

SITE VISIT – ABSOLUTE DISCONTINUANCE OF A PORTION OF PRODUCTION AVENUE

A site visit was held on Thursday, June 1, 2017 relative to a petition from Liberty Utilities. Councilors in attendance included: Stephen L. Hooper, Carl B. Jacobs, Terry M. Clark, Robert J. O'Connor, Robert B. Sutherland, Philip M. Jones, Thomas F. Powers, George S. Hansel, Bartolmiej K. Sapeta, and Gary P. Lamoureux. The City Engineer, the City Attorney, the Public Works Director and the Planning Director were also present along with Peter Walker and Steve Rokes representatives from Liberty Utilities. Janis O. Manwaring, Mitchell H. Greenwald, Bettina A. Chadbourne, David C. Richards and Randy L. Filiault were absent. The site visit commenced at 5:50 PM. Mayor recognized Donald Lussier, City Engineer, who reviewed the discontinuance request. Mr. Lussier explained that the City has received a request from Liberty Utilities to discontinue the end of Production Avenue where the turnaround is located. Liberty Utilities was requesting the discontinuance so they can locate a temporary gas facility on the paved turnaround portion of the street. The City Engineer explained that Liberty Utilities is the only property owner that abuts the section of the street. Liberty will also be granting to the City additional land and they will be constructing a new turnaround to replace the one being lost. As part of the discontinuance the City will be terminating a section of water and sewer mains that will become private services for the Liberty Utilities property. Liberty Utilities will also be granting an access right-of-way across their property to the City for maintenance of the Ash Swamp Brook.

The City Engineer stated that there would be a public hearing in front of the City Council this evening, June 1, 2017. The discontinuance would then be considered at the next scheduled Municipal Services, Facilities and Infrastructure Committee.

Being no further questions the site visit concluded at 6:10 pm.

A true record, attest:



Deputy City Clerk

A regular meeting of the Keene City Council was held Thursday, June 1, 2017. 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, Bartolmiej K. Sapeta, Randy L. Filiault, Thomas F. Powers, Robert B. Sutherland, George S. Hansel, Gary P. Lamoureux, Stephen L. Hooper, Bettina A. Chadbourne, Philip M. Jones and Mitchell H. Greenwald were present. David C. Richards was absent. Councilor Jacobs led the Pledge of Allegiance. A motion by Councilor Greenwald to accept the minutes from the May 18, 2017 meeting was duly seconded. The motion passed with a unanimous vote in favor.

PRESENTATION – 4TH GRADE WATER SCIENCE FAIR

The Mayor recognized Eric Swope, from Public Works and invited Claire and Oriah Holmes, Maia Chretien, Anna Dumond and Greyson Ansevin-Allen forward. The Mayor stated these were the top four finishers at this year's City of Keene Water Science Fair and were the top finishers from the State of NH Fourth Grade Water Science Fair held at the Keene Rec Center. Claire and Oriah Holmes of Fuller School took 4th place at the City Fair with their model water slides and tested how an object's speed was affected by its weight, the shape of the track, and whether or not the object was riding on a tube project and won Honorable Mention at the State Fair. Maia Chretien of Symonds School took 3rd place at the City Fair with her project on Osmosis, and 4th place at the State Fair. Anna Dumond of Wheelock School took 2nd at his school fair, 2nd at the City Fair and 1st at the State Fair with her project on stormwater runoff was titled "Permeability Matters", explaining the problems associated with more stormwater runoff and less infiltration through the soil. Greyson Ansevin-Allen of Fuller School took 1st place at the City Fair with his Wastewater Treatment Plant project and 2nd place in the State Fair. The Mayor continued that since Greyson Ansevin-Allen took 1st place, the "travelling" trophy will be at Fuller School for the 2017-2018 school year. Greyson has also been invited to throw out the first pitch at the Keene Swamp Bats on June 17, 2017, honoring the "Fourth Grade Water Science Fair Night".

PUBLIC HEARING – ABSOLUTE DISCONTINUANCE OF A PORTION OF PRODUCTION AVENUE

Mayor Lane called the public hearing to order at 7:09 PM. The Notice of Hearing and Certificate of Publication were read. The Mayor recognized City Engineer Don Lussier to address the Council relative to the proposal. Mr. Lussier noted he was present to provide a brief description of the petition. The City Engineer concluded and introduced agents for the petitioner Liberty Utilities and introduced Mr. Peter Walker and Mr. Steve Rokes. Mr. Walker explained that he is an environmental scientist and works for VHB Consultants and he introduced Mr. Rokes who manages the gas system in Keene on behalf of Liberty Utilities. Mr. Walker stated that Liberty Utilities purchased the Keene gas system in 2015. Since that time Liberty has been planning improvements to that system. He explained that the current system is a propane air system and the intent is to convert to a more modern, efficient and cost effective natural gas system. He continued that the discontinuance would allow in the first step for Liberty to build a temporary facility on the existing pavement. He continued that the temporary facility would allow Liberty to convert the Monadnock Marketplace from the current propane air system to a natural gas system. He explained that this project is essentially the same as a previous discontinuance for the construction of a more permanent facility but was not constructed. He closed indicating that this proposal is in the best interest of both Liberty Utilities and the City of Keene. The Resolution being discussed was R-2017-7: Absolute Discontinuance of a Portion of Production Avenue.

The Mayor closed the Public Hearing at 7:20 PM, but noted that written comments would be accepted up until 1:00 PM on Tuesday. He noted this will be before the Municipal Services, Facilities and Infrastructure Committee. Public testimony will not be permitted at that meeting, and they will be making a recommendation to the full City Council.

A true record, attest:



Deputy City Clerk

PRESENTATION – AIRPORT MASTER PLAN

The Mayor recognized Jack Wozmak, Airport Manager and Ervin Deck, Project Manager from Stantec forward. Mr. Wozmak explained this process occurs about every 10 years to update the airport. The purpose of the plan is to: identify what the facilities are at the airport; expect in aircraft aviation activity; requirements of the facility; examine alternatives; airport layout plan; get a sense of what we would like to do in terms of projects at the airport. The items that are put in the Master Plan will need to be approved by the Federal Aviation Association, FAA, and the Bureau of Aeronautics as being reasonable activities or projects of an airport to undertake. It does identify some projects with taxiways, repaving and equipment, which typically under FAA regulations, they would be eligible for replacement when they are 20 years old. This allows the City, the State and Federal government an idea of what projects need to be done over the next 10 years. The funding is a combined effort with 90% federal, 5% state, and the remainder 5% local. It is a coordinated effort on the city's behalf to be aligned with the state's airport master plan.

Mr. Wozmak introduced Ervin Deck, Project Manager from Stantec. The purpose was to update the 2003 Master Plan and develop an Airport Layout Plan. The Master Plan is the technical document covering the systematic process of inventory of the assets, forecast future activities of aircraft, facility needs, alternatives to meet the demands, Airport Layout Plan, fiscal and implantation and recommendations regarding sustainability concepts.

Mr. Deck continued that the Airport Layout Plan is the City's vision looking forward 20 years. It does not mean it will happen, but if it is not in the plan then there will be no state or federal funding; example, extension of a runway. Essential this becomes the blueprint of the airport.

Mr. Deck stated the development of the plan has been in the works for about 2 plus years. The planning was completed by the 13 Planning Advisory Committee members; including Airport Management, NH DOT and public. They had 9 plus meetings and 3 public information meetings including this Council meeting.

The Committee looked to see if there were any safety issues, then capacity; too much capacity or not enough. These priorities fit in with the State's and FAA's plans. The safety issues may include obstructions, primarily trees growing in the area of the protective air space. The other area of concern is the approach area of the runway, primarily Runway-20. Another area of concern is the lighting. Lighting because of the obstructions to Runway-20 the precision approach indicator lights, which is used by the pilots to provide them with the proper glide slope to the runway more helpful at night, have been turned off and decommissioned until the tree

removal has been completed. Another recommendation is to have wildlife fencing to reduce the number of deer strikes or incursions.

Mr. Deck continued with capacity issues. There are 2 large airport aprons; one being by Homestead Highway, which is four times the size it needs to be, and the other in front of the terminal, which it needs to be larger in part of the increased business from the restaurant. There are always demands for Hangars. Taxiways were examined to and from the terminal and apron to the runways. Runway 14-32 is it long enough for aircraft that needs to use it when there is a strong crosswind. There is a reconstruction project being undertaken shortly. Another area that is looked at is the federal airport design standards being met. Runways were examined to determine if they were long enough and wide enough, far enough from the taxiways and aprons. The airport designs can change over time depending on the size of the aircraft using the airport. It was determined that Runway 14-32 is too wide.

Mr. Deck went on to other areas. Automatic Surface Observation System is a weather station. It is owned and operated by the FAA. It is used for pilots for pre-planning; they go on the internet or call into it to get updated weather information. The data is also collected for historical reference. The ASOS is in the incorrect location and will need to be removed. It is supposed to have 500 feet of clearance around.

The aircraft fueling station needs to be moved. The tanks are currently buried and the condition of the tanks is unknown. When it is due for a replacement, they will need to be removed and re-positioned. The new location would be closer to the terminal building, fixed base operator, who manages it.

The terminal building needs a little work. An architect was hired to provide a recommendation. The lobby looks more inviting with the airline counters removed. The recommendation is to restructure some of the internal building which will open up more space for more business to move in. Insulation will also need to be added to meet energy efficiency.

Mr. Deck outlined the priority projects to be completed in the next 5 years which are: obstructions to Runway 20, obstructions to Runway 02, reactivate Runway 20 PAPI, wildlife fencing and expand aircraft apron. The next tier of projects that would occur within the 20 year time frame is: relocate ASOS, terminal building improvements, expand parking apron (phase II), relocate the fuel farm, extend Taxiway "A" and extend Runway 14-32.

Mr. Deck continued with the sustainability option for the airport, solar farm. The FAA is on board with the solar farm, however, with conditions. 80 plus acre has been identified that can be used for solar farm; however it is not one continuous area, but 5 separate areas. Not sure if the areas are big enough for a solar farm, but are reserved for "non-aeronautical" use.

The Mayor referred this presentation to the Planning, Licenses and Development Committee.

CONFIRMATIONS –HISTORIC DISTRICT COMMISSION

A motion was made by Councilor Greenwald and duly seconded to confirm the following nomination to the Historic District Commission: Andrew Weglinski to serve as a regular member with a term to expire December 31, 2019; Peter Poanessa to serve as a regular member with a term to expire December 31, 2019; and Han Porschitz to serve as a regular member with a term to expire December 31, 2018. On a roll call vote, with 14 Councilors present and voting in favor the motion carried. David C. Richards was absent.

NOMINATION – PARTNER CITY COMMITTEE

The following nomination was received from the Mayor for the Partner City Committee: Daniel Brown to serve as an alternate member with a term to expire December 31, 2019. The nomination was tabled until the next regular meeting.

COMMUNICATION – ROBERT KERR - REQUEST TO USE CITY PROPERTY – WHITCOMB’S MILL ROAD - FILMING

A communication was received from Robert Kerr, Columbia University School of Arts student, requesting to film a production entitled, “August” in Keene. The scene location is Whitcomb’s Mill Road on June 16th or 17th. The communication was referred by the Chair to the Planning, Licenses and Development Committee.

COMMUNICATION – COUNCILORS CHADBOURNE AND JACOBS – LIMITING THE FINAL BUDGET RESULTS TO A TAX INCREASE NO GREATER THAN 1.99%

A communication was received from Councilor Chadbourne and Jacobs, requesting to limit the final budget results to a tax increase no greater than 1.99%. The communication was tabled until later in the meeting.

MSFI REPORT – DEPARTMENT PRESENTATION – FIRE TRAINING – FIRE DEPARTMENT

Municipal Services, Facilities and Infrastructure Committee report read recommending the acceptance of the Fire Department presentation on training be accepted as informational. The Mayor filed the report into the record as informational.

MSFI REPORT – PARK AVENUE – CHESHIRE RAIL TRAIL III LOOP (CITY PROJECT 021605): PREFERRED ALTERNATIVE PRESENTATION AND RECOMMENDATION – PLANNING DEPARTMENT

Municipal Services, Facilities and Infrastructure Committee report read recommending the City Manager be authorized to do all things necessary to complete the design of a preferred alternative for the Park Avenue Cheshire Rail Trail III Loop project. A motion by Councilor Manwaring to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

FOP REPORT – ACCEPTANCE OF DONATIONS – FIRE DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to accept four donations totaling \$180.00. 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.

FOP REPORT – ACCEPTANCE OF DONATIONS – PARKS, RECREATION AND FACILITIES DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to accept a donation of \$2,021.20 and that the money be used for the Recreation Department summer playground scholarship fund. 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.

FOP REPORT – LIGHT EMITTING DIODE STREET VENDOR SELECTION – PUBLIC WORKS DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to contract with Affinity LED Lighting to supply and install up to one thousand one hundred fifty five (1,155) light emitting diode (LED) streetlights in the City of Keene for a total estimated cost of \$261,982 to be funded by the approved FY18-23 Capital Improvement Program budget; and the City Manager be authorized to do all things necessary to accept and execute available rebates for the installation of LED streetlights up to \$100,000 from Eversource. 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.

FOP REPORT – CAPITAL PURCHASE – ASPHALT RECLAIMER– PUBLIC WORKS DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to purchase a KM T2 asphalt reclaimer from Pavement Maintenance Supply of Millbury, MA (through a State bid process), for an amount not to exceed \$80,153 and further that the City Council authorize the use of up to \$21,000 of unspent FY 17 personnel funds from the Public Works Department Operating budget and that staff submit the necessary Resolution to designate up to \$60,000 from the project balance of the FY15 Road Rehabilitation Project Account, 90249 for this purchase. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. On a vote of 13 in favor and one opposed the motion passed. Councilor Powers opposed.

FOP REPORT – RT.12/MAIN STREET BRIDGE OVER BEAVER BROOK – PUBLIC WORKS DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute a professional engineering services contract with the Louis Berger Group, Inc. of Manchester, NH for the construction phase of the Rt. 12/Main Street over Beaver Brook (90151-A) for an amount not to exceed \$220,200. 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.

FOP REPORT – BABBIDGE RESERVOIR DAM IMPROVEMENT PROJECT – PUBLIC WORKS DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute a professional engineering services contract with Dubois & King, Inc. of Randolph, VT for the construction phase of the Babbidge Reservoir Dam Improvements Project (05034-B) for an amount not to exceed \$139,356.00. 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.

FOP REPORT – UNDERGROUND TELECOMMUNICATIONS CONDUIT CONTRACT - IT DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute a contract for the installation of communication conduit and related materials with LJM Construction, LLC as a sole source provider. Funding for the project is to come from the reallocation of operating funds from Public Works Road and Street Maintenance budget, 02010-62331. A motion by Councilor Greenwald to carry out the intent of the report was duly seconded. On a vote of 13 in favor and one opposed the motion passed. Councilor Sutherland opposed.

CITY MANAGER COMMENTS

The City Manager congratulated Lt. Lavigne for graduating from his 17 month paramedic program. The City Manager reminded the public about the First Day Project for Wheeler & Fuller Elementary Schools. The Monadnock United Way and the Keene Police Department supporting the project to provide to nearly 600 Keene elementary school children backpacks and supplies for the upcoming school year as part of the second annual First Day Project. Collection bins, which were decorated by kids, are at the Keene Police Department and Keene Parks and Recreation Department. Donations of school materials: markers, crayons, glue sticks, construction paper, pencils, erasers, rulers and notebooks, new backpacks and snacks can be left at these locations. Cash donations to this effort may also be sent to the Monadnock United Way. Wheeler and Fuller Schools were selected because of the high number of students who are eligible for the free or reduced lunch program.

ORDINANCE O-2017-11: RELATING TO PURCHASING

A memorandum was received from the Purchasing Manager along with Ordinance O-2017-11. The memorandum was filed into the record. Ordinance O-2017-11 referred by the Chair to the Finance, Organization and Personnel Committee.

PLD REPORT AND ORDINANCE O-2017-05: RELATING TO FIRE ALARM

Planning, Licenses and Development Committee report read recommending the adoption of Ordinance O-2017-05. The report was filed as informational. Ordinance O-2017-05: Relating to Fire Alarm was read for the second time. A motion by Councilor Jones for adoption of the Ordinance was duly seconded. On a roll call vote, with 14 Councilors present and voting in favor, the motion passed. Councilor Richards was absent. Ordinance O-2017-05 declared adopted.

PLD REPORT AND ORDINANCE O-2017-06: RELATING TO FIRE PREVENTION CODE

Planning, Licenses and Development Committee report read recommending the adoption of Ordinance O-2017-06. The report was filed as informational. Ordinance O-2017-06: Relating to Fire Prevention Code was read for the second time. A motion by Councilor Jones for adoption of the Ordinance was duly seconded. On a roll call vote, with 14 Councilors present and voting in favor, the motion passed. Councilor Richards was absent. Ordinance O-2017-06 declared adopted.

FOP REPORT AND ORDINANCE O-2017-07-A: RELATING TO CLASS ALLOCATION AND SALARY SCHEDULES

Finance, Organization and Personnel Committee report read recommending the adoption of Ordinance O-2017-07-A. The report was filed as informational. Ordinance O-2017-07-A: Relating to Class Allocation and Salary Schedules was read for the second time. A motion by Councilor Greenwald for adoption of the Ordinance was duly seconded. On a roll call vote, with 14 Councilors present and voting in favor, the motion passed. Councilor Richards were absent. Ordinance O-2017-07-A declared adopted.

FOP REPORT AND ORDINANCE O-2017-08: RELATING TO PERSONNEL PROCEDURES – HOURS OF WORK

Finance, Organization and Personnel Committee report read recommending the adoption of Ordinance O-2017-08. The report was filed as informational. Ordinance O-2017-08: Relating to Personnel Procedures – Hours of Work was read for the second time. A motion by Councilor Greenwald for adoption of the Ordinance was duly seconded. On a roll call vote, with 14 Councilors present and voting in favor, the motion passed. Councilor Richards were absent. Ordinance O-2017-08 declared adopted.

**TABLED ITEMS: COMMUNICATION – COUNCILORS CHADBOURNE AND JACOBS –
LIMITING THE FINAL BUDGET RESULTS TO A TAX INCREASE NO GREATER THAN
1.99%; FOP REPORT AND RESOLUTION R-2017-22: RELATING TO THE 2017/2018
FISCAL YEAR BUDGET**

Resolution R-2017-22-A: Relating to the 2017-2018 Fiscal Year Budget was read for the second time. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. The Mayor indicated he was removing from the table item C2 to be considered along with item J1. The Mayor recognized Councilor Chadbourne. On a motion to amend by Councilor Chadbourne to provide that any final budget adjustments results in a tax increase of no greater than 1.99% and that no reductions occur in the outside agency cost center, was duly seconded. On a roll call vote, with 7 Councilors voting in favor and Councilors Clark, Filiault, Powers, Sutherland, Lamoureux, Jones and Greenwald opposed, the Mayor broke the tie with a vote in favor of the motion, the motion passed. A motion by Councilor Greenwald to adopt the amended Resolution, R-2017-22-B was seconded. On a roll call vote, with 14 Councilors present and voting in favor, the motion carried. Councilor Richards was absent. Resolution R-2016-22-B declared adopted.

**FOP REPORT AND RESOLUTIONS R-2017-12: RELATING TO THE APPROPRIATION OF
FUNDS FOR THE CONSOLIDATED INFRASTRUCTURE PROJECT; R-2017-13:
RELATING TO THE APPROPRIATION OF FUNDS FOR THE LED STREETLIGHTS
PROJECT; R-2017-14: RELATING TO THE APPROPRIATION OF FUNDS FOR THE
FLOOD MANAGEMENT PROJECT; R-2017-15: RELATING TO THE APPROPRIATION
OF FUNDS FOR THE AIRPORT TERMINAL IMPROVEMENTS PROJECT; AND R-2017-
16: RELATING TO THE APPROPRIATION OF FUNDS FOR THE TRANSFER STATION
ENERGY SOURCE PROJECT**

Finance, Organization and Personnel Committee report read recommending the adoption of Resolutions R-2017-12, R-2017-13, R-2017-14, R-2017-15 and R-2017-16. The report was filed as informational. Resolution R-2017-12: Relating to the Appropriation of Funds for the Consolidated Infrastructure Project was read for the second time. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. On a roll call vote with 14 Councilors present and voting in favor the motion passed. Councilor Richards was absent. Resolution R-2017-12 declared adopted. Resolution R-2017-13: Relating to the Appropriation of Funds for the LED Streetlights Project was read for the second time. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. On a roll call vote with 14 Councilors present and voting in favor the motion passed. Councilor Richards was absent. Resolution R-2017-13 declared adopted. Resolution R-2017-14: Relating to the Appropriation of Funds for the Flood Management Project was read for the second time. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. On a roll call vote with 14 Councilors present and voting in favor the motion passed. Councilor Richards was absent. Resolution R-2017-14 declared adopted. Resolution R-2017-15: Relating to the Appropriation of Funds for the Airport Terminal Improvements Project was read for the second time. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. On a roll call vote with 14 Councilors present and voting in favor the motion passed. Councilor Richards was absent. Resolution R-2017-15 declared adopted. Resolution R-2017-16: Relating to the

06/01/2017

Appropriation of Funds for the Transfer Station Energy Source Project was read for the second time. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. On a roll call vote with 14 Councilors present and voting in favor the motion passed. Councilor Richards was absent. Resolution R-2017-16 declared adopted.

ADJOURNMENT FOR LEGAL ADVICE

At 9:20 PM, a motion by Councilor Greenwald to adjourn for legal advice was duly seconded. On a roll call vote, 14 Councilors were present and voted in favor. David C. Richards was absent.

At 9:29 PM, the Mayor reconvened the meeting. A motion by Council Greenwald to suspend Rule 26 of the City Council Rules of Order to consider and to act upon removal of a hazardous building in accordance with RSA 155-B was duly seconded. On a roll call vote, 14 Councilors were present and voting in favor. Councilor David C. Richards was absent. A motion by Councilor Greenwald to recommend that the building located at 169 Church Street in Keene is determined to be a hazardous building as defined under RSA 155-B, and authorize the city staff to take all necessary action pursuant to RSA 155-B, including but not limited to authorizing the City Manager to order the owner to raze and remove the building and fill in the cellar hole, was duly seconded. On a roll call vote, 14 Councilors were present and voting in favor. Councilor David C. Richards was absent.

ADJOURNMENT

At 9:35 PM, there being no further business, the Mayor adjourned the meeting.

A true record, attest:



Deputy City Clerk