

A regular meeting of the Keene City Council was held on Thursday, May 15, 2025. The Honorable Mayor Jay V. Kahn called the meeting to order at 7:01 PM. Roll called: Laura E. Tobin, Michael J. Remy (arrived at 7:05 PM), Randy L. Filiault, Robert C. Williams, Edward J. Haas, Philip M. Jones, Andrew M. Madison (arrived at 7:10 PM), Jacob R. Favolise, Bryan J. Lake, Catherine I. Workman, Thomas F. Powers, and Mitchell H. Greenwald were present. Kate M. Bosley, Kris E. Roberts, and Bettina A. Chadbourne were absent. Councilor Tobin led the Pledge of Allegiance.

#### MINUTES FROM PRECEDING MEETING

A motion by Councilor Greenwald to adopt the minutes of the May 1, 2025, meeting as presented was duly seconded by Councilor Powers. The motion carried unanimously with 12 Councilors present and voting in favor. Councilors Bosley, Roberts, and Chadbourne were absent.

#### ANNOUNCEMENTS

The Mayor led the Council in congratulating Councilor Jacob Favolise on graduating from Keene State College the prior weekend and receiving the Leo F. Redfern Citizenship Award for the Class of 2025.

Mayor Kahn also led the Council in wishing Councilor Mitchell Greenwald a happy birthday. The Mayor also congratulated Councilor Haas on the birth of his first grandchild.

The Mayor welcomed Deputy City Manager, Rebecca Landry, who is present this evening while the City Manager is away at a conference.

The Mayor went on to recall that at the May 1, 2025, City Council meeting, a Burn Notice was announced, but said the recent rain had resolved that.

Additionally, the Mayor recalled introducing at the May 1, 2025 Council meeting a Proclamation declaring Kids to Parks Day on Saturday, May 17, 2025, from 12:30 PM to 3:00 PM, at Russell Park with fun for the whole family including a DJ, face painting, Kona Ice, and a blow-up soccer arena.

The Mayor shared another reminder for the second annual Keene Runway 5K event, and Keene Airport Open House, including food trucks, and a raffle to benefit the Senior Center, on Sunday, May 18 at 9:00 AM: [www.runsignup.com](http://www.runsignup.com). Mayor Kahn thanked the Airport Director, David Hickling, for his support and hosting this worthwhile event.

Mayor Kahn also announced Keene's Memorial Day Commemoration on May 26, 2025. City Councilors participating in the procession should gather on Gilbo Avenue at 9:45 AM with the parade starting at 10:00 AM.

Lastly, Mayor Kahn reminded the City Council of their upcoming 2025 summer break 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: ENDORSEMENT OF LEGISLATIVE ACTION - NAMING OF "CHARLES REDFERN BRIDGE" OVER ROUTE 101

Mayor Kahn recognized Councilor Phil Jones and welcomed Charles Redfern. Councilor Jones said this had been a fun process for a fun guy (Mr. Redfern) involving both the NH House and Senate. The Councilor thanked John Hayes, who testified before both bodies, and Councilor Ed Haas for testifying before the House about this, as well as all those who provided written support. Councilor Jones shared the final paragraph of his introduction speeches: *"Keene has a very extensive, very popular, and very well-planned alternative use trail system. When it comes to discussion about the planning and developing of the Keene, NH trail system, Charles Redfern is the 'Mr. Everything.' 30 years ago, Charles Redfern had a vision for a trail system using mostly former rail beds. At that time, the City fathers said, 'show me the money.' Charles did just that. He was a founding and charter member of a nonprofit organization, which he called 'Pathways for Keene.' This organization's sole purpose was to raise money to pay for the development and maintenance of the entire City's alternative use trail network. Thanks to Pathways for Keene, mostly through the dedicated, tedious work of Charles Redfern, millions of dollars were raised via private donations to fund this well-planned, extensive trail system. Without the vision, the tenacity, and the dedicated efforts of Charles Redfern, there would be no alternative use trail system in Keene."*

The Mayor also welcomed Janelle Sartorio, President of Pathways for Keene, who thanked Mr. Redfern for his guidance over the years and read the last paragraph of a letter she wrote in support of HB745: *"I'm sure I echo many Keene voices with my personal connection to the trails. I grew up on the trails and as an adult, I still use them to commute to work and for recreation. All of us at Pathways commonly hear sentiments from the Community about the love for the trails and the increase of their quality of life the trails provide. We all have Mr. Redfern to thank for this, whether we know it or not. Naming the Bridge after him is a well-deserved and fitting acknowledgement of his efforts. Hopefully, it will also serve as a reminder to others that there was a lot of hard work involved in establishing and maintaining the things we take for granted."*

Mayor Kahn recognized Councilor Jones' co-sponsor of HB745, NH Representative Nicholas Germana (Cheshire 15, including Keene Wards 1, & 3-5), who thanked Councilor Jones for the idea and reaching out to him and Senator Fenton. Representative Germana could not think of a more fitting way to honor Mr. Redfern and all his work for the City and Pathways for Keene, genuinely providing connections in this community—geographically, but also among the people. Representative Germana was also grateful for Mr. Redfern as a neighbor, reflecting on his dedication to the eastside neighborhood as well. He congratulated Mr. Redfern.

The Mayor said he appreciated the opportunity to write a letter endorsing HB745 and Mr. Redfern. With a vast knowledge of Keene's history and its rails system, Mr. Redfern used his passion and vision that those abandoned rails could be turned into trails to start Pathways for Keene in 1994. Pathways celebrated its 30th anniversary in 2024. The funds Mr. Redfern helped raise over that period and the advocacy provided were the impetus for today's rail system around Keene being as vital to ecotourism as the rail system was to Keene Center 150 years ago. The Mayor said Mr. Redfern's vision, passion, and persistence to see things through had not only benefited Keene, but he had also been president of the NH Rail Trails Coalition and a statewide leader for rail trails. On behalf of the City, Mayor Kahn recognized the Charles Redfern Bridge naming, the work of State Representatives and the New Hampshire Senate, and presented Mr. Redfern with endorsement from the City for signing and naming of the Ashuelot River Bridge in the name of Charles Redfern.

Mr. Redfern began thanking both initial City Councilors who challenged Pathways for Keene to find the money for the bridge and the current City Councilors. He recalled a past businessman, John Summers, advising him to form the nonprofit to help raise the money and challenge the City to match the funds raised. By forming the nonprofit, Mr. Summers was willing to join and help too (when the City turned down a 20% federal match on the bridge at the time). Mr. Redfern stated this bridge could have 100 names on it, having kept Pathways alive for 30 years, and it could not have happened without the support of Councils over that time, who helped, provided suggestions, and offered mostly unanimous votes. He mentioned former Mayor, Kendall Lane, now on Pathways for Keene. He could not say enough good things about City staff like Deputy City Manager, Andy Bohannon—always a big supporter of the trails when he was former Director of Parks and Recreation—or Public Works Director, Don Lussier, who is passionate about the trail system and a big help whenever fielding technical questions from donors. Mr. Redfern also cited support from the City Manager with the Council's guidance. He also praised Ms. Sartorio as President of Pathways for helping the organization raise \$100,000 from one donor following a presentation from the Public Works Department.

As the writer of HB745 to name the Bridge, Councilor Jones felt remiss not mentioning Mr. Redfern's wife, Sheryl Redfern, a true supporter of the trail system as well. The Councilor shared the intention with the state's approval to plant perennial *forever red heucheras*—which grow well in this climate and attracts pollinators—at each entrance to the bridge. Most importantly, the plant is commonly referred to as the "*red fern*." Councilor Jones said one plant could be named "Chuck" and the other "Sheryl," and they would be there together forever to greet everyone. Mr. Redfern was grateful. Mayor Kahn thanked Councilor Jones for his advocacy of HB745.

#### PUBLIC HEARING: APPLICATION FOR 79-E TAX RELIEF - 34 COURT STREET

Mayor Kahn called the Public Hearing to order at 7:29 PM and the City Clerk, Terri Hood, read the notice of hearing. Mayor Kahn welcomed an introduction from the City Assessor, Daniel Langille.

Mr. Langille recalled the 79-E program encourages investment, rehabilitation, and the use of underutilized buildings in a downtown area by providing temporary tax relief to the owner based on the improvements made to the property. For example, if a property is worth \$500,000 and an

owner proposes \$300,000 worth of investment, the tax relief would be on that \$300,000 improvement and the \$500,000 building in its original state would continue being assessed going forward. There is a certain amount of time, which can be up to five years and is determined by the governing body—the City Council. To be eligible for this program, the project must be in a designated downtown area, otherwise known as the 79-E District (34 Courts Street was) and must have a minimum cost of \$25,000 associated with it. More importantly, the project must have a public benefit. Mr. Langille shared with the Council Resolution R-2018-33 that outlined these possible public benefits, which include: enhancing the economic vitality of downtown areas; improving a culturally or historically important structure; promoting preservation and reuse of existing building stock; improving efficient design, safety, and a greater sense of community; assisting with the Master Plan; creating at least one new full time job; directly integrating public art; or achieving a nationally recognized green public standard. A project does not have to meet all these requirements, but the extent it does meet them could determine how long the tax relief is given. Mr. Langille explained that after this public hearing, this project would be referred to the Finance, Organization and Personnel Committee for in-depth review and recommendation to the Council whether to approve the relief and if so, the duration.

Mayor Kahn welcomed comments from the applicant, Zach Luse of 34 Court Street, LLC, Founder and CEO of Paragon Digital Marketing. Mr. Luse said he was the proud owner of the beautiful former Grace Methodist Church at 34 Court Street, which he called a vital part of downtown Keene and Keene's Historic District and the last of three churches that once stood at the end of Court Street. With the support of 79-E, Mr. Luse said he was able to breathe new life into the first floor, turning it into the home of Paragon, providing high quality local jobs, running on 100% solar power, and contributing to Keene's local economy and sustainability goals. As the first recipient of 79-E tax relief in Keene five years prior, Mr. Luse said the program truly did what it was supposed to; it helped him invest in his building, his community, and make his project a success. He explained that the property tax relief would expire in 2025, so the improvements would increase the assessed value of the building and the increased tax revenue. The property may well have otherwise been demolished at a great loss to the community of a historical building and the future tax revenue it provides.

Mr. Luse said he was present asking for the Council's support again as he proposed the next chapter of 34 Court Street, transforming the 2nd floor sanctuary—unused for 15 years—into Platz Beer Garden. He called it a family friendly indoor gathering space inspired by traditional German beer festivals and community spaces around the world. They would offer an extensive selection of local and international beer and wine, non-alcoholic drinks, food, and a welcoming atmosphere where friends and family can gather under soaring cathedral ceilings and stained glass; as we all feature beer from Keene's sister city—Einbeck, Germany. Mr. Luse said this project would create new jobs and, more importantly, once again turn this historic space into a lively community gathering place that supports local events, festivals, nonprofits, artists, and musicians. He expressed commitment to sustainability as well, just like on the 1st floor, by replacing the oil-fired heating system with high efficiency air source heat pumps, upgrading insulation, air sealing the building, and using LED lighting—all dramatically reducing the building's carbon footprint and supporting Keene's goal of 100% renewable energy by 2030. He also shared the aim to compost and recycle nearly all waste throughout the renovations. Mr. Luse described being very thoughtful about preserving the church's unique architectural features and

honoring the past while building for the future by restoring stained glass, original woodwork, and historic finishes. Therefore, Mr. Luse respectfully requested the City Council's support for the maximum five-year tax relief under RSA 79-E, allowing him to invest more deeply in preservation, sustainability, job creation, and create an amazing gathering space in the community.

The Mayor opened the floor to public comments and upon hearing none, closed the Public Hearing, except that written comments would be accepted up until 1:00 PM on Tuesday, May 20, 2025.

A true record, attest:



City Clerk

#### NOMINATIONS - HERITAGE COMMISSION, HUMAN RIGHTS COMMITTEE

Mayor Kahn nominated Acacia Johnston to serve as a Regular member of the Heritage Commission, with a term to expire December 31, 2027. The Mayor also nominated Julie Odatto to serve as an Alternate member of the Human Rights Committee, with a term to expire December 31, 2026. Mayor Kahn tabled the nominations until the next regular meeting.

#### COMMUNICATION - FREDERICK MACMILLAN - REQUEST TO INSTALL A SCULPTURE AT PATRICIA RUSSELL PARK

A communication was received from Frederick MacMillan, requesting to install a sculpture at the Patricia Russell Park. Mayor Kahn referred the communication to the Municipal Services, Facilities and Infrastructure Committee.

#### COMMUNICATION - KEENE ELM CITY ROTARY CLUB - REQUEST TO USE CITY PROPERTY - CLARENCE DEMAR MARATHON - SEPTEMBER 28, 2025

A communication was received from Alan Stroshine/Race Director, submitting the annual request to conduct the Clarence DeMar Marathon and the DeMar Half Marathon on Sunday, September 28, 2025. Mayor Kahn referred the communication to the Planning, Licenses and Development Committee.

#### COMMUNICATION - TIMKEN AEROSPACE - REQUEST FOR THE INSTALLATION OF A CROSSWALK - TIFFIN STREET

A communication was received from Alisa Arroyo, Safety Coordinator for Timken Aerospace, requesting consideration for the installation of a crosswalk on Tiffin Street between their building and the adjacent parking lot for the safety of their 50 plus employees that cross this street on a daily basis. Mayor Kahn referred the communication to the Municipal Services, Facilities and Infrastructure Committee.

PLD REPORTS - KEENE SWAMPBATS - REQUEST TO DISCHARGE FIREWORKS - JULY 25, 2025; JIM COPPO/JIMMY TEMPESTA - REQUEST TO DISCHARGE FIREWORKS - FIRST RESPONDER APPRECIATION COMMUNITY DAY - AUGUST 24, 2025; & KEENE FAMILY YMCA - REQUEST FOR ROAD CLOSURE - SUMMIT ROAD - JUNE 8, 2025

The first Planning, Licenses and Development Committee report was read, unanimously recommending that the Keene Swamp Bats be granted permission for the discharge of display fireworks on Friday, July 25, 2025, on Alumni Field at no later than 10:00 PM, and reserving a “rain date” to be determined in conjunction with City staff in the event of inclement weather. Said permission is subject to following conditions: the signing of a revocable license and indemnification agreement; that the Keene Swamp Bats provide a certificate of liability insurance with the City of Keene listed as additional insured in the amount of \$1,000,000; that the fireworks vendor also provide a certificate of liability insurance with the City of Keene listed as additional insured in the amount of \$1,000,000; submittal of a signed letter of permission from SAU 29 for use of their property; and obtainment of a State Fireworks permit. In addition, the petitioner agrees to comply with any recommendations of City staff. The Petitioner agrees to absorb the cost of any City services provided. Said payment shall be made within 30 days of the date of invoicing.

A second Planning, Licenses and Development Committee report was read, unanimously recommending that that Jim Coppo and Jimmy Tempesta for the First Responder Appreciation Community Day, be granted permission for the discharge of display fireworks on Sunday, August 24, 2025, on Alumni Field at no later than 10:00 PM. Said permission is subject to following conditions: the signing of a revocable license and indemnification agreement; that Jim Coppo and Jimmy Tempesta for the First Responder Appreciation Community Day, provide a certificate of liability insurance with the City of Keene listed as additional insured in the amount of \$1,000,000; that the fireworks vendor also provide a certificate of liability insurance with the City of Keene listed as additional insured in the amount of \$1,000,000; submittal of a signed letter of permission from SAU 29 for use of their property; and obtainment of a State Fireworks permit. In addition, the petitioner agrees to comply with any recommendations of City staff. The Petitioner agrees to absorb the cost of any City services provided. Said payment shall be made within 30 days of the date of invoicing.

A third Planning, Licenses and Development Committee report was read, unanimously recommending that the City Council grant permission to the Keene Family YMCA to sponsor a youth triathlon on Sunday, June 8, 2025 from 8 AM to 11 AM, including the closure of Summit Road just after the YMCA entrance and Summit Ridge Drive where it intersects with Summit Road subject to the following conditions: the signing of a revocable license and indemnification agreement and the submittal of a certificate of liability insurance in the amount of \$1,000,000 listing the City of Keene as an additional insured. This license is conditional upon the petitioners providing an adequate number of volunteer race marshals to ensure runner safety along the course, providing advance notice of the race to impacted residents, and subject to any recommendations of City staff. The petitioner agrees to absorb the cost of any City services provided. Said payment shall be made within 30 days of the date of invoicing.

A motion by Councilor Jones to carry out the intent of the three Committee reports was duly seconded by Councilor Madison. The motion carried unanimously with 12 Councilors present and voting in favor. Councilors Bosley, Roberts, and Chadbourne were absent.

Mayor Kahn thanked Mr. Coppo for all he and Mr. Tempesta do to appreciate first responders in the community.

#### PLD REPORT - LEASE OF AIRPORT PROPERTY - AVANRU DEVELOPMENT

A Planning, Licenses and Development Committee report was read, unanimously recommending that the City Manager be authorized to do all things necessary to execute a land lease at the Keene Dillant-Hopkins Airport to Avanru Development for the construction of an aircraft hangar. A motion by Councilor Jones to carry out the intent of the Committee report was duly seconded by Councilor Madison. The motion carried unanimously with 12 Councilors present and voting in favor. Councilors Bosley, Roberts, and Chadbourne were absent.

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

A Finance, Organization and Personnel Committee report was read, unanimously recommending the acceptance of Lot 45 – on Damon Court, Tax Map #553 045 000 000 000 as a donation to the City of Keene. A motion by Councilor Powers to carry out the intent of the Committee report was duly seconded by Councilor Remy.

Councilor Haas added that this bridge and a lot of others crossing Beaver Brook subject to these examinations could be in jeopardy either from failure of the embankment adjacent to the bridges or from upstream obstructions that may come down in a flood. He was glad to hear the bridge was on a critical list from the state and said the City would probably acquire the Damon Court property anyway to repair the bridge. Councilor Haas thought it would be good to get ahead of the issue this way.

Councilor Madison offered his professional expertise, having looked at this property and seen the damaged retaining wall. He said if the City did not take this property, he guessed that because part of the retaining wall was missing, flash flood events would start eating away at the bank behind the wall (e.g., a cavity in a tooth growing). The Councilor noted the concern due to the risk of undermining the nearby roadway, its underlying utilities, and the bridge footings. So, Councilor Madison thought it imperative for the City to acquire this Damon Court property and do what necessary to shore the Brook bank there.

Councilor Williams referred to a small City-owned property abandoned for years across Beaver Street from this one in question on Damon Court. He was unsure much could be done with it but hoped for something constructive in conjunction with this project that would contribute to the community, like a pollinator garden or a bench, tying the two properties together to enhance the value.

The motion to carry out the intent of the Committee report carried unanimously with 12 Councilors present and voting in favor. Councilors Bosley, Roberts, and Chadbourne were absent.

#### CITY MANAGER COMMENTS

Deputy City Manager, Rebecca Landry, provided a reminder of the ongoing Budget review process, which she said was going very well. One more Special Finance, Organization and Personnel Committee Budget review meeting was scheduled on May 20, 2025, at 5:30 PM to review the Airport, Library, Fire, Police, Parks and Recreation, and Facilities Departments. She thanked everyone for participating.

Next, Deputy City Manager Landry shared information on a “live-burn” training event occurring on May 31, 2025, at Fire Station 2 and read details from Fire Chief, Jason Martin. The New Hampshire Fire Academy was planning a live forestry burn outside utilizing small fires for training students in a Firefighter One class at the Academy. The Academy completed the authorization form and the required permitting process and will be passing out flyers to neighbors in advance. The City will post social media and web page alerts about possible smoke orders in the surrounding area. The Academy had held this class before at Station 2 with no issues. The Deputy City Manager said the City are very grateful for the training opportunity.

The Deputy City Manager also reported exciting news from the Public Works Department that the samples of colored or textured concrete being proposed for downtown were completed the day of this meeting, pending sealing and cleaning up. The Public Works Director invited the City Council (only) to see samples during the Public Works Week Barbecue on May 22, 2025.

Deputy City Manager Landry shared details of a water main break on lower Winchester Street, south of the Route 101 roundabout, the morning of this meeting (May 15, 2025). At 10:00 AM, Public Works was notified of the water main break, and the crew was able to quickly isolate the break and repair it. Approximately 200 customers on lower Winchester Street and the adjacent side streets were taken out of service. Pressure was restored at approximately 3:15 PM. However, due to changes in elevation along the length of the pipes, groundwater and possibly bacteria could be pulled into the distribution pipes. So, out of an abundance of caution, the Public Works Department issued a Precautionary Boil Water Notice to the affected customers and the North Swanzey Water and Fire Precinct also notified their customers. Public Works staff had already collected water samples from several locations in the area and testing results were anticipated to be available on May 16, 2025. The Precautionary Boil Water Notice did not affect other customers. Please contact the Public Works Department by phone at 603-352-6550 or e-mail them at [PWInfo@KeeneNH.gov](mailto:PWInfo@KeeneNH.gov) with any questions.

Councilor Greenwald shared that at 8:00 AM on May 16, 2025, the City Manager, Public Works Director, and Councilor Haas would join him in conducting a timed race trial to determine safe bicycle speed for the sidewalk bike lanes to be built on Main Street. He invited others to join.

#### REPORTS - ACCEPTANCE OF DONATIONS



A memorandum was read from Finance Director/Treasurer, Kari Chamberlain, recommending the Council accept the following donations in the amount of \$2,875, and the City Manager be authorized to use each donation in the manner specified by the donor:

- The Keene (Elks) Lodge B.P.O.E. 927 donated \$250 to offset construction costs associated with the ADA ramp at the Recreation Center.
- The Human Rights Committee (HRC) would be hosting a Pride event on June 12, 2025, bringing LGBTQIA+ artists downtown to transform restaurants and ships into pop-up galleries, creating an immersive and dynamic experience for both artists and attendees. Bensonwood donated \$200 in an effort to help the HRC Pride Subcommittee cover costs associated with the opening night event.
- The Keene Rotary Club donated \$2,425 in additional funding for Rail Trail Wayfinding Project signage, to be installed during late summer. The Council previously accepted a donation of \$30,000 for this project; however, the contract came back at \$32,425.

A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Remy. The motion carried unanimously with 12 Councilors present and voting in favor. Councilors Bosley, Roberts, and Chadbourne were absent.

#### REPORT - RESIGNATION - MALCOLM KATZ - TRUSTEES OF TRUST FUNDS AND CEMETERY COMMITTEE

A memorandum was read from Finance Director/Treasurer, Kari Chamberlain, recommending the Council accept the resignation of Malcolm Katz, regular member of the Trustees of Trust Funds and Cemetery Trustees, with gratitude for his service. A motion by Councilor Greenwald to accept the resignation with appreciation for Mr. Katz's service was duly seconded by Councilor Powers. The motion carried unanimously with 12 Councilors present and voting in favor. Councilors Bosley, Roberts, and Chadbourne were absent.

#### MORE TIME - FOP REPORT - RELATING TO THE 2025-2026 OPERATING BUDGET RESOLUTION R-2025-12

A Finance, Organization and Personnel Committee report was read, recommending placing R-2025-12 on more time to allow the budget review process to continue. Mayor Kahn granted more time until the June 5, 2025, Public Hearing.

#### ORDINANCE FOR FIRST READING - RELATING TO CLASS ALLOCATION AND SALARY SCHEDULE - ORDINANCE O-2025-18

A memorandum was read from Human Resources Director/ACM, Elizabeth Fox, recommending the City Council refer Ordinance O-2025-18 Relating to Class Allocation and Salary Schedule to the Finance, Organization and Personnel Committee. Mayor Kahn referred Ordinance O-2025-18 to the Finance, Organization and Personnel Committee.

#### ORDINANCE FOR FIRST READING - RELATING TO THE DISCHARGE OF FIREWORKS - ORDINANCE O-2025-19

A memorandum was read from Amanda Palmeira, City Attorney, recommending Ordinance O-2025-19 be referred to the Planning, Licenses and Development Committee. Mayor Kahn referred Ordinance O-2025-19 to the Planning, Licenses and Development Committee.

**ORDINANCE FOR FIRST READING - RELATING TO SETBACKS AND BUILD-TO DIMENSIONS - ORDINANCE O-2025-20**

A memorandum was read from Mari Brunner, Senior Planner, recommending Ordinance O-2025-20 be referred to the Joint Committee of the Planning Board/Planning, Licenses and Development Committee for a public workshop. Mayor Kahn referred Ordinance O-2025-20 to the Joint Committee of the Planning Board/Planning, Licenses and Development Committee and hearing no objections, placed the item on More Time at PLD pending a Public Hearing.

**ORDINANCE FOR FIRST READING - RELATING TO DEFINITIONS FOR ACCESSORY STRUCTURE, SETBACKS AND BUILD-TO DIMENSIONS - ORDINANCE O-2025-21**

A memorandum was read from Mari Brunner, Senior Planner, recommending Ordinance O-2025-21 be referred to the Planning, Licenses and Development Committee. Mayor Kahn referred Ordinance O-2025-21 to the Planning, Licenses and Development Committee and placed it on More Time to allow O-2025-21 to be on the same review track as O-2025-20.

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

A Finance, Organization and Personnel Committee report was read, recommending the adoption of Ordinance O-2025-16 Relating to Water and Sewer Utility Charges, with an effective date of July 1, 2025. A motion by Councilor Powers to adopt Ordinance O-2025-16, with an effective date of July 1, 2025, was duly seconded by Councilor Remy. The motion carried unanimously on a roll call vote with 12 Councilors present and voting in favor. Councilors Bosley, Roberts, and Chadbourne were absent.

**RESOLUTIONS - RELATING TO THE APPROPRIATION OF FUNDS FOR THE FY 2025-2026 BOND ISSUES: FIRE APPARATUS REPLACEMENT PROGRAM - RESOLUTION R-2025-13; LOWER WINCHESTER STREET RECONSTRUCTION PROJECT - RESOLUTION R-2025-14; ROADWAY PRESERVATION & REHABILITATION PROJECT - RESOLUTION R-2025-15; STORMWATER RESILIENCY PROGRAM- RESOLUTION R-2025-16; T-HANGAR APRON MAINTENANCE PROJECT - RESOLUTION R-2025-17; SEWER IMPROVEMENTS PROGRAM - RESOLUTION R-2025-18; 3MG WATER TANK REPAIRS - RESOLUTION R-2025-19; WATER DISTRIBUTION IMPROVEMENTS PROGRAM - RESOLUTION R-2025-20; WELL FIELD UPGRADE PROGRAM - RESOLUTION R-2025-21**

A memorandum read from Kari Chamberlain, Finance Director/Treasurer, recommending that resolutions R-2025-13, R-2025-14, R-2025-15, R-2025-16, R-2025-17, R-2025-18, R-2025-19, R-2025-20, and R-2025-21 be referred to the Finance, Organization and Personnel Committee

for consideration, discussion, and a recommendation back to City Council. Mayor Kahn referred the Resolutions to the Finance, Organization and Personnel Committee.

RESOLUTION - RELATING TO THE APPROPRIATION OF FUNDS FOR THE BEAVER STREET BRIDGE AND SPRING STREET BRIDGE LOAD RATING STUDY -  
RESOLUTION R-2025-22

A memorandum read from Bryan Ruoff, City Engineer, recommending that Resolution R-2025-22 be referred to the Finance, Organization and Personnel Committee for their consideration. Mayor Kahn referred Resolution R-2025-22 to the Finance, Organization and Personnel Committee.

RESOLUTION - RELATING TO APPROPRIATIONS OF FUNDS FOR THE TRANSFER STATION PAVING PROJECT- RESOLUTION R-2025-23

A memorandum read from Bryan Ruoff, City Engineer, recommending that Resolution R-2025-23 be referred to the Finance, Organization and Personnel Committee for their consideration. Mayor Kahn referred Resolution R-2025-23 to the Finance, Organization and Personnel Committee.

RESOLUTION - IN APPRECIATION OF PATRICIA A. LITTLE UPON HER RETIREMENT -  
RESOLUTION R-2025-24

A memorandum read from Elizabeth Fox, HR Director/Assistant City Manager, recommending the adoption of R-2025-24 in Appreciation of Patricia A. Little Upon Her Retirement. A motion by Councilor Powers to adopt Resolution R-2025-24 was duly seconded by Councilor Greenwald.

Councilor Powers thought almost everything possible and deserved had been said to honor Ms. Little, and she would be present at a future City Council meeting to formally receive her Retirement Resolution. He was glad she was enjoying retirement. Mayor Kahn added gratitude for her ethic of service being passed along to successor, City Clerk, Terri Hood.

The motion to adopt Resolution R-2025-24 carried unanimously with 12 Councilors present and voting in favor. Councilors Bosley, Roberts, and Chadbourne were absent.

ADJOURNMENT

There being no further business, Mayor Kahn adjourned the meeting at 8:12 PM.

A true record, attest:



City Clerk