food. He has witnessed similar behavior from delivery drivers. He does not see a reason why they would not require masks in that type of situation. He knows there are members of the public wanting to speak to this. It is important to listen to members of the public and each other.

Chair Bosley thanked Councilor Williams and asked Councilor Filiault to speak.

Councilor Filiault stated that they have potential wording for an ordinance on the table. He continued that Nashua's ordinance is in the courts right now. They did not want to put anything through the City Council,

staff, or the City Attorney that might get rejected by the courts. He agrees with Councilor Williams. At this point a resolution is proper. Resolutions are not enforceable but it puts forth a policy statement from the City Council and City of Keene that masks are of utmost importance. Many states have reopened too early and are having a second surge. The City needs to be ready with strong wording in a resolution now and maybe have an ordinance later. Keene has been in the forefront of this, as usual, and is ahead of other communities. A strongly worded resolution is proper and they should recommend that staff create that.

Chair Bosley asked if the committee members had questions or comments. She asked Rebecca Landry to speak about the Keene Safe Pledge.

Rebecca Landry, IT Director, stated that the Keene Rebound Task Force worked hard to come up with a lot of ideas for how to help downtown and Keene as a whole to be open in a way that is healthy and safe for everyone. She continued that they came up with the Keene Safe Pledge program, to connect concerned citizens with responsible businesses. There are businesses in Keene following the CDC and State guidelines, and there are citizens who are nervous about coming out and engaging in public activities and events again. They thought this would be a good opportunity to help people feel better about doing business in Keene. They have had over 100 pledges in the first few days of the program, and businesses sending messages of gratitude and enthusiasm. Citizens have been commenting, saying they were nervous about coming downtown but because of this program they will be coming to the businesses that they know have taken the pledge and that they know will be taking health and safety measures. WMUR did a piece on the Keene Safe program this week, interviewing Ted McGreer of Ted's Shoe and Sport, Merri Howe from The Pub, and a woman from Hannah Grimes, and they all spoke in support of the pledge. It is nice to see these Keene Safe Pledge posters in downtown windows, and there will be more. Staff have mailed out over 50 in the past couple days. A selectwoman and business owner in Plymouth called asking for advice on how Plymouth might do something similar, and spoke highly about Keene's business community.

Councilor Workman stated that she supports the use of wearing masks in public, especially when social distancing might not be an option. She continued that as someone mentioned, the resolution might not be enforceable. That is the big difference between a resolution and an ordinance. She asked if someone could explain, for the public's sake, that difference and what a resolution would really accomplish, different from this Keene Safe Pledge.

The City Attorney replied that resolutions are statements of intent of the City Council; they are an aspiration, or the Council's position with respect to a matter of public concern. He continued that a resolution is not enforceable. An ordinance is much like a statute passed by the state legislature. It comes with a general penalty attached to it. Many times you will not see the penalty stated specifically in a City ordinance because there is a general penalty provision in the code of ordinances, which is authorized by state law. Penalties for an ordinance violation can be up to \$1,000. It is very unusual to see a penalty like that; usually it is a couple hundred dollars. An ordinance comes with specific, enforceable criteria. A violation proceeds like a criminal offense and follows the criminal rules of procedure. The violation has to be proven beyond a reasonable doubt.

Councilor Greenwald stated that he bets the Council will pass a resolution, and when the committee is ready he will make a motion to that effect, because a resolution is more likely to mean something than an ordinance. An ordinance would not be enforceable. He continued that he cannot imagine sending the City Attorney into battle with Home Depot, Price Chopper, Hannaford, Target, and so on and so forth, trying to say they cannot make sales if clients are not wearing masks. However, a resolution urging people with the logical reasons to wear masks does make sense. It would be good if businesses could offer masks to their unmasked clients. Another thought that came to mind when he was in a grocery store: it would be interesting to have numerous registers for masked people and one register for people who do not wear masks. That would probably encourage people to wear masks. He will support a resolution. This is important. He personally wears masks and thinks this is a good thing.

Councilor Johnsen stated that at first she was in favor of this, thinking, “Well yeah, come on, let’s get smart here!” but then realized it is not that easy. She continued that she received “almost hate mail.” Many people are over 50, 60, or 70. Her family has been very dedicated in protecting her. She is thinking about Keene seniors, and protecting them is why she thought they should require masks. But then people said they would not shop in Keene if masks were required. Personally, she wants to see masks required. Doctors’ offices check to make sure you are wearing a mask as you walk in. She likes Councilor Greenwald’s idea of having one line to go through if you do not wear a mask. She is concerned about herself as a senior and all of the other seniors in Keene.

Councilor Jones stated that he serves on the Keene Rebound Committee, and he watched as Ms. Landry put this Keene Safe Pledge together. He continued that it is quite a successful program. He thinks passing a resolution now would cause confusion when they already have a successful program going. A resolution has no teeth; why do it now? Most of the community does not understand the difference between a resolution and an ordinance and if they see this in the paper they will think the City is mandating masks. He would rather see the proceeding of Keene Safe and if that does not work they can come back to this. But right now he would rather not muddy the waters.

Chair Bosley asked for questions or comments from members of the public.

Councilor Ormerod stated that he really applauds the efforts Ms. Landry is leading and the immediate impact and visibility the Keene Safe Pledge program is having. He continued that his question is about local businesses that are companies not headquartered here, like Home Depot and Price Chopper – can they participate in the pledge or do they need to get corporate approval? Ms. Landry replied they have had quite a variety of businesses taking the pledge but no national chains other than local auto dealers. She continued that they have had businesses outside of Keene (such as Swanzey and Chesterfield) wanting to take the pledge, but they reply, that’s wonderful, but no, it is a Keene pledge. One of Keene’s largest employers, C&S, took the pledge, along with food trucks, insurance companies, and others, but none of the national chains at this time. They are welcome to, even as local stores.

Councilor Ormerod thanked Ms. Landry and asked Chair Bosley if a resolution would strengthen this program to the extent that it would encourage/facilitate participation of the national chains, if they knew Keene had a resolution. Chair Bosley replied that she thinks peer pressure is the best tool they have, to get people to wear masks. She continued that if she walks into a building and sees other masked people she has the overwhelming idea that she needs to get her own mask on. The more people who are committing and see others committing, the more it will open the gates for additional awareness and commitment from the community. Maybe that will reach the chains. But they operate with their own guidelines and she is not sure what they are.

Councilor Filiault stated that this is not that complicated. He continued yes, they have Keene Safe. But the City Council is not on record. In the resolution they should mention that they applaud the business owners who are taking the Keene Safe Pledge. If someone is confused about resolution versus ordinance that is not the City Council’s fault. The City Council should not avoid putting something forward out of fear that people will be mad at them. A resolution makes sense to do. The 15 City Council members should be on record together endorsing a resolution about wearing masks; this is very serious. This is the minimum they can do.

Lindsey Cushing, of 7 Edgewood Avenue, stated that she wrote to a few City Council members as a concerned parent of a toddler born with a congenital heart defect who would be at increased risk for a severe case of COVID-19 if he were to come in contact with the virus, and as a healthcare provider at Cheshire Medical Center. She continued that most of her thoughts were summed up by Councilor Filiault. Hearing from leadership at all levels is important. Constituents in the community look to leadership to tell them what is going on locally and give them cues on how to be acting. She puts her support behind hearing from local leadership that this is something the City Council supports, and that the local business owners supporting the Keene Safe Pledge have the City Council’s support. She is a conscientious member of the community but had not heard

about Keene Safe. She is glad to hear about it; she has been avoiding going to public places because has been nervous about bringing something home to her son. She understands the concern about people getting agitated and not understanding the difference between ordinances and resolutions, and thinks it is part of the committee's responsibility to educate the public about the difference. If a resolution is passed maybe there needs to be clarity given to the public about the difference. Some people might still be agitated about it, but it is important for the community to hear about what local leaders are supporting.

Linda Rubin, of 610 West Street, stated that she has been going back and forth with the Mayor about the issue of mask-wearing in Keene for quite some time now. She continued that he has been incredibly personally supportive of mask-wearing. She is a business owner in Keene, of Frisky Cow Farm Products, and was the Director of Healthy Monadnock for almost nine years and has an extensive background in public health. She believes that any show of leadership at all levels is really important around this pandemic and the protocols that will protect people, until there is vaccine available for everyone.

She continued that there has been incredible state leadership around the issue of mask-wearing. Fifteen states passed laws that mandate mask-wearing in their states. Three of the 15 that have passed state laws are very close to NH – MA, CT, and ME all require masks worn in public when social distancing is difficult or impossible, and there are fines for violating those laws. In those 15 states and in others considering the legislation, they have shown strong leadership around the protocols the WHO and CDC are saying will lower the spread of transmission of this disease. The director of Harvard's Global Health Institute has been using a baseball analogy to describe what is happening – regarding where we are at in terms of knowledge about the transmission of the disease and the protocols being developed by organizations like the CDC and the WHO, he says that we are in the third inning of a nine inning baseball game. The CDC has come out in support of people wearing cloth masks. The WHO has just updated their status report on the wearing of masks and says: "A growing compendium of observational data on the use of masks by the general public in several countries, individual values and preferences, as well as the difficulty of physical distancing in many contexts, the WHO has updated its guidance to advise that to prevent COVID-19 transmission effectively in areas of community transmission, governments should encourage the general public to wear masks in specific situations and settings as part of a comprehensive approach to support SARS-CoV-2 transmission." There is a second wave in FL, CA, and TX, states that are not mandating the wearing of masks and following other CDC guidance.

Ms. Rubin continued that she has been participating in the Saturday Farmer's Market, and this past Saturday she waited on a couple who came from MA, specifically to get her gelato, but they were not wearing masks. They told her the reason they came to NH is because they do not have to wear masks here like they are required to where they live. Earlier in the meeting tonight people were talking about the parties students are having in East Keene where perhaps students returning from other states are excited about the lack of restrictions in NH. This is only the third inning.

She continued that she has a couple of other important public health points to ponder: she was definitely in support of an ordinance/resolution/fine. She has joined Keene Safe as a business owner. It was outlined in the program that it is for businesses, and maybe the City of Keene is not considered a business, but she did not see the City of Keene listed and would love to hear a response to that. In our country as a whole, and in NH definitely, and in Keene, many residents have limited access to paid medical leave or sick days, especially hourly workers in places like grocery stores and Walmart. She hopes the City Council thinks about the culture in our country and the tendency for people to go to work sick. She herself as done it many times. There is a culture of "Oh, I'm not that bad, I only have a 99 degree fever," or "I had chills last night but I'm okay today." We talk ourselves out of protecting the other people we are going to expose to whatever it is we have. We tell ourselves we have to go to work. Even salaried workers go to work sick, trudging on. Hourly workers in essential businesses might be in the same place but might also not have the access to sick days so they can actually stay home. Unless they are wearing masks, they will spread COVID-19 if they have it.

She continued that in New England, states are so close together. There is a Stay at Home advisory in NH but

people are moving about the country. There will be people coming in to NH. They should show leadership at every level of government to show that this is the norm here and Keene follows the CDC guidelines, which include the wearing of masks in order to lower the transmission of disease and keep our economy going. Opening the economy and protecting public health do not need to be in opposition to each other. The more they work together on these issues the better off they will be, from both a public health and economic perspective. They are still not testing people to the scale that the CDC is recommending, which is not helping, in terms of letting a protocol like wearing masks be not as important. Then there are the asymptomatic and pre-symptomatic people who are out in public without knowing they are contagious. Mask-wearing is really important as a comprehensive approach to lowering transmission rates, especially as we head into fall and winter and before we have a vaccine available to all.

Chair Bosley thanked Ms. Rubin and stated that there is a testing site on Krif Road that is available to anyone who wants to get tested. She continued that antibody tests are available through Clear Choice MD and are free to NH citizens. The City Council and a lot of the community does understand there are guidelines to reopening that include a lot of the safety concerns Ms. Rubin brought up. The resolution would be in addition to those guidelines and it sounds like the committee will support it.

Councilor Greenwald made a motion to ask staff to draft an appropriate resolution for consideration by the Planning, Licenses, and Development Committee, on the subject discussed. Councilor Workman seconded the motion.

Councilor Jones stated that he does not know what this resolution will say. He continued that he would be in support of it if it is endorsing the Keene Safe Pledge. Otherwise, it will just be words on a piece of paper and what are they supposed to do with it, hand it out to people? He will vote 'yes' for the draft, but would have to see the resolution before going any further.

Chair Bosley asked if anyone had additional questions or comments. Hearing none, she called for a vote.

On a vote of 5-0, the Planning, Licenses, and Development recommends that staff be directed to draft an appropriate Resolution for consideration by the Committee.



City of Keene, N.H.
Transmittal Form

June 10, 2020

TO: Mayor and Keene City Council

FROM: Planning, Licenses and Development Committee

ITEM: D.4.

SUBJECT: Proposed Amendments to the Rules of Order – Mayor Hansel

COUNCIL ACTION:

In City Council June 18, 2020.

Voted with one opposed to carry out the intent of the report.

RECOMMENDATION:

On a vote of 5-0, the Planning, Licenses, and Development recommends the City Council adopt the proposed amendments to the Rules of Order.

ATTACHMENTS:

Description

Proposed Rules of Order Amendments

BACKGROUND:

Chair Bosley asked the Mayor to speak. The Mayor stated that this process started with Mayor Kendall Lane working with the City Clerk and other staff, regarding proposed changes to the Rules of Order. He took the project up and added some changes of interest to him, too. This is the first of what may be a couple proposals that he puts before the committee. The first section they are proposing amendments to is Section 15: Voting and Conflicts of Interest. This adds the fiduciary duty or responsibility to the list of conflicts of interest. Right now the City Charter explicitly lists and focuses on a financial interest in an issue being discussed and this language adds a fiduciary duty or responsibility as something that qualifies as a conflict of interest. It may confuse people – when people hear “fiduciary duty” they think it has to do with money, and it does a little bit, but really it refers to the obligation that one party has in a relationship with another to act entirely on the other party’s behalf and best interest. For example, a recent situation involved himself – he is the Mayor of Keene as well as Board Chair for Monadnock Economic Development Corporation (MEDC). He brought this up to the City Council as a potential conflict because he has both a duty to work on behalf of the City and MEDC in both of those positions. Any time there is a matter before the City Council that involves a partnership or contract between the two entities he thinks he has a conflict there. The City Council agreed and allowed him to recuse himself from those situations. But looking at the letter of guidance they have, just the City Charter, it says that is technically not a conflict of interest. You only have a conflict if you have a financial interest in what is being discussed – for example, if he was getting paid by MEDC or had a financial interest in whatever contract was being worked out. This proposed language makes it a little clearer and gives a broader guidance to work with. It is an important thing for the City Council to do.

The Mayor moved on to Section 17: Motions. He stated that the proposed change is to change the appeal of

the chair from a two thirds vote to a simple majority. It makes it so a simple majority can overrule the chair, which is consistent with Robert's Rules of Order. He continued that regarding Section 29: Votes on Ordinances and Resolutions, his understanding is the Bond Council has advised them that they need to pass bond resolutions by a two thirds vote, so this makes the language in the Council's rules consistent with that advice. Similarly, for Section 31: The Appropriation of Unbudgeted Funds, he proposes changing the language to require a two thirds vote for any re-appropriation of bond funds. Last is Section 30: Annual Appropriation. This makes the process of proposing amendments consistent for both the Capital Improvement Program (CIP) budget and the operating budget. Right now for the operating budget they require councilors to submit in writing their proposed amendments to give staff time to really vet those proposed amendments, and this would make that consistent with the CIP budget. He is happy to answer questions.

Chair Bosley asked if the committee members had questions or comments. She asked for questions or comments from members of the public.

The City Attorney stated that when this document left his word processor he had two differences that did not get carried through: Section 15's new language says "A fiduciary duty shall be determined" and the word should be "defined" instead of "determined." Staff will make that change. He continued that in the last section of Section 15, there was a word that was dropped out for some reason: "The question of whether or not a conflict of interest *exists* is subject to debate." Staff will make those two changes. All he would add to the Mayor's comments is, he wants to point out that in Section 15, there is a specific statement in there now that the councilor who has a conflict shall not vote on the question. That has been confusing so they wanted to clarify it. It is unusual for the individual stating that they have a conflict of interest to then vote on whether they have a conflict of interest or not, so they wanted to make that change clear.

Councilor Workman stated that these proposed changes basically remove the ambiguity in the previous language. She continued that to her it just firms up the language. As they have seen there have been conflicts of interest already, so that is an important caveat.

Councilor Remy stated that he is really supportive of these ideas. He continued that he was surprised that the conflict of interest level for the City was lower than that of most nonprofits he has been involved in, and this gets it more consistent to what would be more standard conflict of interest language. He is happy to see this come forward.

Chair Bosley stated that she agreed. She continued that she just had to ask to be recused for a conflict of interest and thought it was really unusual that she got to vote on that. This clears up a couple of things. She asked for a motion.

Councilor Greenwald made the following motion, which was seconded by Councilor Jones.

On a vote of 5-0, the Planning, Licenses, and Development recommends the City Council adopt the proposed amendments to the Rules of Order.

SECTION 15. VOTING AND CONFLICT OF INTEREST. Every ~~member~~ **Councilor** present when a question is put shall vote thereon, except when the ~~member~~ **Councilor** has a conflict of interest in the matter as defined by Section 25, "Conflicts of Interest," of the Charter of the City of Keene. **A conflict of interest shall also include a fiduciary duty. A fiduciary duty shall be defined as an obligation to act on behalf of a third party in a capacity of trust or confidence, any breach of which could subject the Fiduciary to potential liability.** A conflict may exist when a Councilor's spouse, parent, child, or other member of the Councilor's immediate family has a conflict. A conflict shall also exist when a business or individual has a matter before the Council and a Councilor is employed by the business, or is otherwise a party in interest. If the conflict becomes known prior to a Council meeting, the Councilor shall file with the City Clerk the written particulars of the conflict of interest for inclusion on the Council agenda. If the conflict becomes known to a Councilor during a meeting, the Councilor should immediately disclose the particulars of the conflict of interest. The question of whether or not a conflict exists will then be decided by a majority vote of the Councilors present. **The Councilor who may have a conflict of interest shall not vote on the question of the existence of the conflict of interest.** When such a conflict is determined by the City Council to exist, the member having the conflict shall be prohibited from participating in the discussion and voting **on the matter**. Except at a duly noticed public hearing, or a public meeting, in which the public is allowed to speak, no Councilor having a conflict of interest may discuss the issue in which he or she has a conflict with any other Councilor in any other place or any other time. If a Councilor with a conflict of interest wishes to speak at a public hearing, or in a public meeting, the Councilor shall do so from the audience section of the meeting.

Any Councilor having reasonable grounds to believe that another Councilor has a conflict of interest may raise the issue on his or her own motion. **The Mayor shall also be subject to the Rule on conflict of interest notwithstanding whether or not the Mayor is entitled to vote on a matter. The question of whether or not a conflict of interest exists is subject to debate.** The question will then be decided **by the Council** as set forth above.

SECTION 17. MOTIONS. A long or complex motion shall be reduced to writing if the Chair so directs; or if any member of the Council requests it. When a main motion is under debate, the Mayor may receive the following subsidiary motions, which have their proper position in the order, taking precedence over the motions that rank below it and yielding to motions that rank above it.

Lay on the table	2nd required	Simple majority	Not debatable	Not amendable
Previous question	2nd required	2/3 majority	Not debatable	Not amendable
Limit or extend debate	2nd required	2/3 majority	Not debatable	Amendable
Postpone definitely	2nd required	Simple majority	Debatable	Amendable

Refer	2nd required	Simple majority	Debatable	Amendable
Amend	2nd required	Simple majority	Debatable	Not amendable
Postpone indefinitely	2nd required	Simple majority	Debatable	Not amendable
Main motion	2nd required	Simple majority	Debatable	Amendable

In addition to subsidiary motions, the Mayor may receive the following incidental and restoratory motions, which have no rank:

Recess	2nd required	Simple majority	Not debatable	Not amendable
Division of the question	2nd required	Simple majority	Not debatable	Amendable
Suspend Rules of Order	2nd required	2/3 majority	Not debatable	Not amendable
Take from the table	2nd required	Simple majority	Not debatable	Not amendable
Reconsider	2nd required	Simple majority	Debatable	Not amendable

Appeal from a decision of the Chair	2nd required	2/3 Simple majority	Debatable only between Mayor and the member making the appeal	Not amendable
Call from Committee	2nd required	Simple majority	Debatable	Not amendable
Point of Order	None	Ruling by the Chair	Not debatable	Not amendable

SECTION 29. VOTES ON ORDINANCES OR RESOLUTIONS. On passage of a Resolution calling for the appropriation of funds, or on the passage of any Ordinance, the vote shall be taken by roll call, **majority vote**, and entered in full upon the record. **A Resolution calling for the appropriation of funds through the issuance of a Bond shall require a 2/3 roll call vote of all members.** Every member shall be required to vote unless excused for conflict of interest by vote of the Council. The vote shall be for or against a pending Ordinance or Resolution and not on the report of the committee thereon.

SECTION 30. ANNUAL APPROPRIATION. If a Councilor wishes to make an amendment to the proposed **capital improvement budget or the** annual operating budget during the budget adoption process, the Councilor shall submit the text of the proposed amendment, including the line item(s) to be amended, to the City Clerk for inclusion on the Council agenda no later than 4:00 p.m. on the Tuesday prior to the Council meeting scheduled for the adoption of the **capital improvement budget or the** annual budget. After the annual appropriation has been passed, subsequent expenditures shall not be authorized for any purpose without special appropriation therefore by affirmative vote of a majority of City Council. In such case said subsequent expenditure creates a City debt the affirmative vote of two-thirds of City Council shall be required. All such votes shall be taken by roll call.

SECTION 31. APPROPRIATION OF UNBUDGETED FUNDS. After adoption of the budget, Resolutions calling for the appropriation of funds shall not be accepted by the City Clerk, unless accompanied by an explanation of the purpose of the appropriation and the funds to which it is to be charged. **A Resolution calling for the repurposing of previously appropriated Bond funds shall require a 2/3 roll call vote of all members.**



City of Keene, N.H.
Transmittal Form

June 11, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.5.

SUBJECT: Acceptance of Donation - Parks, Recreation and Facilities Director and Acceptance of
Donations - Keene Downtown Memorial Tree Fund - James P. Finnegan - Public
Works/Emergency Management Director

COUNCIL ACTION:

In City Council June 18, 2020.

Voted unanimously to carry out the intent of the report.

RECOMMENDATION:

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept a donation of \$26,600.00 from Pathways for Keene, Inc. and that the money is allocated for the design phase of the Cheshire Rail Trail Phase 4 project; and, to accept with gratitude, donations made in memorial of James P. Finnegan to the Keene Downtown Memorial Tree Fund.

BACKGROUND:

Parks, Recreation and Facilities Director Andy Bohannon stated the first item is a donation from Pathways for Keene for \$26,600 for phase 4 of the Cheshire Trails Project. He noted there is a reference to this project in the FY 24 CIP through the Transportation Heritage Trail Project in an amount of \$26,600. This donation will allow for design and allow Pathways to continue with fundraising. A design will give them an opportunity to do a more successful fundraising project. Mr. Bohannon thanked Pathways for Keene for their generosity – Ted McGreer, Charles Redfern and Wink Faulkner.

Mr. Charles Redfern of 9 Colby Street addressed the committee next and stated Pathways have already begun fund raising for next year. He noted \$26,600 are what they expect the project too cost at this time not projected out to FY24.

Public Works Director Kurt Blomquist addressed the second donation stating it is in memory of Mr. James P. Finnegan who recently passed and was a long time resident of the area and very active in the community. His family requested that in lieu of flowers, contributions in Mr. Finnegan's name be made to the Keene Downtown Memorial Tree Fund. The Public Works Department has received several donations to date. Donations that have been received in memorial are as follows: Francis and William Hosman \$50.00 and N L Turgeon \$35.00. He indicated he is unaware how many more donations will be received in Mr. Finnegan's memory.

Councilor Hooper made the following motion, which was seconded by Councilor Clark.

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends that the City Manager be

authorized to do all things necessary to accept a donation of \$26,600.00 from Pathways for Keene, Inc. and that the money is allocated for the design phase of the Cheshire Rail Trail Phase 4 project; and, to accept with gratitude, donations made in memorial of James P. Finnegan to the Keene Downtown Memorial Tree Fund.



City of Keene, N.H.
Transmittal Form

June 11, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.6.

SUBJECT: Acceptance of State of New Hampshire Grant Funding for Youth Services' Juvenile Court Diversion Programming - Youth Services Manager

COUNCIL ACTION:

In City Council June 18, 2020.

Voted unanimously to carry out the intent of the report.

RECOMMENDATION:

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept and administer funds provided by the State of New Hampshire for Juvenile Court Diversion programming.

BACKGROUND:

Youth Services Manager, Demetria Kirby stated that her department recently applied for a grant totaling \$24,000 through DCYF for youth programming and are in receipt of same. She noted the money would be used for specific things like scholarship opportunities for the evidence-based online courses. It will also provide assistance with restitution, provided the youth meaningfully participates in community service activities to pay back the assistance. This will relieve a portion of the financial burden many families face when their youth commit offenses. Ms. Kirby noted the funds would also be used for training and travel opportunities for staff.

This funding will also be used to provide community engagement opportunities such as documentary screenings, panel discussions and guest speakers who can educate the community on the current needs of our youth. The funds will be dispersed over two fiscal years.

Councilor Hooper made the following motion, which was seconded by Councilor Clark.

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept and administer funds provided by the State of New Hampshire for Juvenile Court Diversion programming.



City of Keene, N.H.
Transmittal Form

June 11, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.7.

SUBJECT: Acceptance of Grant for Airport - FAA CARES Act- Airport Director

COUNCIL ACTION:

In City Council June 18, 2020.

Voted unanimously to carry out the intent of the report.

RECOMMENDATION:

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept and execute a grant in the amount of \$69,000 from the Federal Aviation Administration as part of the CARES Act.

BACKGROUND:

Airport Director David Hickling was the next speaker who stated that the FAA CARES Act made it possible for funds to be provided to airports who were affected by the Corona Virus. Dillant Airport was eligible to receive funding due to losses it experienced during the last couple of months.

Councilor Ormerod commended the Airport Director for moving fast to obtain this award. He clarified Council approval will be required by June 30 to obtain these funds. Mr. Hickling answered in the affirmative.

Councilor Clark asked which fiscal year these funds would be applied towards. Mr. Hickling stated it is not specific to any particular year – funds can be used to cover losses incurred over the last few months. The City Manager stated this grant is meant to be a reimbursement for losses in revenue during Covid-19 and they expect to be able to apply it towards the current budget but could provide some flexibility moving into next year.

Councilor Hooper made the following motion, which was seconded by Councilor Clark.

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept and execute a grant in the amount of \$69,000 from the Federal Aviation Administration as part of the CARES Act.



City of Keene, N.H.
Transmittal Form

June 11, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.8.

SUBJECT: Acceptance of CARES ACT Funding - DHHS - Finance Director

COUNCIL ACTION:

In City Council June 18, 2020.

Voted unanimously to carry out the intent of the report.

RECOMMENDATION:

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept the receipt of CARES ACT Department of Health and Human Services funding in the amount of \$37,085.71 under RSA 21-P:43 which states that gifts, grants or loans for emergency management purposes may be accepted by the City Council with no public hearing requirement.

BACKGROUND:

Finance Director Merri Howe stated this CARES Act fund is for ambulance services. It was made available to all healthcare providers who were enrolled in Medicare and received Medicare reimbursement during calendar year 2019 – which the City of Keene ambulance service is.

On April 17, 2020, the City received \$37,085.71 from the Department of Health and Human Services as part of the CARES Act Provider Relief Fund to support healthcare-related expenses or lost revenue attributable to Covid-19 and ensures uninsured Americans can get treatment for Covid-19. Based upon an analysis from Comstar, the City's ambulance billing service. Revenues for the month of April 2020 had decreased by \$35,865.

Councilor Hooper made the following motion, which was seconded by Councilor Clark.

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept the receipt of CARES ACT Department of Health and Human Services funding in the amount of \$37,085.71 under RSA 21-P:43 which states that gifts, grants or loans for emergency management purposes may be accepted by the City Council with no public hearing requirement.



City of Keene, N.H.
Transmittal Form

June 11, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.9.

SUBJECT: Operating agreement with Monadnock Choppers LLC - Airport Director

COUNCIL ACTION:

In City Council June 18, 2020.

Voted with one opposed to amend the Committee recommendation to include language indicating that the City Manager do all things necessary to continue to advance the FAA process to document the noise sensitive areas surrounding the Airport. Voted Unanimously to carry out the intent of the report, as amended.

RECOMMENDATION:

On a vote of 4-1, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to negotiate and execute an Operating Rights Agreement with Monadnock Choppers LLC, to provide specialized aeronautical services at the Dillant-Hopkins Airport subject to the condition that the agreement specify in writing the specific measures that Monadnock Choppers LLC is required to implement to address the multiple noise, air pollution and safety concerns that have been voiced by the public; and that the City Manager be authorized to negotiate and execute a Lease Agreement with Monadnock Choppers LLC for office space located in the Airport Terminal building; and that the City Manager be authorized to do all things necessary to amend an existing Land Lease Agreement with Kevin Provost, managing member of Monadnock Choppers LLC, so that the lease term and termination provisions run together with the Operating Rights Agreement and Terminal building Lease Agreement.

BACKGROUND:

Mr. Hickling addressed the committee again and stated this item was put on more time at the last session. This item is in reference to an Operating Agreement with Monadnock Choppers to operate at the Airport. He went on to refer to the economic benefit of the Airport to this community and hence development is a goal while at the same time reducing the negative impact that might have on the community.

Mr. Hickling stated in an effort to address some of the concerns, the applicant Kevin Provost has a drafted a letter of understanding regarding noise abatement as he runs his operation. The letter addresses procedures including minimum altitudes, early crosswind turn outs, optimizing the use of uninhabited areas for hovering and similar maneuvers and ensuring all aircrew are familiar with noise sensitive areas and how they are impacted by airport operations.

Additionally, Mr. Hickling stated he has worked with the applicant to submit a request to the FAA to provide published approach and departure procedures for all helicopters using the airport. This would result in helicopter aircrews using our airport, regardless of where they came from or what their purpose for being here

is, to have published guidance on noise abatement procedures and avoiding noise sensitive areas. He stated he would also review and reassess current published noise abatement procedures for fixed wing aircraft to see if there are other options that could further reduce these concerns.

Mr. Hickling went on to say he wanted to assure the committee as well as the community, that they are not insensitive to the concerns. This is an airport that has a lot of potential to bring new business opportunities and economic growth to the Monadnock region.

Mr. Hickling stated he also reached out to Carol Niewola, Senior Aviation Planner for the NH DOT. Ms. Niewola oversees the FAA AIP Block grant program for the state. He noted Ms. Niewola confirmed his expectation regarding the city's obligation to *"make the airport available on reasonable terms without unjust discrimination to all aeronautical users."* She went on to reference several sections of the grant assurances that focus on the intent of promoting the growth of aviation business and activities "on reasonable Terms, without discrimination", and that the city will not interfere with this intent. Mr. Hickling added there is also language that indicates that the City will permit no exclusive right by allowing one user to perform aeronautical services but restricting another.

Councilor Remy stated he had received many comments for and against this plan. He asked about a plan the FAA released which identifies noise sensitive areas and asked for clarification. Mr. Hickling stated these are not regulations rather Best Practice Procedures and stated this is the intent and pilots are good about following these procedures. He further noted it would however, be up to the FAA if they chose to take this action. The Councilor asked should this Agreement not be approved whether there is anything that would prevent the applicant from using the airport as a landing, using the primary terminal for pick up, and drop off and as a training point. Mr. Hickling stated the applicant would need an Operating Agreement to conduct commercial activity, however he can operate a helicopter but not conduct commercial activity.

Councilor Hooper stated because this item was put on more time the public has been able to make additional comment. He felt however, the neighbors do not feel they have been adequately heard and felt continuing this item for one more cycle might be prudent. He added he is in support of bringing business to the airport but is also a proponent of giving the stakeholders a chance to be heard.

Councilor Ormerod stated he too has received emails from both sides; the concerns are about safety, noise, and property value. He felt there has been a lot of progress made on the noise issue and wanted to make sure neighbors are not persecuted just for economic reasons.

Councilor Clark noted every pro comment he has received is from a non-resident and every anti-comment is from a resident outside of the neighborhood. He noted he would like to suggest a site visit. He recalled his experience of living next to the former helicopter flight school, which he noted, was not a good experience.

Mr. Kevin Provost was the next speaker. He began by saying denying Monadnock Choppers' Operating Agreement is a direct violation of federal grant assurances. He stated he has been working very closely with the Airport Manager on the noise issue and noted the letter of understanding he has drafted will be part of the Operating Agreement. He pointed out that other helicopters will still be able to use this facility to also include the DART Helicopter. He pointed out his company will bring revenue to the airport and the increase to traffic Monadnock Choppers will bring to the airport will also benefit the Flight Deck Restaurant.

Mr. Provost referred to his education at Keene State College and his experience as a pilot. He went on to say he has a lot of money invested in this venture and added he did not want to enter into a legal battle but if the Council was to ignore the grant assurances he will seek damages. He added continuing this item is costing him money; he stated he agreed to a live test but asked that the operating agreement be signed first.

Jess Allen of 148 Gilsum Street felt this project will benefit the airport and is something that should be

encouraged. She noted the opposing comments that have been brought forward are not based on facts, they are opinion-based. She referred to the decibel level these helicopters will be producing which are considered to be mid-level and added she feels the facts she is providing are being ignored. Ms. Allen noted those who have chosen to live next to an airport should not be afforded the opportunity to dictate what can and cannot happen at this facility. She felt denying the operating agreement could cost the city legal fees as well as federal grant funding opportunities. She did not feel denying this agreement based on noise was appropriate.

Mr. Phil Suter was the next speaker. He began by saying he is not before the Committee on behalf of the Chamber of Commerce but as a private citizen. He noted the airport is a great asset for the entire Monadnock Region and as a Chamber they have been working to market the Monadnock region and to that extent, the airport will be part of that plan.

Mr. Curt Hansen of 118 Gunn Road, identified himself as Chair of the Airport Development and Marketing Committee. Mr. Hansen reiterated what Mr. Suter stated. He noted he has heard many times how difficult it is to do business in Keene and asked the committee to move this item forward.

Ms. Beth White of 86 George Street stated she is a pilot and has two planes at the airport. She indicated she has had a desire to purchase property at the airport to locate a hangar but this issue is making her apprehensive moving forward with such a venture. She noted that Mr. Provost is an airplane mechanic and felt his business should be supported. She noted to the other revenue possibilities this venture would bring to the airport such as sale of fuel. Ms. White asked the committee to support this request.

Mayor Hansel asked the committee to approve this request. The Mayor stated he hoped the committee sees this individual's desire to invest in the community and at the airport. He felt the Airport Director and the applicant have done a good job so far and added it is too bad the experience with the prior school did not end well but felt this applicant should not be judged by that experience.

Mr. Robert Mitchell of 47 Center View Drive, Swanzey Center stated he lives 100 yards from the airport. Mr. Mitchell referred to the excessive noise and nighttime operation with the previous facility which issue is outlined in the Swanzey Planning Board minutes of meetings held in July and August of 1999 and asked the committee to review these minutes. He indicated he supports all civil aviation activities at the airport and has had no issues with C&S jets. However, his experience has not been the case with helicopters, which linger for a long period at low altitude and could be much louder. He stated he disagrees with the sound decibel level and agreed with the suggestion for a site visit. He added noise could become a bigger issue during summer months when people sleep with their windows open.

Ms. Matthew Santonastaso of 343 Route 202, Rindge addressed the committee and stated the Keene Airport serves the entire county. He noted he was a pilot and a flight instructor and noted there are very few helicopter flight schools in the area and so far Nashua is the closest school. He indicated Nashua has noise abatement procedures and helicopters can follow them better as they climb faster than airplanes.

Ms. Ann Heffernon of Swanzey stated in the many years she has lived in this neighborhood they have never complained about airplane noise. She recalled the previous helicopter school and stated they were cumbersome and loud. Ms. Heffernon stated she was not opposed to development at the airport. She indicated she is concerned for the neighbors at Edgewood Drive due to the loss of trees and noted she did not like being told they are imagining this noise issue as they do live here and felt the committee should be listening them.

Ms. April Cushman resident of Swanzey stated it was important for this community to keep growing. She pointed to an example of someone moving next to a concert hall not expecting to have concerts going on until late in the night and the same is true living next to the airport. She also pointed out she is living in an area where she can hear the constant noise of blasting and it is having an impact on her foundation – however, this is a business and her family has accepted this issue. Ms. Cushman went on to refer to Mr. Provost's military career

and now his desire to train others with his helicopter school and felt the city should be encouraging his business.

Ms. Holly Gorsuch a Keene resident stated she too supports the airport growth and felt airport growth is important to any community. She stated she agrees there are concerns with noise, but this is an airport and as a result, an airport needs to be used as such.

Mr. Michael Cushman Swanze resident stated he supports the airport. He talked about the positive impact Mr. Provost has had on his child. With reference to noise, he could not see why this item could not be approved and then address it as an ongoing issue.

Ms. Chris Manning Gray of 51 Greenwood Avenue stated those in the neighborhood who are speaking against this item are not anti-airport. She stated she is not against development at the airport and does understand the airport's obligation of not using city revenue to support the airport. However, she felt the airport has been overzealous of its goals, which has made it lose track of sight that it is part of a community. She felt the airport operates with a narrow focus of trying to get its goals accomplished. This creates an "us versus them" nature. Ms. Manning Gray went on to say she agrees with Councilor Clark's suggestion for an onsite test. She noted there is the reality of what a helicopter sounds like versus what is written in a document.

Mr. Andrew Wood of 14 Summer Street Swanze resident stated his family has lived in this area for six generations. He stated he brings a unique set of circumstances to this discussion – he stated he is a harness maker but at the moment, his business is on hold. He recalled his experience with Mr. Provost going back to college days and Mr. Provost's assistance with his business and felt Mr. Provost would have no problem working with the community on the concerns it has. He stated supporting Mr. Provost's business would support many ancillary businesses in the community.

Ms. Joann Darius from Fitzwilliam began by expressing support for Mr. Provost. She stated she has aircraft at the airport. Ms. Darius stated she had listened to the comments and read the minutes from the prior meeting. She stated her comments today are specifically towards a member of the public who called last time and again today to speak against Mr. Provost and referred to her many complaints to The Keene Sentinel. She did not feel these complaints should be ignored but it did not matter what development went into the airport, this individual is likely to oppose it. She pointed out that the Dillant Hopkins Airport is growing and is looking for economic development. However, in the past five years there has been only one flying related business at the airport and hoped this can change.

Ms. Chelsea Casper of 678 West Street stated she was calling in support of Monadnock Choppers who will provide valuable aviation service to the community. She indicated she is also a small business owner and is disappointed the city is not doing more to support small businesses both current and emerging. She noted if one decides to live next to an airport, the issues being raised become part of living next to an airport.

Mr. Richard Casper of 102 Highland Circle, Swanze resident stated he has lived in this location since 1999 – he lived through the last helicopter school and had no issue with that and has no issue with the proposal before the committee tonight. He felt with what this country is experiencing in these times, young people need to be afforded the opportunity to start a business and gain footing and felt Kevin Provost was one of those individuals.

Mr. Kyle Bentley of 43 Woodland Heights Swanze resident felt this community has a great asset in the airport, with the third largest runway in the State and has seen Air Force One land in this airport. He felt this community needs to use this asset to its fullest potential. Mr. Bentley noted there is one other helicopter school in the state, and there is a shortage of helicopter pilots. He felt Mr. Provost should be given the opportunity, as he is willing to work with the community on issues that have been raised.

Mr. Bill Hattendorf of 7 Pitcher Point, Swanze resident addressed the committee and stated he lives a few yards away

from the airport. He stated he is impressed with the support this proposal has received tonight and stated that he has an aviation background and is familiar with the operation of helicopters. Mr. Hattendorf stated when he moved to this area he thought he was moving away from helicopters and was not in favor of this proposal.

Ms. Jess Allen spoke for a second time, stating what has not been said today is that these helicopters are already in operation today for personal use and maintenance and added it is too bad noise is still being discussed.

Mr. Jason Horn of 79 George Street stated he is a pilot and owns a hangar at the airport and received his pilot's license from this airport. He stated he knows Mr. Provost is a local resident who received his education in Keene and questioned what Mr. Provost would do if this operation were not approved. He stated he understands noise but noted the loudest thing at the airport are the C&S jets and the helicopters do not make that type of noise.

Mr. Bernie Cashliff of 138 Old Homestead Highway, Swanzey addressed the Committee and stated he is not against aviation. He stated he has heard the helicopters flying around, is not entirely against the noise, and questioned the number of flights per day. He also asked where the training is going to take place, and where the flight path would be located. He suggested the operation happen away from residences near Wilson Pond.

Ms. Sarah Ellsworth of 123 Greenwood Avenue stated she has lived at this location for 21 years and knew she was moving next to an airport and agreed she did make this choice. She stated she is hearing a lot of anger and frustration at this suggestion. She indicated as a midwife she is aware of the DART Helicopter and is thankful for its operation. Ms. Ellsworth stated she is glad for the work the applicant has done so far with the Airport Director but this is a community with residents and businesses and felt there needs to be a balance and felt a sound test would be prudent. She also hoped that night flights could be limited and there could be sensitivity shown for the neighbors who do pay taxes.

Mr. Provost addressed the committee and asked for the City Attorney's comments about not abiding by the grant assurances. Attorney Mullins stated he would reserve his comments for City Council.

Ms. Chelsea Casper of 678 West Street for a second time, stated there has been a lot of reference to the former helicopter school – she stated if the city was going to base all new businesses on past experiences, the city is not likely to have any new businesses. She agreed a sound check was appropriate but added helicopters are currently being permitted out of the airport and felt this was a waste of resources.

Ms. Beth White addressed the committee again and stated she hoped the city was doing due diligence with accepting federal funds and were not discriminating against certain businesses and certain practices. She went on to say if night flying was going to be, restricted Dart is looking for helicopter pilots. She further stated individuals might be confusing these helicopters with the Black Hawks who fly in to check power lines and perhaps those should also not be permitted. She further stated public night flights are currently not prohibited.

The Chairman stated the committee's role tonight is to hear comments and make recommendations to the full City Council.

Councilor Ormerod stated that none of the Councilors is against new business and his career has been about launching new businesses. He went on to say there would not be anything in the FAA Requirements that mandate the city to subject its citizens to excessive noise, pollution and other things they are complaining about. He added, he is however, glad to see progress being made on the concerns raised.

Chair Powers explained there are basic FAA Regulations as to how helicopters are flown and in this case, the applicant has instituted a Memorandum of Understanding, which will make those Regulations tougher and asked for clarification on this from the Airport Director. Mr. Hickling responded by saying at the present time there are

no approach or departure regulations for helicopters. What Mr. Provost is proposing is to come up with standard operating procedures for his operation to take precautions for noise. He added he is under the impression the prior operation did not take those considerations. Mr. Hickling went on to say what is worrisome to him is how all helicopters are grouped together for this discussion, which he felt, was unfair. The ones being proposed by the applicant are much smaller.

Chair Powers asked about the minimum height a helicopter is permitted to hover over residences. Mr. Hickling stated it was 500 feet or higher but referred the regulatory question to Mr. Provost.

The Chairman asked the committee how they wished to schedule the sound check visit. Councilor Clark stated it would be similar to how site visits are conducted for the Planning Board – it is a matter of coordinating it with staff and the applicant. He added he wants new business at the airport but would like to address the concerns of the neighbors and hoped due diligence can be done.

Councilor Hooper stated he wanted to commend Mr. Provost for coming up with the Memorandum of Understanding and stated he wanted this business to be successful. He thanked everyone for their comments tonight and stated the city is trying to find a balance and hoped staff could assist in this process.

The Airport Director stated he would not be opposed to the site visit but added it would be at an expense to the applicant and therefore he would need to be willing to do it. He added the logistics of trying to get a visit scheduled could be difficult based on things like weather.

Mr. Provost addressed the committee again and stated airplanes usually fly at 1,000 AGL, while helicopters are authorized to fly at 500. He stated it is easy to adjust this height as necessary. He noted the Memorandum of Understanding prohibits him from flying at intrusive heights and he is happy to agree to this, but added he needs an operating agreement to do that. Mr. Provost went on to say when the airport accepts federal funds it agrees to abide by those regulations and those regulations say that the city cannot discriminate against category or class of aircraft; the city cannot give one operator exclusive rights and felt the city seems to be ignoring same. Chair Powers in response stated the committee is not ignoring anything, they are still at the stage of obtaining information. The Chairman asked for the Manager's comment. Ms. Dragon stated she was happy to work with the Airport Director and Mr. Provost to schedule a time for a site visit. She asked whether there was a way to move this item forward – she noted next week this item could go before the full Council but did not feel anything can be done before next week.

Councilor Ormerod stated he wanted to voice his support for all parties as well as support for a sound test as soon as possible.

Councilor Hooper made the following motion, which was seconded by Councilor Clark.

That the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to negotiate and execute an Operating Rights Agreement with Monadnock Choppers LLC, to provide specialized aeronautical services at the Dillant-Hopkins Airport; and

Move to recommend that the City Manager be authorized to negotiate and execute a Lease Agreement with Monadnock Choppers LLC for office space located in the Airport Terminal building; and

Move to recommend that the City Manager be authorized to do all things necessary to amend an existing Land Lease Agreement with Kevin Provost, managing member of Monadnock Choppers LLC, so that the lease term and termination provisions run together with the Operating Rights Agreement and Terminal building Lease Agreement.

Councilor Ormerod proposed an amendment to the motion on the floor by adding the following to the end of

the first paragraph: “*subject to the condition that the agreement specify in writing the specific measures that Monadnock Choppers LLC is required to implement to address the multiple noise, air pollution and safety concerns that have been voiced by the public.*” The amendment was seconded by Councilor Remy.

Councilor Remy stated he was in support of the amendment and felt it was not fair to delay the Petitioner any further. He further state he trusted the City Manager that the Memorandum of Understanding is sufficiently restrictive to make sure the concerns are addressed adequately.

Councilor Hooper stated this was a good way to move this item forward and was happy that a lot more concerns were raised tonight. He felt this amendment would give the Manager an opportunity to come up with a strong agreement.

The proposed amendment carried on a unanimous roll call vote.

Councilor Remy stated he hoped this item can be moved forward and hoped throughout the process staff can provide the committee with a bullet list of what the next steps would be with the FAA to get the long-term process outlined – so it is fair to the petitioner and others who come through the airport.

Councilor Hooper stated he agrees with Councilor Remy’s comments, and feels this is a good way to move this item on with the understanding that time is of the essence. He felt there were a lot of comments this evening and that all the concerns were put on record. He is satisfied that we have an understanding of all the concerns and appreciated the positive comments as well. He thanked the public for their input and noted we are sensitive to that. He thought the motion as proposed will allow the City Manager to work with the petitioner to come up with a satisfactory plan.

Councilor Clark asked whether the motion is only to negotiate or whether it was also to execute. The Chairman stated it is to negotiate and execute. Councilor Clark asked about the site visit. The Chairman stated he heard the Airport Director indicate he will work with the applicant to get this scheduled and timing is such depending on weather. He further the City Attorney would need to be consulted as to whether this is a noticed meeting and the amendment before the committee is specific based on conditions to be outlined in the MOU. Councilor Clark stated he heard mention that “time is of the essence”. He felt that was a legal term, and asked whether that was an issue. The Chairman stated this term is not in any of the motions the committee will be voting on; it was indicated that there would be consideration given to time. Councilor Clark clarified if this item goes before the Council no more neighborhood input will be allowed. The Chairman stated the public is always allowed input by contacting any member of the Council or through the Clerk’s Office.

Councilor Ormerod asked the Manager whether the MOU would be ready in time for the next Council meeting. Ms. Dragon stated staff has drafted an MOU that outlines the flight path but stated she was in no way ready to execute same based on the comments received today. She stated the Council will approve it on Thursday of next week but hopes to have the neighbors at the airport to have a conversation with them before it is finalized with Mr. Provost. Today’s vote is to move that process forward. Councilor Ormerod asked if the word “execute” was taken out of the motion whether the process could be moved forward as he senses hesitation from certain individuals about not having a final check. Ms. Dragon stated if the word execute is not included the committee will have to go through this entire process again which will probably add another month; the next FOP meeting is June 25th and the next Council meeting will be July 2.

Relative to the motion on the floor as amended:

On a vote of 4-1, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to negotiate and execute an Operating Rights Agreement with Monadnock Choppers LLC, to provide specialized aeronautical services at the Dillant-Hopkins Airport *subject to the condition that the*

agreement specify in writing the specific measures that Monadnock Choppers LLC is required to implement to address the multiple noise, air pollution and safety concerns that have been voiced by the public; and

That the City Manager be authorized to negotiate and execute a Lease Agreement with Monadnock Choppers LLC for office space located in the Airport Terminal building; and

That the City Manager be authorized to do all things necessary to amend an existing Land Lease Agreement with Kevin Provost, managing member of Monadnock Choppers LLC, so that the lease term and termination provisions run together with the Operating Rights Agreement and Terminal building Lease Agreement.

Councilor Clark voted in opposition.



City of Keene, N.H.
Transmittal Form

June 11, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.10.

SUBJECT: Renewable Energy Project at Dillant-Hopkins Airport Phase 1-Wastewater Treatment Plant,
Phase 2- Net Metering for Municipal Use - Assistant Public Works Director

COUNCIL ACTION:

In City Council June 18, 2020.

Voted unanimously to carry out the intent of the report.

RECOMMENDATION:

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to negotiate and execute a Letter of Intent (LOI) with ReVision Solar to develop Phase 1, a Behind the Meter 1 Megawatt (AC) solar installation to supply the City of Keene Wastewater Treatment Plant. Furthermore, the LOI will seek to assess the viability of a Phase 2 development to install a Front of the Meter 2.25 Megawatt (AC) solar installation adjacent to the Wastewater Treatment Plant access road on Keene Dillant-Hopkins Airport property.

BACKGROUND:

Asst. Public Works Director Duncan Watson addressed the Committee next and stated this item is for the City Manager to enter into a Letter of Intent (LOI) with ReVision Solar, the same company that competed the solar project at 350 Marlboro Street to install a solar array at the City of Keene Wastewater Treatment Plant. The current project is for phase 1, which is a Behind the Meter solar array adjacent to the WWTP to supply electrical needs for the plant, which is the greatest energy use in all of Cheshire County. Phase 2 would be along the access road to the plant.

Mr. Watson stated the LOI does not obligate the city to anything; staff will be back before the committee to enter into a power purchase agreement similar to what was structured for 350 Marlboro Street. The company would install a solar array and charge the city a rate for electricity costs which is lower than the electricity cost. Phase 2 once it is fully developed would be to direct the electricity to other municipal users. There is also a process that would need to be done to determine the fair market value. Once all the necessary work is completed with the LOI, a proposal would be created and brought to the council for its review.

Councilor Clark stated he is very excited about this proposal and felt this project as with the 350 Marlboro Street will move forward without any issues and thanked everyone on the committee that made it happen. He hoped the FCC would approve plan.

Councilor Ormerod also expressed his enthusiasm for this project and asked whether it was necessary to have an LOI for phase 2 and whether the city cannot build its own plant.

Councilor Remy asked whether there were any downside, protection on the rates should the market fall out.

Ms. Dragon stated by including a larger project (phase 2) the city was able to drop the rate further. As far as long term rates, based on the review staff has done, the rates seem like they will only go up and locking in the rates at the lowest rate possible seems like the best option for the city. Mr. Watson added the reason for pursuing this track is so that the city does not have to come up with any capital investment. He further stated if we can lock in a cost such as this, it is a good investment for the city. Councilor Clark stated what he is learning is that fossil fuel power, power on the grid will only go up as time moves forward and felt this was a very safe option.

Councilor Ormerod thanked staff for their work on this project and felt Keene could handle many more solar projects,

Councilor Hooper made the following motion, which was seconded by Councilor Clark.

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to negotiate and execute a Letter of Intent (LOI) with ReVision Solar to develop Phase 1, a Behind the Meter 1 Megawatt (AC) solar installation to supply the City of Keene Wastewater Treatment Plant. Furthermore, the LOI will seek to assess the viability of a Phase 2 development to install a Front of the Meter 2.25 Megawatt (AC) solar installation adjacent to the Wastewater Treatment Plant access road on Keene Dillant-Hopkins Airport property.



City of Keene, N.H.
Transmittal Form

June 11, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.11.

SUBJECT: Community Power Program & Ad-hoc Community Power Committee - Assistant City Manager/Community Development Director

COUNCIL ACTION:

In City Council June 18, 2020.

Voted unanimously to carry out the intent of the report.

RECOMMENDATION:

On a vote of 5-0, the Finance, Organization and Personnel Committee recommend that the Mayor be requested to constitute an ad-hoc Community Power Committee to develop a Community Power Plan for submission to the City Council in accordance with RSA 53-E.

BACKGROUND:

City Manager, Elizabeth Dragon stated she was excited to bring this item forward as this is the second project to move the city toward its community renewal energy goals. Community Power is a way to bring all homes into one pool and use that buying power to save money for residents and increase the purchase of green energy. She thanked Community Development Director, Rhett Lamb and Planner Mari Brunner for their work on this project

Planner Mari Brunner addressed the committee next. Ms. Brunner stated Community Power is enabled under RSA 53-E in New Hampshire. She noted that energy bills currently have two parts to it; the first is the delivery charge, which pays for infrastructure, and the second is the supply charge that covers the electricity itself. Currently, Eversource provides electricity to customers in the Keene area by default and this is referred to as default service. However, customers can choose to go with any other supplier as Keene has a de-regulated market. She went on to share her screen and present a Powerpoint Presentation.

Under Community Power Law (NH RSA 53-E) local governments can pool their electricity demand and procure electricity and electricity-related services on behalf of residents and businesses who are currently on Default Service. Eversource will continue to be responsible to electricity delivery, transmission, distribution and maintenance of wire, as well as customer billing. Customers can always opt out if they choose to receive basic service from Eversource or from a competitive supplier.

Ms. Brunner stated that grouping electricity customer accounts within a jurisdictional boundary can increase savings as well as increasing the percentage of green energy. She noted Keene is already

doing this by contracting with a competitive energy supplier to obtain renewable power at a cheaper rate compared to the basic rate from Eversource.

Ms. Brunner stated there are some exciting benefits for the customer such as:

Rates can be lower than default service; Community Power programs can contract for a year or more to provide price assurance; Local governments can vet brokers and suppliers for customers through government procurement procedures; and Consumers have greater control over the price and content of their electricity supply.

In addition to the benefits to the consumer, there is also benefits to the community:

Ability to increase the percentage in the renewable mix; Help with energy planning by making local data accessible; Greater consumer awareness of where their electricity comes from and what other suppliers exist; Integrating distributed energy & flexible demand side management resources (e.g. energy efficiency, smart meters, batteries, etc.).

Community Power Law does establish a process communities need to follow.

The first is to form a Community Power Committee, get public input by scheduling at least one public meeting, then bring it to City Council for approval and if approval is received, the city can go out to bid for power supply. If the city does not receive a favorable bid the city is not locked into choosing any of the bids. If the city were satisfied with a bid, they would then move into the public education and enrollment process. Once the program is launched, there is ongoing customer support.

The primary objective of the committee would be to draft a Community Power Plan and Assist in a competitive RFP process to select a broker for assistance in the design, implementation, and ongoing monitoring of their Community Power program. Brokers are used to provide technical expertise and take up front risk and are not compensated by the city but will be compensated by the supplier once they are chosen. Ms. Brunner stated Ann Shedd, Chair of the Energy and Climate Committee was present tonight to address the committee as well.

Ms. Shedd stated Community Power ties in well with the city's sustainable energy goals. She noted the Energy and Climate Committee was tasked by the Council to come up with a plan for sustainable energy goals, a Resolution, which was adopted in January 2019. Ms. Shedd stated any plan to move a community towards 100% renewable energy include at least three elements: maximize energy efficiency, generate what renewable energy the city can locally, and source electrical purchases in the electrical grid. The third element has been available through competitive energy suppliers ever since NH moved to its de-regulated energy market. Many businesses have chosen to purchase energy through a competitive bid process for cost savings.

Ms. Shedd noted Community Power is a new process but with careful planning, it could well advance 17 key strategies that have been identified so far. She added there has also been tremendous interest for Community Power throughout the state. Ms. Shedd stated creating an Ad-Hoc Committee is a first step in this process for Keene to gain ground towards its 100% renewable energy goal by 2030 and 2050.

Councilor Clark stated if the city was going to reach its renewable energy goal by 2030 and 2050 we will need to get thousands of families involved. Councilor Clark clarified this committee will be defining the term renewable energy and went on to say the Governor has been advocating to include landfill gas for fuel and stated he disagreed with that plan and hoped the committee will work towards clean energy. The Councilor noted Councilor Ormerod has vast knowledge in the field and felt his experience would be a valuable asset on this committee.

Councilor Ormerod thanked Councilor Clark's comments and also thanked Ms. Shedd and the rest of the committee for their work. He felt this program is going to have a positive impact on this community.

The City Manager stated community power has been looked at for many years and the change in legislation has made this possible for the city. She stated there are communities talking about getting into much more complicated programs. She hoped that won't hold the city up – once the larger groups are up, and running the city can get involved with them.

Councilor Remy stated he is already signed up to one of the third party services to obtain 100% clean energy but has to pay a premium for it and was hoping for another option. He stated he also had the opportunity to watch the Climate committee explain a complex concept and hoped the community can also observe these meetings.

Councilor Hooper made the following motion, which was seconded by Councilor Clark.

On a vote of 5-0, the Finance, Organization and Personnel Committee recommend that the Mayor be requested to constitute an ad-hoc Community Power Committee to develop a Community Power Plan for submission to the City Council in accordance with RSA 53-E.



City of Keene, N.H.
Transmittal Form

June 11, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.12.

SUBJECT: Councilor Remy - Requesting Use of the City Seal – Facemasks

COUNCIL ACTION:

In City Council June 18, 2020.

Voted unanimously to carry out the intent of the report.

RECOMMENDATION:

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends approve the use of the city seal for facemasks to be paid for and provided by Councilor Michael Remy for official business.

BACKGROUND:

Councilor Remy addressed the committee and stated what he is proposing is a way of showing solidarity with the rest of the council members, city staff, charter officers and Mayor, by having a uniform mask (mask with the city seal) to support the Resolution that just passed. In addition, as meetings start transitioning back to Council Chambers, this might be way to show the Council is one big team and have the best interest of the community at heart.

Councilor Ormerod thanked Councilor Remy for his thoughtfulness and asked whether they were washable masks. Councilor Remy stated he was working with a local company to produce washable masks with individual councilor names and the city seal on it.

Councilor Hooper made the following motion, which was seconded by Councilor Clark.

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends approve the use of the city seal for facemasks to be paid for and provided by Councilor Michael Remy for official business.



City of Keene, N.H.
Transmittal Form

June 16, 2020

TO: Mayor and Keene City Council

FROM: Patricia A. Little, City Clerk

ITEM: F.1.

SUBJECT: Dog Warrant for Unlicensed Dogs - City Clerk

COUNCIL ACTION:

In City Council June 18, 2020.

Referred to the Municipal Services, Facilities and Infrastructure Committee.

RECOMMENDATION:

That the City Council issue a warrant for unlicensed dogs pursuant to NHRSA 466:14, and the Animal Control Officer be directed to issue a civil forfeiture to those dog owners who have failed to license their dog by April 30, 2020.

ATTACHMENTS:

Description

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.

During the current Covid-19 State of Emergency, the City has limited access to services face-to-face. In addition, many veterinarians have limited their services to emergencies only. These factors have affected many of our customers' ability to follow through on renewing their pet's license for this year.

The City Clerk understands the New Hampshire Municipal Association has been approached by several municipalities in the State regarding the inability of dog owners to obtain rabies vaccinations. NHMA has been asked to approach Governor Sununu for some relief in this statutory obligation. This remains a pending issue, but in the meantime, we are required by law to submit the list of dogs remaining unlicensed so that issuance of fines may be authorized. Owners unable to relicense due to an expired rabies vaccination have been excluded from the warrant. We understand appointments are extending well into July or August. Upon receipt of a copy of a rabies certificate from a veterinarian pursuant to RSA 436:102, the City Clerk's Office will contact the owner regarding the need to license. Any unlicensed dogs will be issued a forfeiture under NHRSA 466:13.

At this time, there are approximately 777 dog owners, with 904 dogs remaining unlicensed. Of those, 288 owners have pets with expired rabies and are waiting for appointments to re-vaccinate. We have taken the liberty of excluding these owners from the official warrant list. Our intent is to work with these individuals separately to seek compliance with the licensing requirements outside of the formal warrant process of the City Council. Excluding these owners, the warrant presented to the City Council for authorization to issue fines contains 527 dog owners, with 616 dogs.

It is also important to point out that approximately 150 of the dog owners that have yet to comply with relicensing are in a “high risk” category of suffering severe illness should they contract Covid-19 based upon age. Others have called with concerns due to their current financial situation. We have tried to reassure our customers that the process will be as lenient as possible while also remaining in compliance with State Law.

We have continued to keep our dog owners informed during this time and encouraged them to relicense their dog by mail, online or via phone payment. Official publications have appeared in The Keene Sentinel, and monthly reminder emails have been sent to dog owners beginning in February. In addition, reminder postcards were sent to owners with no email address in early April. Telephone calls will be happening over the next two weeks to those with no email address on file.

We are suggesting as much leeway as possible be provided to allow dog owners an opportunity to renew their dog’s license prior to issuance of a fine. The recommendation in this memorandum is to initiate the warrant process for anyone that has a valid rabies on file. Typically, fines are issued on or around July 15th and are due within 15 days of issuance.

2020 DOG WARRANT LIST

Owner 1 First Name	Owner 1 Last Name	Owner Address	Dog Name	Rabies Expiration	License #	Expired Date
CHRIS	ABBOTT	17 SHADY LN.	JAX	6/14/2021	2380	4/30/2020
CHRIS	ABBOTT	17 SHADY LN.	GRACE	4/3/2023	2377	4/30/2020
NATHAN	ABBOTT	11 COBB STREET	DELIA	6/10/2022	2529	4/30/2020
TODD	ABBOTT	19 WAGNER ST.	BRADY	7/23/2022	2548	4/30/2020
LINDA	ADAMS	1052 ROXBURY RD.	STELLA LUNA	3/20/2021	1140	4/30/2020
LINDA	ADAMS	21 JENNISON ST. #1	HARRIET	8/21/2020	73	4/30/2020
JEANNINE	AGARD	21 ROXBURY PLAZA #613	MADDIE	3/12/2022	690	4/30/2020
ISABEL	ALEXANDER	115 BUTTERNUT DR.	RUE	1/20/2023	69	4/30/2020
MICHAEL	ALEXANDER	710 MAIN ST. #20	TACO	9/10/2021	607	4/30/2020
RAELENE	ALEXANDER	40 NEEDLE ST.	LILLY	8/7/2020	1462	4/30/2020
RAELENE	ALEXANDER	40 NEEDLE ST.	JADA	5/6/2021	1461	4/30/2020
RAELENE	ALEXANDER	40 NEEDLE ST.	ZEB	10/23/2021	1460	4/30/2020
LISA	ALLARD	15 SWEENEY RD.	JACQUI	10/8/2022	1281	4/30/2020
ROBERT	ALLEN	114A BEAVER ST.	HARLEY	10/1/2021	2600	4/30/2020
ELAINE	AMER	46 LYNWOOD AVE.	TESS	6/28/2021	2468	4/30/2020
MATTHEW	AMLAW	26 HANOVER ST.	LINCOLN	9/14/2020	2332	4/30/2020
DEBORAH	ANBER	8 IMPERIAL DRIVE	ANNIE	3/4/2022	363	4/30/2020
DWIGHT	ANDERSON	103 GREENWOOD AVE.	BELLA	8/20/2020	1083	4/30/2020
ETHAN	ANDRUS	38 LIBERTY LANE	TUCKER	9/3/2020	2679	4/30/2020
KRISTEN	ARMSTRONG	10 KNOLL AVE.	NUTMEG	2/5/2022	173	4/30/2020
HILARY	ASH	197 DARLING RD.	MURPHY	7/11/2020	2545	4/30/2020
ALICE	ASKEY	90 BRADFORD RD.	ROKI	8/26/2021	996	4/30/2020
ROBERT	ASKEY	90 BRADFORD RD.	JUNGE	10/11/2021	995	4/30/2020
BRETT	BAILEY	193 ELM ST #2	BEAR	7/21/2021	2001	4/30/2020
MICHAEL	BAILEY	18 AUTUMN HILL	SAWYER	7/10/2020	687	4/30/2020
MICHAEL	BAILEY	18 AUTUMN HILL	MURPHY	7/25/2022	686	4/30/2020
JESSE	BALBINELLI	11 APOLLO AVENUE	KING	2/25/2022	129	4/30/2020
JEAN	BARDIS	55 SOUTH LINCOLN ST.	GISELLE	8/10/2020	1091	4/30/2020
JEAN	BARDIS	55 SOUTH LINCOLN ST.	ANNA	9/2/2022	1092	4/30/2020
MARTY	BARNARD	141 GEORGE ST. B	PETER	1/26/2023	2322	4/30/2020
MICHAEL & DEBRA	BARRINGER-RIVEST	715 HURRICANE RD.	LEO	3/5/2021	227	4/30/2020
MICHAEL & DEBRA	BARRINGER-RIVEST	715 HURRICANE RD.	WOOLLY BEAR	3/5/2021	228	4/30/2020
ELIZABETH	BARRY	40 PAGE ST.	OSCAR	8/15/2022	2634	4/30/2020
JAN	BARRY	21 HANOVER ST.	MIA	7/26/2020	782	4/30/2020

2020 DOG WARRANT LIST

LINDSAY	BARTLETT	324 WATER ST.	NIKKA	2/28/2022	1844	4/30/2020
WENDI	BATCHELDER	58 MEADOW RD.	CLETUS	9/4/2021	183	4/30/2020
STEPHANIE	BATES	37 LIBERTY LN.	COOPER	7/19/2020	2612	4/30/2020
BARBARA	BEATON	20 BOSTON PL.	OLLIE	7/30/2020	1383	4/30/2020
JENNIFER	BEAUDRY	11 BENT CT.	LEAH	7/30/2021	2455	4/30/2020
CARRIE	BENN	129 CHURCH STREET #3	CHLOE	7/25/2022	2574	4/30/2020
BRYAN	BENNETT	146 GEORGE ST.	LEXIE	2/5/2022	668	4/30/2020
EMILY	BENSON	89 KENDALL RD.	HUTCH	10/1/2022	2312	4/30/2020
DENISE	BENWAY	12 JUNE ST	WILLOW	8/25/2020	2702	4/30/2020
KIM	BERGERON	139 OLD WALPOLE RD.	DUFFY	5/21/2021	45	4/30/2020
LISA	BERGMANN	122 BUTTERNUT DR.	MOLLY	6/24/2021	2346	4/30/2020
BEVERLY	BEST	38 WINDSOR CT.	WINNIE	1/9/2023	586	4/30/2020
STEPHEN	BIGAJ	7 MEETINGHOUSE RD.	SUZIE	4/12/2021	935	4/30/2020
KATHLEEN	BIRCH	22 PAGE ST.	GRACE	1/29/2021	2498	4/30/2020
SAMUEL	BISSON	7 HOMER AVE.	MONA	1/14/2021	1816	4/30/2020
SAMUEL	BISSON	7 HOMER AVE.	ROSCO	4/17/2023	1817	4/30/2020
LORI	BLACK	197 RT. 10	NELLIE	7/31/2022	2698	4/30/2020
CANDY	BLACKMER	239 ROXBURY ST. APT. 1	WOLFIE	6/2/2022	2234	4/30/2020
LAURA	BLAD	266 WEST SURRY RD.	OTIS	10/18/2021	256	4/30/2020
KALI	BLAIS	59 DOVER ST.	NEMO	8/26/2021	1138	4/30/2020
LISA	BLANCHARD	62 PINE AVE.	CUSTER	5/19/2022	2243	4/30/2020
LISA	BLANCHARD	62 PINE AVE.	LUCA	6/2/2022	2242	4/30/2020
CAROL	BLEAU	57 SPARROW STREET	HARLEY	4/8/2023	2167	4/30/2020
SUSAN	BOBKA	55 PINE ST. B	FENWAY	3/28/2023	2337	4/30/2020
GARRETT	BOES	18 JUNE ST.	PAPPY	5/19/2022	596	4/30/2020
CHRISTINE	BOGINO	205 DARLING ROAD	BENTLEY	9/6/2021	2308	4/30/2020
ANDREW	BONNETTE	798 COURT ST. C	ROSCO	11/21/2021	1714	4/30/2020
LAURA	BORDEN	14 EDGEWOOD AVE.	LUCY	8/13/2022	1107	4/30/2020
DONNA	BORYNACK	146 WASHINGTON ST. #1	CHARLIE	3/27/2022	835	4/30/2020
HOLLIE	BOSTWICK	37 MORIN AVE.	MURPHIE	5/9/2022	2406	4/30/2020
SAMUEL	BOUDLE	18 FAIRVIEW ST.	ELLIE	4/25/2022	2248	4/30/2020
SAMUEL	BOUDLE	18 FAIRVIEW ST.	SADIE	5/1/2022	2249	4/30/2020
RAY	BOULAY	19 ROBBINS ROAD	BEAR	6/12/2022	2759	4/30/2020
ADA	BOULE-MATA	26 NEWMAN ST.	MEEKO	3/5/2022	1135	4/30/2020
ARLINE	BOURASSA	5 LIBERTY LN.	JASPER	7/11/2022	434	4/30/2020

2020 DOG WARRANT LIST

MARY ANN	BOYNTON	183 KENNEDY DR.	JACK	6/21/2021	1511	4/30/2020
MARY ANN	BOYNTON	183 KENNEDY DR.	MARLEY	6/21/2021	1510	4/30/2020
MARK	BRENING	26 AUTUMN HILL	TAKOTA	3/26/2021	182	4/30/2020
SARAH	BRINSON	440 MAIN STREET	ELLIE	4/27/2022	2016	4/30/2020
ALLIE	BRITTON	11 APOLLO AVE.	JACK	3/19/2022	484	4/30/2020
PAIGE	BRNGER	16 GUNN RD.	BRADY	3/1/2022	614	4/30/2020
CARLA	BROLIN	16 RULE ST.	LUCKY	10/8/2020	2614	4/30/2020
CYNTHIA	BROWN	51 RAILROAD ST., UNIT 410	EVA	7/2/2021	2729 - SERVICE DOG	4/30/2020
CYNTHIA	BROWN	51 RAILROAD ST., UNIT 410	ALMA	11/25/2021	238	4/30/2020
RICHARD	BROWN	43 SULLIVAN ST.	CYAN BROOKE	5/13/2022	2000	4/30/2020
SALLY	BROWN	5 RED FOX RUN	TOOTSIE	9/20/2021	1278	4/30/2020
JANET	BRYAND	15 WOODSIDE AVE.	SHEP	4/28/2021	1716	4/30/2020
KAREN	BUONO	12 CRESCENT	LINK	5/1/2023	156	4/30/2020
JOYCE	BURNS	109 GEORGE ST.	RILEY	4/16/2022	1655	4/30/2020
NANCY	BURRIDGE	7 STARLIGHT DR.	THELMA	1/27/2022	52	4/30/2020
THERESA	BURROUGHS	61 NIMS RD.	OTIS	11/29/2020	2181	4/30/2020
JENNIFER	BUSH	20 SCHULTZ ST.	BILLY IDOL	9/2/2022	2487	4/30/2020
CURTIS	BUTLER	411 CHESTERFIELD RD.	WINSTON	9/1/2020	341	4/30/2020
BILL	BYRNE	182 PEARL ST.	NALA	7/26/2021	2230	4/30/2020
DAMIEN	CAFFREY	11 GLEN RD.	DUBLIN	5/29/2021	1254	4/30/2020
CINDY	CALLAHAN	26 COLORADO ST.	SEAMUS	12/3/2020	1014	4/30/2020
ROB	CAMPBELL	3 ICELAND CIR.	MILEY	4/24/2021	1513	4/30/2020
LOREN	CANTORE	88 BAKER ST.	TIRION	4/3/2022	1419	4/30/2020
ALLISON	CAREY	3 BERGERON AVE.	BODHI	9/25/2021	1543	4/30/2020
ALLISON	CAREY	3 BERGERON AVE.	STORMY	1/7/2022	1541	4/30/2020
SANDY	CAREY	244 GILSUM ST.	MILEY	8/8/2020	2160	4/30/2020
TIA	CARON	115 ROXBURY ST., APT 1	CLAIRE	10/14/2021	2139	4/30/2020
ALLISON	CARR	13 BIRCH ST.	BRADY	7/22/2022	932	4/30/2020
VANESSA	CARRIER	49 BILLINGS AVE.	SYDNEY	8/30/2021	2689	4/30/2020
VANESSA	CARRIER	49 BILLINGS AVE.	LUKE	9/10/2022	2688	4/30/2020
A. L.	CARUSO	109 WINCHESTER ST. #4	SAILOR	7/15/2021	1422 - SERVICE DOG	4/30/2020
CHAD	CARVER	61 GREENBRIAR RD.	ISABELLA	5/4/2023	2606	4/30/2020
SANDY	CASTINE	31 PARK ST.	NAKITA	7/23/2020	2667	4/30/2020
DANA	CASTLE	10 LUCINDA TERR.	KENNEL	0	NONE	4/30/2020
DANA	CASTLE	10 LUCINDA TERR.	DIEGO	9/24/2020	1989 KENNEL	4/30/2020

2020 DOG WARRANT LIST

DANA	CASTLE	10 LUCINDA TERR.	BUDDY	7/10/2021	1989 KENNEL	4/30/2020
DANA	CASTLE	10 LUCINDA TERR.	BOO	9/18/2022	1989 KENNEL	4/30/2020
DANA	CASTLE	10 LUCINDA TERR.	JAZZ	10/16/2022	1989 KENNEL	4/30/2020
DANA	CASTLE	10 LUCINDA TERR.	ANGEL	2/25/2023	1989 KENNEL	4/30/2020
JESSICA-LEE	CASTOR	73 COTTAGE ST.	NEVEAH	5/8/2022	1947	4/30/2020
CRAIG	CHAFFEE	121 PAKO AVE.	BELLA	4/17/2022	2569	4/30/2020
ROBERT	CHAMBERLAIN	122 MARLBORO ST.	JACK DANIEL	1/28/2021	1041	4/30/2020
RACHAEL	CHAMPAIGNE-BRYNN	43 HARDY CT.	ULLE	4/28/2023	2135	4/30/2020
SHELLY	CHANDLER	104 CASTLE ST. #1	GALATTA	1/31/2022	2603	4/30/2020
WENDY	CHAPMAN	24 FOX CIRCLE	ZOEY BOULANGER	4/14/2022	1471	4/30/2020
MARISA	CLACE	37 ALLEN CT.	CHARLIE	4/16/2021	569	4/30/2020
PATRICIA	CLARK	59 DICKINSON RD.	MARLEY	5/8/2021	1604	4/30/2020
JEANNINE	CLEMMONS	94 SULLIVAN ST.	JERSEY	9/26/2021	647	4/30/2020
DAFNA	COHEN	127 CASTLE ST. #2	SUMMER	5/15/2021	850	4/30/2020
JESSICA	COLBY	32 EAST DIANE DR.	WILLOW	4/15/2021	1443	4/30/2020
DEBORAH	COLLINS	8 ARMORY ST.	DAISY	11/6/2022	2297	4/30/2020
SHAWN	COLLINS	10 OLIVE ROAD	CJ	9/18/2022	2762	4/30/2020
KATHY	COLLINSWORTH	174 CHAPMAN RD.	CHANCE	3/9/2022	944	4/30/2020
DAVID	CONANT	21 BROWN ST.	DIGGA	7/1/2022	2399	4/30/2020
BRIAN	COOK	60 SESAME ST.	OTIS	5/30/2021	2191	4/30/2020
BRIAN	COOK	60 SESAME ST.	MOLLY	5/30/2022	2192	4/30/2020
ELIZABETH	COOK	24 WETMORE ST.	MILLER	8/24/2021	1558	4/30/2020
LISA	COOK	27 IVY DRIVE #230	GRACIE	3/24/2021	2401	4/30/2020
MAX	COOMBS	124 CROSS ST.	ALLY	9/10/2021	2770	4/30/2020
GALINA	CORNELIUS	86 GEORGE ST.	AXEL ROSE	5/30/2022	2620	4/30/2020
SANDI	CORRIERI	38 GILSUM ST.	HENRY	6/19/2022	1797	4/30/2020
ASHLEY	CORROW	42 RICHARDSON CT	PEANUT	8/13/2020	677	4/30/2020
HEATHER	CORT	3 AVALON PLACE APT. 2	JAXSON	11/26/2022	1018	4/30/2020
ASHLEY	COSSETTE	121 PAKO AVE.	SPARTACUS	5/22/2022	2465	4/30/2020
KATHRYN	COTTER	14 PHIL LN.	COOPER	9/12/2021	1794	4/30/2020
VICTORIA	COTTON-CROWLY	45 SCHOOL ST.	LEOPOLD	8/3/2021	458	4/30/2020
LISA	CRESTA	6 WOODBURN ST.	GUNNAR	2/20/2022	540	4/30/2020
LISA	CRESTA	6 WOODBURN ST.	ROMAN	3/20/2022	539	4/30/2020
BETSY	CRIST	545 HURRICANE RD.	ABBY	7/9/2022	592	4/30/2020
DANIEL	CROSBY	27 BROOK ST.	MOLLY	4/18/2022	1289	4/30/2020

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JOSE	CRUZ	262 BASE HILL RD.	DIVO	6/26/2022	2352	4/30/2020
KATHERINE	CUSHING	28 A UNION ST	BODE	11/1/2020	2785	4/30/2020
STACEY	CUTTER	239 ROXBURY ST. APT 2	LUCY	6/28/2022	179	4/30/2020
HEATHER	CYR	15 CITIZENS WAY APT. 7	RANGER	4/17/2023	107	4/30/2020
MEG	CYR	315 OLD WALPOLE RD.	ZORRO	3/9/2022	1436	4/30/2020
CATHERINE	DAILEY	45 SESAME ST.	GUNNER	8/26/2022	2654	4/30/2020
KATHRYN	DALE	38 WARD CIR.	JASMINE	7/12/2020	721	4/30/2020
EARL	DALKAS	54 BUTTERNUT DR.	BERT	10/3/2021	953	4/30/2020
ALYSON	DANIELS	51 SPARROW ST	DAISY	2/3/2022	110	4/30/2020
CHRISTINA	DANIELS	77 SPRING STREET #3	JENNA	8/27/2021	1769	4/30/2020
JILL	DANIELS	19 AUTUMN HILL	MISHA	7/19/2021	761	4/30/2020
FRANCES	DAVIS	64 ORIOLE AVE.	SIBEL	3/22/2021	1143	4/30/2020
GERRY	DAY	22 LEVERETT ST.	KATIE	9/12/2022	441	4/30/2020
SHARON	DEAN	86 WOODBURN ST.	SKYE	7/25/2020	2607	4/30/2020
DONNA	DEARTH	211 WEST SURRY RD.	TILLY	5/7/2021	2002	4/30/2020
KIMBERLY	DEGROSKY	12 MAY AVE.	DAPHNE	10/3/2022	60	4/30/2020
PRIYA	DEKA	114 JORDAN RD.	MOOSE	2/11/2022	1967	4/30/2020
JACOB	DENNING	22 BELLEVUE ST.	KALI	11/24/2020	139	4/30/2020
GINGER & ROY	DERBY	75 ORIOLE AVE.	DUFFY	3/27/2022	641	4/30/2020
NANCY	DEROSA	563 WASHINGTON ST.	ARCHIE	3/12/2021	828	4/30/2020
NANCY	DEROSA	563 WASHINGTON ST.	DEE DEE	3/30/2022	830	4/30/2020
ROBIN	DESIO	27 Ivy Drive	RED	3/14/2021	2365	4/30/2020
JENNIFER	DIAMOND	15 AUTUMN HILL RD	SHINJI	12/20/2020	2330	4/30/2020
PAT	DICEY	220 OLD WALPOLE RD.	KATIE	5/1/2021	570	4/30/2020
MEGAN	DICKINSON	657 MARLBORO STREET APT 1	FRODO	5/22/2022	2136	4/30/2020
JACK	DONEGAN	34 FAIRVIEW ST.	HENRY	4/22/2021	938	4/30/2020
JACK	DONEGAN	34 FAIRVIEW ST.	ASTA	3/31/2022	937	4/30/2020
KEVIN	DOUAI	22 ELLIS CT.	MAYA	7/29/2021	1680	4/30/2020
CARA	DOWN	187 PARK AVE	MYA	7/21/2020	2534	4/30/2020
CARA	DOWN	187 PARK AVE	JASPER	7/21/2020	2535	4/30/2020
JOHN	DRAKE	20 ROBBINS RD.	DASH	5/8/2023	436	4/30/2020
JOHN	DRAKE	20 ROBBINS RD.	CLOVER	5/8/2023	437	4/30/2020
MIKE	DREW	52 PEARL ST. FRONT APT.	IKE	12/30/2021	2650	4/30/2020
CAROL	DRISCOLL	18 EASTERN AVE.	SAM	3/12/2022	1203	4/30/2020
HOWARD	DROUIN	201 ROXBURY STREET APT 3	ROXY	10/11/2022	2216	4/30/2020

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BOB	DRUMM	133 SCHOOL ST	HUNTLEY	6/10/2022	2560	4/30/2020
CAITLIN	DUBOIS	55 DARLING RD.	LUCY	10/1/2020	1049	4/30/2020
HEATHER	DUFAULT	600 COURT ST.	NELLY	7/24/2021	71	4/30/2020
HEATHER	DUFAULT	600 COURT ST.	BUDDY	7/21/2022	72	4/30/2020
CHARLIE	DUNHAM	73 NORTH ST.	MILO	3/30/2021	1649	4/30/2020
ETHAN	DUNHAM	73 NORTH ST	PAISLEY	9/14/2022	2694	4/30/2020
BARB	DURHAM-GOODWIN	429 ELM ST.	LIL MAN	3/2/2023	1110	4/30/2020
AMANDA	DUSEVIC	816I COURT STREET	JAKE	2/22/2022	1973	4/30/2020
TAMMY	DWYER	16 MEETINGHOUSE RD.	SCOUT	8/28/2020	2421	4/30/2020
TAMMY	DWYER	16 MEETINGHOUSE RD.	MAX	3/12/2022	2422	4/30/2020
LIBERTY	EBRIGHT	312 JORDAN RD.	OLIVE	2/7/2022	1759	4/30/2020
STAN	EDMUNDS	16 EDWARDS ST.	MOLLIE	5/9/2021	1658	4/30/2020
DOROTHY	EDSON	15 LUCINDA TERRACE	OLIVER	3/4/2022	1692	4/30/2020
DOROTHY	EDSON	15 LUCINDA TERRACE	LUCY	8/15/2022	1693	4/30/2020
CARL	ELLSWORTH	19 EDGEWOOD AVE.	GRACIE	6/20/2021	1245	4/30/2020
EMILY	EMMERICK	21 ROXBURY PLAZA., APT 3	GEMMA	2/27/2021	853	4/30/2020
CRYSTAL	EMOND	7 SULLIVAN RD.	MASON	9/30/2022	1251	4/30/2020
ROBERT	FARNSWORTH	80 GEORGE ST.	WICKETT	7/11/2020	2076	4/30/2020
ROBERT	FARNSWORTH	80 GEORGE ST.	CHEWBACCA	9/24/2021	2077	4/30/2020
CHRIS	FARRIS	252 WEST SURRY RD.	BRADY	2/18/2021	2432	4/30/2020
ALEXANDRIA	FAULKNER	20 CONGRESS ST.	BRIMLEY	4/11/2022	2652	4/30/2020
JACKIE	FAVORITE	22 HOWARD CT.	BEASLEY	7/5/2022	2085	4/30/2020
LINDA	FELDER	259 COURT ST.	ZIVA	5/11/2023	1080	4/30/2020
RANDY	FILIAULT	40B STONEHOUSE LN.	BLISS	8/27/2022	1597	4/30/2020
NINA	FISH	139 CARROLL STREET	HONEY	7/2/2022	2685	4/30/2020
SARAH	FITZGERALD	30 ROXBURY CT., APT A	ANNIE	9/27/2021	2466	4/30/2020
SARAH	FITZGERALD	30 ROXBURY CT., APT A	BEAR	1/14/2023	2467	4/30/2020
AMY	FITZPATRICK	103 PINEHURST AVE.	BIG PAPI	2/27/2021	157	4/30/2020
MOLLY	FLETCHER	273 WASHINGTON ST.	LUCY	10/14/2021	2351	4/30/2020
KELLY	FLEUETTE	9 SCHUYLER WAY	TANNER	6/10/2022	867	4/30/2020
KATE	FLEURY	45 BEECH ST. APT. 1	HARPER	10/1/2022	652	4/30/2020
KATE	FLEURY	45 BEECH ST. APT. 1	JACK	4/17/2023	653	4/30/2020
CHRISTINE	FORCIER	15 CITIZENS WAY APT 1	COCO	10/22/2020	1726	4/30/2020
CHRISTINE	FORCIER	15 CITIZENS WAY APT 1	CHALUPA	12/5/2020	1725	4/30/2020
STEPHEN	FORCIER	15 CRESTVIEW ST.	BELLA	3/21/2022	793	4/30/2020

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ANNALA	FORTUNATO	488 MARLBORO ST.	OPIE	6/2/2023	1705	4/30/2020
RANDY	FOSTER	710 MAIN ST. #11	SADIE	10/26/2021	2134	4/30/2020
DAVE	FOWLER	27 IVY DRIVE 218	SEVEN	5/7/2021	2333	4/30/2020
JAIME	FRANCIS	1 SHADY LN.	LUCY	7/29/2021	1735	4/30/2020
CINDY	FRANKLIN	238 BASE HILL RD. #B17	BIX	12/30/2022	806	4/30/2020
SHELLEY	FRAZIER	43 AMERICAN AVENUE	AUBRY	11/15/2022	2771	4/30/2020
KAREN	FREDRICKSON	32 BUTTERNUT DR.	BELLA	4/19/2021	505	4/30/2020
HANNAH	FRENCH	60 BILLINGS AVE.	BAUER	4/3/2022	1951	4/30/2020
JASON	FROST	61 HILLTOP DR.	MOLLY	5/23/2021	2490	4/30/2020
COURTNEY	FUGERE	10 ORCHARD STREET	GRACIE	4/15/2021	1545	4/30/2020
ANN	GAGNE	69 DOVER ST.	MAX	7/17/2021	323	4/30/2020
BERNIE	GAGNE	69 DOVER ST.	GEMMA	7/17/2021	2227	4/30/2020
LYNN	GALANES	129 GREENWOOD AVE.	CHANCE	7/22/2022	2052	4/30/2020
SHELLY	GALLAGHER	194 WYMAN ROAD	SIR OLIVER	8/1/2020	2699	4/30/2020
SHELLY	GALLAGHER	194 WYMAN ROAD	MISS MYRTLE MAY	8/4/2022	2700	4/30/2020
LYNNE	GALLUP	172 ELM ST.	CORT	7/29/2021	1670	4/30/2020
CELINE	GANDOLFO	103 RIDGEWOOD AVE.	RUDY	2/5/2022	2131	4/30/2020
CELINE	GANDOLFO	103 RIDGEWOOD AVE.	SHANGO	2/18/2022	2130	4/30/2020
KAREN	GARDNER	54 KENNEDY DR.	COLEMAN	8/1/2022	1966	4/30/2020
JOYA	GARGANO	203 COURT ST.	STELLA	4/29/2022	2263	4/30/2020
DEBBIE	GARLAND	67 HOWARD ST.	TUCKER	5/19/2022	2446	4/30/2020
JIM	GASKELL	63 GEORGE ST.	CLEO	3/7/2022	2754	4/30/2020
JIM	GASKELL	63 GEORGE ST.	COOPER	3/7/2022	2753	4/30/2020
MICHELE	GATES	129 BASE HILL RD.	CAMERON	3/29/2022	2435	4/30/2020
BARBARA	GAVIN	3 STEARNS RD.	ZOEY	4/20/2023	1428	4/30/2020
BARBARA	GAVIN	3 STEARNS RD.	SALLY	4/20/2023	1429	4/30/2020
KATHY	GAVIN	46 WOODBURY ST.	CARLY	3/28/2023	102	4/30/2020
MICHAEL	GERAGHTY	55 KENDALL RD.	GRACIE	5/18/2023	1779	4/30/2020
JIM	GIGLIO	43 GRAVES RD.	MAGGIE	11/20/2020	979	4/30/2020
LISA	GILLUM	10 SPEAKER ST.	GRIFFIN	3/15/2021	1970	4/30/2020
MARY	GILSON	86 KENNEDY DRIVE	ZOEY	9/10/2020	1340	4/30/2020
MARY	GILSON	86 KENNEDY DRIVE	MAX	4/21/2023	1339	4/30/2020
CAROLYN	GIRROIR	20 LEAHY RD.	SCARLET	4/27/2023	815	4/30/2020
LORI	GOLDRING	82 SPARROW ST.	MR. FLAIR	4/12/2022	1335	4/30/2020
DAVID	GOODCHILD	77 NORTH ST.	JOLIE	5/16/2021	190	4/30/2020

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DAVID	GOODCHILD	77 NORTH ST.	BRUNO	6/24/2021	127	4/30/2020
SUSAN	GOODCHILD	77 NORTH ST.	LEXI	6/11/2021	1903	4/30/2020
BONNIE	GOODWIN	29 GROVE STREET	LU	3/27/2022	2555	4/30/2020
TRACY	GOODWIN	36 MATTHEWS RD.	GRACIE	2/24/2023	740	4/30/2020
MICHAEL	GORDON	58 ARLINGTON AVE.	OREO	3/8/2021	1544	4/30/2020
KIMBERELY	GOSELIN	642 MARLBORO ST. #1	ALEC	8/11/2022	2627	4/30/2020
ERIC	GOTT	115 BASE HILL RD.	CHLOE	4/24/2023	1001	4/30/2020
BURT	GOWEN	23 STANTON CT.	SCOOTER	6/18/2021	65	4/30/2020
CHRISTINE	GRANT	39 N. LINCOLN ST.	BUDDY	9/18/2022	2471	4/30/2020
BERNARD	GRAY	66 RULE ST.	OTIS	8/21/2022	2646	4/30/2020
LEIGH	GRAY	9 RIDGEWOOD AVE.	CARLI	10/15/2022	2538	4/30/2020
MEGAN	GRAY	528 ELM ST.	LUNA	11/4/2022	1423	4/30/2020
ANDREA	GREENE	20 KENNEDY DR.	DELILAH	4/11/2022	1595	4/30/2020
STEPHANIE	GREENE	489 COURT ST.	HERCULES	5/14/2023	2461	4/30/2020
ELIZABETH	GREENWOOD	20 GREENBRIAR RD.	MAZIE	1/26/2021	1433	4/30/2020
SHARYN	GRIFFITHS	626 MARLBORO ST.	SNOOPY	9/10/2022	1153	4/30/2020
LEANNE	GROUT	36 NELSON ST.	PEPITO	6/29/2021	2219	4/30/2020
LEANNE	GROUT	36 NELSON ST.	GIZMO	6/29/2021	2217	4/30/2020
ALAINA	GROVER	22 WETMORE STREET	SADEE	8/15/2022	2692	4/30/2020
ANNE	GUERRIERO	9 KINGS LANE	STELLA	8/26/2022	2390	4/30/2020
KAREN	HAAS	68 HOWARD ST	STANLEY	3/28/2021	1207	4/30/2020
KAREN	HAAS	68 HOWARD ST	DAISY	3/13/2023	1206	4/30/2020
JEFF	HALFORD	74 CONCORD RD.	HAMBONE	2/15/2021	2198	4/30/2020
JEFF	HALFORD	74 CONCORD RD.	RIBBIT	1/2/2023	2199	4/30/2020
JEFF	HALFORD	74 CONCORD RD.	WALTER	2/20/2023	2197	4/30/2020
LEANNE	HALL	262 SKYLINE DR.	OLIVER	12/7/2020	1127	4/30/2020
LEANNE	HALL	262 SKYLINE DR.	RICHARD	2/26/2022	1126	4/30/2020
MICHAEL	HAMILTON	538 WINCHESTER ST.	DIXIE	5/10/2022	2207	4/30/2020
MICHAEL	HAMILTON	538 WINCHESTER ST.	BRADY	5/10/2022	2208	4/30/2020
STANLEY	HAMILTON	129 ELM ST. #1	HOLLY	5/7/2023	1045	4/30/2020
JOHN	HANSEL	233 HURRICANE RD.	MACK	12/10/2022	1177	4/30/2020
INGA	HANSEN	499 COURT STREET	BOOMER	3/14/2022	1960	4/30/2020
GREGORY	HARPER	24 SESAME ST.	NANOOK	8/17/2020	746	4/30/2020
GUY	HARRINGTON	97 KENDALL RD.	NELLIE	5/14/2022	2362	4/30/2020
GLENNA	HART-MERCURE	188 WYMAN RD.	TOBEY	3/15/2021	166	4/30/2020

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MEGAN	HARVEY	146 GEORGE ST.	LUNA	11/14/2020	669	4/30/2020
MARY	HASTINGS	80 PINEHURST AVE	GRACIE	6/28/2022	366	4/30/2020
MARY	HASTINGS	80 PINEHURST AVE	PABLO	1/3/2023	367	4/30/2020
ANN	HAVEY	130 ARCH ST.	TRUFFLES	3/26/2021	2502	4/30/2020
STEPHEN	HEALY	62 QUEENS ROAD	WALKER	7/18/2020	2641	4/30/2020
ANN	HENDERSON	16 GRANT ST.	CHOTU	9/19/2022	2295	4/30/2020
SHAWNA	HENDRY	20 SULLIVAN CENTER ROAD	CC	12/18/2022	178	4/30/2020
MARTY	HENNUM	67 BLACKBERRY LN.	COWBOY	10/3/2021	810	4/30/2020
ALISON	HENRY	107 WILBER ST.	PRADA	7/6/2020	1656	4/30/2020
MARK	HERTZLER	58 PAGE ST.	ZEKE	7/9/2021	1579	4/30/2020
LESLEY	HILDREY	19 KINGS LN.	HARRY	8/9/2020	2512	4/30/2020
LESLEY	HILDREY	19 KINGS LN.	ZOE	5/6/2022	2511	4/30/2020
LESLEY	HILDREY	19 KINGS LN.	JONAH	5/6/2022	2510	4/30/2020
BETTY	HINCKLEY	6 NUT HATCH LN.	OLLIE	1/31/2022	1842	4/30/2020
MARK	HINRICHS	77 PAKO AVE.	BRADY	1/10/2021	1174	4/30/2020
MARK	HINRICHS	77 PAKO AVE.	CINNAMON	5/1/2022	1173	4/30/2020
LINDA	HOBITZ	2 MOUNTAIN VIEW CT.	BRUIN	10/21/2021	61	4/30/2020
SUSAN	HOFFMANN	4 ARCH ST.	GRACE	1/31/2023	270	4/30/2020
JEFFREY	HOKANSON	63 BAKER ST.	LUGNUT	1/4/2021	1810	4/30/2020
REBECCA	HOKANSON	63 BAKER ST.	BERKLEY	5/15/2023	1809	4/30/2020
EMILY JANE	HOOD	238 BASE HILL RD. UNIT 75	LETO	8/29/2022	2662	4/30/2020
DAWN	HOPE	631 MAIN ST.	GRACIE	11/20/2021	997	4/30/2020
DAWN	HOPE	631 MAIN ST.	Rebel	8/25/2022	998	4/30/2020
SHEA	HOPKINS	245 PAKO AVE.	SADIE	2/27/2021	1303	4/30/2020
HANNAH	HORNBECK	60 PARK AVE.	WINSTON	3/1/2021	2619	4/30/2020
BRIAN	HOUGHTON	16 FAIRFIELD CT.	REMI	5/27/2023	1354	4/30/2020
PROSPECT	HOUSE	26 WATER STREET	GRACIE	8/13/2020	2712	4/30/2020
JUANITA	HUBBARD	84 SULLIVAN ST.	HANNAH	9/5/2020	1434	4/30/2020
EMILY	HUDGIK	124 OLD WALPOLE RD.	HERSEY	5/22/2023	1452	4/30/2020
BARBARA-ELLEN	HUGHES	63 EMERALD ST. #386	EMBER	5/31/2021	2344	4/30/2020
THOMAS	HUGHES	95 VALLEY ST.	DENALI	3/9/2023	2395	4/30/2020
DARREN	HUMPHREY	651 PARK AVENUE APT 66	CIROC	6/13/2022	2680	4/30/2020
KATHY	HUSTON	29 BLOSSOM ST.	OAKLEY	3/24/2021	419	4/30/2020
KRISTIN	IOANNOU	82 DOVER ST.	MAGGIE	12/26/2021	2148	4/30/2020
RACHEL	IRELAND	37 WOODBURN ST.	AIKO	11/7/2020	2773	4/30/2020

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ELIZABETH	JARVELA	21 BIRCH ST	HENRY	2/6/2021	1234	4/30/2020
KATE	JENNINGS	27 IVY DRIVE #217	LUCY	4/11/2021	1518	4/30/2020
CARRIE	JOHNSON	2 PHOEBE CT	BANDIT	5/11/2021	1646	4/30/2020
CRAIG	JOHNSON	23 PLEASANT ST.	BAXTER	6/6/2021	135	4/30/2020
MARK	JOHNSON	72C MECHANIC ST.	GRONK	7/2/2020	2690	4/30/2020
PEGGYRAE	JOHNSON	10 FAIRVIEW ST.	ZELLIE	5/17/2021	1801	4/30/2020
SHARON	JOHNSON	48 PARK AVE.	ANGEL	2/27/2022	965	4/30/2020
OLIVIA	JONES	47 MECHANIC ST. APT. 2	LUCKY	1/5/2021	2766	4/30/2020
ANITA	JULCA	330 HURRICANE RD	HAMIA	3/10/2022	2081	4/30/2020
AUDREY	KAMBOL	130 MARTELL CT., APT. 4	SOPHIE	10/16/2021	1384	4/30/2020
KIM	KEATING	35 ANDOVER ST.	WEASLEY	5/29/2021	463	4/30/2020
KIM	KEATING	35 ANDOVER ST.	GINNY	6/23/2022	464	4/30/2020
BRAD	KEAY	58 SULLIVAN CENTER ROAD	HENRY	3/31/2022	732	4/30/2020
SARAH	KEITH	0 JAX		5/24/2022	2592	4/30/2020
JUDITH	KENNEDY	9 MEETINGHOUSE RD.	MOLLY	3/15/2021	479	4/30/2020
BRENDA	KENNEY	29 BLUE JAY CT.	MINNIE	5/17/2021	1898	4/30/2020
RANDY	KERNOZICKY	39 BROOK ST. #1	SANDY	9/2/2022	253	4/30/2020
BETHANY	KING	38 BLUE JAY CT.	KALVIN	4/25/2021	2495	4/30/2020
SHANA	KIRSCHNER	214 WASHINGTON STREET	SAOIRSE	9/16/2020	2786	4/30/2020
LOIS	KITZ	34 BARKER ST.	NICA	3/1/2021	1611	4/30/2020
CAROLYN	KLEG	792 COURT ST. B	SAM	7/19/2022	2558	4/30/2020
WALTER	KOIVUNEN	460 PARK AVE.	KALIE	9/4/2020	2126	4/30/2020
MARKUS	KONIG	18 WETMORE ST.	MATILDA	7/31/2020	2576	4/30/2020
MARKUS	KONIG	18 WETMORE ST.	BELLA	7/31/2020	2575	4/30/2020
KAREN	KOTASEK	19 MEETINGHOUSE RD	ANGUS	11/4/2021	811	4/30/2020
ANGELA	KRUSE	529 WASHINGTON ST.	DAISY	11/21/2022	1147	4/30/2020
JOHANNA	KUNZE	126 ARCH ST.	DOLLY	4/26/2022	1972	4/30/2020
AUDREY	KUTLER	38 NEWMAN ST.	ROXIE	9/17/2022	2590	4/30/2020
MELANIE	LABRIE	283 PEARL ST.	TUCKER	7/20/2020	1987	4/30/2020
MELANIE	LABRIE	283 PEARL ST.	TRINA	3/24/2021	1988	4/30/2020
CAMERON	LACHANCE	5 WARD CIRCLE	TANK	10/20/2022	2233	4/30/2020
JANINE	LACLAIR	46 STARLING ST.	PEACHES	7/21/2020	2430	4/30/2020
MARY	LACOILLE	12 CHARLES ST.	ROMEO	1/24/2021	547	4/30/2020
RUTH	LACOILLE	55 ORIOLE AVE.	RASCAL	4/1/2023	78	4/30/2020
DAN	LACROIX	710 HURRICANE RD.	MILLIE	4/6/2023	2719	4/30/2020

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RAY	LAGASSE	805 ROXBURY RD.	MOLLY	4/2/2022	2514	4/30/2020
RAY	LAGASSE	805 ROXBURY RD.	CHARLIE	4/2/2022	2513	4/30/2020
DAVID	LAKE	50 PEARL ST.	BRADY	6/7/2021	2013	4/30/2020
JAMES	LAMOUREUX	48 WAKEFIELD ST.	MIA	8/23/2022	1662	4/30/2020
ELAINE	LANDRY	61 QUEENS RD.	MOOKIE	1/30/2023	2069	4/30/2020
RICHARD	LAVINE	120 BEAVER ST.	TRIBBLES	4/24/2021	813	4/30/2020
BRENDA	LAWRENCE	73 BUTTERNUT DR.	BRUISER	12/8/2022	123	4/30/2020
DANA	LAWRENCE	165 KENNEDY DR.	MOLLY	5/22/2021	1722	4/30/2020
GLENN	LAWRENCE	81 DOVER ST.	CASEY	7/2/2020	2226	4/30/2020
MCKENZIE	LEACH	281 CHAPMAN ROAD	TOBIAS	8/7/2020	2730	4/30/2020
RENEE	LEGAULT	810 COURT ST #J	SYDNEY	7/20/2020	809	4/30/2020
KYLAH	LENT	76 VALLEY ST.	BRUSCHI	7/19/2022	2647	4/30/2020
ZACK	LEROY	30 HANOVER ST	COCO	8/13/2020	2722	4/30/2020
RONALD	LESLIE	26 TROWBRIDGE RD.	JAGER	11/12/2021	1800	4/30/2020
RONALD	LESLIE	26 TROWBRIDGE RD.	LOTTIE	10/31/2022	1799	4/30/2020
JONATHAN	LESSER	20 CONGRESS ST.	BAYA	8/6/2020	2651	4/30/2020
LINDSAY & NATHAN	LEVESQUE	29 BEAVER ST. #2	BALLY	9/24/2021	199	4/30/2020
FREDERICK	LIGHTFOOT	46 SESAME ST.	HEIDI	6/20/2021	1999	4/30/2020
CRAIG	LINDSAY	15 EVERGREEN AVE.	MAGGIE	6/6/2022	456	4/30/2020
NICK	LLOYD	88 SPARROW ST.	ADA	11/11/2020	2764	4/30/2020
NICK	LLOYD	88 SPARROW ST.	MARLEY	11/10/2022	733	4/30/2020
MARGARET	LOCHER	555 1/2 WINCHESTER ST.	RASCAL	10/30/2021	1885	4/30/2020
JAKE	LOUGEE	22 MARGUERITE ST.	PENELOPE	3/9/2021	1378	4/30/2020
JOANNE	LUCAS	19 OLIVO RD.	TOBY	5/1/2021	2588	4/30/2020
ALICIA	LUCE	50 RULE ST.	LOLA	4/9/2022	973	4/30/2020
SHAWN	LUND	11 HURRICANE RD.	MALTA	1/29/2021	2247	4/30/2020
TIFFANY	LUSCO	103 BEAVER ST. #2	DAKOTA	3/4/2021	794	4/30/2020
KEVIN	LYDON	93 ASHUELOT ST.	GRYFFIE	11/14/2021	1432	4/30/2020
RILEY	LYNCH	88 RIVER STREET	BRUTUS	7/9/2020	2589	4/30/2020
LAURA	MACK	21 PINE AVE.	WINNIE	6/2/2023	340	4/30/2020
RONALD	MACKINNON	29 SCHULT ST.	SCOUT	4/12/2021	2594	4/30/2020
RONALD	MACKINNON	29 SCHULT ST.	KATIE ANN	8/1/2022	2593	4/30/2020
MICHELLE	MAGUIRE	50 SUMMITT RD., APT #5	DELLA	7/10/2022	2527	4/30/2020
HARLEY	MAGUIRE III	48 ELM ST.	GIZMO	1/31/2021	1330	4/30/2020
RAYMOND	MAHONEY	153 LIBERTY LN.	LUCY	12/5/2022	1183	4/30/2020

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KIM	MALESKI	82 KELLEHER ST.	BANDIT	1/30/2023	2350	4/30/2020
EDWARD	MALONEY	26 ORIOLE AVE.	JASMINE	10/4/2020	2639	4/30/2020
LEE ANN	MANN	180 HURRICANE RD.	MARGO	8/20/2020	1371	4/30/2020
SHARON	MANOS	27 KINGSBURY ST., A	GRACE	4/23/2022	2474	4/30/2020
JANIS	MARCHANT	25 IVY DR. #2	SASHA	4/23/2021	1934`	4/30/2020
JAMES	MARGRAF	60 BLACKBERRY LN.	WRIGLEY	2/18/2023	168	4/30/2020
PHYLLIS	MARINOFF	30 FAIRVIEW ST.	COOPER	8/3/2020	189	4/30/2020
DENNIS	MARR	24 WOODRIDGE RD.	MOOKIE	2/18/2021	278	4/30/2020
IDA	MARRONE	381 ROXBURY ST.	TITO	3/29/2021	506	4/30/2020
CHRIS	MARSEILLES	37 CHURCH ST. #7	HOBBS	10/25/2020	2019	4/30/2020
JUNE	MARTIN	76 TIMBERLANE DR.	OTIS	10/3/2021	1266	4/30/2020
MARIE	MARTY	146 PEG SHOP RD.	LEONARDO	11/5/2022	576	4/30/2020
SCOTT	MASLANSKY	37 ROYAL AVE.	JOEY	7/14/2020	342	4/30/2020
MARIE	MASON	96 ARCH ST.	BEN	3/26/2022	1353	4/30/2020
JOANNA	MASSUCCO	11 BUTTERNUT DRIVE	MOOSE	5/28/2022	2706	4/30/2020
SUE	MAYDWELL	344 COURT ST.	KALIKA	7/25/2020	964	4/30/2020
DAN	MCDONNELL	814 COURT ST. A	KENZIE	7/30/2021	1456	4/30/2020
DENNIS	MCGRATH	224 GILSUM ST.	DANDELION	1/19/2023	2035	4/30/2020
ERIN	MCGRAVEY	7 MYSTIC PL.	WILLOW	8/4/2020	1900	4/30/2020
SANDY	MCGUIRK	27 ICELAND CIR.	LAYLA	8/10/2020	2480	4/30/2020
SANDY	MCGUIRK	27 ICELAND CIR.	BENNY	2/17/2023	2117	4/30/2020
SHELBY	MCKANE	141 PAKO AVE.	SADIE	9/13/2020	2385	4/30/2020
SHELBY	MCKANE	141 PAKO AVE.	TIG	2/5/2022	2384	4/30/2020
GARY	MCRAE	14 BALSAM STREET	BLU	10/31/2020	2775	4/30/2020
NANCY	MICHALOV	389 OLD WALPOLE RD.	IVAN	10/21/2022	84	4/30/2020
TOM & LISA	MIGNEAULT	5 STEARNS RD.	MARDI	5/9/2022	2360	4/30/2020
MARGARET	MILANO	86 FRANKLIN ST	ATILLA	2/24/2022	1884	4/30/2020
MIRANDA	MILLEDGE	51 FORREST ST APT 1	SADIE	4/28/2023	2681	4/30/2020
BONNIE	MILLER	42 PARK AVE.	LOUIE LOUIE	2/20/2022	1823	4/30/2020
REBECCA	MILLER	1 TANNER RD.	WINNIE	12/29/2022	2392	4/30/2020
REBECCA & NORMAN	MILLER	1 TANNER RD.	COOPER	12/29/2022	2393	4/30/2020
JEANNINE	MILLS	29 SWEENEY RD.	POPPY	8/7/2022	2061	4/30/2020
LISA	MINAHAN	9 WESTVIEW AVE.	LUNA	9/23/2022	2533	4/30/2020
TONYA	MINER	5 CENTRAL SQUARE APT. 516	GEORGIE	6/30/2022	2371	4/30/2020
JUDY	MINKLER	11 PHOEBE CT.	SAMMY	1/20/2022	1837	4/30/2020

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KATHIE	MITCHELL	55 KNIGHT ST.	MISSY	2/2/2023	1770	4/30/2020
KIM	MITCHELL	129 EASTERN AVE.	BAXTER	3/30/2022	1199	4/30/2020
KIM	MITCHELL	129 EASTERN AVE.	LAYLA	3/30/2022	1200	4/30/2020
KIM	MITCHELL	129 EASTERN AVE.	LILA	3/30/2022	1201	4/30/2020
RENAE	MITCHELL	238 BASE HILL RD.	REMY	7/27/2021	1220	4/30/2020
ZANDER	MITCHELL	3 STEVEN ST.	BENTLEY	3/25/2021	2503	4/30/2020
SHANNON	MOODY	12 EVERGREEN AVE	REBEL	6/13/2021	2631	4/30/2020
GERALDINE	MOORE	376 CHESTERFIELD RD.	ELLA	9/12/2022	467	4/30/2020
MACKENZIE	MOORE	10 EVANS CIRCLE	MOLLY	6/3/2022	1435	4/30/2020
TRISHA	MOORE	19 SPRUCE ST.	REMI	2/22/2022	2228	4/30/2020
TRISHA	MOORE	19 SPRUCE ST.	RUGER	2/22/2022	2229	4/30/2020
CINDY	MORELLI	155 ARMORY STREET	COOPER	5/14/2022	2325	4/30/2020
SUZANNE & JOSEPH	MORIN	60 SKYLINE DR.	WILLOW	9/18/2020	330	4/30/2020
CATHY	MULLINS	17 SWEENEY RD.	THOR	9/6/2021	1447	4/30/2020
PHIL	MUNDAHL	42 SOUTH ST.	SIDNEY	1/16/2022	1132	4/30/2020
PATRICIA	MURPHY	95 WYMAN RD APT 1302	SHANNON	7/5/2020	2506	4/30/2020
STEVE	MYRE	6 GREENWOOD AVE.	COCO	12/15/2022	210	4/30/2020
STEVE	MYRE	6 GREENWOOD AVE.	ZEUS	3/9/2023	1285	4/30/2020
JOSHUA	NADEAU	3 KENWORTH AVE	MAX	2/10/2022	2372	4/30/2020
GERRI	NAZER	625 WEST ST.	SADIE	2/19/2021	1733	4/30/2020
ADDISON	NEVA	41 MCKINLEY ST.	OBI	4/29/2021	114	4/30/2020
ANN	NEWMAN	9 PHOEBE CT.	OLIVER	4/16/2022	1145	4/30/2020
ANN	NEWMAN	9 PHOEBE CT.	SKEETER	4/16/2022	1144	4/30/2020
NANCY	NEWTON	14 PINE AVE.	ANNIE	2/15/2021	2105	4/30/2020
NANCY	NEWTON	14 PINE AVE.	RASCAL	3/30/2022	2104	4/30/2020
JESSICA	NICHOLS	9 SHADY LN.	KALI	3/28/2021	1826	4/30/2020
TERRI	NOWAK	88 BUTTERNUT DR.	BABE	10/26/2020	356	4/30/2020
JULIE	OAKES	43 NEWMAN ST.	HORATIO	2/22/2021	2676	4/30/2020
COLLEEN	O'BRIEN	238 BASE HILL RD. #41	BO	2/17/2022	1985	4/30/2020
ELLEN	O'DANIELL	752 WEST HILL RD.	GREY	5/30/2021	628	4/30/2020
ELLEN	O'DANIELL	752 WEST HILL RD.	LUCY LU	10/22/2022	627	4/30/2020
CHRISTOPHER	ODATO	30 SWEENEY RD.	SHELBY	6/24/2021	774	4/30/2020
LEATRICE	ORAM	309 MAIN ST	ARTEMIS	7/25/2020	1983	4/30/2020
JULIE	OUELLETTE	13 WARD CIR.	SHAY	4/29/2022	1807	4/30/2020
SEAN	PARENT	80 LEE ST., UNIT A	JAMESON	3/5/2022	1676	4/30/2020

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BRANT	PARKER	71 BEECH ST., APT 1	MAGGIE	10/9/2020	2166	4/30/2020
JEREMY	PARTRIDGE	30 PORTLAND ST.	DARRYL	3/7/2022	1117	4/30/2020
VIRGINIA	PAYNE	163 WASHINGTON ST.	GUINNESS	3/19/2021	1649	4/30/2020
VIRGINIA	PAYNE	163 WASHINGTON ST.	MURPHY	6/14/2021	1648	4/30/2020
RUSSELL	PELLERIN	257 PAKO AVE.	KODA	4/8/2021	1037	4/30/2020
DARRELL	PENDILLA	20 CLARK CIR.	MEADOW	2/20/2023	633	4/30/2020
KIM	PERRAULT	54 COLONIAL DRIVE	SOPHIE	5/1/2022	2402	4/30/2020
DON	PETERS	4 CHICKADEE COURT	RUSTY	9/19/2021	2747	4/30/2020
TERESA	PETTINATO	15 BURDETT ST.	CHLOE	11/14/2022	1672	4/30/2020
TAMMY	PHILLIPS	52 QUEENS RD.	SAMANTHA	12/6/2022	1671	4/30/2020
CHERYL	PICKERING	56 GEORGE ST.	JAGA	6/15/2021	1376	4/30/2020
JAMES	PLAUT	37 FAIRBANKS ST.	J-DAWG	5/15/2021	1445	4/30/2020
ALEXA	PLEWA	137 EASTERN AVE.	DAISY	9/3/2022	2675	4/30/2020
PETER	POANESSA	36 DICKINSON RD.	ENZO	10/27/2020	2246	4/30/2020
PETER	POANESSA	36 DICKINSON RD.	L.C./ELSIE	3/2/2021	2245	4/30/2020
AMY	POSNER	158 RIVER ST.	RUDY	9/29/2022	655	4/30/2020
KATHLEEN	POWELL	21 DARTMOUTH ST.	JAMBI	8/21/2021	1458	4/30/2020
BRITTANY	PRATT	237 W SURRY ROAD	MAX	6/27/2022	2546	4/30/2020
CHRIS	PRATT	29 FOREST STREET	FINNLEY	8/13/2020	2763	4/30/2020
LISA	PRATT	70 DAVIS ST. APT. 3	MICKIE	8/11/2020	2674	4/30/2020
BRIAN	PRESCOTT	89 COLONIAL DR.	LUNA	4/28/2022	1689	4/30/2020
BETH	PROVENCHER	247 PARK AVENUE	PENNY	6/20/2022	2518	4/30/2020
BRANDON	RAITTO	35 DAMON COURT	BUDDY	11/13/2020	2779	4/30/2020
DARCY	RALEIGH	15 LUCINDA TERRACE	TRAVIS	10/7/2022	1694	4/30/2020
ROBERT	RAMRATH	52 RIDGEWOOD AVE.	ROCKY	2/27/2022	282	4/30/2020
PAM	REED	416 COURT ST.	ROCKY	6/26/2021	2205	4/30/2020
BARBARA	RICHTER	22 VALLEY ST.	MAX	5/8/2021	2281	4/30/2020
ELIEZER	RIVERA	55 PINE AVE.	BELLA	2/10/2022	737	4/30/2020
ELIEZER	RIVERA	55 PINE AVE.	SOPHIE	2/10/2022	736	4/30/2020
GAIL	ROBERTSON	86 SUMMIT RIDGE DR.	COOPER	3/31/2022	271	4/30/2020
TANYA	RODOLITZ	11 SALISBURY RD.	CASSIUS AUGUSTUS	9/4/2021	617	4/30/2020
JEANMARIE	RODRIGUEZ	19 STARLING ST.	NINA	8/20/2020	2578	4/30/2020
JEANMARIE	RODRIGUEZ	19 STARLING ST.	DERBY	11/24/2020	2580	4/30/2020
JEANMARIE	RODRIGUEZ	19 STARLING ST.	ROO	3/4/2021	2579	4/30/2020
ROBIN	ROMEO	323 JORDAN RD.	ZOE	2/24/2023	472	4/30/2020

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ROCKY	ROUSSEAU	17 MARGUERITE ST	LUNA	2/15/2022	1221	4/30/2020
ADRIONNA	ROY	114 ROYAL AVE.	BELLA	6/9/2022	2318	4/30/2020
GARGI	ROYSIRCAR	1 HIGHLAND AVE.	RAJ	3/2/2023	2663	4/30/2020
TAYLOR	RUBINO	98 ROXBURY ST. #1	ROXAS	1/16/2022	2389	4/30/2020
TAYLOR	RUBINO	100 ROXBURY STREET	RIKU	1/16/2022	2388	4/30/2020
AMBER	RUCZKO	207 OLD WALPOLE RD.	DRACO	4/24/2022	1479	4/30/2020
MARY KATE	RUE	90 LAURA LN.	PRIMROSE	1/22/2021	1805	4/30/2020
MARY KATE	RUE	90 LAURA LN.	VINNY	9/20/2022	1806	4/30/2020
JARED	RUSSELL	104 GEORGE ST.	SHERMAN	7/8/2022	1711	4/30/2020
BECKY	RUSSELL	189 PAKO AVE	MAGGIE	7/7/2020	2185	4/30/2020
CHERYL	RUSSELL	206 PAKO AVE.	PAWS	8/1/2020	2605	4/30/2020
CARRI	SALES	94 FOREST ST.	DECKER	12/5/2021	1867	4/30/2020
CARRI	SALES	94 FOREST ST.	BLACK	12/5/2021	1866	4/30/2020
CAROLE & GARY	SANDS	81 PARK AVE.	MAX	3/11/2021	552	4/30/2020
MICHELLE	SAULT	41 KNOLL AVE.	BAILEY	3/11/2021	1681	4/30/2020
MICHELLE	SAULT	41 KNOLL AVE.	BRODY	3/11/2021	1682	4/30/2020
MICHELLE	SAULT	41 KNOLL AVE.	SOPHIE	3/31/2022	1683	4/30/2020
MICHELLE	SAULT	41 KNOLL AVE.	STELLA	3/12/2023	1684	4/30/2020
REBECA	SAYAN	464 WASHINGTON ST.	LUNA	3/31/2023	1657	4/30/2020
BELINDA	SCHADLER	32 MOUNTAIN VIEW DR.	DIXIE	12/20/2020	1444	4/30/2020
BRANDY	SCULLY	144 HIGH ST.	JAGER	2/25/2021	126	4/30/2020
KATHRYN	SEARS	20 KIRK CT.	NIKO	7/2/2020	824	4/30/2020
MICHAEL & LISA	SCORE	28 CHAPMAN RD.	LILY	11/27/2021	1030	4/30/2020
ANDREW	SELBY	818 COURT ST., APT. B	REMI	9/10/2022	2043	4/30/2020
DANIEL	SEYMOUR	17 PROSPECT ST. #1	GRIFFEN	8/8/2021	2224	4/30/2020
LILI	SHAKOUR	168 DARLING ROAD	FREYA	11/6/2020	2387	4/30/2020
JOSHUA	SHAKUN	48 SUMMIT RD. UNIT #9	HANNAH	2/26/2022	637	4/30/2020
TRACY	SHEMCHUK	239 WASHINGTON ST.	LUCKY	5/21/2021	1942	4/30/2020
TRACY	SHEMCHUK	239 WASHINGTON ST.	EMMA	5/1/2023	1941	4/30/2020
BRIAN	SHOLLENBERGER	25 FOX CIR.	TOBY	2/9/2021	1190	4/30/2020
BETH	SIBIK	11 WEST DIANE DR.	BROOKLYN	6/7/2022	297	4/30/2020
MARCELLA	SIERRA	71 CARROLL ST.	PATCH	8/14/2020	2626	4/30/2020
MARCELLA	SIERRA	71 CARROLL ST.	NORA	8/14/2022	2625	4/30/2020
KAREN	SILVERBERG	142 GILSUM ST.	COCO BEAN	6/9/2022	2361	4/30/2020
KAREN	SILVERBERG	142 GILSUM ST.	UKKO	4/26/2023	2159	4/30/2020

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ALANNAH	SIMONEAU	4 IMPERIAL DR.	BAILEY	1/23/2022	2042	4/30/2020
BILL	SLAMMON	190 ELM ST.	COOPER	5/22/2021	1839	4/30/2020
JANET	SNOWLING	18 OLIVO RD.	SAMSON	1/15/2023	1509	4/30/2020
LYNN	SPENDLEY	8 ORCHARD ST.	CECILIA	4/9/2021	1318	4/30/2020
GALEN	SPIEGLER	16 WHEELLOCK ST.	ABBEY	11/14/2021	2636	4/30/2020
NANCY	SPORBORG	8 SUGAR MAPLE LN.	GRACE	1/28/2022	57	4/30/2020
JOSH	ST. PETER	18 STARLING ST.	HALEY	5/28/2023	1465	4/30/2020
KIM	STACK	29 KNOLL AVE.	QUINN	10/7/2022	277	4/30/2020
JAMES	STARKEY	257 PARK AVE.	MAVERICK	10/15/2020	2274	4/30/2020
PAT	STARKEY	102 COLONIAL DR.	ABBY	7/21/2020	262	4/30/2020
NICOLE	STATON	15 CITIZENS WAY APT 1	ITTY BITTY	4/30/2022	1811	4/30/2020
SUSAN	STEINER	11 ASPEN STREET	CHARLIE	2/20/2023	1334	4/30/2020
SHAWNA	STETSON	60 SPARROW ST	AIKO	7/9/2022	2431	4/30/2020
DEBBIE	STEWART	52 ROYAL AVE.	OLIVER	3/19/2023	1282	4/30/2020
SARAH	STINSON	794 COURT ST., UNIT 1	PRINCESS	11/8/2020	499	4/30/2020
SANDY	STOCKTON	32 AMERICAN AVE.	BAILEY	4/18/2022	184	4/30/2020
CONSTANCE	STODDARD	122 GREENWOOD AVENUE	FINNEGAN	7/22/2022	2670	4/30/2020
SARAH	STRAW	100 EASTERN AVE.	CHLOE	5/7/2022	1736	4/30/2020
PHILIP	STROMGREN	37 HANOVER ST.	ONYX III	3/21/2022	803	4/30/2020
PHILIP	STROMGREN	37 HANOVER ST.	MOLLY	9/9/2022	804	4/30/2020
CHRISTOPHER	STROUP	28 CEDAR ST.	IZZABELLA	10/20/2020	466	4/30/2020
CHRISTOPHER	STROUP	28 CEDAR ST.	LONDON	4/21/2022	1298	4/30/2020
MARYBETH	SWEENEY	186 NORTH STREET	HONEY	4/30/2021	2450	4/30/2020
MARCY	TANNIRU	47 FELT RD.	JASMINE	9/26/2021	1974	4/30/2020
TODD	TARDIFF	76 EASTERN AVE.	EBONY	6/5/2021	2101	4/30/2020
JENNIFER	TARGETT	165 JORDAN RD.	MAY-Z	7/8/2020	2655	4/30/2020
KRISTIN	TARGETT	85 TIMBERLANE DR.	WILSON	5/21/2022	2253	4/30/2020
STEPHANIE	TENT	55 SUMMIT RIDGE DR.	COSMO	3/9/2023	2059	4/30/2020
JULIE	TEWKSBURY	104 BRADFORD RD.	ELLIE	7/31/2021	2251	4/30/2020
MICHAEL	THIBODEAU	26 ACREBROOK RD.	CALLIE	7/10/2022	1331	4/30/2020
TINA	THOMPSON	3 ORIOLE AVE	SPENCER	11/25/2021	722	4/30/2020
KAREN	THORP	17 FOXWOOD AVE.	PEPPER	3/3/2022	300	4/30/2020
MAC	TIANI	105 KENDALL RD.	BUCK	4/4/2022	1646	4/30/2020
JEFF	TIMMER	24 KNOLL AVE.	CURRY	9/17/2020	2320	4/30/2020
DEBRA	TISDALE	54 HANOVER ST.	SASSY	4/1/2021	2038	4/30/2020

2020 DOG WARRANT LIST

DEBRA	TISDALE	54 HANOVER ST.	ADDIE	3/26/2023	2037	4/30/2020
BRIDGETT	TOEPFER	29 HILLTOP DR.	SAM	1/9/2023	2460	4/30/2020
JOSEPH	TOLMAN	362 COURT ST.	MACIE	6/27/2022	1308	4/30/2020
JOSEPH	TOLMAN	362 COURT ST.	GRACIE	2/2/2023	1307	4/30/2020
LINDA	TOOMEY	30 MOUNTAIN VIEW DR.	OWEN PATRICK	9/29/2022	777	4/30/2020
DUANE	TOWNS	272 COURT ST.	ROXY	1/22/2022	1096	4/30/2020
AMANDA	TRASK	267 COURT ST.	MILA	7/21/2020	2638	4/30/2020
AMANDA	TRASK	267 COURT ST.	KOA	9/20/2021	2319	4/30/2020
KELLY	TROMBLEY	21 STARLING ST.	GUNNER	12/20/2020	66	4/30/2020
KELLY	TROMBLEY	21 STARLING ST.	COOPER	3/20/2022	67	4/30/2020
JACQUELYN	TROMBLY	43 EVANS CIR.	QUINN	2/6/2023	175	4/30/2020
KERRY	ULRICH	33 BARKER ST.	TOBY	6/12/2021	2437	4/30/2020
JUDY	VALDIVIA	99 TERRACE ST.	QUINN	10/17/2022	544	4/30/2020
BOB	VANWEZEL	573 WEST STREET	TEDDIE	7/25/2020	2604	4/30/2020
KIM	VICKERY	225 SKYLINE DR.	STANLEY	5/8/2023	352	4/30/2020
SHELLEY	VILES	68 ROBBINS RD.	BUNNY	6/28/2021	2315	4/30/2020
FRED	VONRECKLINGHAUSEN	19 BASE HILL ROAD	COOPER	3/18/2022	724	4/30/2020
FRED	VONRECKLINGHAUSEN	19 BASE HILL ROAD	BRUNO	10/17/2022	723	4/30/2020
MICHAEL	WADSWORTH	18 APPLETON ST	BEANS	9/12/2022	2751	4/30/2020
CHRIS	WALKER	57 BEECH STREET	OONA	6/3/2022	2335	4/30/2020
JOHN	WALKER	230 SKYLINE DR.	NICHOLAS	6/24/2022	2476	4/30/2020
JOHN	WALKER	230 SKYLINE DR.	MAGGIE BELLA	6/1/2023	2477	4/30/2020
LINDA	WALKER	56 EASTERN AVE.	ELLIE	1/30/2023	2118	4/30/2020
KIM	WALLACH	83 VALLEY ST.	TICA	11/21/2020	2507	4/30/2020
TODD & LAUREN	WATERMAN	191 NORTH ST.	CHARLIE	1/15/2021	2296	4/30/2020
TODD & LAUREN	WATERMAN	191 NORTH ST.	REX	12/10/2022	2294	4/30/2020
SHANNON	WATERS	7 STEARNS RD.	ANGEL	3/21/2023	1912	4/30/2020
SHANNON	WATERS	7 STEARNS RD.	CURRY	5/2/2023	1911	4/30/2020
CAITLIN	WATKINS	109 WINCHESTER STREET UNIT6	SADIE	5/22/2023	2417	4/30/2020
KRISTINA	WENTZELL	87 ASHUELOT ST.	MOCHI	4/10/2022	702	4/30/2020
KAREN	WESCOTT	22 PRESCOTT ST.	BELLE	9/5/2020	1587	4/30/2020
BARBARA	WESLEY	38 STARLING ST.	LILLY	12/9/2020	1878	4/30/2020
BOB	WHITCOMB	110 RAILROAD ST. #309	MAGGIE	4/27/2021	1141	4/30/2020
LISA	WHITCOMB	55 ACREBROOK RD.	OTIS	4/30/2021	2443	4/30/2020
LISA	WHITCOMB	55 ACREBROOK RD.	POPPY	7/9/2022	2444	4/30/2020

2020 DOG WARRANT LIST

RYAN	WHITNEY	152 CONCORD ROAD	LUCY	6/18/2022	142	4/30/2020
DOUG	WILCOX	93 SOUTH LINCOLN ST.	BWANA	4/22/2023	1890	4/30/2020
KEVIN	WILCOX	136 MARLBORO ST. #2	TRINKET	10/26/2020	121	4/30/2020
JODY	WILKES	47 PARK AVE	MAGGIE	8/26/2022	2772	4/30/2020
JUDY	WILLETT	219 WEST SURRY RD.	LEO	6/3/2021	422	4/30/2020
DEBRA	WILLIAMS	16 CHARLES ST.	BUSTER	4/25/2022	1588	4/30/2020
STACEY	WILSON	50 ACREBROOK RD.	CLOVER	4/17/2023	2599	4/30/2020
JESSICA	WISSELL	29 CITIZENS WAY APT 1	RAYRAY	9/14/2020	2693	4/30/2020
KRYSTA	WOOD	100 WASHINGTON ST. 3RD FL.	LITTLE SUE	1/16/2021	1575	4/30/2020
SUSANNA	WOODS	31 WALNUT ST.	SHIRO	7/17/2021	2057	4/30/2020
SUSANNA	WOODS	31 WALNUT ST.	OPAL	1/17/2022	2058	4/30/2020
MARK	WOOLSEY	128 MARLBORO ST.	RUBII	4/24/2021	2196	4/30/2020
MARK	WOOLSEY	128 MARLBORO ST.	CHACHEE	4/8/2022	2195	4/30/2020
BEN	WRIGHT	34 KNOLL AVE.	JACKSON LUKE	3/20/2021	2391	4/30/2020
GLENN	WRIGHT	49 BIRCH ST.	JOVIE	3/21/2021	2470	4/30/2020
GLENN	WRIGHT	49 BIRCH ST.	BUTTER	9/19/2022	2469	4/30/2020
JESSICA	WRIGHT	108 BUTTERNUT DR.	MILO	8/8/2022	2632	4/30/2020
RICHARD	WRIGHT	11 NUT HATCH LN.	EMMA	9/13/2020	951	4/30/2020
ANNE	YOUNG	19 HILLCREST ST.	WILLOW	8/5/2021	2241	4/30/2020
RAE	YUREK	12 GILSUM ST.	TOBY	3/1/2021	789	4/30/2020
KAITLIN	ZLAMAL	70 PROSPECT ST. # 1	BAILEY	1/4/2021	2222	4/30/2020
KAITLIN	ZLAMAL	70 PROSPECT ST. # 2	MCKENNA	10/6/2022	2221	4/30/2020



City of Keene, N.H.
Transmittal Form

June 16, 2020

TO: Mayor and Keene City Council

FROM: NH Department of Environmental Services

THROUGH: Patricia A. Little, City Clerk

ITEM: F.2.

SUBJECT: NHDES - Extension of the Public Notice Period - WWTP Discharge Permit

COUNCIL ACTION:

In City Council June 18, 2020.

Memorandum filed as informational.

ATTACHMENTS:

Description

Notice

BACKGROUND:

This is notice from the NH Department of Environmental Services and the US Environmental Protection Agency relative to an extension of the public comment period for the draft permit for the Keene Wastewater Treatment Plan pursuant to Section 401 of the Clean Water Act. The public notice has been extended to July 20, 2020.

NEW HAMPSHIRE DEPARTMENT OF
ENVIRONMENTAL SERVICES
WATER DIVISION
P.O. BOX 95
CONCORD, NEW HAMPSHIRE 03302-0095

U.S. ENVIRONMENTAL PROTECTION
AGENCY-REGION 1
WATER DIVISION
5 POST OFFICE SQUARE
BOSTON, MASSACHUSETTS 02109

JOINT EXTENSION OF PUBLIC NOTICE OF A DRAFT NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT TO DISCHARGE INTO THE WATERS OF THE UNITED STATES UNDER SECTION 301 AND 402 OF THE CLEAN WATER ACT (THE "ACT"), AS AMENDED, AND REQUEST FOR STATE CERTIFICATION UNDER SECTION 401 OF THE ACT.

DATE OF ORIGINAL PUBLIC NOTICE PERIOD: **May 20, 2020 – June 18, 2020**

PUBLIC NOTICE EXTENDED TO: **July 20, 2020**

PERMIT NUMBER: **NH0100790**

PUBLIC NOTICE NUMBER: **NH-012-20**

NAME AND MAILING ADDRESS OF APPLICANT:

**City of Keene
City Hall
580 Main Street
Keene, New Hampshire 03431**

NAMES AND MAILING ADDRESSES OF CO-PERMITTEES

**Town of Marlborough
Board of Selectmen
P.O. Box 487
Marlborough, NH 03455**

**Town of Swanzey
Swanzey Sewer Commission
P.O. Box 10009
Swanzey, NH 03446**

NAME AND ADDRESS OF THE FACILITY WHERE DISCHARGE OCCURS:

**Keene Wastewater Treatment Plant
420 Airport Road
Swanzey, NH 03446**

RECEIVING WATER: **Ashuelot River, Class B**

PREPARATION OF THE DRAFT PERMIT:

The U.S. Environmental Protection Agency (EPA) and the New Hampshire Department of Environmental Services, Water Division (NHDES-WD) have cooperated in the development of a draft permit for the City of Keene, which discharges sanitary and industrial wastewater. The municipalities of Marlborough and Swanzey are co-Permittees for certain parts of the Permit. The effluent limits and permit conditions imposed have been drafted to assure compliance with the Clean Water Act, 33 U.S.C. sections 1251 et seq., Chapter 485-A of the New Hampshire Statutes: Water Pollution and Waste Disposal, and the New Hampshire Surface Water Quality Regulations, Env-Wq 1700 et seq. EPA has formally requested that the State certify the draft permit pursuant to Section 401 of the Clean Water Act and expects that the draft permit will be certified.

INFORMATION ABOUT THE DRAFT PERMIT:

The draft permit and explanatory fact sheet may be obtained at no cost at http://www.epa.gov/region1/npdes/draft_permits_listing_nh.html or by contacting:

George Papadopoulos
U.S. Environmental Protection Agency – Region 1
5 Post Office Square, Suite 100 (06-1)
Boston, MA 02109-3912
Telephone: (617) 918-1579
Papadopoulos.George@epa.gov

The administrative record containing all documents relating to this draft permit including all data submitted by the applicant may be inspected at the EPA Boston office mentioned above between 9:00 a.m. and 5:00 p.m., Monday through Friday, except holidays.

EXTENSION OF PUBLIC COMMENT AND REQUEST FOR PUBLIC HEARING:

All persons, including applicants, who believe any condition of this draft permit is inappropriate, must raise all issues and submit all available comments and all supporting material for their comments in full by **July 20, 2020**, to the EPA contact and address listed above. Any person, prior to such date, may submit a request in writing to EPA and the State Agency for a public hearing to consider this draft permit. Such requests shall state the nature of the issues proposed to be raised in the hearing. A public hearing may be held after at least thirty days public notice whenever the Regional Administrator finds that response to this notice indicates significant public interest. In reaching a final decision on this draft permit the Regional Administrator will respond to all significant comments and make the responses available to the public at EPA's Boston office.

FINAL PERMIT DECISION:

Following the close of the comment period, and after a public hearing, if such hearing is held, the Regional Administrator will issue a final permit decision and forward a copy of the final decision to the applicant and each person who has submitted written comments or requested notice.

THOMAS E. O'DONOVAN, P.E., DIRECTOR
WATER DIVISION
NEW HAMPSHIRE DEPARTMENT OF
ENVIRONMENTAL SERVICES

KEN MORAFF, DIRECTOR
WATER DIVISION
U.S. ENVIRONMENTAL PROTECTION
AGENCY - REGION I



City of Keene, N.H.
Transmittal Form

June 10, 2020

TO: Mayor and Keene City Council

FROM: Municipal Services, Facilities and Infrastructure Committee

ITEM: H.1.

SUBJECT: Patrick Cannon/Eclipse Management Group – Construction on City Property and Eclipse Hockey at Keene ICE – Parks, Recreation & Facilities Director

COUNCIL ACTION:

In City Council June 18, 2020.

More time granted.

RECOMMENDATION:

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee placed the request from Eclipse Hockey on more time so that they can conduct public outreach efforts and to allow City staff an opportunity to perform its due diligence with respect to the proposed project.

BACKGROUND:

Chair Manwaring welcomed Patrick Cannon of Eclipse Management Group, who was calling alone from his home address in Scarborough, ME. Mr. Cannon said that Eclipse Management Group is proposing to develop a space in the Keene ICE facility to operate a tier three juniors hockey club in the eastern hockey league. To ensure their operation would not encroach upon any other entities that use the facility and with new precautions needed related to Covid-19 moving forward, Mr. Cannon's proposal is to establish temporary locker rooms in the currently empty storage space behind the bleachers in the arena. He shared a memo and updated designs from the proposal architect, Tim Sampson of Keene. Mr. Cannon explained that establishing the hockey club at Keene ICE would occur in three phases, given the uncertainty of how players will be able to use the facility moving forward due to Covid-19. In phase one, temporary locker rooms are proposed in the empty space, with self-contained bathroom and shower areas (approximately 46 by 20 feet), to be ready for the fall season. If the City approves in the long-term, Mr. Cannon said the second phase would involve moving the locker rooms to the same footprint on the second floor and establishing two office spaces on the first floor with limited access to equipment in those rooms for sanitation. He welcomed questions.

Councilor Williams asked how ventilation would be established to these new spaces. Mr. Cannon's understanding was that ventilation would be through the roof. Existing facilities would be leveraged as much as possible and a mechanical engineer had already begun plans.

The City Attorney, Tom Mullins, suggested that Mr. Cannon explain the community outreach planned for this proposal. Mr. Cannon said that public outreach sessions would occur via zoom at 7:00 PM on Tuesday, June 16 and Wednesday, June 17. Mr. Cannon hoped the sessions would be an opportunity for Eclipse Management Group to introduce themselves, talk about the program they hope to bring to Keene ICE, explain their work with Rink Services Group to minimize impact, demonstrate the goal to not replace but add to hockey offerings

at Keene State, and to provide an opportunity for questions/answers. Information about the sessions was submitted to the Keene Sentinel.

Chair Manwaring asked about the age group of the hockey club. Mr. Cannon said that participants in the tier three junior league cannot be under age 16 or over age 20 as of December 31 each year. He said that most of these players aspire to play college hockey, for example Wesleyan University and University of New England are interested in a few of the club's players. Chair Manwaring asked where the players come from. Mr. Cannon said that most are from the New England region, some are from states outside the region like Tennessee and North Carolina, and the club is allowed three players born outside the US including a current player from Canada.

Vice Chair Giacomo asked the towns with which this hockey club would be competing. Mr. Cannon said they would compete against other teams in the northern division like Worcester, MA, and several from Vermont, among others. Mr. Cannon said this makes Keene an opportune location relative to other teams, limiting the club's travel for games to 99 miles or less.

Councilor Filiault noted that he heard constituent and arena user concerns about ice time being divided fairly if this club were established in Keene; he asked whether this would be discussed at the public sessions. Mr. Cannon said the plan is to take much of the ice time unused currently, with practices on weekday mornings and most home games also during the daytime on weekdays. Mr. Cannon said he has been up front with the Keene ICE Rink Services Group and other City Councilors he has spoken with to date by telling them that the club's intention is not to displace anyone in the community. Rather, he hopes that buying unused ice time will help to manage tuition for other large time ice buyers.

With no further Commission questions, Chair Manwaring heard the next agenda item regarding this matter before accepting a motion.

Chair Manwaring welcomed Andy Bohannon, the Director of Parks, Recreation & Facilities to speak about the possibility of Eclipse Hockey Group establishing at Keene ICE.

Mr. Bohannon was at the meeting to provide an informational report on this possibility and he thanked Mr. Cannon for providing details. Mr. Bohannon said that Mr. Cannon initiated this conversation with the Board of Keene ICE in late spring 2019; Mr. Bohannon is a City staff liaison to that Board because it is a City facility. The Board of Keene ICE requested more information from Eclipse Management about the league's structure and other aspects of bringing the franchise to this location. Ultimately, Mr. Bohannon said the matter went dormant for some time because Mr. Cannon needed more clarity from the league. Mr. Cannon returned to the Board in 2020 with some things resolved to begin conversations again. Mr. Bohannon said that the Board considered the work that would be required in the arena, whether anyone would be displaced or have ice time challenged, and what the club would bring to the arena. Mr. Bohannon explained that Keene ICE was designed to be a community rink and so the Board considered current programs and was able to find a niche for Eclipse. However, the Board wanted to ensure public sessions were offered allowing community members who use the ice currently to participate in an open dialogue with Eclipse about varied concerns. Still, Mr. Bohannon was optimistic that Keene ICE could host a program like Eclipse and said that there seemed to be solutions for ice time and locker room buildouts; there were still housing matters to resolve. He said hosting a club like Eclipse would benefit the Keene community regarding things like realtors already interested in potential workout space. Eclipse is drawn to Keene ICE because it is a nice, new facility. Mr. Bohannon said that most in the community seem cautiously optimistic but he wanted to ensure public sessions occur before Council makes a decision. He said that Mr. Cannon has done his due diligence and that the Board of Keene ICE thinks that Eclipse would be a positive addition to the City.

Chair Manwaring recognized Jason Smart, who was calling from his home address. Mr. Smart said he was involved heavily with developing Keene ICE from the beginning and he was getting many questions about

Eclipse coming to Keene, so he hoped to get more information at the public sessions. He asked how to access the sessions. Mr. Cannon said that details for accessing the public sessions were available through the Keene Sentinel, the Rink Services Group, the Board of Keene ICE, Mr. Bohannon, the City Manager, and other City Councilors. He offered to email the details directly to Mr. Smart.

Vice Chair Giacomo made the following motion, which Councilor Filiault seconded.

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee placed the request from Eclipse Hockey on more time so that they can conduct public outreach efforts and to allow City staff an opportunity to perform its due diligence with respect to the proposed project.



City of Keene, N.H.
Transmittal Form

June 10, 2020

TO: Mayor and Keene City Council

FROM: Planning, Licenses and Development Committee

ITEM: H.2.

SUBJECT: Darren Humphrey/Trax Club – Request to Use City Property – Railroad Square and Use of Railroad Square - Parks, Recreation, and Facilities Director

COUNCIL ACTION:

In City Council June 18, 2020.

More time granted.

RECOMMENDATION:

On a vote of 5-0, the Planning, Licenses and Development Committee recommends the request for use of City property adjacent to Railroad Square be placed on more time pending staff review.

BACKGROUND:

Chair Bosley stated that the committee will take the first two agenda items together. She asked if the petitioner, Darren Humphrey, had joined the Zoom meeting and was ready to speak. Not seeing or hearing him, she asked the Parks, Recreation, and Facilities Director to comment on the request.

Andrew Bohannon, Parks, Recreation, and Facilities Director, stated that he gave the committee a memorandum with the history of Railroad Square, more specifically, the area of the brick pavers. He continued that this area has been a questionable location with respect to commercial activity over many years – dating back to the creation of Railroad Square in 1992. The entity that donated Railroad Square to the City stipulated that no commercial activity should occur on Railroad Square. Mr. Bohannon continued there have been various City Council resolutions on this issue over the years, with the most recently updated version adopted in 2015. He noted a copy of Resolution R-2015-29 was included in the packet as an attachment to his memorandum. He continued that throughout the years, there have been various proposed uses for this area including food trucks, ice cream carts, coffee kiosks, hot dog vendors, Christmas wreath sales, etc. Over time the guidelines have been updated to allow certain activities to occur. The space was originally designed for no commercial use and the brick paver area was only for specific purposes, which included educational events, community events, political activities, recreational events, and charitable solicitations.

Mr. Bohannon continued that back in 2015 the City Council Resolution was amended to formally recognize the commercial space where tables and chairs had been allowed in the grass area. He added that over the years, this commercial activity in the green space immediately adjacent to the pavers has been problematic primarily because of the way the drainage in the area was designed. As designed, water drains into the grassy area. In the summer the area being requested is really wet and in the winter it is very icy. This area also serves as the business's entrance. Without being able to redesign the space you will not solve that drainage issue.

Mr. Bohannon continued that they have had multiple problems with previous tenants using that space, resulting in complaints to the Parks, Recreation, and Facilities office, relating to signage, noise, or rental groups utilizing the space.

Mr. Bohannon continued that regarding his recommendation, the current language in the Resolution that was adopted in 2015 has not necessarily been working well for this space. With the Arts and Culture Corridor coming there may be a solution on the horizon. He stressed that if this is going to be permitted for commercial use, then it must be designed to accommodate that use. What currently exists was not designed for this use. If the City is going to allow this, we need to do it right, so that the individuals who seek to use it can use it in a positive manner.

Chair Bosley thanked Mr. Bohannon for all of the information. She recognized Councilor Greenwald.

Councilor Greenwald stated that they cannot judge the activities in the space by the previous occupants of the establishment. He continued that some were good, and some were not good. It is a potential space that is ancillary to that business. The City Council is trying to encourage downtown businesses. He understands that this is a park area; however, he remembers when the bricks were sold, there was chaos that went with the access, [people asking] “Is it really even a door?” and “Do they even have any access outside the door?” He understands it is a very difficult space. Cutting to the chase - if there is a small seating area that will enable Mr. Humphrey to operate his business, that is what the City Council should try to do - enable downtown businesses. Mr. Humphrey is proposing a new business on this site. If this business misbehaves, the City can revoke the license. But it is appropriate to let him have seating out there. With the most recent business’s seating, with six tables or so, there were no issues. The previous owners might have had problems, but that does not matter. It is all about how this person runs his business.

Councilor Greenwald concluded that he is all for allowing the outdoor seating. If they need to change some wording, then they should do it. They should not say no to tables because “it’s a park” – it is not Robin Hood Park, it is downtown. It is not much different from Main Street sidewalks. He is supportive and looks forward to hearing Mr. Humphrey speak.

Chair Bosley asked if Mr. Humphrey had joined the meeting was prepared to speak.

Darren Humphrey stated that all he wants is a chance to start a business and help Keene have a nice atmosphere downtown. He continued that he needs help from the City to design a patio the way the City wants it and what works best for the area. He came up with an idea for how he could raise the money if he has to, the same way with the park on West Street when the City sold bricks, to area business people who want to help fix the problems on Railroad Square and improve the downtown. He continued that like Councilor Greenwald said, if he fails, the City can always take the patio away. Hopefully he will not fail. He tries to run a good business, and has not had too many problems at his other business. Yes, Trax is a challenge, and the people who come in and out, but if he has backing by the City he promises it will be a respectful business. He wants to turn it more into a restaurant than a nightclub. Outside seating would help.

Chair Bosley asked if the committee members had questions or comments.

Councilor Jones stated that they have done this in the past. He continued that just so new councilors know, this has nothing to do with the sidewalk café ordinance. This is a different ordinance that was created later on, for one of the past owners. He continued that he serves on the COVID-19 Rebound Committee. All conversations have been about finding more space for local businesses and this fits right in. He wants to see it happen. With the past owners, the question that came up was whether the City should make them be on pavers or on grass. That is a question for staff. Other than that, he is in favor of this.

Chair Bosley asked staff if there were limitations about seating happening only on grass. Mr. Bohannon replied that the provision provides for seating just in the area between the two doors. He continued that between the entrance and the service door, there is a grassy area with a tree in the middle. That is the area they would be able to use. The other grass that goes beyond has irrigation. If you allow a tenant to use that space you jeopardize the irrigation system and the other pieces that go along with that, as it is a park.

Rhett Lamb, Community Development Director stated that the reason it is not allowed on the paver surface was the prohibition of commercial activities on the brick space.

Chair Bosley asked Public Works Department Director Kürt Blomquist to speak. Mr. Blomquist stated that like Mr. Bohannon, he has been dealing with this for over a decade. He continued that he cannot emphasize enough, like Mr. Bohannon said, the drainage issues. The way Railroad Square was designed, the water flows from Main Street all the way back to the edge off the brick areas. There is a manhole in the grass area by the tree. Over the years multiple users have never been able to solve how not to have wet space. They have tried many different things. The last tenant tried digging a ditch and putting rocks in. But as Mr. Bohannon says, the design of Railroad Square is; that is where all the water runs to. One of the tenants did have to rebuild the entranceway to try and raise it out of where the water settles. The design of the building goes back to the railroad era. There were no real exits out of the building at that time. He can appreciate that the tenants want to do something, but it ends up being heavily damaged. The grass gets destroyed. The tenants' attempts have not worked. Tenants do not want to spend a lot of money for something only utilized during the summer months, and they are supposed to remove whatever they have put in when they are done. Recently the PWD had to go in and remove what the last tenant put in. It is a very difficult space. The PWD deals with it in the winter too because water accumulates there and they do their best to move snow around. But until the City decides what to do with that space and reworks the space, any heavy downpour is going to flood that space. One would have to spend a significant amount of money to build a structure there, which he understands tenants do not want to do because they are tenants.

Councilor Greenwald stated that "water always wins" is an expression he has heard. He continued that however, there are solutions to every problem. If the petitioner and building owner will participate it can be built up so water goes away from the site. "This is not rocket science," as Councilor Filiault says. Raise the ground. Fix it. It is a City property. If the rest of the park needs a storm drain, do it. The business is trying to expand. The City Council is trying to encourage the rebirth of downtown, like Councilor Jones said. Having a couple tables outside is not anything huge. They should do this, because it is not that complicated. If it takes a drain, maybe that is more complicated, but they could build it up. He really thinks the City could solve this and he is advocating for this. If it needs more time for engineering that is fine.

Councilor Workman stated that she shares Councilor Jones's and Councilor Greenwald's sentiments. She continued that they need to do what they can to help a local business. If the owner understands the risks of putting out patio tables and chairs right now without this work being done and he is okay with that and understands there may be flooding, he should be able to do so. She added she thinks the City should try and solve the flooding and irrigation issues, for resident safety, pedestrian safety, and the betterment of any business that would go in that area.

Chair Bosley asked for questions or comments from members of the public.

Councilor Remy stated that whether or not to allow the outdoor seating is a decision he trusts the committee to make, but regardless, he has had constituents reach out to him in the past when other tenants have had businesses there, with complaints about noise. He has not heard these complaints about the current tenant's business. He continued that the City Council should think about whether there can be some tie-in between the outdoor seating and the noise complaints. If there is continued disregard for that, then he asks that they consider the outdoor tables part of it - they are obviously bringing the noise outside.

City Manager Elizabeth Dragon stated that she walked this area today. She continued that it is not an area that is creating some sort of danger to the public. The paved areas are dry. The grass area is up against the building. It was intentionally built with a drain there to drain the water. That is the conflict and she does not think there is an easy solution. If the business wants to talk about ideas they have to resolve that, the City would have that conversation. She is concerned about noise. She is all for helping businesses get going again, but they have had recurring noise complaints in that area. When they look at this, she asks that they look at putting conditions in there like Councilor Remy was suggesting, to address the noise. Also, the petitioner wants to expand into the other grassy area and she does not recommend that. If you walk the area, you will see why. It is an area that has not had tables and chairs in the past, and there are irrigation systems in the ground. In the location where the prior owner Scores had tables the grass is not in great shape but it is starting to come back. If they have additional conversations with Mr. Humphrey about ideas to mitigate the water issues, his customers will ultimately decide if it is too much water they are sitting in. But if they have continuous noise complaints that would be her concern. Also, she is not recommending the area beyond the site that the previous occupancy, Scores had used in the past.

Chair Bosley asked if the City Attorney wants to comment on the City's liability for furniture placed out there. She asked: if Mr. Humphrey chooses to move forward knowing there are water issues, is there is a way to waive the City's liability with the understanding that that is what happens? City Attorney Thomas Mullins stated that it is standard in the City's licensing agreements to avoid that liability with respect to that kind of damage. He continued that tenants are responsible for whatever they put out in that area. This one is a little different. The City will have a license for Mr. Humphrey if the decision is for this to move forward, hopefully with conditions as the City Manager was saying. This is not a sidewalk café under the ordinance, but the license would include indemnification.

Councilor Greenwald made a motion to allow more time to allow staff to consider the situation. Councilor Jones seconded the motion.

Chair Bosley stated that she agrees. She continued that they need to look at what conditions are appropriate, what the plan would look like, what the petitioner is willing to do to mitigate the water, how many tables there would be, and so on and so forth, and have the issue come back to the Committee.

Chair Bosley asked for additional comment on the motion. Hearing none, she called for a vote.

On a vote of 5-0, the Planning, Licenses and Development Committee recommends the request for use of City property adjacent to Railroad Square be placed on more time pending staff review.



City of Keene, N.H.
Transmittal Form

June 16, 2020

TO: Mayor and Keene City Council

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

THROUGH: Elizabeth A. Dragon, City Manager

ITEM: I.1.

SUBJECT: Relating to Personnel Systems and Procedures

COUNCIL ACTION:

In City Council June 18, 2020.
Referred to the Finance, Organization and Personnel Committee.

RECOMMENDATION:

That the City Council refer Ordinance O-2020-07 to the Finance, Organization and Personnel Committee.

ATTACHMENTS:

Description

Ordinance O-2020-07

BACKGROUND:

O-2020-07 includes a number of updates to Chapter 62 to titles of sections and other provisions to provide clarity, conform with current conditions, requirements, or remove obsolete language. In addition to addressing the titles of several sections, changes to sections related to holidays (Sec. 62-246, Sec. 62-301, Sec. 62-302 and 62-303) clarifying applicability and process for holiday pay for probationary police officers and firefighters are advanced. Redundant language in Sec. 62-425 is proposed to be stricken. Medical insurance provisions (Sec. 62-611) for non-bargaining unit employees are update to track with labor agreements and reflect modifications made over the past few years to City benefit program. Retirement program adjustments are proposed including to Sec. 62-613 related to New Hampshire Retirement System to align membership with statutory requirements and city practice and Sec. 62-614, no longer active, is proposed for deletion.



CITY OF KEENE

O-2020-07

Twenty

In the Year of Our Lord Two Thousand and

Relating to Personnel Systems and Procedures

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, are hereby further amended by removing the stricken text and inserting the bold text in various sections in Article IV "Classification and Pay Schedules", and Article V "Policies, Procedures and Conditions of Employment" of Chapter 62 entitled "Personnel Systems and Procedures" as follows:

Subdivision III. - Classified Salary Schedules and Class Allocations for Regular, **Non-exempt and Exempt** (Non bargaining Unit) Employees

Subdivision VI. - Use of Scales for Regular ~~Full-Time Exempt~~ Employees

Sec. 62-246. - Holidays.

- (a) The following shall be holidays with pay for regular full-time ~~exempt non-bargaining unit~~ employees **holding positions recognized in Chapter 2-231 (council appointments), 62-166 (probationary public works), and 62-194 (administrative, office, technical and management):**

Sec. 62-301. – **Non-bargaining unit** Hourly employees.

- (b) When required to work on an observed holiday, a regular full-time non-exempt employee, **excluding probationary police officers and probationary firefighters**, will be paid for each hour worked at the rate of 1½ times the hourly rate, in addition to receiving pay for the observed holiday. When required to work on one of these actual holidays—January 1, Easter Sunday, July 4, the fourth Thursday of November, and December 25 a regular full-time non-exempt employee will be paid for each hour worked at the rate of double time, in addition to receiving pay for the observed holiday.

Sec. 62-302. – **Probationary Police Officers.**

- (b) Such personnel will work their assigned shift without regard to holidays. Each employee will receive an extra check for 11 days' pay in **November** ~~December~~ of each year. Employees hired during the year will receive an extra check prorated for the number of holidays **designated by Sec. 62-246** that occurred since their employment. **In the event that such personnel work on Independence Day,**

Labor Day, Thanksgiving Day or Christmas Day, they shall be paid at one and one-half (1 ½) times the regular rate for all hours worked on such holiday. In the event that such personnel work on Thanksgiving Day or Christmas Day, they shall be paid double time the regular rate for all hours worked on such holiday.

Sec. 62-303. – Probationary Firefighters ~~Fire/ambulance.~~

- (c) Such personnel will work their assigned shifts without regard to holidays. Each employee will receive **additional pay in November of each year for the number of holidays designated by Sec. 62-246 that occurred since their employment in the same manner holiday pay is provided to full-time firefighters who have successfully completed the probationary period.** In the event such personnel work on Independence Day, Labor Day, Thanksgiving Day or Christmas Day, they shall be paid at one and one-half (1 ½) times the regular rate for all hours worked on such holiday. ~~an extra check for 11 days' pay in December of each year. Employees hired during the year will receive an extra check prorated for the number of holidays that occurred since their employment.~~

~~Sec. 62-425. – Eligibility for sick, vacation or injury leave.~~

~~All regular full-time employees who have completed six months of continuous service shall be eligible for sick leave. All regular full-time employees who have completed six months of continuous service, or 12 months of continuous employment for firefighters and police officers, shall be eligible for vacation leave and injury leave.~~

Sec. 62-611. - Insurances.

- (a) *Medical insurance for non-bargaining unit employees:*

(1) The city will, for all non-bargaining unit regular full-time employees, pay **95 83** percent of the cost of option II of the medical plan **premium** that the city makes available to employees as of **July 1, 2020** ~~December 1, 2010,~~ **pay 94 to 82 percent as of** ~~on~~ July 1, 2021~~42~~, and **pay 92 to 81 percent as of** ~~on~~ **July January 1, 2022**~~43~~. In the event that the city's percentage of the cost of option II exceeds 100 percent of the cost of any other option offered by the city, no monies will be due the employee.

(2) **If an employee's spouse is also a regular full-time employee of the city, the city will offer one two-person medical plan or one family medical plan, as appropriate, so that each employee and his family, if any, receives the same coverage but not greater coverage than other employees receive.** ~~If both the husband and wife, or both the civil union partners, are employed by the city, this shall apply only for a single premium for either the two person or the family medical plan, whichever plan is selected by the couple.~~

(3) If a regular full-time employee so chooses, **the employee** he may elect, upon receipt by the city of written verification that the benefit is received by some other means, to receive taxable income in the amount of \$1,500.00 in lieu of the city health insurance benefit. **To qualify for such payment, the election must be**

such that it will not subject the City to penalty or assessment and is compliant under the Affordable Care Act, Tricare or any other legislative requirements. This amount shall be distributed in a lump sum payment in **December for the prior year (December 1 to November 30)** ~~at the end of the plan year,~~ or a pro-rated amount shall be distributed to the employee if employment ends **or insurance election changes** at some point during that **time period** ~~plan year.~~ If both ~~spouses the husband and wife, or both the civil union partners,~~ are employed by the city **and covered by the city medical plan benefit,** this shall not apply.

- (b) *Dental insurance.* The city shall make available for all regular full-time employees a dental insurance plan. The plan shall be contributory at \$1.00 per year. Participants shall have the right to opt out of coverage. If an employee's spouse or ~~civil union partner~~ is also a regular full-time employee of the city, the city will offer one two-person dental plan or one family dental plan, as appropriate, so that each employee and his family, if any, receives the same coverage but not greater coverage than other employees receive.

- (c) *Employee death and dismemberment benefit.*

(1) The city shall provide a death and an accidental dismemberment benefit for each regular full-time employee once his eligibility is established. The benefit providing for a payment in a maximum amount of one times the employee's annual base pay (base pay to exclude overtime, bonus incentives, shift differential, or other compensation of this nature) for each loss, as prescribed in written guidelines for the eligibility and administration of the benefit, which may be amended from time to time. This benefit may be provided through term life insurance, or otherwise, at the election of the city.

(2) Upon an employee's death, accumulated vacation time and compensatory leave benefits, in addition to 100 percent of accumulated sick leave will be paid **in the manner required by current state or federal regulation.** ~~to the employee's beneficiary.~~

Sec. 62-613. - Pension and retirement for regular full-time employees.

The city hereby accepts the provisions of the state retirement system subject to the following restrictions:

(1) **In accordance with membership requirements established by the New Hampshire Retirement System** ~~All regular full-time employees, except department heads, will be enrolled as~~ ~~are required to become~~ members of the state retirement system.

~~(4) Any city official optionally exempted by the New Hampshire Retirement System from joining its plan may participate in one of the approved deferred compensation plans offered by the city, in which the city will pay to such employee's plan account a sum, as determined from time to time by the city council, at least equal to the amount the city would pay under the provisions of the state retirement system if such official were a member of the state retirement system.~~

~~Sec. 62-614. — Pension, retirement and disabilities for special public safety service employees.~~

~~A pension may be granted by the city council to any auxiliary police officer who has served faithfully for not less than 25 years or who, by reason of permanent disability directly incurred in the performance of his official duty, is no longer able to perform services in such capacity, subject to the following restrictions:~~

- ~~(1) — The maximum amount of such pension shall be \$2,000.00. Such payment shall deduct all sick leave pay, injury leave pay, and worker's compensation received.~~
- ~~(2) — All determinations for pensions under this section, in the first instance, shall be made by resolution of the city council.~~

George S. Hansel, Mayor

In City Council June 18, 2020.
Referred to the Finance, Organization
and Personnel Committee.


City Clerk



City of Keene, N.H.
Transmittal Form

May 28, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: K.1.

SUBJECT: Relating to the FY2020 Operating Budget

COUNCIL ACTION:

In City Council June 18, 2020.

Taken from the table by the Chair for action along with items C.8 and C.9., proposing amendments to the operating budget.

Voted with 9 in favor, five opposed and one member temporarily absent for the vote to add \$15,800 to Outside Agency funding with the funding with allocations as follows: 00001-62133: Keene Senior Center – an additional \$1,800 for a total appropriation of \$16,800; 00001-62136: Keene Community Kitchen – an additional \$4,000 for a total appropriation of \$90,000; 00001-62149: Hundred Nights Shelter – an additional \$5,000 for a total appropriation of \$30,000 and 00001-62187: Kids Collaborative – an additional \$5,000 for a total appropriation of \$10,000.

Voted with 10 in favor, four opposed and one member temporarily absent for the vote to deduct \$5,000 identified in 00001-62181: Partner City Committee.

Voted unanimously to remove the Interest on Bonded Debt in 99998-65102 identified for the Gilbo Avenue Infrastructure Improvements Project bond.

Voted unanimously for the adoption of Resolution R-2020-22-B.

In City Council June 4, 2020.

Tabled until the next regular meeting.

RECOMMENDATION:

On a vote of 5-0, the Finance, Organization and Personnel Committee moves to incorporate the financial changes into the 2020-2021 budget as noted.

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends the adoption of Resolution R-2020-22-A.

ATTACHMENTS:

Description

Resolution R-2020-22-A

BACKGROUND:

Ms. Howe stated staff made some changes to correct certain clerical issues as well as items being moved out of the operating budget – they are as follows:

Page 28, Mayor & City Council - Cost Center 00001 Account 62175, Other Services originally \$9,571 was appropriated as a supplemental for NOVUS, this is being moved out and there will now be a decrease in the budget for (\$9,571).

Page 33, Outside Agencies - Cost Center 00002 Account 62157, Monadnock Humane Society, the Agency withdrew their request for \$2,500, there will now be a decrease in the budget for (\$2,500).

Page 76, Human Resources - Cost Center 00500 Account 61704 Social Security originally \$2,335 was appropriated; it was a clerical error so the amount was increased by \$17,679.

Page 217, Parks, Recreation and Facilities Administration - Cost Center 01200 61305 Administrative Personnel there is a decrease of (\$24,335) due to a clerical error.

Page 217, Parks, Recreation and Facilities Administration - Cost Center 01200 61307, Part Time Employees an increase of \$1,528 due to a clerical error.

Based on the above mentioned there is a decrease to the General Fund budget in the amount of (\$17,199).

There are four other corrections:

Page 240, Sewer - Laboratory, Cost Center 08004 Account 61304 General Personnel - Decrease of (\$40,177) – clerical error

Page 240, Sewer - Laboratory, Cost Center 08004 Account 61303 Supervisory - Increase of \$40,177 - clerical error

Page 247, Water- Laboratory, Cost Center 05007 Account 61304 General Personnel - Decrease of (\$40,177) – clerical error

Page 247 - Water - Laboratory, Cost Center 05007 Account 61303 Supervisory Personnel -Increase of \$40,177 – clerical error.

Net budget increase zero – reclassification of supervisory personnel originally budgeted.

Councilor Hooper made the following motion, which was seconded by Councilor Clark.

On 5-0 roll call vote, the Finance, Organization and Personnel Committee moves to incorporate the financial changes into the 2020-2021 budget as noted.

Councilor Hooper made the following motion, which was seconded by Councilor Clark.

That the Finance, Organization and Personnel Committee moves for the adoption of R-2020-22-A.

Councilor Ormerod addressed the committee and stated he shares the comments made regarding the tax burden. He went on to say he feels the tax burden could be reduced if the city moves to a higher equitable fee structure for sewer and water and if these rates are increased the city provide incentives for conservation. He went on to say the City does not have a trail or bike pass for outsiders using our trails – he hoped some vision could be brought in for equitable use.

On a vote of 5-0, the Finance, Organization and Personnel Committee recommends the adoption of Resolution R-2020-22-A.



CITY OF KEENE

R-2020-22-A


Nineteen

In the Year of Our Lord Two Thousand and
Relating to the 2020/2021 fiscal year budget

A RESOLUTION

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

That the sum of \$25,569,147 be raised by taxation during the current year which together with \$35,056,263 for estimated operating revenues aggregating \$60,625,410 is hereby appropriated for the use of the several departments of the City Government, and further that the sum of \$4,708,591 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, 2020, as attached hereto and made a part thereof.


George S. Hansel, Mayor

In City Council June 4, 2020.

Tabled until the next regular meeting.


City Clerk

PASSED

2020/2021 Annual Operating Budget

R-2020-22-A

General Fund Revenue & Other Financing Sources:		<i>Adopted</i>	General Fund Appropriations:		<i>Adopted</i>
Property Tax Revenue		\$25,569,147	Elected & Appointed Officials		\$2,718,788
Use of Surplus		850,000	Capital Projects		2,748,908
Other Taxes		1,107,000	Administrative Services		4,776,341
Tax Increment Financing		790,613	Community Services		20,649,156
Licenses, Permits & Fees		3,661,664	Municipal Development Services		6,829,183
Intergovernmental		3,087,578	Debt Service		4,358,252
Charges for Services		1,877,110			
Fines & Forfeits		63,766			
Miscellaneous		1,902,619			
Other Financing Sources		3,171,131			
NET GENERAL FUND OPERATING REVENUES		\$42,080,628	NET GENERAL FUND OPERATING APPROPRIATIONS		\$42,080,628
TOTAL PARKING METER FUND REVENUES		\$1,406,534	TOTAL PARKING METER FUND APPROPRIATION		\$1,406,534
TOTAL PC REPLACEMENT FUND REVENUES		\$111,785	TOTAL PC REPLACEMENT FUND APPROPRIATIONS		\$111,785
TOTAL SOLID WASTE FUND REVENUES		\$4,773,930	TOTAL SOLID WASTE FUND APPROPRIATIONS		\$4,773,930
TOTAL SEWER FUND REVENUES		\$5,707,934	TOTAL SEWER FUND APPROPRIATIONS		\$5,707,934
TOTAL WATER FUND REVENUES		\$4,095,947	TOTAL WATER FUND APPROPRIATIONS		\$4,095,947
TOTAL EQUIPMENT FUND REVENUES		\$2,448,652	TOTAL EQUIPMENT FUND APPROPRIATIONS		\$2,448,652
TOTAL OPERATING REVENUES - ALL FUNDS		\$60,625,410	TOTAL OPERATING APPROPRIATIONS - ALL FUNDS		\$60,625,410
CAPITAL:					
PARKING FUND CAPITAL FUNDING		\$60,000	PARKING FUND CAPITAL APPROPRIATIONS		\$60,000
SOLID WASTE FUND CAPITAL FUNDING		\$70,000	SOLID WASTE FUND CAPITAL APPROPRIATIONS		\$70,000
SEWER FUND CAPITAL FUNDING		\$1,828,465	SEWER FUND CAPITAL APPROPRIATIONS		\$1,828,465
WATER FUND CAPITAL FUNDING		\$1,287,770	WATER FUND CAPITAL APPROPRIATIONS		\$1,287,770
EQUIPMENT FUND CAPITAL FUNDING		\$1,462,356	EQUIPMENT FUND CAPITAL APPROPRIATIONS		\$1,462,356
TOTAL CAPITAL FUNDING - OTHER FUNDS		\$4,708,591	TOTAL CAPITAL APPROPRIATIONS - OTHER FUNDS		\$4,708,591