

A regular meeting of the Keene City Council was held Thursday, July 6, 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, Randy L. Filiault, Thomas F. Powers, Robert B. Sutherland, George S. Hansel, Stephen L. Hooper, Bettina A. Chadbourne, Philip M. Jones, David C. Richards and Mitchell H. Greenwald were present. Bartolmiej K. Sapeta and Gary P. Lamoureux were absent. Councilor Richards led the Pledge of Allegiance. A motion by Councilor Greenwald to accept the minutes from the June 15, 2017 regular meeting, and the June 19, 2017 and June 20, 2017 special meetings was duly seconded. The motion passed with a unanimous vote in favor.

ANNOUNCEMENTS

The Mayor reminded the Council of upcoming workshops as follows: on July 18, 2017 a Council Workshop will be held on Road Rehabilitation and Capital Spending; on July 25, 2017 a Council Workshop will be held on Fiscal Policies; and, the August 1, 2017 Council Workshop on City Council Goals will be rescheduled until the fall when the new City Manager will be in place. The Mayor announced the filing period for this fall's municipal elections starts on August 16th and closes on September 5th by declaration of candidacy. The period extends to September 8th for filings by petition. The offices of Mayor, five ward Councilors, five at-large Councilors and the election officials will be on the ballot.

PRESENTATION – GOOSE POND DAM

The Mayor invited Don Lussier, City Engineer, forward for the presentation. Mr. Lussier introduced Jeffrey Tucker from Dubois & King. Mr. Tucker provided a preliminary design of the upcoming project. The purpose of the project is to address the NHDES concerns. The project will include the repair and/or replacement of the inoperable low-level outlet; efforts to address the years of erosion and woody vegetation growth on the main dam and dike embankments; and measures to control seepage relief through the main dam.

PROCLAMATION – DESIGNATION OF JULY AS PARK AND RECREATION MONTH

The Mayor invited Andy Bohannon, Parks, Recreation and Facilities Director forward to present him with a proclamation. The Mayor went on to proclaim July as *Park and Recreation Month* and encouraged everyone to enjoy all of what the Park and Recreation Department offers. Mr. Bohannon stated this is in conjunction with their Playful City Event which is being held on July 20, 2017.

CONFIRMATION

A motion was made by Councilor Greenwald and duly seconded to confirm the following nomination to the Zoning Board of Adjustment: Stephanie H. Gaiser to serve as an alternate member with a term to expire December 31, 2020. On a roll call vote, with 13 Councilors present and voting in favor the motion carried. Bartolmiej K. Sapeta and Gary P. Lamoureux were absent.

COMMUNICATION – LEAF SELIGMAN – RESIGNATION – JUVENILE CONFERENCE COMMITTEE

A communication was received from Leaf Seligman resigning from the Juvenile Conference Committee. A motion by Councilor Greenwald to accept the resignation with regret and appreciation for years of service was duly seconded. The motion passed with a unanimous vote in favor.

COMMUNICATION – KEVIN DREMEL – RESIGNATION – HERITAGE COMMISSION

A communication was received from Kevin Dremel resigning from the Heritage Commission. A motion by Councilor Greenwald to accept the resignation with regret and appreciation for years of service was duly seconded. The motion passed with a unanimous vote in favor.

COMMUNICATION – KEVIN DREMEL – REQUEST TO USE CITY PROPERTY – KEENE MUSIC FESTIVAL

A communication was received from Kevin Dremel requesting to the use of City property for the 17th annual Keene Music Festival. The festival will be held on September 2, 2017. The Music Festival has been designated as a “community event”. The communication was referred to the Planning, Licenses and Development Committee.

COMMUNICATION – PAULA SOUSA – OVERNIGHT PARKING ON MIDDLE STREET

A communication was received from Paula Sousa, owner of a duplex at 22 Middle Street, requesting that her tenants with overnight parking permits be able to park overnight at the three metered parking spaces on Middle Street during the overnight parking season (May-October). The communication was referred to the Municipal Services, Facilities and Infrastructure Committee.

COMMUNICATION – PEG BRUCE/KIWANIS CLUB OF KEENE- REQUESTING PERMISSION TO DECORATE LIGHT POLES ON THE CENTER MEDIAN OF MAIN STREET

A communication was received from Peg Bruce, Secretary of Kiwanis Club of Keene, requesting permission to decorate the light poles on the center median of Main Street. The lights would be installed from mid-October until early April. The communication was referred to the Planning, Licenses and Development Committee.

COMMUNICATION – COUNCILORS CLARK AND FILIAULT – RELEASE OF VOTER INFORMATION TO THE PRESIDENTIAL ADVISORY COMMISSION ON ELECTION INTEGRITY

A communication was received from Councilors Clark and Filiault relative to the City Council adopting a resolution that would be forwarded to the New Hampshire Secretary of State, stating their objection to releasing voter information in response to a request by the Presidential

Advisory Commission on Election Integrity. The Mayor stated unless there is an objection, he will refer this to the Mayor's office to write a letter in opposition to release the information to the Attorney General's Office and have it be submitted tomorrow. Councilor Sutherland objected and noted that he believes the communication should be referred to Committee and considered as part of the normal process. The Mayor explained the statute is pretty clear that the parties have the right to that information and others do not. Councilor Hansel stated he was not in agreement with the letter that Councilor Clark and Filiault submitted. The Mayor referred the communication to the Mayor's Office for a response to the State.

PLD REPORT – IN SUPPORT OF THE PARIS CLIMATE AGREEMENT – “WE ARE STILL IN” LETTER OF SUPPORT

Planning, Licenses and Development Committee report read, recommending the Mayor be authorized to sign onto the “We Are Still In” initiative on behalf of the City of Keene. A motion by Councilor Richards to carry out the intent of the report was duly seconded. On showing of hands, 13 Councilors were present, 12 voted in favor and one opposed, the motion carried. Councilor Sutherland voted in opposition.

FOP REPORT – RELATING TO ACCEPTANCE OF A MONETARY DONATION – POLICE DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to accept a \$40 donation to the Keene Police Department. 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 – APPROPRIATION OF UNANTICIPATED TREE REVENUE – AIRPORT DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to create a capital account to receive and expend up to \$16,000 from previous tree clearing activities to be used for the removal of additional trees within the airspace at the airport. The tree revenue will be deposited in an account to be created in the capital projects 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 – CONTRACT FOR PURCHASE AND INSTALLATION OF MOBILE COMPACT SHELVING – CITY CLERK'S OFFICE

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute a contract with Red Thread for the purpose of providing and installing mobile compact shelving; and should those negotiations prove unsuccessful, to negotiate with the next successive mobile compact shelving vendor. 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 – DEPARTMENTAL PRESENTATION – RECORDS MANAGEMENT – CITY CLERK’S OFFICE

Finance Organization and Personnel Committee report read recommending the acceptance of the presentation of the City’s records management initiative as informational. The Mayor filed the report into the record as informational.

CITY MANAGER COMMENTS

The City Manager congratulated Natalie Darcy, in Human Services Department, for completion of Leadership Monadnock 2017. He continued with Purchasing & Contract Services will be migrating from the current vendor and bid notification system to The Public Group, a cloud based software system which we anticipate will allow for a number of enhancements to the way goods and services are procured for the City. The City Manager stated Code Enforcement, Planning, Engineering and Fire Department to some extent participating in a software purchase to help allow for a speedy issuance of building permits and allow online permitting along with other enhancements.

CALL FROM MSFI COMMITTEE

Pursuant to section 16 of the Rules Order, Councilor Manwaring called from Committee the memorandum from the City Clerk on unlicensed dogs. The motion was duly seconded. On showing of hands, with 13 Councilors present and voting in favor the motion carried. A motion by Councilor Manwaring to issue a warrant for unlicensed dogs pursuant to NHRSA 466:14, and that the Animal Control Officer be directed to issue a civil forfeiture to those dog owners who have failed to license their dog by April 30, 2017 was duly seconded. On showing of hands, with 13 Councilors present and voting in favor the motion carried.

Pursuant to section 16 of the Rules of Order, Councilor Manwaring called from Committee the memorandum from the City Engineer and the Planning Department Mapping Technician on the Monadnock Alliance for Sustainable Transportation – Complete Streets Mini Grant. The motion was duly seconded. On showing of hands, with 13 Councilors present and voting in favor the motion carried. A motion by Councilor Manwaring to recommend Mayor Lane and the City Council sign the letter of support for Keene’s application to the Monadnock Alliance for Sustainable Transportation – Complete Streets Mini Grant was duly seconded. On showing of hands, with 13 Councilors present and voted in favor the motion carried.

JOINT PB/PLD REPORT – LAND USE CODE UPDATE PHASE II

A memorandum was received from Tara Kessler, City Planner recommending the City move forward with phase 2 of the Land Use Code Update including an RFQ for the creation of a Unified Development Ordinance and the development of a Form-Based Zoning District in the downtown. The memorandum was referred to the Planning, Licenses and Development Committee.

MORE TIME

More time was granted by the Chair for: Cheshire Television – Expenses Association with Interim Relocation of Cheshire TV.

ORDINANCE O-2017-12: RELATING TO CHAPTER 62- PERSONNEL – PERFORMANCE BONUS

A memorandum was received from the Human Resources Director along with Ordinance O-2017-12. The memorandum was filed into the record. Ordinance O-2017-12 referred by the Chair to the Finance, Organization and Personnel Committee.

PLD REPORT AND ORDINANCE O-2016-01-B: RELATING TO THE CREATION OF A RESIDENTIAL PRESERVATION DISTRICT, A BUSINESS GROWTH AND RE-USE DISTRICT AND A NEIGHBORHOOD BUSINESS DISTRICT

Planning, Licenses and Development Committee report read recommending the adoption of Ordinance O-2016-01-B. The report was filed as informational. Ordinance O-2016-01-B: Relating to the Creation of a Residential Preservation District, a Business Growth and Re-Use District and a Neighborhood Business District was read for the second time. The Mayor referred Ordinance O 2016-01-B back to the Joint Planning Board/Planning, Licenses and Development Committee for the inclusion of language for the purpose of RSA 79-E redevelopment efforts and to address structural inconsistencies in the Ordinance.

PLD REPORT AND ORDINANCE O-2016-02-A: RELATING TO CHANGE OF ZONES – MARLBORO STREET PROJECT AREA AND PARCELS

Planning, Licenses and Development Committee report read recommending the adoption of Ordinance O-2016-02-A. The report was filed as informational. The Mayor tabled Ordinance O-2016-02-A until Ordinance O-2016-01-B was back before the Council for consideration.

PLD REPORT & RESOLUTIONS R-2017-24-A: IN SUPPORT FOR THE PARIS AGREEMENT

Planning, Licenses and Development Committee report read, recommending adoption of Resolution R-2017-24-A. The report was filed into the record. A motion by Councilor Richards for adoption of the Resolution was duly seconded. On showing of hands, 13 Councilors were present, 12 voted in favor. Councilor Sutherland voted in opposition.

MEMORANDUM & RESOLUTIONS R-2017-25: RELATING TO THE REALLOCATION OF BOND PROCEEDS FROM THE FY 15 REHABILITATION PROJECT (90249)

A memorandum was received from the Finance Director along with Resolution R-2017-25. The memorandum was filed into the record. Resolution R-2017-25 was referred by the Chair to the Finance, Organization and Personnel Committee.

NON-PUBLIC SESSION

07/06/2017

At 7:50 PM, a motion by Councilor Greenwald to go into non-public session for the purposes of discussion of personnel matter under RSA 91-A:3 II (b) was duly seconded. On a roll call vote, 13 Councilors were present and voted in favor. Councilors Sapeta and Lamoureux were absent. The Human Resources Director was invited to remain. A brief recess was called. The session commenced at 7:55 PM and concluded at 8:08 PM. A motion by Councilor Greenwald to keep the minutes in non-public session was duly seconded. On a roll call vote, 13 Councilors were present and voting in favor. Councilors Sapeta and Lamoureux were absent.

KEENE CITY MANAGER

On motion by Councilor Greenwald, voted unanimously to accept the terms of the Employment Agreement negotiated between the Mayor and Elizabeth Dragon and that Ms. Dragon be appointed to the position of City Manager for the City of Keene to be effective as to the date of her taking the prescribed Oath of Office.

ADJOURNMENT

At 8:10 PM, there being no further business, the Mayor adjourned the meeting.

A true record, attest:


City Clerk