Non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition to be held at 6:15 p.m.

City Council Meeting
Minutes
December 10, 2012
City Council Chambers
7:00 p.m.

- 1. The Mayor called the meeting to order at 7:00 p.m.
- 2. No clergy was present for invocation
- 3. Pledge of Allegiance was led by Girl Scout Troop 22386.
- 4. Roll Call. Councilors Bennett, Blanchard, Mayor Bouley, Councilors Coen, DelloIacono, Grady Sexton, Keach, Kretovic, McClure, Nyhan, Patten, St. Hilaire and Werner were present. Councilors Bouchard and Shurtleff were excused.
- 5. Approval of the November 13, 2012 and the November 26, 2012 meeting minutes.

Action: Councilor McClure moved approval of the November 13, 2012 meeting minutes. The motion was duly seconded and passed with no dissenting votes.

- Councilor St. Hilaire moved approval of the November 26, 2012 meeting minutes. The motion was duly seconded and passed with no dissenting votes.
- 5a. Mayor Bouley presented a resolution in recognition of the service of Lieutenant Walter Carroll. (11-17)
- 6. Mayor Bouley presented a resolution to Steve Painchaud proclaiming December 2012 as Capital Region Food Program Month. (11-28)
- 7. Agenda overview by the Mayor.

- Consent Agenda Items -

Action: Councilor Grady Sexton moved approval of the consent agenda. The motion was duly seconded and passed with no dissenting votes.

Referral to the Traffic Policy Advisory Committee

8. Communication from Amanda Mischke asking City Council to consider traffic safety improvements at the intersection of Washington and North State Streets in Concord.

Items Tabled for a January 14, 2013 Public Hearing

- Resolution appropriating the sum of \$35,739 from the grant repayment account in the housing revolving loan fund (2701) to be utilized in the CDAC emergency grant account; together with a report from the Assistant for Special Projects.
- 10. Resolution appropriating \$23,904.02 from trust fund reserves as a supplemental appropriation to the city's general fund for the purpose of education and training and funding for this appropriation shall be entirely from trust fund reserve accounts identified herein; together with report from the Deputy City Manager – Finance.
- 11. Resolution to establish a new trust fund reserve to offset future health insurance costs and increases for retirees and funding for this reserve shall be entirely from FY2012 assigned fund balance as presented under a separate resolution; together with report from the Fiscal Policy Advisory Committee.
- 12. Resolution appropriating the sum of \$894,000 from assigned fund balance as a transfer to trust fund reserves as listed herein. Funding for this appropriation shall be entirely from FY 2012 assigned fund balance.
- 13. Resolution appropriating \$70,000 from trust fund reserves as a supplemental appropriation to the city's general capital improvement fund for the purpose of equipment replacement and funding for this appropriation shall be entirely from trust fund reserve accounts identified herein.
- 14. Resolution appropriating \$10,000 from trust fund reserves as a supplemental appropriation to the city's general fund for the purpose of equipment replacement and funding for this appropriation shall be entirely from trust fund reserve accounts identified herein.
- 15. Resolution authorizing the City Manager to enter into a purchase and sale agreement with Equity Trust concerning the sale of city owned property off of Hopkinton Road; together with report from the Conservation Commission.
- 16. Report from the Director of Real Estate Assessments recommending the renewal of the payment in lieu of taxes agreement between Briar Hydro Associates and the City of Concord.

From the City Manager

- 17. Positive Citizen Comments.
- 18. Council meeting date calendar.

Consent Reports

- 19. Appropriation Transfer Report: November 2012.
- 20. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,225.80 as provided for under the preauthorization granted by City Council.

- 3
- 21. Diminimus gifts and donations report from the Police Department requesting authorization to accept monetary gifts totaling \$15,275 as provided for under the preauthorization granted by City Council.
- 22. Diminimus gifts and donations report from the Police Department requesting authorization to accept monetary gifts totaling \$1,500 as provided for under the preauthorization granted by City Council
- 23. Report from the Library Director regarding a donation to the City of Concord's Dane Trust.
- 24. Council Quarterly Priorities Report.
- 25. Report from the Parks & Recreation Director on Babe Ruth Baseball partnership with the Parks and Recreation Department.
- 26. Comprehensive Annual Financial Report Award report from Deputy City Manager Finance and the Assistant Finance Director.
- 27. Sustainable street program proposed by the General Services Director.
- 28. FY2012 tax rates and property assessments report from the Deputy City Manager Finance and the Director of Real Estate Assessments.
- 29. Report from the Fire Chief on grant funded training for the Fire Department.
- 30. Report from the Traffic Operations Committee in response to a referral from City Council to consider the installation of multi-way STOP sign control at the intersections of Broadway and Allison Street and Broadway and Pillsbury Street. (10-7)
- 31. Report from the City Engineer on the timeline/schedule for the Main Street Project.

Appointments

- 32. Mayor Bouley's proposed appointment to the Upper Merrimack River Local Advisory Committee. *Dr. Madeleine Mineau*
- 33. Mayor Bouley's proposed appointment to the Golf Course Advisory Committee. *Robert Norton*

End of Consent Agenda

34. December 10, 2012 Public Hearings

A. Resolution appropriating \$55,616 for the purpose of supporting the change in management of Beaver Meadow Golf Course Pro Shop to a City Personnel Operation for

the remainder of Fiscal year 2013; together with reports from the Parks & Recreation Director and the Deputy City Manager – Finance. (11-11) (*Public testimony received*)

Action: City Manager Tom Aspell provided a brief overview.

David Gill, Park & Recreation Director, provided a PowerPoint presentation. He pointed out that the Beaver Meadow Golf Course is New Hampshire's Oldest Golf Course established in 1896; that the City of Concord began operating the original nine hole course in 1930; in the late 1960s, the course was expanded to 18 holes. He noted that the course hosts the National recognized LPGA Symetra Tour each summer. He explained that the course was brought under the management of the new Parks and Recreation Department on July 1, 2011. Improvements over the past 18 months include: improved marketing (brochures/radio/paper/email/web); improved maintenance on fairways and greens; new web site; new course signs; increased staff training; increased "member only" events; partnership with Derryfield and Bethlehem Country Clubs; merging data bases with Golf and Parks and Recreation – 1 stop shopping; a new pond in front of the Club House; and simplified membership rates for 2013. He stated that they have reduced their operating expenses by 15 percent over the past twelve months, however, moving forward they still need to control and improve the operation of the golf course. Mr. Gill indicated that the recommendations moving forward for the Pro Shop includes: increased accountability; increased control; to improve the overall operation of the course; to increase cross training of employees; grow a new generation of golfers. He explained that to do this, his recommendation is to change the current RFP(contract service) process to city operated; hire a head PGA Professional; hire a Director of Player Development to increase the already successful golf programs; and all revenues and expenses for the Pro Shop would be under control of the Parks and Recreation Department. He added that if approved, the timeline would be that the positions would be advertised by Friday of this week, interviews held the first half of January with the hope of having the position filled by early February 2013.

Mayor Bouley opened the public hearing.

Public Testimony

Chris Mulleavey, Golf Club Advisory Board, noted that course has seen significant improvement over the past year. He indicated his personal support stating that he feels that the structure that is outlined is going to work well.

Todd Lloyd, Beaver Meadow Golf Club member, stated that the changes that have happened, the condition, and the management and operation of the course has improved greatly over the past few years.

There being no further public testimony, the Mayor closed the hearing.

B. Resolution amending and restating the development program and financing plan for the North End Opportunity Corridor Tax Increment Finance (NEOCTIF) District; together with report from Assistant for Special Projects. (11-12)

Action: City Manager Tom Aspell provided a brief overview and reminded the Council

that they do not need to vote on this item this evening because, under the RSA's, they need to wait until the January Council meeting for action.

The Mayor opened the public hearing. There being no public testimony, the Mayor closed the hearing.

C. Resolution authorizing the City Manager to continue implementation of the Community Development Revolving Loan Fund Program, Fund 2701, and appropriating the sum of \$146,607; together with report from the Assistant for Special Projects. (11-13)

Action: City Manager Tom Aspell provided a brief overview.

The Mayor opened the public hearing. There being no public testimony, the Mayor closed the hearing

D. Resolution authorizing the issuance of up to \$10,000,000 in refunding bonds; together with report from the City Treasurer. (11-14)

Action: City Manager Tom Aspell provided a brief overview.

Councilor Keach asked when and if these bonds are refunded, whether they would start over at 20 years. Brian LeBrun, Deputy City Manager-Finance, responded that it's really only the balance of the bond so you wouldn't have to start over for another 20 year period; if there's 10 years left on the bond then you'd be refunding the 10 year period.

The Mayor opened the public hearing. There being no public testimony, the Mayor closed the hearing

E. Resolution repurposing Parks & Recreation Capital Project Funds from Completed Projects to supplement repairs and renovations to the Franklin Pierce Bridge at White Park; together with report from the Parks & Recreation Department. (11-15)

Action: City Manager Tom Aspell provided a brief overview.

Councilor McClure asked what was the total cost of repairing the bridge. Mr. Aspell responded that it would be approximately \$20, 037.

Mayor Bouley inquired as to how much was put into the CIP. Mr. Aspell replied that the amount was \$10,037.

The Mayor opened the public hearing. There being no public testimony, the Mayor closed the hearing

F. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 30, Administrative Code, Article 30-2, Municipal Departments; Section 30-2-5, Finance Department; together with report from the Deputy City Manager – Finance. (11-16)

Action: City Manager Tom Aspell provided a brief overview.

The Mayor opened the public hearing. There being no public testimony, the Mayor closed the hearing

December 2012 Public Hearing Action

35. Resolution appropriating \$55,616 for the purpose of supporting the change in management of Beaver Meadow Golf Course Pro Shop to a City Personnel Operation for the remainder of Fiscal year 2013; together with reports from the Parks & Recreation Director and the Deputy City Manager – Finance. (11-11) (*Public testimony received*)

Action: Councilor Nyhan moved approval. The motion was duly seconded.

Mayor Bouley thanked the Golf Course Advisory Committee for bringing the course around in the right direction. He stated that the staff and the people contracted to work at the golf course have done an outstanding job over the past year.

The motion passed 12 to 1 on a roll call vote with Councilors Bennett, Blanchard, Mayor Bouley, Councilors Coen, DelloIacono, Grady Sexton, Keach, McClure, Nyhan, Patten, St. Hilaire and Werner voting yes. Councilor Kretovic voted no.

36. Resolution amending and restating the development program and financing plan for the North End Opportunity Corridor Tax Increment Finance (NEOCTIF) District; together with report from Assistant for Special Projects. (11-12)

Action: Action to be taken at the January City Council meeting.

37. Resolution authorizing the City Manager to continue implementation of the Community Development Revolving Loan Fund Program, Fund 2701, and appropriating the sum of \$146,607; together with report from the Assistant for Special Projects. (11-13)

Action: Councilor Blanchard moved approval. The motion was duly seconded and passed 13 to 0 on a roll call vote with Councilors Bennett, Blanchard, Mayor Bouley, Councilors Coen, DelloIacono, Grady Sexton, Keach, Kretovic, McClure, Nyhan, Patten, St. Hilaire and Werner voting yes.

- 38. Resolution authorizing the issuance of up to \$10,000,000 in refunding bonds; together with report from the City Treasurer. (11-14)
 - **Action:** Councilor DelloIacono moved approval. The motion was duly seconded and passed 13 to 0 on a roll call vote with Councilors Bennett, Blanchard, Mayor Bouley, Councilors Coen, DelloIacono, Grady Sexton, Keach, Kretovic, McClure, Nyhan, Patten, St. Hilaire and Werner voting yes.
- 39. Resolution repurposing Parks & Recreation Capital Project Funds from Completed Projects to supplement repairs and renovations to the Franklin Pierce Bridge at White Park; together with report from the Parks & Recreation Department. (11-15)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed 13 to 0 on a roll call vote with Councilors Bennett, Blanchard, Mayor Bouley, Councilors

Coen, DelloIacono, Grady Sexton, Keach, Kretovic, McClure, Nyhan, Patten, St. Hilaire and Werner voting yes.

40. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 30, Administrative Code, Article 30-2, Municipal Departments; Section 30-2-5, Finance Department; together with report from the Deputy City Manager – Finance. (11-16)

Action: Councilor St. Hilaire moved approval. The motion was duly seconded and passed with no dissenting votes.

Reports

41. Status report from the City Engineer on the US Route 3 Corridor (North) Improvement Project – Phase 5 (Village Street, Penacook from the Boscawen Town Line to Stark Street) CIP #35.

Action: City Engineer Ed Roberge introduced Dan Hudson from CMA Engineers and Jeff Highland from Ironwood Design Group. Mr. Roberge provided highlights from his report. He indicated that Phase 5 of the project extends from the Boscawen town line to Stark Street and that this project, in general, is consistent with some of the other improvements seen in the four previous phases. He stated that the project focused on key intersection safety improvements looking at key details within the corridor and focused on realignment with several key issues – with the intersections and roads. Mr. Roberge stated that the proposal brings Meter Street perpendicularly to Village Street and brings Lilac Street perpendicularly into Meter Street creating a perpendicular intersection with the main one. Referencing several public meetings, he indicated that there was general support consensus that this was the alignment that was preferred. He added that they looked at several intersection alternatives beyond the Meter/Lilac Street intersection including: a do nothing alternative; future signals; roundabout. He detailed these alternatives within the drawings presented during his presentation. He indicated that the goals of the community were to reduce speeds, add pedestrian safety and reduce crosswalk widths. He added that parking was an important issue and highlighted impacts on parking within the alternatives. He indicated that there was a public meeting held on Saturday, December 8th and that staff received input from individuals in attendance in regards to which alternative was preferred; the signal alternatives were supported by 17 people and the roundabout option was supported by 31 people in the group. Mr. Roberge stated that what he came here for this evening was to present the process and seek support or indication from Council on what direction that they would like to proceed with in this project. Referencing the project schedule, he indicated that what they are anticipating was presenting to City Council in December so that they can wrap up their design elements and plans to have this ready for review and advertisement in late January for a February bidding timeframe so that bid packages would be available and ready in early March for a late March/early April construction start up.

Councilor Coen questioned the cost difference between the roundabout versus signalization. Mr. Roberge responded that they are still working on the development of the final cost estimates. He stated that they are coming through with this major project anyway so the cost differential, either the roundabout option or traffic signal option, is probably almost a wash. He indicated that they are only talking about some additional road work on either side that's beyond the projection of Village Street as it is today and on the signal alternative,

it would be the same with the exception of the traffic equipment.

Councilor Blanchard moved to accept the report and to set this down for a public hearing at the January Council meeting. The motion was duly seconded.

Mayor Bouley asked that, if this is set for a public hearing on January 14th, Mr. Roberge add a one page supplement to this report outlining some of the discussion that occurred at the December 8th public meeting.

Mr. Aspell pointed out that staff would need a decision in January so that they can proceed with design and putting together the bid packages. He added that if this gets delayed, this would very likely impact the ability to complete the project in 2013.

Referring to the December 8th public meeting, Councilor Kretovic pointed out that there was a number of people that had to leave before Mr. Roberge got to the point in his presentation where he was asking people to raise their hands. She stated that it is his intention to come back to the village in January, prior to the Council meeting, to have that final discussion.

Councilor Blanchard noted that she expects that there will be more detailed financials.

Mayor Bouley asked when staff may be holding the public meeting in early January. Mr. Roberge responded that the initial thought is that it would be the first week of January.

The motion passed with no dissenting votes.

Unfinished Business

- 42. Resolution approving the granting of a conservation easement to the Society for the Protection of New Hampshire Forests (SPNHF) on approximately 114 acres of land southerly and easterly of Gully Hill Road, as approved by the Conservation Commission; together with report from the Conservation Commission. (6-17) (7-36B; 7-38) (8-53) (9-39)(10-31) (11-43) (*Action on this item tabled following a July 9, 2012 public hearing*) Action: This item remains on the table.
- 43. Dame School Interim Use Report from the Assistant for Special Projects. (8Sus3) (9-40) (10-32) (11-44)

Action: This item remains on the table.

Comments, Requests by Mayor, City Councilors

Councilor Grady Sexton acknowledged and welcomed Laura Massenic, Hopkinton High School Senior, who has just accepted early acceptance to the University of Georgia and has a special interest in local government.

Councilor Keach announced that on Thursday, December 13th, from 4:00 p.m. to 7:00 p.m. there will be an open house at the Friendly Kitchen.

Councilor Patten thanked the City Manager, Recreation Department, General Services, Police

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Department and Fire Department for all their help with the success of the Christmas Parade and the Christmas tree lighting. He announced that Councilor Shurtleff was appointed as the Deputy Speaker at the House of Representatives last week. He further announced that Councilor Bouchard is the County Chairman for the County Delegation of Merrimack County.

Councilor Werner explained that over the past few months, the Energy and Environment Committee has been working closely with the Planning Department on writing an energy chapter for the city's master plan. He announced that this Thursday in Council Chambers, from 7:00 p.m. to 9:00 p.m., there will be a public input session on this chapter.

Councilor Kretovic reminded the public that the public transit subcommittee has worked diligently over the past few years to get trial services on Saturday service which is going on through the holiday season.

Councilor Blanchard announced that the County Delegation will meet on Wednesday morning at 9:00 a.m. on Court Street for a public hearing on the county budget.

Referencing item 19, appropriation transfer report, Mayor Bouley asked that Council consider instructing the City Manager to only come back to Council when they were transferring something as opposed to every month. There was a unanimous agreement of the Council.

Adjournment

The time being 8:18 p.m., Councilor DelloIacono moved to adjourn the meeting. The motion was duly seconded and passed with no dissenting votes.

A true copy; I attest

Michelle Mulholland
Deputy City Clerk