

A regular meeting of the Keene City Council was held on Thursday, May 1, 2025. The Honorable Mayor Jay V. Kahn called the meeting to order at 7:00 PM. Roll called: Kate M. Bosley, Laura E. Tobin, Robert C. Williams, Edward J. Haas, Philip M. Jones, Andrew M. Madison (arrived at 7:03 PM), Kris E. Roberts, Jacob R. Favolise, Bryan J. Lake, Catherine I. Workman, Thomas F. Powers, and Mitchell H. Greenwald were present. Randy L. Filiault and Bettina A. Chadbourne were absent. Having declared a quorum was physically present in the Council Chamber, Mayor Kahn recognized that Councilor Michael J. Remy requested to participate remotely; the Councilor stated his request was due to work travel and he was calling alone from his location. Hearing no objections from the Council, the Mayor granted remote participation. Councilor Bosley led the Pledge of Allegiance.

#### MINUTES FROM PRECEDING MEETING

A motion by Councilor Greenwald to adopt the April 17, 2025, minutes as presented was duly seconded by Councilor Bosley. The motion carried unanimously on a roll call vote with 13 Councilors present and voting in favor. Councilors Filiault and Chadbourne were absent.

#### ANNOUNCEMENTS

Mayor Kahn welcomed the newly appointed City Clerk, Terri Hood. Members of the public can view on the City of Keene website, an announcement about Ms. Hood being sworn in as the new City Clerk as well as an announcement about Patty Little's retirement

Next, the Mayor announced the second annual Keene Runway 5K on Sunday, May 18, 2025 at 9:00 AM, benefiting the Keene Senior Center: [www.runsignup.com](http://www.runsignup.com). All age groups to 90+ were welcome. Mayor Kahn thanked Airport Director, David Hickling, for supporting and hosting this worthwhile event, as well as his Publicity Manager and the Race Director, Sally Reinhart. All participants were eligible to win some lessons and over 30 other prizes (valued \$100–\$1,000), in addition to a raffle (\$1 tickets or 15 for \$10) and food trucks. The Keene Senior Center expressed its appreciation for the City's and Mr. Hickling's support to make the event successful.

The Mayor noted that May is Mental Health Awareness Month. There were many events occurring, including the May 31, 2025 (5:30–8:30 PM) Floating Lanterns Festival at Alyson's Orchard to benefit Monadnock Peer Support. Additionally, Mayor Kahn shared that School Superintendent, Rob Malay, organized an ice bucket challenge, calling attention to Mental Health Awareness, in which the Mayor participated. The City's AV Production Specialist, Asah Cramer, documented Executive Assistant, Nicole Howe, dunking the Mayor. The video could be viewed on the [City of Keene Facebook](#) page.

Mayor Kahn and the Public Works Department also expressed thanks to the over 300 volunteers and 41 organizations who participated in the April 26, 2025, Green-Up Keene. They collected a record 3,280 lbs. of trash around the City. The Mayor also thanked Public Works Department staff—including Mitchell Smith and Mark Allen—who together with 4th grade teachers Ms. Gianferrari and Ms. Elsesser, helped 40 Franklin School students participate in an Arbor Day planting of two Armstrong maples at 137 Washington St. The event was also documented by Ms.

Cramer (viewable on the [City's Facebook](#) page) and helped Keene qualify for its 47th Tree City Designation.

The Mayor announced he and the Mayors from Nashua, Concord, Laconia, and Franklin would testify on the NH budget to the Senate Finance Committee on May 6, 2025 to carry their joint message of concern about budget cuts impacting municipalities. He welcomed Councilors to share concerns with him in advance.

Lastly, Mayor Kahn shared the Council's summer schedule:

- The July 3, 2025, City Council will be canceled for Independence Eve.
- The rest of the July meetings will be held as usual.
- The August 7, 2025, City Council will be canceled, and
- August 13 and 14, 2025, PLD and FOP meetings will be canceled.
- Council will resume its regular schedule on August 21, 2025.

#### COMMUNITY RECOGNITION - OCKLE JOHNSON - BOSTON MARATHON

The Mayor welcomed Ockle Johnson and read a tribute to him. Mr. Johnson earned his undergraduate degree in physics at Siena College, one master's degree in theology from Washington Theological Union, and another in mathematics from the University of Georgia, and a PhD in mathematics from Brown University in 1990. That led Mr. Johnson to Keene State College (KSC) in 1992, where he taught in the Mathematics Department for nearly 30 years. When asked his most affirming moments teaching at KSC, Mr. Johnson's reply, posted on KSC's website, was when his daughters and their classmates received excellent high school mathematics instruction from one of his former students. He taught many students who made their careers teaching in Keene, as well as students who entered the insurance or computational industries, or became City Councilors. Mayor Kahn said Mr. Johnson's straightforward approach and integrity earned him great appreciation from colleagues on and off KSC's campus, in this community and in his profession. Mr. Johnson served on the KSC College Senate (which he chaired) and led the Faculty Union and Promotion and Tenure Committee. He was very active in leadership roles with the Mathematical Association of America, for which he served in various leadership capacities from 2000 to 2016; he led the Northeast Section and served on the Association's Governing Board for many years. In addition to outstanding teaching and leadership in his field, when KSC went through a leadership transition and President Treadwell was appointed, she named Mr. Johnson Provost from 2019–2021 prior to his retirement in 2021.

Following his retirement, the Mayor said Mr. Johnson continued pushing toward new goals and accomplishments. Mayor Kahn noted that Mr. Johnson turned 70 years old leading up to the April 21, 2025, Boston Marathon, in which he ran three of the six legs of the global marathon competition. In the prior year, Mr. Johnson performed impressively in his age group, placing 3rd in the Boston Marathon and 4th in the New York City Marathon. In 2024, he also placed 1st in the: Clarence DeMar Half Marathon, Keene Runway 5K (in the 70+ age group), 4 on the 4th Race, the Wobble Gobble, East Bay Half Marathon in RI, and Holyoke St. Patrick's Road Race in MA (in 2023 as well). The Mayor shared that on April 21, 2025, Mr. Johnson ran the Boston Marathon, placing 5th—2nd among Americans—with a time of 3 hours 32 minutes; there were

228 finishers in this age group. The Mayor called it remarkable that every time he knew Mr. Johnson ran a marathon, he finished within 10 minutes of that time. Mayor Kahn noted the 2025 Age Group World Championships would be at the New York City Marathon on November 2, 2025.

In Keene, the proud hometown of local hero Clarence DeMar, the Mayor thought it was appropriate to honor Mr. Johnson's academic career and celebrated athletic accomplishments to date. The Mayor led the Council in wishing Mr. Johnson success in training for the 2025 Age Group World Championships. In recognition of Mr. Johnson's accomplishments and in appreciation for the visibility he brought to Keene's running community, Mayor Kahn presented Ockle Johnson with an honorary Key to the City.

Mr. Johnson thanked the Mayor, stating that Keene was a wonderful place to be, live, work, and raise a family. Mr. Johnson would not be a marathon runner if not for Keene. When he came to Keene, he preferred basketball and tennis competitively, but in a very busy work life, running was easiest to fit in for exercise, not competition. Then, he became a competitive runner because he lives on Baker Street and would watch the marathoners run by annually and thought he could do it too. He began running the Clarence DeMar Marathon in 2003 and ran it or the Half Marathon every year since. After being a solitary runner for a long time, he joined the Scores Running Club, running on Saturdays with friends Alan Stroshine and Mike Jablonski. Mr. Johnson noted he had not slowed much with age and became very competitive in his 60s and 70s. He encouraged others to participate in the Keene Runway 5K. Mr. Johnson added in his retirement he was also President of the Keene Senior Center Board, which the 5K would benefit. He noted there would be an Open House at the Keene Dillant-Hopkins Airport that same day (May 18) and encouraged participation. Mr. Johnson said he was very proud to be a Keene runner.

#### PROCLAMATION - NATIONAL KIDS TO PARKS DAY

Mayor Kahn welcomed Director of Parks & Recreation, Carrah Fisk-Hennessey. The Mayor read into the record a Proclamation declaring May 17, 2025, Kids to Parks Day in Keene, which would broaden children's appreciation of nature and outdoors and recognize the importance of creating responsibility while enjoying the benefits of the outdoors. He encouraged all kids to join Parks & Recreation staff at Pat Russell Park on May 17, 2025, 12:30–3:00 PM. Ms. Fisk-Hennessey agreed, stating there would be lots of fun, family-friendly activities like face painting and an inflatable soccer arena for kids. Kona Ice and Toasty Buns would provide sweet treats.

#### PROCLAMATION - BIKE MONTH

Mayor Kahn welcomed Sam Jackson of the Bicycle/Pedestrian Path Advisory Committee. The Mayor read into the record a Proclamation declaring May 2025 Bike Month in Keene and encouraged all citizens to celebrate the City as a walkable and bike bikeable community by commuting to work, school, the store, parks, and around neighborhoods by walking or biking. Ms. Jackson said beginning May 16, 2025 the 3rd Friday each month through October would be an approximate one-hour community bike ride starting at 5:30 PM from Fire Dog Breads; arrive at 5:15 PM for safety and route information.

## PROCLAMATION - FRONTLINE WORKERS

The Mayor noted that May included Firefighters Appreciation Day, National Nurses Month, Teacher Appreciation Week, National Police Week, National Emergency Management System Week, and Frontline Worker Appreciation Month. So, the City was honoring all those groups in one Proclamation. The Mayor welcomed Keene Police Department Lt. Collin Zamore, Keene High School Teacher Bill Gillard, and Cheshire Medical Center's Sr. Director of Acute Care Services and Care Management, Tiffany Boyd, DNP. Mayor Kahn read into the record a Proclamation declaring May 2025 Frontline Worker Appreciation Month in Keene, encouraging all residents to join him in recognizing and honoring the work and contributions of teachers and paraprofessionals, healthcare workers, firefighters, law enforcement officers, and EMS personnel.

Lt. Zamore said it was always an honor and great to work at the Keene Police Department. He thanked everyone, stating that it was an honor to provide the service they could. Ms. Boyd thanked the City for this meaningful recognition on behalf of the nurses at Cheshire Medical Center, noting Nurse's Week would kick off May 6, 2025; the Mayor recalled Ms. Boyd was one of two in Keene recognized in the 2024 NH Union Leader 40 Under 40. Mr. Gillard was grateful, noting the community was historically supportive of its schools, which he said was important in these difficult times for education. He appreciated the community support not just for teachers, but all who work to educate and care for students—nurses, paraprofessionals, classroom assistants, guidance counselors, and more.

## COMMUNICATIONS - PAMELA BEAMAN/MCVP - DONATION OF REAL PROPERTY - LOT 45 - DAMON COURT

A communication was received from Pamela Beaman, representing MCVP, writing to donate MCVP interest in the property located on Damon Court, identified as Lot 45 on Tax Map Number 553 045 000 000 000 to the City of Keene via a Quitclaim Deed. Mayor Kahn referred the communication to the Finance, Organization and Personnel Committee.

## COMMUNICATION - JEB THURMOND/KEENE MARLBORO GROUP LLC - WITHDRAWAL OF ORDINANCE O- 2025-07: RELATING TO AMENDMENTS TO THE ZONING MAP - 425 MARLBORO STREET

A communication was received from Jeb Thurmond, representing Keene Marlboro Group LLC, requesting the withdrawal of Ordinance O-2025-07: Relating to Amendments to the Zoning Map - 425 Marlboro Street. Mayor Kahn called Ordinance O-2025-07 from the Planning, Licenses and Development Committee. A motion by Councilor Bosley to accept the withdrawal of Ordinance O-2025-07 was duly seconded by Councilor Jones.

Councilor Bosley recalled this Ordinance was brought to the City by the petitioner seeking a Zoning change. After a conversation during the Joint Planning Board-Planning, Licenses and Development Committee public workshop, an alternative was found that better suited the petitioner, so the petitioner offered to withdraw.

The motion carried unanimously on a roll call vote with 13 Councilors present and voting in favor. Councilors Filiault and Chadbourne were absent.

#### MSFI REPORT - VERBAL UPDATE: DOWNTOWN INFRASTRUCTURE PROJECT

A Municipal Services, Facilities and Infrastructure Committee report was read, unanimously recommending accepting the report as informational. Mayor Kahn filed the report as informational.

#### CITY MANAGER COMMENTS

The City Manager, Elizabeth Ferland, reported on the very popular Eversource tree giveaway (energy savings tree event), noting Eversource would distribute approximately 200 trees to residents who previously signed up to receive them. Distribution would occur at the Keene Ice parking lot on May 8, 2025, 12:00 PM–7:00 PM. She thought the community could have used even more trees based on their popularity. Related, the City Manager noted the Public Works Department solicited “nominations” for public locations to receive new street trees this spring for the City’s street tree planting program. The Department received many requests but was still accepting nominations from residents at this time via the See-Click-Fix app, or by calling Public Works at 603-352-6550. The Highway Division would begin planting the new trees later in May 2025.

Next, the City Manager shared an update on the Findings property, where restoration work was complete. The parcel was graded and seeded, and Parks and Recreation would be adding some trees later this spring. City Manager Ferland reported that a vehicle entered the property and caused ruts in the freshly seeded lawn prompting the Highway Division to place temporary boulders across the former driveway opening to prevent recurrence.

The City Manager also reported updates to signs and labels to consolidate ParkMobile zones into larger, more flexible areas:

- Central Square would become one unified zone.
- Main Street (from West Street to Marlboro/Winchester Streets) would be another.
- Side streets such as Washington Street and Court Street would each become single zones rather than being split by side.

These changes would allow customers to pay once and move within a zone without incurring additional processing fees, whether using credit cards at pay stations or through ParkMobile. Additionally, customers could use any pay station within that zone. For example, someone parked in the middle strip of Main Street could walk to any nearby pay station and pay with a card, even if their immediate meter is coin-only; this was not possible with the most recent setup. The new zones would appear in the ParkMobile app on May 5, 2025, and during a transitional period, the City Manager noted there could be discrepancies between what customers would see in the app and what is shown on signs; she advised users to follow the zone number listed in the ParkMobile app when making payments.

The City Manager also explained a new text-to-park option, allowing customers to text the zone number (shown on the pay station) to a number provided and receive a link to a secure payment portal. This offers a convenient, app-free payment option with no additional fees beyond the standard processing fee. The City hoped these new options would improve convenience, increase compliance, and reduce the need for enforcement. The City Manager said Parking Manager, Chelsea North, was excited about all these changes that would help modernize and streamline the parking system, enhancing operational efficiency and customer experience. The City Manager highlighted Linda Boisvert, Lynn Desruisseaux, Jane McDermott, Bryan Johnston, in Parking Services, and Rick LeMieux from the IT Department for their hard work, and Rebecca Landry (Deputy City Manager) and Asah Cramer (AV Production Specialist) for their help with communications. The City Manager hoped this would be a welcome change in the downtown.

### **City Manager's Budget Introduction:**

Next, the City Manager introduced the proposed Fiscal Year-2026 Budget book to the Council (also available on the City website). She recognized Finance Director/Treasurer Kari Chamberlain, and Assistant Finance Rob Constable. The City Manager noted the monumental task Ms. Chamberlain undertook preparing this Budget using a system entirely new to her only months after assuming her role. Mr. Constable consistently stepped up and accepted additional responsibilities throughout this transition. The City Manager also acknowledged Human Resources Director/Assistant City Manager, Beth Fox (past finance director), who worked closely with Ms. Chamberlain throughout the Budget process, providing assistance and critical guidance regarding past practices. City Manager Ferland thanked the Department leaders and staff; each year, they are tasked with preparing budgets balancing operational needs of their departments with the City's broader fiscal realities. She said once again, they delivered proposals with minimal operational increases, demonstrating their continued commitment to responsible budgeting and cost control. The City Manager and Finance Director also thanked Silver Direct, who printed this year's Budget book same-day. The City Manager reported that this year, Deputy City Manager Bohannon attended all Budget meetings alongside her in a cross-training effort, preparing him to assume greater roles in the future. Additionally, Deputy City Manager Landry sat in on the final stages of hard decision making—the team effort to make the Budget meet the Council's Fiscal Policy. The City Manager said it was a great process.

The City Manager continued, explaining the Council's Fiscal Policy limits property tax revenue increases to a rolling three-year average of the Northeast Region Consumer Price Index (CPI); previously the Boston-Cambridge-Newton CPI, but the Council changed it in 2024. The City Manager reported this year's average as 4.1%, excluding expenditures required by law, debt service payments, and capital leases. Fiscal Policy details and calculations on page 6 of the Budget. This proposed Budget was \$468,506 below the City's Fiscal Policy limit and as in the past, the City Manager adjusted until the Budget was well below the Fiscal Policy threshold and the tax rate was within a good range. The result was an anticipated 2.06% increase in the City's portion of the tax rate (approximately \$0.27). The City Manager summarized specific aspects of the Budget.

Personnel & Wage Adjustments: The Budget included the four additional firefighters (one per shift) recently approved by City Council. It did not include expenses associated with a potential Federal Emergency Management Agency Staffing for Adequate Fire and Emergency Response (SAFER) Grant; if awarded, separate appropriations would be requested for training and equipment not covered by the grant. Fire suppression and ambulance wage lines were increasing by \$478,000 and \$170,000, respectively. Additional increases were due to union-negotiated agreements and non-union wage adjustments, including a 3% COLA. Library part-time wages were also adjusted by \$126,405 to align with staffing changes made in recent years to return to being fully staffed. Wages were shown on page 9 of the Budget book. The City Manager noted in total, \$1,496,216 of the \$1,599,685 overall increase was tied to wages. The remaining \$103,469 reflected a modest rise in operational costs. Offsetting reductions in other sections of the Budget resulted in a General Fund bottom-line increase of only \$762,000.

Capital Investments (page 49): This Budget represented the second year of the 2025–2031 Capital Improvement Program. The City Manager said the only change was moving the downtown public restrooms project initially planned for FY-26 (as a debt project) out another year. The City was still preparing as if there would be a public restroom as a part of the downtown project to ensure there would be necessary underground infrastructure when the time comes. The Gilbo Avenue portion of the project was not programmed until FY-27. Additionally, the West Keene Fire Station continued to be moved out and was listed as a project that would not move forward until grant funding is identified.

Property Valuation & Revenue Forecasting: The City completed its last revaluation in 2021 during a period of significant real estate appreciation. Another citywide revaluation was scheduled for 2026—expected to increase assessed values and lower the tax rate accordingly. The City Manager reported the equalization ratio dropped again over the prior year—from 72.8% to 66.8%—reflecting continued escalation in the real estate market. Today, a home assessed at \$250,000 was typically sold for approximately \$374,000. Tax rate estimates assume a conservative projection with no net increase in Citywide assessed value; annually, when the City's equalized value continues dropping, it adjusts utility values, and this would be the third year doing so—a \$6–\$8 million adjustment in value. The City Manager said historically, other increases in citywide property values largely offset this decline. Therefore, for budgeting purposes, she was conservatively projecting that the City's total assessed property value would remain level for the upcoming fiscal year. Regarding revenue, the City Manager reported projected increases, with the most significant stemming from interest income (\$600,000), motor vehicle registrations (\$165,000), and ambulance billing (\$200,000). These additional revenues help offset the rising costs associated with personnel and operations. Additionally, the City Manager noted NH Municipal Aid, including Rooms & Meals Tax revenue, was projected to remain level with current figures. The Council heard from the NH Municipal Association at the Legislative Delegation that the NH House of Representatives would be including the Rooms & Meals Tax at the same amount as the current year, which was how the City Manager included it in the City's Budget too.

Staffing Plan Adjustments: Regarding staffing to comply with the Fiscal Policy, the City Manager adjusted staffing levels this year, similar to how a position was unfunded due to vacancies—not removed, it could still be hired for—in the Police Department the year prior. This

FY, to meet Fiscal Policy constraints again, the Budget included adjustments based on known vacancies. One Police Officer position was excluded from wage lines. The Fire Marshal position was split between the Community Development (20%) and Fire Departments (80%), offset by reductions to one Deputy Fire Chief and the Building/Health Official, each funded at 50%.

The City Manager concluded her budget presentation, stating her belief that this Budget carefully balanced costs while also maintaining service levels. It would address long-term infrastructure needs and manage pressure on the tax rate. It represented a collaborative effort by staff across the organization to align with the Council's Fiscal Policy while continuing to meet community expectations. The City Manager announced the special Finance, Organization and Personnel (FOP) Committee Budget meeting dates at times (listed on the website; staff and Committee to receive light meals in advance):

- May 6 at 5:30 PM – Special FOP Meeting
- May 8 at 5:30 PM – Regular FOP Meeting with early start time to accommodate budget discussions
- May 13 at 5:30 PM – Special FOP Meeting
- May 15 at 7:00 PM – City Council Meeting, in which Bond Resolutions & Salary Ordinance would be introduced.
- May 20 at 5:30 PM – Special FOP Meeting
- May 22 at 5:30 PM – Regular FOP Meeting with early start time to accommodate Budget discussions, including recommendations from FOP on the Budget, Salary Ordinance, and Bond Resolutions
- June 5 at 7:00 PM – City Council Meeting and public hearing on the Budget
- June 19 at 7:00 PM – City Council meeting to vote on Budget, Bond Resolutions, & Salary Ordinance

#### REPORT - CITY OFFICERS AND DEPARTMENTS - REALLOCATION OF OPERATING FUNDS - RECREATION CENTER

Mayor Kahn noted this matter was time-sensitive. A motion by Councilor Powers to suspend Section 26 of the Rules of Order to act on the item on first reading was duly seconded by Councilor Lake. The motion carried unanimously on a roll call vote with 13 Councilors present and voting in favor. Councilors Filiault and Chadbourne were absent.

Councilor Powers noted that the last Finance Committee meeting had been cancelled due to a lack of sufficient number of agenda items to make it practical to hold a meeting. This item would have been the only item on their agenda.

A motion by Councilor Powers recommending the City Council reallocate \$20,000 from the Facilities – DPW (65316672) operating budget to the Brian A. Mattson Recreation Project (65J0004A) was duly seconded by Councilor Lake. The motion carried unanimously on a roll call vote with 13 Councilors present and voting in favor. Councilors Filiault and Chadbourne were absent.



**REPORT - CITY OFFICERS AND DEPARTMENTS - REALLOCATION OF OPERATING FUNDS - RECREATION CENTER – 79-E COMMUNITY REVITALIZATION TAX RELIEF APPLICATION FOR 34 COURT LLC**

A memorandum read from Dan Langille, City Assessor, recommending the Mayor set a public hearing regarding a 79-E Community Revitalization Tax Relief application submitted by Zach Luse for the property at 34 Court Street and owned by 34 Court LLC. Mayor Kahn scheduled the public hearing during the May 15, 2025, City Council meeting at 7:00 PM, and referred the application to the Finance, Organization and Personnel Committee to be taken up after the hearing is held.

**PB-PLD REPORT - RELATIVE TO FEATHER SIGNS IN THE INDUSTRIAL AND INDUSTRIAL PARK DISTRICTS - ORDINANCE O-2025-08-A**

A Joint Planning Board/Planning, Licenses and Development Committee report was read, with the PLD Committee unanimously requesting the Mayor set a public hearing on Ordinance O-2025-08-A and the Planning Board unanimously finding Ordinance O-2025-08-A consistent with the 2010 Master Plan. Mayor Kahn scheduled a public hearing for June 5, 2025, at 7:00 PM.

**PB-PLD REPORT - RELATIVE TO SINGLE-FAMILY PARKING REQUIREMENTS ORDINANCE O-2025-09**

A Joint Planning Board/Planning, Licenses and Development Committee report was read, with the PLD Committee unanimously requesting the Mayor set a public hearing on Ordinance O-2025-09 and the Planning Board unanimously finding Ordinance O-2025-09 consistent with the 2010 Master Plan. Mayor Kahn scheduled a public hearing for June 5, 2025, at 7:05 PM.

**MORE TIME - MSFI REPORTS - STEPHEN BRAGDON AND CHERYL BELAIR - SAFETY ISSUES ASSOCIATED WITH THE DRIVEWAY AT 82 COURT STREET; IAN D. MATHESON - COURT STREET PEDESTRIAN SAFETY RISKS; ADAM TOEPFER - REQUEST TO ADD AUDIO AND DATA CABLES AS PART OF DOWNTOWN INFRASTRUCTURE PROJECT; & PROPOSAL TO ADD THE NECESSARY INFRASTRUCTURE TO ACCOMMODATE BANNERS ACROSS MAIN STREET**

The first Municipal Services, Facilities and Infrastructure Committee report was read, unanimously recommending placing the item [Stephen Bragdon and Cheryl Belair] on more time with staff to report back at the May 21, 2025 meeting. A second MSFI Committee report was read, unanimously recommending placing the item [Ian D. Matheson] on more time to allow the Petitioner to be present. A third MSFI Committee report was read, unanimously recommending placing the item [Adam Toepfer] on more time to allow the Petitioner to be present. A final MSFI report was read on a vote of 4–1, recommending placing the item [Proposal to Add the Necessary Infrastructure to Accommodate Banners Across Main Street] on more time. Mayor Kahn granted more time for all four items.

Councilor Remy asked about Items 3 and 4, wondering if placing them on more time vs. adding them to the downtown project directly as bid alternates would make them too late to be included

in the project. The City Manager, Elizabeth Ferland, agreed that it would be important to know whether they would be bid alternates before going out to bid, and asked for more details from the City Engineer, Bryan Ruoff. Mr. Ruoff explained the intention to bid the downtown infrastructure project by end of October 2025, by which point the details of any additions to the project plans would need to be specified. During the boring program, he said they completed borings at the proposed banner location, so the preliminary engineering was completed to potentially incorporate that into the project. Mr. Ruoff stated he did not see any reason those two aspects could not still be incorporated into the project as bid alternates.

**ORDINANCE FOR FIRST READING - RELATING TO AMENDMENTS TO THE LAND DEVELOPMENT CODE TO ENCOURAGE HOUSING DEVELOPMENT IN KEENE -  
ORDINANCE O-2025-15**

An application was received from Jared Goodell, requesting to amend the Land Development Code to encourage housing development in Keene, along with Ordinance O-2025-15 Relating to Amendments to the Land Development Code to Encourage Housing Development in Keene. Mayor Kahn referred Ordinance O-2025-15 to the Joint Planning Board/Planning, Licenses and Development Committee.

**ORDINANCE FOR FIRST READING - RELATING TO WATER & SEWER UTILITY CHARGES - ORDINANCE O-2025-16**

A memorandum was read from Don Lussier, Public Works Director, recommending Ordinance O-2025-16 Relating to Water and Sewer Utility Charges be referred to the Finance, Organization and Personnel Committee. Mayor Kahn referred Ordinance O-2025-16 to the Finance, Organization and Personnel Committee.

**ORDINANCE FOR FIRST READING - RELATING TO AMENDMENTS TO DEFINITIONS OF THE LAND DEVELOPMENT CODE TO ENCOURAGE HOUSING DEVELOPMENT IN KEENE AND THE DEFINITIONS RELATING TO CHARITABLE GAMING FACILITIES -  
ORDINANCE O-2025-17**

A partner amendment to the Land Development Code was received from Jared Goodell along with Ordinance O-2025-17 Relating to Definitions of the Land Development Code, that would amend the definitions section, which is within the administrative section of the LDC, by modifying definitions for the following terms: "Build-To Zone," and "Front Setback"; as well as adding definitions for "Charitable Gaming Facility," and "Gaming Position." Mayor Kahn referred Ordinance O-2025-17 to the Planning, Licenses and Development Committee.

Mayor Kahn asked when this would appear before the PLD Committee. City Clerk, Terri Hood, explained it would typically go on more time while the other Ordinance goes through the Joint Committee process so they could be taken up together as partner ordinances relating to different segments of the Land Development Code. The City Attorney, Amanda Palmeira, agreed it was a unique aspect of having both zoning and non-zoning ordinances in the Land Development Code.

ORDINANCE FOR SECOND READING - RELATING TO AN AMENDMENT OF THE CITY CODE, REGARDING STOP SIGNS - ORDINANCE - O-2025-10-A

A Municipal Services, Facilities and Infrastructure Committee report was read, unanimously recommending the adoption of Ordinance O-2025-10-A Relating to Stop Signs. A motion by Councilor Greenwald to adopt Ordinance O-2025-10-A was duly seconded by Councilor Workman.

Councilor Madison asked questions to the City Engineer, Bryan Ruoff, because the Councilor thought he saw inconsistencies about the stop signs to be removed. He referred to Elm Street and Union Street, noting Elm is one-way southward in that area. Councilor Madison saw the proposed removal of “Union Street for southbound traffic on Elm Street” (shown on page 125/146 of the [meeting agenda packet](#)), indicating to him that the Ordinance called to remove the stop sign on Union Street at the intersection with Elm Street—he vehemently opposed this and requested clarification. Mr. Ruoff explained this Ordinance would not add or remove any physical, existing stop signs; only add signs that had been installed but not adopted into City Code. A lot of locations were where roundabouts had been installed or traffic directions had changed, like the Councilor described at Elm Street. Mr. Ruoff said this was only a process to update the Code to what existed on the streets currently.

Councilor Madison said at this time, traffic on Union Street was east–west, and Union Street for southbound traffic on Elm Street was crossed out in the draft Ordinance, so he was concerned this would remove those signs. Mr. Ruoff said Elm Street had been southbound one-way since 2010, so the description shown was inconsistent with the rest of the City Code. Councilor Madison reiterated he was referring to Union Street for southbound traffic on Elm Street. Mr. Ruoff said that specific line was added after review by the Public Works Director but if the stop sign had not in fact been physically removed, the location could be re-reviewed, and the Ordinance revised. Councilor Madison asked if that meant reviewing whether the signs would remain there. Mr. Ruoff clarified that the intent was only to remove signs from the Ordinance that were no longer physically in place. If there was still a sign at that location, it was mistakenly listed for removal from the Ordinance, and Mr. Ruoff apologized.

A motion by Councilor Madison to amend Ordinance O-2025-10-A to remove the line crossing out “Union Street for southbound traffic on Elm Street” was duly seconded by Councilor Lake. The motion carried unanimously on a roll call vote with 13 Councilors present and voting in favor. Councilors Filiault and Chadbourne were absent. The Clerk noted this change would make the ordinance before the Council for adoption a “B” version.

The motion to adopt Ordinance O-2025-10-B carried unanimously on a roll call vote with 13 Councilors present and voting in favor. Councilors Filiault and Chadbourne were absent.

ORDINANCE FOR SECOND READING - RELATING TO AN AMENDMENT OF THE CITY CODE, REGARDING YIELD SIGNS - ORDINANCE O-2025-11-A

A Municipal Services, Facilities and Infrastructure Committee report was read, unanimously recommending the adoption of Ordinance O-2025-11-A Relating to Yield Signs. A motion by

Councilor Greenwald to adopt Ordinance O-2025-11-A was duly seconded by Councilor Workman. The motion carried unanimously on a roll call vote with 13 Councilors present and voting in favor. Councilors Filiault and Chadbourne were absent.

**ORDINANCE FOR SECOND READING - RELATING TO AN AMENDMENT OF THE CITY CODE, REGARDING TRAFFIC SIGNALS - ORDINANCE O-2025-12**

A Municipal Services, Facilities and Infrastructure Committee report was read, unanimously recommending the adoption of Ordinance O-2025-12 Relating to Traffic Signals. A motion by Councilor Greenwald to adopt Ordinance O-2025-12 was duly seconded by Councilor Tobin. The motion carried unanimously on a roll call vote with 13 Councilors present and voting in favor. Councilors Filiault and Chadbourne were absent.

**ORDINANCE FOR SECOND READING - RELATING TO AN AMENDMENT OF THE CITY CODE, REGARDING VEHICLE TURNING LIMITATIONS - ORDINANCE O-2025-13-A**

A Municipal Services, Facilities and Infrastructure Committee report was read, unanimously recommending the adoption of Ordinance O-2025-13-A Relating to Vehicle Turning Limitations. A motion by Councilor Greenwald to adopt Ordinance O-2025-13-A was duly seconded by Councilor Tobin. The motion carried unanimously on a roll call vote with 13 Councilors present and voting in favor. Councilors Filiault and Chadbourne were absent.

**ORDINANCE FOR SECOND READING - RELATING TO THE INSTALLATION OF A STOP SIGN ON WILBER STREET AT WATER STREET - ORDINANCE O-2025-14**

A Municipal Services, Facilities and Infrastructure Committee report was read, unanimously recommending the adoption of Ordinance O-2025-14 Relating to the Installation of a Stop Sign on Wilber Street at Water Street. A motion by Councilor Greenwald to adopt Ordinance O-2025-14 was duly seconded by Councilor Tobin. The motion carried unanimously on a roll call vote with 13 Councilors present and voting in favor. Councilors Filiault and Chadbourne were absent.

**RESOLUTION - RELATING TO THE 2025–2026 OPERATING BUDGET - RESOLUTION R-2025-12**

A memorandum was read from Kari Chamberlain, Finance Director/Treasurer, recommending Resolution R-2025-12 relating to the Fiscal Year 2025–2026 Budget be referred to the Finance, Organization and Personnel Committee for their review and recommendation, and that a public hearing be scheduled for Thursday, June 5, 2025. Mayor Kahn scheduled the public hearing for June 5, 2025, at 7:10 PM, and referred Resolution R-2025-12 to the Finance, Organization and Personnel Committee.

**NON PUBLIC SESSION**

At 8:29 PM, a motion by Councilor Greenwald to go into non-public session to discuss land matters pursuant to RSA 91-A:3, II(d); to receive legal advice pursuant to RSA 91-A:3, II(L); and for consideration of the release of non-public minutes pursuant to RSA 91-A:3, II(m) was

duly seconded by Councilor Bosley. On a roll call vote, 13 Councilors were present and voting in favor. Councilors Filiault and Chadbourne were absent. A recess was called to admit Councilor Remy into the session via conference phone. The session commenced at 8:35 PM.

The session concluded at 9:35 PM.

A motion by Councilor Greenwald to seal the minutes of the non-public session held this evening as divulgence of the information would render the proposed actions ineffective was duly seconded by Councilor Bosley. On a roll call vote, 13 Councilors were present and voting in favor. Councilors Filiault and Chadbourne were absent.

A true record, attest:



City Clerk

#### POTENTIAL RELEASE OF NON-PUBLIC MINUTES

A motion by Councilor Greenwald to keep the minutes from November 2, November 9, and December 7, 2023 sealed as the circumstances that justified keeping the minutes from the public under RSA 91-A:3, III remain was duly seconded by Councilor Bosley. On a roll call vote, 13 Councilors were present and voting in favor. Councilors Filiault and Chadbourne were absent.

A motion by Councilor Greenwald to unseal the following non-public minutes: discussion item 1 from the minutes of January 2, 2025, and discussion items 1 and 2 from the minutes of February 20, 2025, pursuant to RSA 91-A:3 IV (b) because the reason the minutes were originally sealed no longer applies was duly seconded by Councilor Bosley. On a roll call vote, 13 Councilors were present and voting in favor. Councilors Filiault and Chadbourne were absent.

#### ADJOURNMENT

There being no further business, Mayor Kahn adjourned the meeting at 9:39 PM.

A true record, attest:



City Clerk