



FINANCE, ORGANIZATION AND PERSONNEL COMMITTEE
Council Chambers B, Keene City Hall
September 8, 2022
6:00 PM

A. AGENDA ITEMS

1. Spectrum Service Issues - Councilor Randy Filiault
2. Primex³ Contribution Assurance Program (CAP) - Property & Liability Program - ACM/Human Resources Director
3. Relating to Chapter 22 - Cemeteries
Ordinance O-2022-12
4. Relating to Water and Sewer Utility Charges - Ordinance O-2022-10
5. Relating to Appropriation and Expenditure of Funds from the Sale of Property to Provide Funds for the Airport Fuel Farm Capital Project
Resolution R-2022-32

B. MORE TIME ITEMS

1. Councilor Filiault - Charter Amendment Related to Municipal Primary

NON PUBLIC SESSION

ADJOURNMENT



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.1.

Meeting Date: September 8, 2022
To: Mayor and Keene City Council
From: Finance, Organization and Personnel Committee, Standing Committee
Through:
Subject: **Spectrum Service Issues - Councilor Randy Filiault**

Council Action:
In City Council September 1, 2022.
More time granted.

Recommendation:
On 5-0 vote, the Finance, Organization and Personnel Committee recommends that this item be put on more time until its next regularly scheduled meeting on September 8 at 6 pm.

Attachments:
None

Background:
Councilor Filiault addressed the Committee and stated per the letter he submitted he is looking for a representative from Spectrum Cable to explain to the Council as to why the cable service seems to be so poor. This is not because of storms or bad weather; it is happening all over Keene no matter what the weather is. The Councilor stated this is a service that people pay for and people expect a service. He added the only thing worse lately than Spectrum Cable Services has been Spectrum customer service. When anybody calls it is always "we don't see a problem in your area" or "unplug your box and plug it back in".

Councilor Filiault stated since he submitted this letter he has also been contacted by three Spectrum employees who want to remain anonymous, who acknowledge Spectrum Cable is aware there is a problem in Keene and have ignored it. One of the problems, according to Spectrum Employees is their equipment on Beech Hill is not adequately ventilated. It overheats and causes some of the freezes. He indicated he has also heard from another employee, that they have outdated codes in their office, which causes a problem. The Councilor added he is not able to confirm or deny any of this, but the information came from Spectrum employees.

Communications and Marketing Director/Asst. City Manager Rebecca Landry was the next to address the Committee. She indicated the City has a Franchise Agreement with Charter Communications/Spectrum Cable. She indicated she does not know a lot about these complaints but when she has received complaints, she has been able to work with Charter Communications now

known as Spectrum Cable where the complaints are tracked, logged and resolved.

Ms. Landry referred to language from the current Franchise Agreement "...billing and complaint procedures for reporting and resolving subscriber complaints include address and telephone number of the local franchise authority". Once a year under the Charter, Keene is required to send notice to all of its subscribers, identifying Keene as the franchise authority, and also letting customers know that they can complain to the franchise authority with the name and telephone number of the contact. Charter Communication is required to keep a record of all complaints for two years. However, verbal complaints are not required to be kept in that history.

She noted people have asked about credit for any type of service outage; the Franchise Agreement says if there is an outage of 24 consecutive hours or more, subscribers are eligible for a credit, if they request it. Ms. Landry stated she has spoken with the Executive team of Spectrum; there is a V.P. for this region and a team of managers who are ready and willing to hear concerns, and they are hoping to have time to follow up after they learn more about what is going on.

Chair Powers asked for public comment next.

Mr. Bob Trudeau of 671 Park Avenue indicated he has experienced the same issues Councilor Filiault referenced. He indicated he has experienced with certain programs where individual's lips move faster than the show and everything starts to freeze. Mr. Trudeau stated they lost cable the other days for several hours. He stated he tried the "unplug plug back in" method but no resolve, they contacted customer service and they repeated the same fix after half an hour doing the same thing the call disconnected and there was no follow up call. He stated he does not understand why Spectrum cannot call customers back. Mr. Trudeau stated in the past he has seen Time Warner driving around checking distribution boards but that doesn't seem to happen anymore. He stated he hoped there could be a resolution soon.

Mr. Rod Parsons of 104 Hurricane Road stated he would echo some of the previous comments. He stated he has a complete package of spectrum equipment; router, modem etc. He also has the complete internet package and programming. Last night, between the hours of 7:30 pm to 8:00 pm there were four outages where the spectrum logo kept circling (there were no storms last night). Mr. Parson felt spectrum doesn't have enough signal strength to get a signal. He stated he performed a speed test last evening and is receiving 3.7 MB per second download, and 1.9 upload. Today it has improved to 5.7 download and around 4 upload. Hence, the speed varies. He stated without knowing the performance specification for delivery of their product to his house, he can't determine if he is getting what he is supposed to. Mr. Parsons added his monthly bill to Spectrum is \$238 per month and for that money he should receive appropriate service for what he is paying for.

Mr. Bill Arnott of 44 East Surry Road stated he agrees with everything that has been said by the other speakers and has the same experiences on East Surry Road as well. He stated he however, does not have a problem with Internet which leads him to believe after experiencing cable issues for the last 2 or 3 years Keene has antiquated equipment. Mr. Arnott stated he would like to suggest Keene hire a technology expert on cable and bill Spectrum for that cost because he does not trust the technologist at Spectrum because the answers he receives don't make any sense. He stated for example, he couldn't watch a Bruins game last year during the playoffs because the figures were pixelated on the screen and same with the Celtics. He had the same issue with the Redsox last night. Mr. Arnott relayed an issue his neighbor had experienced as an example of how customers are treated by Spectrum. His neighbor lost one of her cable boxes and called Spectrum and their first response was to have her bring the box into the store, which she refused and after a week of back and forth with Spectrum customer service, they finally arrived on the premises and found a grounded wire that did not exist, and the reason for the cable box malfunction. Mr. Arnott stated he has learned

never to speak to any in public relations at Spectrum but rather ask to speak to someone in the technology department. Mr. Arnott felt receiving a credit after 24 hours of outage might help a little. He stressed the need for the City to hire a cable expert to look into this issue.

Mr. Rich Collins of Armory Street stated he has been dealing with the same issues that have been addressed by the prior speakers for over two years. He stated cable issues don't seem to happen during regular TV and hence felt it could be an overload issue with Spectrum. He stated he has had his cable box replaced four times, Spectrum technicians have been at his house on ladders checking wires, checking telephone calls trying to rectify the situation and end up giving him a new box which does not help fix the problem because the issue happens again. Mr. Collins felt Keene is lacking support from Spectrum; it is as if Keene is inconsequential.

Mr. Chuck Berry of 31 Washington Street stated he works from home. His first issue was trying to get the internet working. The instructions online was not accurate and all customer service could say was to unplug and plug back in. He stated he finally requested a technician be sent to his house and it was indicated to him there could be a charge for a technician to come to his home. When they did arrive, it was realized his apartment was never hooked up. Since then there have been several outages. He stated when his internet goes out and he can't work this becomes a cost to him as he ends up having to work later in the day. He stated he needs his internet to work because he depends on reliable internet to make a living. Mr. Berry felt it was a mistake not to have these calls recorded because when there is an outage and he calls customer service he is not going to remember to write a letter. He felt the statistics would be a lot higher in the failure rate if calls were recorded. Mr. Berry stressed for an individual like him there is a cost for Spectrum internet to be out but Spectrum is getting paid their entire bill.

Mr. Tom Spinks of 34 Woodburn Street stated he has been a Keene resident since 2002. He talked about his internet, which was really slow today. When he called customer service he was asked to unplug the router and plugged it back in, after about 12 seconds Spectrum did a reset on the wireless and the speed test soon after was very high but as soon as he started doing a search the speed was down again. Another call was made to Spectrum and they agreed to send a technician over which required to him to rearrange the equipment so the technician could trouble shoot. Mr. Spinks stated this has been extremely frustrating for him – he stated he probably is speaking for everybody here the level of frustration customers have to endure with Spectrum services. Mr. Spinks went on to ask the difference buffering and streaming and whether there was a plan for Spectrum to connect people with fiber optic.

Mr. Jim Hogancamp at 90 Felt Road began by sharing with the Committee a conversation his wife had with Spectrum on August 4 at 5:25 pm: Spectrum indicated they would reboot and they should have cable back in 20 minutes. At that point, he checked the thermometer the weather was at 81 degrees, small breeze, sky was partly cloudy – hence that would indicate there are no weather issues. Same night 6 pm they still had no cable and had now gone beyond the 20 minutes they were originally told. The same screen message, unable to tune into this channel if you need further help with an error code was displayed. He continued that at 7:59 pm, 2.5 hours after the 20 minute promised time, there was still no cable. His wife called Spectrum again and was told they were working on the issue as many others in the area were also having the same issue. At 9:06 pm they got the cable back. Mr. Hogancamp stated he does not care about the 24 hour loss of cable as he doesn't watch TV 24 hours a day, but when he wants to watch TV he would like it to be available as this is what he is paying for. With respect to the financial aspect, they had full service starting on March 7, 2019, at a cost of \$109 per month. That cost has gone up 10 times since that time. As of April of this year their bill is at \$196 – an 85% increase.

Mr. Arnott addressed the committee again and stated with respect to the pixelated situation when he

turned on the Spectrum app, it did not pixelate. He felt this was an important point and encouraged the City to hire a cable expert to look into this issue.

Mr. Trudeau reiterated the pixilation issue.

Chair Powers stated it is not their expectation that the Committee will have a complete answer tonight. Spectrum has asked that they be able to come back with some other individuals. He asked the representative present this evening to comment on what has been said.

Mr. John Mahr Director of Government Affairs addressed the Committee for Charter Spectrum and stated he has listened to all the issues raised tonight. He stated they take every customer seriously and want all of their customers to be happy. He stated their V.P. is committed to come to the next meeting on September 8th and address what he is planning to do for the City of Keene to make the necessary improvements. He acknowledged people are frustrated with customer service, which is understandable. He asked that they be put back on the agenda for September 8th. He added he has taken copious notes tonight and will be passing that on to his V.P. who could not make it here tonight.

The Chair explained the way the City Council is able to deal with issues such as this; someone brings an item forward and it is assigned to particular committee. When it comes to this committee there are a number of things that might happen – do more research, act upon it, but the FOP Committee does not make a final decision as they are only one third of the City Council. Hence, the issue would likely go back to the City Council for final adjudication. The Chair continued that this evening the item is going to be put it on more time, which means it will be back on FOP's agenda at a future meeting. Two weeks from this evening the item will be back before the Committee at that meeting if the item needs to be sent to City Council it will be forwarded on to that Body.

Councilor Lake made the following motion, which was seconded by Councilor Madison.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that this item be put on more time until its next regularly scheduled meeting on September 8 at 6 pm.



CITY OF KEENE NEW HAMPSHIRE

Meeting Date: September 8, 2022

To: Finance, Organization and Personnel Committee

From: Elizabeth Fox, ACM/Human Resources Director

Through: Elizabeth Dragon, City Manager

Subject: **Primex³ Contribution Assurance Program (CAP) - Property & Liability Program - ACM/Human Resources Director**

Recommendation:

Move that the Finance, Organization and Personnel Committee authorize the City Manager to do all things necessary to enter into and execute an agreement extending participation with Primex³ in a multi-year Contribution Assurance Program (CAP) through FY26 that has provided predictable contributions and stable property and liability insurance coverage.

Attachments:

None

Background:

The City of Keene has been a participant in Primex³ (NH Public Risk Management Exchange) obtaining property and liability insurance and benefiting from premium savings generated by its risk management programs for approximately seventeen years. Through Primex³ the City gains access to high-quality risk management resources and training programs critical to supporting risk reduction efforts necessary to stabilize premiums. In recent year's favorable claim trends have supported stable annual property and liability contributions with increases averaging approximately 3% annually during the current CAP period. With the City's continued commitment to the CAP program, Primex³ limits premium increases to no more than 7% annually, in the event that claims experience is less favorable and warrants larger increases. The pool's rating methodology considers claims experience over a 5 year period and the City is currently in a position where years with low losses will be falling out of future rating periods. These will be replaced by years with larger losses over the upcoming CAP renewal period increasing the likelihood that the continued commitment to the pool will provide premium protection when claims performance warrants a larger adjustment. This was the case in FY15 when program participation provided premium savings in excess of \$20,000.



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.3.

Meeting Date: September 8, 2022
To: Mayor and Keene City Council
From: Andrew Bohannon, Parks, Recreation and Facilities Director
Through: Elizabeth Dragon, City Manager
Subject: **Relating to Chapter 22 - Cemeteries
Ordinance O-2022-12**

Council Action:

In City Council September 1, 2022.

Referred to the Finance, Organization and Personnel Committee.

Recommendation:

That Ordinance O-2022-12, which would revise the fee structure for the Cemetery Division, be referred to the Finance, Organization and Personnel Committee for review and recommendation.

Attachments:

1. Ordinance O-2022-12_Referral

Background:

The present fee schedule for cemeteries was set in 2016; a recent review from the 2019 NH Cemetery Association was conducted to align with other comparable cemeteries within the state. Maintenance, staffing costs and level of service have increased and are not expected to decrease to any previous levels. Comparable cemeteries in the state are located in Exeter, Portsmouth (Calvary), Dover (Pine Hill) and, locally, St. Joseph's Cemetery. In a comparison study with those rates, staff also performed an analysis of costs to determine new prices that cover the true costs of services and recent requests for weekend burials. It was found that the rates needed increased adjustments.

The rate increase is 20% for a weekday burial during normal business operations. However, the weekend burial rates, which now include Sunday, with limited hours from 9:00am to 12:00pm, have increased 100%, and staffing rates in addition have increased 50% related to the weekend responsibilities.

The new fee schedule will be implemented on October 1, 2022.



CITY OF KEENE

Ordinance O-2022-12

Twenty-two

In the Year of Our Lord Two Thousand and

AN ORDINANCE**Relating to Cemeteries**.....

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

That the Ordinances of the City of Keene, as amended, are hereby further amended by deleting the stricken text and inserting the bolded text in Chapter 22, entitled “Cemeteries.”

Chapter 22 - CEMETERIES

ARTICLE I. - IN GENERAL

Sec. 22-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Director means the parks, recreation and facilities director.

Sec. 22-2. - Entry by director.

The director may enter upon any cemetery lot and remove any shrubs or trees that are deemed detrimental to the cemetery or adjoining lots or unsightly or inconvenient to the public. He may enter upon any lot and make improvements needed for the advantage of the grounds.

Sec. 22-3. - Records.

(a) The director shall keep records for each cemetery consisting of the following:

- (1) A lot burial record;
- (2) An index of lot owners;
- (3) An interment register; and
- (4) A burial record.

(b) In addition to the records required in subsection (a) of this section, the director shall keep any and all necessary records for the proper administration of the municipal cemeteries.

ARTICLE II. - REGULATIONS

Sec. 22-31. - General restrictions.

The following shall apply in all municipal cemeteries:

- (1) No person shall enter or leave except through the gates. No person except cemetery employees or police officers shall be within the cemetery except during daylight hours.
- (2) No dog shall be allowed in any cemetery.
- (3) No vehicle shall be driven except on roads designated for that purpose, and no vehicle shall be driven faster than ~~15~~ 10 miles per hour upon the roads of any municipal cemetery.
- (4) The director shall maintain order and shall require any person whose conduct is objectionable or who violates this Code to leave the cemetery.
- (5) No person shall discharge a firearm or any other weapon, including but not necessarily limited to bows and arrows, in or adjacent to any cemetery. This prohibition shall not apply to authorized **military** volleys at burial services.
- (6) No person through fault or neglect shall allow any livestock, **including horses**, to trespass upon any public burial place or private graveyard. ~~protected by fencing.~~
- (7) Glass containers of any kind are prohibited in any of the city cemeteries and may not be brought into any cemetery for any purpose whatsoever. City employees working in cemeteries may use glass beverage containers in conjunction with their meals consumed in the cemeteries, provided there is proper disposition of the containers.

Sec. 22-32. - Specific restrictions.

(a) *Scope.* Cemetery sections have been designed to meet various needs and provide the parks, recreation and facilities department with controls as deemed necessary by the city council. Lot owners must abide by the restrictions as set forth for their section by ordinance. Cremains ~~may be~~ **are** allowed in graves in all sections of city cemeteries. ~~at the discretion of the director.~~

(b) *Monadnock View Cemetery.* Restrictions for sections of Monadnock View Cemetery are as follows:

(1) Sections A, C, D, E, H, I, J, K, N:

a. Upright monuments are permitted when two or more adjacent graves are owned.

b. Only one upright central or family memorial shall be allowed on a lot, and that shall be set on the space designated by the director at least three inches from the lot line. Single graves may not have any pot or urn that cannot be lifted with one hand.

c. Graves may be sold in any combination.

(2) Section B:

a. Flush markers only are permitted.

b. Markers are to be placed at the head of the grave.

c. Graves may be sold in any combination.

~~(3) Section F:~~

~~a. Infants up to six months are permitted.~~

~~b. Assistance cases are permitted.~~

~~e. Flush markers only are permitted.~~

~~d. Lots are sold by single grave.~~

(4)(3) Section G:

a. Mausoleums only are permitted.

b. Mausoleums are sold by square footage.

(5)(4) Jewish and American Legion/VFW Section:

a. Upright monuments are permitted in the Jewish section only.

b. The American Legion/VFW section is sold by single grave.

c. Jewish section graves may be sold in any combination.

(c) *Woodland Northeast Division Cemetery*, Specific restrictions for ~~section XII-C~~ **Section 12C**, of in the Woodland Northeast Division Cemetery ~~are as follows:~~ **and Sections MC and Q in Monadnock View Cemetery are as follows:**

(1) Cremains only are permitted.

(2) Upright monuments are allowed within size restrictions as put forth in the cemetery rules and regulations

(d) *All other cemeteries*. Specific restrictions for all other cemeteries are as follows:

(1) Upright monuments are permitted when two or more adjacent graves are owned.

(2) Only one upright central or family memorial shall be allowed on a lot, and that shall be set on the space designated by the director at least three inches from the lot line.

(3) Single graves may not have any pot or urn that cannot be lifted with one hand.

(4) Graves may be sold in any combination.

(5) Graves restricted for cremains only may have an upright monument within the size restrictions as put forth in article 91 of the cemetery rules and regulations.

(6) No person shall cause the surface of the ground to be raised above the existing height on the surrounding surface. All grading shall be done by the cemetery division or under the directions of the cemetery division.

(7) No curbs or any type of fencing shall be permitted around any individual lot or multiple of lots.

ARTICLE III. - LOTS

DIVISION 1. - GENERALLY

Sec. 22-61. - Development and use of lots; platting.

Before any new block of a municipal cemetery is opened for the sale of lots, the director shall cause it to be platted and recorded in the city clerk's office, after the approval of the city council.

Sec. 22-62. - Sale of lots.

The sale of lots in the municipal cemeteries shall be under control of the director, subject to the sections of this Code or city ordinances pertaining thereto. Anyone desiring to buy a lot shall apply to the director and select a lot from those available for sale. ~~The buyer shall then present to the city accounting office a memorandum from the director showing selected lots, together with payment in full.~~ Upon presentation of a proper receipt, ~~the director shall issue payment in full, the Purchaser will be issued~~ a deed to the lot. The deed shall be signed by the director and the mayor and shall be recorded in the city clerk's office.

Sec. 22-63. - Cemetery funds.

All funds raised and appropriated by the city for the care and maintenance of cemeteries shall be held by and expended under the direction of the trustees of trust funds, after receiving the recommendations of the director, and soliciting any advice from him that the trustees of trust funds may desire. It shall be their duty to supervise all public cemeteries to the end that such funds may be so expended as best to serve the purposes for which they are raised and appropriated.

Sec. 22-64. - Price of graves.

The price of graves in city cemeteries shall be as set forth in the schedule of fees in appendix B to this Code.

Sec. 22-65. - Miscellaneous charges.

Miscellaneous charges for the city cemeteries shall be as set forth in the schedule of fees in appendix B to this Code.

Sec. 22-66. - Transfer of lots.

The transfer of cemetery lots previously sold shall be registered with the city clerk by presentation of the original deed on the back of which is written, "hereby transfer to (name of the new owner) (portion of lot)" and the endorsement of the original lot owner, his heirs or assigns. No person shall be recognized as the owner or part owner unless so recorded in the office of the city clerk. All transfers must be approved by the director.

DIVISION 2. - PERPETUAL CARE

Sec. 22-96. - Services provided.

All cemetery lots sold shall be provided with the perpetual care services, the expense of which shall be included in the price of the lot. Perpetual care shall include the cutting of grass upon the lot at reasonable intervals and the raking and cleaning of the lot, but shall not include maintenance or repair of any monument or wall. ~~It may include arranging for the planting and care of flowers if adequate funds are provided for that purpose.~~

DIVISION 3. - INTERMENT

Sec. 22-126. - Charges.

Cemetery interment and entombment charges shall be billed to the next of kin or other designated party, and shall be paid in the office of revenue collection, **in full on or before the day of interment.**

Sec. 22-127. - Notice.

Notice of interment in the cemetery must be given to the director at least ~~12~~ **48** working hours in advance. The director shall have full charge of the opening, closing and sodding of all graves.

Sec. 22-128. - Times permitted.

No person shall bury or cause to be buried or interred any dead body at any other time of day than between sunrise and sunset, except when otherwise permitted by the director. Burials may take place on Saturday or Sunday up to 12:00 noon. ~~Only in exceptional cases will burials be allowed, excluding Saturday mornings, on weekends or recognized city holidays.~~

Times of interment are as follows:

Monday – Friday: 9:00 AM – 3:00 PM*

Saturday or Sunday: 9:00 AM – NOON**

***Overtime fees:** *Overtime fees shall be charged for proceedings that extend beyond 3pm on weekdays and Noon on weekends.*

Overtime/Weekday: \$90/hour per person; 1-hour minimum

Overtime/Weekend: \$130/hour per person; 3-hour minimum

Sec. 22-129. - Entombment.

No body shall be entombed before November 15. All entombed bodies must be removed from the tomb on or before May 10.

Sec. 22-130. - Vaults.

A concrete vault, cement liner, or ~~equal~~ **equivalent** approved by the director, shall be required for all burials in all cemeteries.

Sec. 22-131. - Depth of grave.

No full body burial shall be made less than two feet deep, from the surface of the ground surrounding the grave to the top of the coffin.

Sec. 22-132. - Disinterments.

No disinterments shall be made between the dates of November 15 and May 10, except in an emergency as called for by the city and/or state authorities.

DIVISION 4. - MONUMENTS, PLANTINGS, DECORATIONS

Sec. 22-161. - Monuments and markers.

All municipal cemeteries shall be permitted to have monuments, markers and cornerstones of such dimensions, placement and materials as shall be permitted by regulation. All markers and cornerstones shall be set flush with the lawn surface so that no part of such marker or cornerstone shall protrude above the surface of the ground. No monument, marker, cornerstone or memorial shall be placed on any lot until the lot is paid for in full.

Sec. 22-162. - Hours of work.

All work on cemetery monuments, markers, foundations and lettering shall be done during the working hours of the parks, recreation and facilities department. Such work during nonworking hours of the parks, recreation and facilities department may be performed by permission of the director given in writing in advance.

Sec. 22-163. - Lot plantings, decorations and alterations.

No trees or bushes shall be planted in any lot or cemetery by any individual. Only dwarf rosebushes, dwarf lilacs and dwarf evergreen shrubbery permitted by regulation are allowed. Bushes and shrubbery are permitted in upright monument sections only.

Sec. 22-164. - Dwarf rosebushes and dwarf lilacs.

Dwarf rosebushes and dwarf lilacs may not be planted in the cemetery until a permit is purchased from the cemetery division. ~~A listing of permissible species is available at the cemetery office.~~ **All species of lilacs and rosebushes must be approved by the Director prior to planting.** All rosebushes and lilacs must be kept trimmed and attended for disease and insects. No rosebush or lilac may exceed the height of the monument and may only be planted at the ends of the monument. If any rosebush or lilac becomes unsightly or infested, one warning shall be directed to the permit holder. If there is no response to the warning or no correction of the problem noted within the time prescribed, the cemetery division shall remove the bush. Fees for rosebushes and lilac permits shall be as set forth in section 22-65 of the schedule of fees in appendix B to this Code.

Sec. 22-165. - Dwarf evergreen shrubbery.

Dwarf evergreen shrubs may not be planted in the cemetery until a permit is purchased from the cemetery division. ~~A listing of permissible species is available at the cemetery office.~~ **All species of dwarf evergreens must be approved by the Director prior to planting.** Shrubs may not exceed the height of the monument by more than six inches and may be planted only at the ends of the monument. Replacements of previously planted shrubs must conform to regulations. If a shrub becomes unsightly or infested, one warning shall be directed to the permit holder. If there is no response to the warning or no correction of the problem within the time prescribed, the cemetery division shall remove the shrub. Fees for dwarf evergreen shrubs shall be as set forth in section 22-65 of the schedule of fees in appendix B to this Code.

Sec. 22-166. - Flowers, pots and urns.

Vases, urns or potted plants may be placed against cemetery monuments or on markers for Memorial Day, but must be removed by September 30 of that year. The director may, at his discretion, have pots and urns which contain mostly dead flowers removed at any time. Flowers may be planted and must be placed against the front of the headstone and bedded the exact length of the headstone and may not come out from the headstone more than eight inches. Artificial flowers are prohibited from April 1 through October 31.

APPENDIX B - FEE SCHEDULE

Article III. Lots

Division 1. Generally

§ 22-64. Price of graves:

All graves excepting those below, per grave~~\$750.00~~ **\$900.00**

Cremains grave, three feet by five feet, per grave~~\$500.00~~ **\$600.00**

§ 22-65. Miscellaneous charges:

Disinterments~~\$1,200.00~~ **\$1,400** full body
~~\$300.00~~ **\$360.00** cremation

Interments: including openings, greenery, closing, reseeding and official recording

Standard four feet by ten feet~~\$600.00~~ **\$720**

Standard interment—weekend/holiday~~\$900.00~~ **\$1800.00**

Children up to six months\$112.00

Children six months up to 12 years\$250.00

Ground inurnment (cremains)~~\$250.00~~ **\$300.00**

Ground inurnment (cremains)—weekend/holiday~~\$400.00~~ **\$800.00**

Winter interment fee increases are between December 1 and March 31

Standard four feet by ten feet~~\$750.00~~ **\$900**

Winter standard interment—weekend/holiday~~\$1,050.00~~ **\$2100.00**

Ground inurnment (cremains)~~\$350.00~~ **\$420.00**

Winter ground inurnment (cremains)—weekend/holiday~~\$500.00~~ **\$1000.00**

When two individuals are interred at the same time in the same grave, there will be a recording fee for the second interment. This would apply to cremains included in a casket or a double urn\$75.00

Tomb service: flat rate for bodies to be buried outside of the city\$25.00
plus \$20.00 per month entombed

Overtime fee for funerals and closing extending beyond 3:00 p.m. on regular workdays or funerals on weekends, as permitted, per hour~~\$65.00~~ **\$90.00** per hour, per person
One hour minimum weekdays,
three hour minimum weekends

Overtime fee for funerals on recognized city holidays, as permitted, per hour\~~\$65.00~~ **\$130.00** per hour;
three hour minimum, per person

Evergreen shrub permit fee\~~\$20.00~~ **\$25.00**

Shrub permit fee with planting service\~~\$50.00~~ **\$70.00**

Flush marker installation\~~\$100.00~~ **\$140.00**

Flush marker installation—Veteran\ \$0.00

Tent for graveside service\ \$150.00

Memorial stone permit—flat marker\ \$25.00

Memorial stone permit—upright marker\ \$50.00

Memorial stone permit—corner marker\ \$40.00

George S. Hansel, Mayor

In City Council September 1, 2022.
Referred to the Finance, Organization
and Personnel Committee.


City Clerk



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.4.

Meeting Date: September 8, 2022
To: Mayor and Keene City Council
From: Finance, Organization and Personnel Committee, Standing Committee
Through:
Subject: Relating to Water and Sewer Utility Charges - Ordinance O-2022-10

Council Action:
In City Council September 1, 2022.
More time granted.

Recommendation:
On 5-0 vote, the Finance, Organization and Personnel Committee recommends putting this item on more time.

Attachments:
1. Ordinance O-2022-10_referral

Background:
Councilor Madison made the following motion, which was seconded by Councilor Remy.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends putting this item on more time.



CITY OF KEENE

O-2022-10

In the Year of Our Lord Two Thousand and Twenty-two

AN ORDINANCE Relating to Water and Sewer Utility Charges

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

That Appendix B Fee Schedule of the Ordinances of the City of Keene, as amended, are hereby further amended by deleting the stricken text and inserting the bolded text under effective 11/1/2022 in the accompanying rate schedule in Section 98-511 of Appendix B so that Section 98-511 (a) and Section 98-511 (g), and the accompanying rates in Appendix B, would read as follows:

Appendix B

<u>Section 98-511 (a). Water Meter Rates</u>	effective <u>11/1/2021</u>	effective <u>11/1/2022</u>
Volume Rate (\$ per hcf)	\$ 5.06	\$ 5.35
Fixed Quarterly Charge (meter size in inches)		
5/8 inches	\$ 24.36	\$ 24.33
3/4 inches	\$ 36.53	\$ 36.50
1 inch	\$ 60.89	\$ 60.83
1 1/2 inches	\$ 121.78	\$ 121.65
2 inches	\$ 194.84	\$ 194.64
3 inches	\$ 365.33	\$ 364.96
4 inches	\$ 608.88	\$ 608.26
6 inches	\$ 1,217.76	\$ 1,216.52
<u>Section 98-511 (g). Public and private fire protectin service charges:</u>	effective <u>1/1/2009</u>	effective <u>11/1/2022</u>
Private Fire Proection (per connection , per year)		
Private Fireline 1 1/2"	\$ 36.13	\$ 29.42
Private Fireline 2"	\$ 64.22	\$ 62.70
Private Fireline 4"	\$ 256.89	\$ 388.14
Private Fireline 6"	\$ 578.00	\$ 1,127.46
Private Fireline 8"	\$ 1,027.56	\$ 2,402.66
Private Fireline 10"	\$ 1,605.57	\$ 4,320.81
Private Fireline 12"	N/A	\$ 6,979.30
Private Hydrant (perhydrant, per year)	\$ 578.00	\$ 1,127.46

In City Council August 18, 2022.
 Referred to the Finance, Organization and
 Personnel Committee.

Deputy City Clerk

George S. Hansel, Mayor

PASSED



CITY OF KEENE NEW HAMPSHIRE

ITEM #A.5.

Meeting Date: September 8, 2022

To: Mayor and Keene City Council

From: David Hickling, Airport Director

Through: Elizabeth Dragon, City Manager

Subject: **Relating to Appropriation and Expenditure of Funds from the Sale of Property to Provide Funds for the Airport Fuel Farm Capital Project Resolution R-2022-32**

Council Action:
In City Council September 1, 2022.
Referred to the Finance, Organization and Personnel Committee.

Recommendation:
 That Resolution R-2022-32 relating to the Appropriation and Expenditure of Funds from the Sale of Property to Provide Funds for the Airport Fuel Farm Capital Project have a first reading in front of the City Council and that it be referred to the Finance, Organization and Personnel Committee for their recommendation.

Attachments:
 1. Resolution R-2022-32_Referral

Background:
 The City has acquired funds from the sale of several properties at the airport. They are as follows:

Sale of city owned hangar ("The Green Hangar"):	\$ 11,931.42
Sale of parcels 32 & 32-1 (Formally Alps property):	\$429,984.90
Total funds from sales:	\$441,916.32

As the property formally known as the Alps property was originally purchased with federal funds through the F.A.A., 90% of the proceeds from the sale of parcels 32 & 32-1 must be used to offset the federal share of future F.A.A. funded capital projects at the airport per F.A.A. mandates. As such, we ask the City Council to approve that \$386,986.41 of these funds, along with accumulated interest, be used toward an airport capital project to be determined by the F.A.A.

We ask that the City Council also approve the use of the remaining \$42,998.49 from the sale of Parcels 32 & 32-1 and the \$11,931.42 from the hangar sale, along with accumulated interest, up to \$54,929.91 be used to cover unanticipated cost increases related to the airport fuel farm project.



CITY OF KEENE

R-2022-32

Twenty-two

In the Year of Our Lord Two Thousand and

Relating to the Appropriation and Expenditure of Funds from the Sale of
A RESOLUTIONProperty to Provide Funds for the Airport Fuel Farm Capital Project:.....

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

WHEREAS: The City is in possession of funds received from the previous sale of the former “ALPS” property in the amount of Four Hundred Twenty-nine Thousand Nine Hundred Eighty Four Dollars and Ninety Cents (\$429,984.90), and the former “Green Hanger” in the amount of Eleven Thousand Nine Hundred Thirty-one Dollars and Forty-two Cents (\$11,931.42) located at the Keene Dillant-Hopkins Airport, for a total amount (including accumulated interest) of Four Hundred Forty-one Thousand Nine Hundred Sixteen Dollars and Thirty-two cents (\$441,916.32); and

WHEREAS: The ALPS property was originally purchased with federal funds provided to the City through the FAA; and

WHEREAS: FAA regulations require that 90% of the proceeds from the sale of the ALPS property currently in the amount of Three Hundred Eighty-six thousand Nine Hundred Eighty Six Dollars and Forty-one cents (\$386,986.41), together with accumulated interest, be reserved to offset the federal share of future FAA funded capital projects at the Keene Dillant-Hopkins Airport; and

WHEREAS: The remaining 10% of the proceeds from the sale of the ALPS property in the amount of Forty Two Thousand Nine Hundred Ninety-eight Dollars and Forty-nine Cents (\$42,998.49) (along with accumulated interest), are available for use by the City for unanticipated cost increases relating to the Keene Dillant-Hopkins Airport fuel farm project; and

WHEREAS: The proceeds from the sale of the Green Hanger in the amount of \$11,931.42 are also available for use by the City for unanticipated cost increases relating to the Keene Dillant-Hopkins Airport fuel farm project;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Keene:

That the City Manager be authorized to all things necessary to appropriate up to Fifty-four Thousand Nine Hundred Twenty-nine Dollars and Ninety-one Cents (\$54,929.91) consisting of 10% of the sale proceeds from the ALPS property including accumulated interest earnings, and the proceeds from the sale of the Green Hanger including accumulated interest earning, to fund unanticipated cost increases relating to the Keene Dillant-Hopkins Airport fuel farm project and

PASSED

BE IT FURTHER RESOLVED:

That the City Manager be, and hereby is, authorized to do all things necessary to expend the funds in accordance with resolution R-2022-32

George S. Hansel, Mayor

In City Council September 1, 2022.
Referred to Finance, Organization and
Personnel Committee.

A handwritten signature in black ink, appearing to read "Patricia Castle". The signature is written in a cursive, flowing style.

City Clerk