

A regular meeting of the Keene City Council was held Thursday, April 7, 2016. The Honorable Mayor Kendall W. Lane called the meeting to order at 7:00 PM. Roll called: Carl B. Jacobs, Janis O. Manwaring, Robert J. O'Connor, Terry M. Clark, Jay V. Kahn, Randy L. Filiault, Thomas F. Powers, Robert B. Sutherland, George S. Hansel, Gary P. Lamoureux, Stephen L. Hooper, Bettina A. Chadbourne, Philip M. Jones, David C. Richards and Mitchell H. Greenwald were present. The Mayor took a moment to recognize newly elected Councilor Lamoureux's service. The Mayor stated that Councilor Lamoureux has served the City for a number of years; first with the Fire Department then as Chief of the Fire Department for 10 years. The Mayor continued that since 2016, Councilor Lamoureux began serving as Councilor-At-Large and serving on the Municipal Services, Facilities and Infrastructure Committee. Councilor Lamoureux led the Pledge of Allegiance. A motion by Councilor Greenwald to accept the minutes from the March 17, 2016 meeting was duly seconded. The motion passed with a unanimous vote in favor.

#### PROCLAMATION – LIBRARY BOOK SALE

The Mayor invited Carole Jeffrey forward to present her with a proclamation relative to Spring Book Sale. The Mayor went on to proclaim April 8th, 9th, and 10th, 2016 as *Friends of the Keene Public Library Days* and encouraged everyone to attend the book sale. Ms. Jeffrey thanked everyone for the success of the Library.

#### PROCLAMATION – GREEN UP KEENE

The Mayor invited Eric Swope forward to present him with a proclamation relative to Green Up Keene. The Mayor went on to proclaim April 9<sup>th</sup>, 2016 as *Green Up Keene Day* and encouraged everyone to come out and participate. Mr. Swope thanked the Mayor, and stated that it really has become a great community event and invited everyone to come out this Saturday.

#### PUBLIC HEARING – ORDINANCE O-2016-03-A: ZONE CHANGE – OFFICE TO CENTRAL BUSINESS – 67 WINTER STREET – LIBRARY PROJECT

The Mayor called the public hearing to order at 7:09 PM. The Notice of Hearing and Certificate of Publication were read. The Mayor introduced City Planner Tara Kessler. Ms. Kessler provided a brief background on the request to rezone the Annex Building located at 76 Winter Street from Office to Central Business District and not to include the properties located at 86 Winter Street and 105 West Street. The Annex building currently hosts a variety of library activities and is not in the Central Business District, but is considered to be an extension of the library, which is in the Central Business District. The intent of the Central Business District is to serve as a center hub of the community and provide commercial, government, retail and multi-family use primarily through pedestrian access. Whereas the Office District intended for low-intensity uses like professional offices and is a buffer between the residential and more-intensity uses.

The Mayor thanked Ms. Kessler and opened it up to the public for questions and comments.

Kathleen Packard, President of the Library Board of Trustees, 19 Terrace Street, stated she is in support of the requested change on the rezoning of the Annex Building.

Tom Savastano, of 75 Winter Street, explained his property abuts the Annex Building. The proposed plans continue to preserve the character of the community. He continued to state if the plans were to be changed and go away from the proposed plan then he would oppose the changes.

The Mayor asked for public comments on this item. With no comments, the Mayor closed the public hearing at 7:19 PM. He explained that the public hearing will remain open until Tuesday April 12, 2016 at 1:00 PM for written public comments. Written comments need to be signed and submitted to the City Clerk by that date. The Mayor explained this item is currently before the Planning, Licenses and Development Committee.

A true record, attest:



Deputy City Clerk

#### APPOINTMENT – AD HOC – COMPREHENSIVE ECONOMIC DEVELOPMENT COMMITTEE

The following appointments to the Ad Hoc Comprehensive Economic Development Committee were received from the Mayor: Councilor George Hansel, Michael Giacomo, Timothy Murphy, Phil Suter, Jack Dugan, Joseph Walier, Cindy Rodenhauser Stewart, and Jason Wilder as regular members. Rebecca Landry will serve as staff. Councilor Mitchell Greenwald will serve as the Chair. This Ad Hoc Committee will be charged to develop a comprehensive economic development plan for the City of Keene. A motion by Councilor Greenwald was duly seconded to accept the Mayor's appointments. The motion passed with a unanimous vote in favor.

#### COMMUNICATION – MICHAEL FORREST – KEENE LIONS CLUB – REQUEST TO USE CITY PROPERTY

A communication was received from Michael Forrest, from Keene Lions Club, requesting to use city property for the 27th Annual Great Ashuelot River Duck Race. The communication was referred to the Planning, Licenses and Development Committee.

#### COMMUNICATION – RAYMOND LINDSEY – REQUEST TO CHANGE HOURS OF OPERATION – HAWKING AND PEDDLING

A communication was received from Raymond Linsdey, from Mountain Man Coffee Cart, requesting to change the hours of operation to start vending at 7 AM. The communication was referred to the Planning, Licenses and Development Committee.

COMMUNICATION – COUNCILOR HANSEL – COUNCIL POLICY – LEGISLATIVE PROCESS

A communication was received from Councilor Hansel requesting a council policy relating to the legislative process. The communication was referred to the Finance, Organization and Personnel Committee.

MSFI REPORT – SKATE PARK UPDATE

Municipal Services, Facilities and Infrastructure Committee report read recommending the update on the skate park be accepted as informational. The report was filed as informational.

MSFI REPORT – REMOVAL OF GRANITE CURBING – WEST SIDE OF CENTRAL SQUARE

Municipal Services, Facilities and Infrastructure Committee report read recommending accepting Phil Suter's communication as informational; accepting the City Engineer's communication as informational; and recommending the request for the removal of granite curbing on the west side of Central Square be denied. A motion by Councilor Filiault to refer the item back to Committee to discuss new information was duly seconded. The motion passed with 13 voting in favor and Councilors Manwaring and Lamoureux opposed.

PLD REPORT – USE OF CITY PROPERTY – CUB SCOUT PACK 348

Planning, Licenses and Development Committee report read recommending the Cub Scout Pack 348 be granted permission to hold a fund raising event during the month of April 2016 at the City of Keene Transfer Station/Recycling Center subject to the following conditions: Provision of a certificate of insurance of at least \$1M naming the City as an additional insured; signing of an indemnification agreement; and compliance with City of Keene staff recommendations. A motion by Councilor Richards to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

PLD REPORT – REQUEST TO SELL WINE AT FARMER'S MARKET – MOUNTAIN VIEW WINERY

Planning, Licenses and Development Committee report read recommending the Walpole Mountain View Winery be granted permission to sell alcohol at the 2016 Keene Farmer's Market on City property licensed to the Farmer's Market of Keene. Said permission is contingent on the following: submittal of a signed letter of permission from the Farmer's Market of Keene, obtainment of all necessary permits and licenses and compliance with all laws, and the assurance that consumption of alcohol at the Farmer's Market of Keene will be strictly prohibited. A motion by Councilor Richards to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

**PLD REPORT – REQUEST TO USE CITY PROPERTY – DILLANT-HOPKINS AIRPORT – NEW ENGLAND AEROBATIC CLUB**

Planning, Licenses and Development Committee report read recommending the City Council authorize the use of the Dillant-Hopkins Airport by Chapter 35 of the International Aerobatic Club from the date of issuance through December 31, 2016, subject to the execution of a Revocable License and Indemnification Agreement, the receipt of an insurance certificate in the amount of at least \$1 million dollars naming the City as an additional insured and all other requirements of City staff including but not limited to the following restrictions: compliance with any requirements of the FAA, limit practice sessions to not more than 5 for the year, there will be no Sunday practice sessions, aerobatic activity shall not occur below 1,500 MSL, limit aerobatic activity to the southern portion of the aerobatic box established by the FAA, restrict use of the aerobatics box until after 10:00 AM, and invite neighbors to the mandatory safety briefings held on practice days. A motion by Councilor Richards to carry out the intent of the report was duly seconded. The motion passed with 9 voting in favor and Councilors Jacobs, Manwaring, Clark, Filiault, Sutherland and Hansel opposed.

**PLD REPORT – KINDER MORGAN PIPELINE**

Planning, Licenses and Development Committee report read, recommending staff be directed to draft a Resolution to the PUC identifying the concerns the City has for the NED pipeline's effort on Keene's residents. The Mayor tabled the report. The Mayor set a public informational meeting on April 21, 2016 at 6:30 PM until 8:30 PM.

**FOP REPORT – SPONSORSHIP POLICY**

Finance, Organization and Personnel Committee report read recommending accepting the Sponsorship Policy as informational. The report was filed as informational.

**FOP REPORT – TRANSFER OF FUNDS – PRESIDENTIAL PRIMARY**

Finance, Organization and Personnel Committee report read recommending the transfer of \$1,500 from Account 00201-62107 to Account 00201-61307 in the City Clerk election budget to complete the data entry associated with the Presidential Primary Election. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

**CITY MANAGER – COMMENTS**

The City Manager advised that he has been the City Manager for 6 months now. He went on to report Kurt Blomquist, Public Works Director and Rhett Lamb, Planning Director/Assistant City Manager recently attended the Eastern Regional Climate Preparedness Conference in Baltimore, MD. The conference was convened by Antioch New England Graduate School in partnership with the US EPA. Both were speakers at the event sharing Keene's experience with flood hazard planning and disaster response, and integrating climate preparedness into municipal decision making. They also received travel grants to offset the cost of travel and lodging. The

City Manager continued with he wanted to clarify that this Consultant Selection Committee has been appointed by the City Manager and that the objective of their efforts to select a consultant. He went on to the State of New Hampshire has announced bridge work was started by CPM Constructors on April 4, 2016. The City Manager restated that the Green Up Keene is this Saturday, April 9, 2016 from 8:00 AM to noon; registration is at Railroad Square or call Public Works for more information. The City Manager continued with the Friends of Open Space in Keene invites the public to attend a networking event, Tuesday, April 12, 2016 from 7:00 to 8:30 PM at the Keene Recreation Center on Washington Street. This is your opportunity to learn about the work of City boards, commissions, committees and programs related to the City's historic and green spaces. The City Manager went on to state Captain Steven Stewart recently attended the New England Law Enforcement Executive Development Seminar, which was hosted and taught by the Federal Bureau of Investigations each year. Chief Brian Costa and Captain Steven Russo recently attended the Commission of Accreditation for Law Enforcement Agencies annual conference where they participated in the certification hearings. The hearings board unanimously granted the Keene Police Department Reaccreditation status for the next four years. The decision was based upon a team of CALEA Assessors final report generated from their onsite review of the Department in November of 2015, and upon the committee hearings. This is the Department's second Accreditation through CALEA. There are only 11 police departments in the State of New Hampshire which are accredited agencies. Nationally, there are less than 10% of the roughly 18, 000 Law Enforcement Agencies (State and Local) nationwide that are accredited, so this recognition carries a certain positive benchmark for our community. The City Manager congratulated Brandon Kiniry for recently completing all classroom, clinical and required National Registry Testing as a Paramedic. He continued to congratulate FF/AEMT Craig Matson for obtaining his AEMT Certification. The City Manager announced two new firefighters, FF/AEMT Bradford Keay and FF/AEMT Brandon West.

#### MORE TIME

More time was granted by the Chair for the following items in Committee: City Manager – Permission to Negotiate; Demolition Review Ordinance; Suggested Ban on Single Use Plastic Bags; and Resolution R-2016-07: Library Project – Tax Increment Financing.

#### MEMORANDUM – PARKS, RECREATION AND CEMETERIES DIRECTOR AND ORDINANCE O-2016-07: RELATING TO CEMETERY FEES

A memorandum was received from Andrew Bohannon, Parks, Recreation and Cemeteries Director, along with Ordinance O-2016-07: Relating to Cemetery Fees. The memorandum was filed as informational. Ordinance O-2016-07 was read for the first time. The Ordinance was referred to the Finance, Organization and Personnel Committee.

#### FOP REPORTS AND ORDINANCE O-2016-06: RELATING TO CHARTER OFFICERS – PERFORMANCE EVALUATIONS

Finance, Organization and Personnel Committee report read recommending the adoption of Ordinance O-2016-06. The report was filed as informational. A motion by Councilor Greenwald

for adoption of the Resolution was duly seconded. On roll call vote, with 15 Councilors present and voting in favor, the motion carried. Ordinance O-2016-06 declared adopted.

**MEMORANDUM AND RESOLUTION R-2016-09: RELATING TO CITY COUNCIL POLICY – COMPENSATION FOR CITY COUNCILORS**

A memorandum was received from the City Clerk, along with Resolution R-2016-09: Relating to City Council – Compensation for City Councilors. The memorandum was filed as informational. Resolution R-2016-09 was read for the first time. The Resolution was referred to the Finance, Organization and Personnel Committee.

**MEMORANDUM AND RESOLUTION R-2016-10: RELATING TO APPROVING AN APPLICATION FOR CDBG FEASIBILITY**

A memorandum was received from Linda Mangones, CDBG Administrator, along with Resolution R-2016-10: Relating to Approving an Application for CDBG Feasibility. The memorandum was filed as informational. Resolution R-2016-10 was read for the first time. The Resolution was referred to the Finance, Organization and Personnel Committee.

**NON-PUBLIC SESSION**

At 8:18 PM, a motion by Councilor Greenwald to go into non-public session for the purposes of discussion of land matters under RSA 91-A:3 II(d) was duly seconded. On a roll call vote, 15 Councilors were present and voted in favor. Discussion was limited to the subject matter. The session concluded at 9:14 PM. A motion by Councilor Greenwald to keep the minutes in non-public session was duly seconded. On a roll call vote, 15 Councilors were present and voting in favor.

**ADJOURNMENT**

At 9:16 PM, there being no further business, the Mayor adjourned the meeting.

A true record, attest:



Deputy City Clerk