

A regular meeting of the Keene City Council was held Thursday, February 1, 2018. The Honorable Mayor Kendall W. Lane called the meeting to order at 7:00 PM. Roll called: Carl B. Jacobs, Janis O. Manwaring, Thomas F. Powers, Terry M. Clark, Randy L. Filiault, Bartolmiej K. Sapeta, Margaret M. Rice, Robert B. Sutherland, George S. Hansel, Gary P. Lamoureux, Bettina A. Chadbourne, Stephen L. Hooper, Philip M. Jones and Mitchell H. Greenwald were present. Councilor David C. Richards was absent. Councilor Manwaring led the Pledge of Allegiance. A motion by Councilor Greenwald to accept the minutes from the January 18, 2018 regular meeting was duly seconded. The motion passed with a unanimous vote in favor.

ANNOUNCEMENTS

The Chair announced that the Finance, Organization and Personnel Committee will start its review of Capital Improvements Project at the February 8, 2018 at 5:30 PM. The Chair announced a workshop on economic development will be held on Tuesday, February 20, 2018 at 6:30 PM in Council Chambers. The Chair expressed he attended the Mayor's Conference in Washington, DC with about 130 people in attendance. He was invited to talk about the work that the City has done in making the City a more mean able to transportation alternatives and biking. The presentation was well received. The City of Keene was ahead of the curve on many ways and a great deal of interest in some of the work we have done to bring connectivity to the trail system. The direction we are heading in the downtown to make it more mean able to biking as other communities are looking ways to achieve as well. We were recognized nationally on our efforts.

PRESENTATION - DOWNTOWN REVITALIZATION STUDY – MCFARLAND JOHNSON

Mayor Lane invited Public Works Director Kurt Blomquist to open the presentation. Mr. Blomquist stated that this evening the City Council will be provided an update on the Phase I Downtown Revitalization review. Staff has been working with the ad hoc Downtown Revitalization Committee and this evening representatives from McFarland Johnson are here to go over their initial public input survey results. The concept was to work with the community and talk to them about what themes and experiences they envision that would enhance our downtown. With that, Mr. Blomquist introduced Gene McCarthy, Senior Project Manager, as well as Jennifer Zorn and Jonathan Law to provide an overview.

Ms. Zorn began that this has been a very enjoyable project. City staff was great to work with, and City residents are so enthusiastic. People were very interested in sharing their ideas and that was a real asset to McFarland Johnson as they looked at the possibilities for Keene's downtown. She went on to discuss some of the survey responses they received as well as the outreach methods used to reach the largest audience possible. She noted they had over 500 people participate in the survey. They also had over 100 people participate in a community visioning forum that was held over a three day period. At this venue they were able to get into in depth conversations, and looking at maps participants were able to point out problem areas, etc. Everything that was collected via these tools was synthesized to create themes or experiences that could be achieved in the downtown. These are not designs; they are concepts to consider when revitalizing the downtown. Ms. Zorn went on to discuss how retail consumer patterns, demographics, and generational changes are impacting what people want in a prosperous

downtown. The two predominant generations - millennials and baby boomers – are looking for the same things: more space for cultural events, more space for outdoor dining, more green space, outdoor markets, public art, beautiful landscaping, more activities and retail options, more restaurants, as well as a downtown that is modernized yet retains its historic character, etc. Ms. Zorn went on to discuss what people did not want, which is also very important. One of the major issues brought forward was loitering and panhandling activities. Other things people did not want included: not wanting taxpayer money to be spent unwisely, too many bars, no smoking, and vehicular traffic congestion. By taking all this information, Jonathan Law has created “experiences” to share as to how these concepts would look.

Mr. Law stated they had created conceptual experiences based on what certain criteria would look like in an improved downtown space. He went on to review several themes created to demonstrate what the possibilities are. Each experience was depicted visually in the presentation using scenes of the downtown and incorporating the elements described. In experience A the theme included: widened sidewalks, social gathering areas and outdoor seating, enhanced street lighting, enhanced landscaping and greenery and parallel parking with a bike lane. Parallel parking allows for sidewalk expansion as well as incorporating the bike lane. The landscaping includes rain gardens to provide storm water management. Experience B included: widened sidewalks, areas for display of public art, enhanced street lighting, and enhanced landscaping and greenery. Experience C is based on the Weinreich concept which would close down a portion of the street to pedestrianize it. Experience C included: pedestrianization of the street between Gilbo Avenue and Emerald Street by creating a pedestrian mall and closing that area to vehicular traffic, enhanced public gathering zones, enhanced street lighting, and enhanced landscaping and greenery. Mr. Law noted that emergency access vehicles and deliveries would still be accommodated in this concept. Pocket parks and green lawn areas would allow people to hang out and there would be festoon lighting to allow spaces to be usable into the evening hours. Experience D included: widened sidewalks, designated bike lanes, parallel parking, accessible parking spaces, and incorporation of historic street materials to create brick sidewalks.

Mr. Law and Ms. Zorn ended their presentation by offering to answer any questions the Council might have. Mr. Blomquist commented there are some exciting concepts here and he emphasized these are just concepts. As we are talking about this the goal is to get some excitement going and to acknowledge that downtown could be something better. Mayor Lane thanked the representatives from McFarland Johnson for their presentation and noted this will also be presented to the community to gathering feedback on the various concepts. He went on to invite members of the Council to ask questions.

Councilor Greenwald stated he was surprised there was no scenario depicting the parking remaining as it is today. He would have hoped to see that as part of the presentation. The input he has gotten from the public is that they prefer not to use parallel parking spaces. He ended he is sure there are many interesting plans that could be brought forward that would allow the angled parking to remain. Mr. Blomquist stated that part of going forward from here is recognizing that as we talk about things, one of the challenges we have is that we only have so much space to work with. He encouraged Councilors to walk around in the area from Central Square to the College to look at how much room we have from building face to building face. That is our limiting factor so as we think about what we want to add or change – it needs to fit within that

space. The exciting part of what is coming forward is to look at what is possible. Ms. Zorn added that they wanted to show something totally different from what the current design is to generate ideas and discussion.

Mayor Lane added that for many, many years, Keene has advertised itself as having the widest paved Main Street in the World, and whether that is true or not, no one really knows. Certainly it has been something this community has advertised for a hundred years or more. What that means is we have more space between the buildings on the east side and the buildings on the west side than most communities have. What we do and how we utilize that space is critical. Right now we are using it for parking and for vehicular traffic. How we use that space in the future is a decision the community is going to have to make. We can continue to do exactly what we are doing right now, or we can look to the future and try to make it more amenable to a different part of the population. We need to recognize that downtowns are evolving and changing, and that what we have today is not what we had one hundred years ago. Conversely, what we will have in the next 30 years may be very different than what we had in the last 30 years.

Councilor Manwaring commented on concept C and asked if the pedestrian mall concept includes bike lanes. Mr. Law commented that because the area is closed to vehicular traffic, it opens up the space to bicyclists making bike lanes unnecessary.

Councilor Hansel noted that there will need to be a business case presented to affected property owners to make these kinds of changes. He continued that these concepts have been implemented in other places and wanted to know if they have been in place long enough so that economic development data is available. Mr. Law stated they worked on the Concord, New Hampshire redesign project, and it was a challenging project because there were people that were uncertain about moving forward with the changes. They as professionals gave their opinions about the feasibility and encouraged them to move forward. There is now good economic data coming out of that project that demonstrates these changes have been a catalyst for development and bringing money into the City.

Councilor Sapeta stated he likes that these concepts are completely different because it brings people to the table to discuss the options. He urged them to continue bringing forward innovative concepts for consideration. He asked that they consider the area between Route 101 and the Main/Marlboro/Winchester Street roundabout because it is part of the gateway to upper Main Street and Central Square.

Councilor Jones commented on the fact that brick and mortar retail is going away and in their place we are getting service organizations. Is there a way to attract more retail businesses rather than bars or service organizations? He then commented on a proposal related to Gilbo Avenue that would have included a pedestrian mall. The Councilor stated he felt the pedestrian mall concept might work better on Gilbo Avenue rather than on Main Street and it should be considered in the future.

Mr. Blomquist stated he would be interested in the thoughts of the Council and any feedback they receive from constituents relative to downtown revitalization. He went on to discuss some

next steps involving further public input that will be more focused on areas of the downtown. These discussions will continue to be conceptual in nature.

Councilor Clark asked stated including bike lanes does not address bike safety and he felt the concepts shown did not aid in making it safer for bicyclists. He stated he would not want to see the money allocated to this be relegated to just pursuing the concepts presented this evening. Mr. Blomquist stated the next round of funding is not identified for a particular design at this time. The next sum of money is to further facilitate gathering ideas. The preliminary design phase is budgeted for FY 19.

CONFIRMATION

A motion was made by Councilor Greenwald and duly seconded to confirm the following nomination: Drew Bryenton to serve as a regular member on the Bicycle/Pedestrian Path Advisory Committee with a term to expire December 31, 2020. On a roll call vote, with 14 Councilors present and voting in favor the motion carried. Councilor Richards was absent.

COMMUNICATION – REVEREND MICHAEL F. HALL – RESIGNATION – MARTIN LUTHER KING/JONATHAN DANIELS COMMITTEE

A communication was received from Reverend Michael F. Hall resigning from the Martin Luther King/Jonathan Daniels Committee. A motion by Councilor Greenwald to accept the resignation with regret and appreciation of service was duly seconded. The motion passed with a unanimous vote in favor.

COMMUNICATION – BRETT AMY THELEN/HARRIS CENTER – REQUEST TO TEMPORARY CLOSE A PORTION OF NORTH LINCOLN STREET

A communication was received from Brett Amy Thelen, Harris Center, requesting to a temporary close a portion of North Lincoln Street for the salamander crossing brigade. The communication was referred to the Municipal Services, Facilities and Infrastructure Committee.

PLD REPORT – JIM NARKIEWICZ/MONADNOCK TRAVEL COUNCIL – REQUEST TO USE CITY PROPERTY – KEENE ICE & SNOW FESTIVAL

Planning, Licenses and Development Committee report read recommending that the Monadnock Travel Council be granted permission to use City property on Central Square and Railroad Square, including outside burning of a fire in an enclosed fire pit on Railroad Street from Main Street from Main Street to the exit of the Wells Street Parking structure for the 2018 Ice and Snow Festival on Saturday, February 3, 2018 from 10:00 AM to 4:00 PM. Said permission is granted subject to the customary licensing requirements of the City Council; obtainment of any necessary licenses or permits; and compliance with any recommendations of City staff. A motion by Councilor Jones to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

PLD REPORT – MINDY CAMBIAR – HUNDRED NIGHTS – LODGING HOUSE LICENSE REQUEST

Planning, Licenses and Development Committee report read recommending that a lodging house license be issued to Timoleon Chakalos to engage in the operation of a lodging house at 15 Lamson Street subject to the following conditions: no more than 26 persons may reside on the premises at any one time; compliance with all applicable sections of the City Code; compliance with any requirements or recommendations of City staff. Said license will expire on the 2nd day of February, 2019 and may be revoked by the City Council in accordance with Section 46-590 "Suspension or Revocation." A motion by Councilor Jones to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

PLD REPORT – THE REVEREND CYNTHIA E. BAGLEY & KATHY BLAIR/UNITED CHURCH OF CHRIST IN KEENE – OVERFLOW FROM THE HUNDRED NIGHTS – LODGING HOUSE LICENSE REQUEST

Planning, Licenses and Development Committee report read recommending that a lodging house license be issued to the United Church of Christ at 23 Central Square subject to said lodging house license only being used as an overflow for the Hundred Nights Shelter; and managed by the Hundred Nights Shelter; no more than 16 persons may reside on the premises at any one time; compliance with all applicable sections of the City Code; compliance with any requirements or recommendations of City staff. Said license will expire on the 2nd day of February, 2019 and may be revoked by the City Council in accordance with Section 46-590 "Suspension or Revocation." A motion by Councilor Jones to carry out the intent of the report was duly seconded. The motion passed with a unanimous vote in favor.

PLD REPORT – LEGISLATIVE UPDATE

Planning, Licenses and Development Committee report read recommending acceptance of this item as informational. The Chair filed the report into the record as informational.

FOP REPORT – ACCEPTANCE OF DONATION – ST. JAMES THRIFT SHOP – 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 \$750.00 from the St. James Thrift Shop and that the money is used by the City's Martin Luther King Jr./Jonathan Daniels Committee for its annual programming. 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 DONATION – KEENE ROTARY CLUB – 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 \$5,000.00 from the Keene Rotary Club for the purposes of creating a pocket park at 238 Church Street. 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 DONATION – AMBULANCE CHILD RESTRAINT SYSTEM - FIRE DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to accept one Ambulance Child Restraint system from the Child Passenger Safety Program at Injury Prevention Center - DHMC. 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 CHESHIRE COUNTY 2017 FUNDS – YOUTH SERVICES

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to accept and administer funds provided by Cheshire County for Youth Services programs. 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 – LIBRARY RENOVATION PROJECT – CAMPAIGN MANAGER FOR THE NEXR CHAPTER

Finance Organization and Personnel Committee report read recommending the City Council accepts donations of \$129,905.00 as listed in the Cambridge Trust December 7-31, 2017 Donor list to be deposited into the Library Renovation Temporarily Restricted City Trust as part of the Next Chapter Campaign Drive. 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 – LIBRARY CONSTRUCTION CONTRACT #2 – PARKS, RECREATION AND FACILITIES DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate and execute a sole source professional services contract with Engleberth Construction Inc. for construction services required for the Library Renovation project for \$623,317.93. 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 – COUNCILORS GREENWALD AND RICHARDS – CIP ADJUSTMENTS DUE TO RECEIPT OF STATE OF NEW HAMPSHIRE GRANT FUNDS

Finance Organization and Personnel Committee report read, recommending acceptance of this item as informational. The Chair filed the report into the record as informational.

FOP REPORT – AUTHORITY TO BORROW – CLEAN WATER STATE REVOLVING FUND – PUBLIC WORKS DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to apply for, accept, and execute a loan from the New Hampshire “Clean Water State Revolving Fund” (CWSRF) in an amount not to exceed \$120,000. 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 – MUNICIPAL SOLAR ARRAY 350-400 MARLBORO STREET – PUBLIC WORKS DEPARTMENT

Finance Organization and Personnel Committee report read recommending the City Manager be authorized to do all things necessary to negotiate with the two finalists as recommended in the City's solar consultant decision matrix to provide renewable energy for City of Keene facilities at a cost equal to or below expected utility prices for electrical services and that the most appropriate agreement be brought forward for consideration. 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 – CONSTRUCTION AND ENGINEERING SERVICES CHANGE ORDERS – BABBIDGE RESERVOIR DAM IMPROVEMENTS 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 construction change order with Kingsbury Companies, LLC of Waitsfield, VT in an amount not to exceed \$297,454.72 for the Babbidge Reservoir Dam Improvements Project; and that the City Manager be authorized to do all things necessary to negotiate and execute a change order with Dubois and King, Inc. of Randolph, VT in an amount not to exceed \$70,688 for additional technical and construction phase services associated with the Babbidge Reservoir Dam Improvements Project. 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.

MORE TIME

More time was granted by the Chair for Janis Manwaring/Pathways for Keene – Request to Use City Property – 4 on the 4th.

CITY MANAGER COMMENTS

The City Manager announced that on January 26, 2018 Michael Bergeron and Mollie Kaylor, from the State of NH Economic Development Office met with city staff. The discussion was on current economic development initiatives in the City. They reviewed the City's efforts to date in the Marlboro Street corridor to encourage redevelopment, through the rezoning of the area, the adoption of 79E and the Economic Revitalization Zone. The discussion continued to the desire to see something positive happen at the former Kingsbury site, the efforts of the Downtown Revitalization Committee, and the work of our engineers as presented this evening to bring together themes for consideration as we move forward. The conversations with local businesses and the college and the need to find ways to address workforce challenges were also discussed. The discussion went on to promote and further develop the airport then to the current project to create a unified development code. The goal of the meeting was to bring them up to speed on initiatives in the community so that when they are reaching out to our potential market, which has been identified as Connecticut, New York and Western Massachusetts, that they understand

the level of effort and work that has already been done here in Keene and continues to be done to be an attractive place to live, work, and play. As stated in the adopted Economic Development Action Plan, we are open for business and ready for growth. It is our job to keep connected to the state and keep reminding them of all that we have to offer. As a result of another recommendation of the Economic Development Action plan, we will be ramping up our outreach and marketing, via the city website and social media.

The City Manager continued with the library project which is an Economic Development project, is underway. On Facebook, the library has posted time lapse photos of the construction. It is a great place to follow the progress of the project.

The City Manager thanked Beth Fox, Assistant City Manager/ Human Resources Director, our Emergency Management Director, our Police and Fire Department, our Highway team and other staff for the team work they exhibited and the professional way they dealt with the flooding in the lower Main Street area which began on Saturday, January 13, 2018. We are fortunate to have such a capable team.

MEMORANDUM & ORDINANCE O-2018-01: RELATING TO AIRPORT DEVELOPMENT AND MARKETING COMMITTEE

A memorandum was received from the City Manager along with Ordinance O-2018-01. The memorandum was filed into the record. Ordinance O-2018-01 was referred by the Chair to the Planning, Licenses and Development Committee.

RESOLUTION R-2018-02: IN APPRECIATION OF PAUL A. SZOC UPON HIS RETIREMENT

Resolution R-2018-02: In Appreciation of Paul A. Szoc Upon His Retirement was read by title only. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. The motion carried with a unanimous vote in favor.

RESOLUTION R-2018-03: IN APPRECIATION OF TIMOTHY T. MASON UPON HIS RETIREMENT

Resolution R-2018-03: In Appreciation of Timothy T. Mason Upon His Retirement was read by title only. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. The motion carried with a unanimous vote in favor.

FOP REPORT AND RESOLUTION R-2018-04: RELATING TO GENERAL ASSISTANCE GUIDELINES

Finance, Organization and Personnel Committee report read recommending the adoption of Resolution R-2018-04. The report was filed as informational. A motion by Councilor Greenwald to delete Section 25 regarding mass casualties from the guidelines was duly seconded. On a show of hands vote, with 14 Councilors present and voting in favor, the motion carried. A motion by Councilor Greenwald to amend Resolution R-2018-04 to reflect February 1, 2018 as

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the adoption date of the guidelines was duly seconded. On a show of hands vote, with 14 Councilors present and voting in favor, the motion carried. A motion by Councilor Greenwald for adoption of the Resolution was duly seconded. On a show of hands vote, with 14 Councilors present and voting in favor, the motion carried. Councilor Richards was absent. Resolution R-2018-04 declared adopted.

FOP REPORT AND RESOLUTION R-2017-44: RELATING TO THE ACCEPTANCE OF AN ADDITIONAL APPROPRIATION OF HIGHWAY BLOCK

Finance, Organization and Personnel Committee report read recommending the adoption of Resolution R-2017-44. The report was filed as informational. 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 carried. Councilor Richards was absent. Resolution R-2017-44 declared adopted.

ADJOURNMENT

At 8:25 PM, there being no further business, the Mayor adjourned the meeting.

A true record, attest:


City Clerk