



KEENE CITY COUNCIL
Council Chambers, Keene City Hall
February 20, 2020
7:00 PM

Roll Call
Pledge of Allegiance

MINUTES FROM PRECEDING MEETING

- February 6, 2020

A. HEARINGS / PRESENTATIONS / PROCLAMATIONS

B. ELECTIONS / NOMINATIONS / APPOINTMENTS / CONFIRMATIONS

1. Confirmations
Airport Development and Marketing Committee
Ashuelot River Park Advisory Board
Conservation Commission
Heritage Commission
Historic District Committee
Partner City Committee
Planning Board
2. Nominations
Energy & Climate Committee
Bicycle/Pedestrian Path Advisory Committee
Planning Board
Historic District Committee

C. COMMUNICATIONS

1. Madeline Ulrich - Request for Free Parking - Art Walk
2. Councilor Greenwald - Outside Agency Funding

D. REPORTS - COUNCIL COMMITTEES

1. Harris Center for Conservation Education – Temporary Road Closures – Jordan Road - Jefferson Salamander and Future Administrative Requests
2. PowerPoint Presentation from Fire Station 2 Study Committee
3. Acceptance of Donations - Trustees of the Keene Public Library
4. Old Gilsum Road Land Acquisition - Boes Property - Conservation Commission
5. Goose Pond - Boes Property - Parks, Recreation and Facilities Department
6. Lease of Property Adjacent to Bike Path - 160 Emerald Street - City Manager

7. Cheshire County Court House - City Manager

E. CITY MANAGER COMMENTS

F. REPORTS - CITY OFFICERS AND DEPARTMENTS

G. REPORTS - BOARDS AND COMMISSIONS

H. REPORTS - MORE TIME

1. John Therriault – Encouraging the City to Become a “Bee City”

I. ORDINANCES FOR FIRST READING

J. ORDINANCES FOR SECOND READING

K. RESOLUTIONS

1. Relating to the Celebration of Indigenous People's Day

Non Public Session

Adjournment

A regular meeting of the Keene City Council was held Thursday, January 16, 2020. The Honorable Mayor George S. Hansel called the meeting to order at 7:00 PM. Roll called: Stephen L. Hooper, Michael J. Remy, Janis O. Manwaring, Michael Giacomo, Randy L. Filiault, Robert C. Williams, Philip M. Jones, Gladys Johnsen, Terry M. Clark, Raleigh C. Ormerod, Bettina A. Chadbourne, Catherine I. Workman, Kate M. Bosley and Thomas F. Powers were present. Councilor Mitchell H. Greenwald was absent. Councilor Hooper led the Pledge of Allegiance. A motion by Councilor Powers to accept the minutes from the January 16, 2020 regular meeting was duly seconded by Councilor Hooper. The motion passed with a unanimous vote in favor.

ANNOUNCEMENTS – MAYOR

The Mayor announced the meeting schedule for the review of the Capital Improvement Program budget has been set. On Saturday, February 8, 2020, the CIP presentation before the City Council and the Planning Board will occur. This presentation will begin at 8:30 AM at the Michael E.J. Blastos Community Room. In addition, a special Finance, Organization and Personnel Committee meeting will be Monday, February 10, 2020 at 5:30 PM. The regular Finance, Organization and Personnel Committee meetings on February 13, 2020 and February 27, 2020 will also start at 5:30 PM. On March 7, 2020, a CIP tour will start at Department of Public Works at 8:30 AM and should last until 11:30 AM.

PUBLIC HEARING – ORDINANCE O-2019-18: SMALL WIRELESS FACILITY DEPLOYMENTS IN THE RIGHTS-OF-WAY

The Mayor opened the public hearing at 7:04 PM. The Notice of Hearing and Certificate of Publication were read. The Mayor noted this evening's public hearing is related to Ordinance O-2019-18: Small Wireless Facility Deployments in the right-of-ways. Due to many members of the public present and wanting to testify, The Mayor limited comments to approximately three minutes and respectfully requested that individuals limit repeating what others have already said. Members of the public would be allowed to speak a second time, if needed.

The Mayor requested introductory comments accompanied by a PowerPoint presentation from City Staff. The Community Development Director, Rhett Lamb, provided an overview. In September 2018, the Federal Communications Commission (FCC) Small Cell Order changed the way the cities and towns can manage telecommunications facilities in municipal rights-of-ways (ROW). Effectively, the FCC created an advantage for telecommunications companies to install facilities in the City's public ROW. Mr. Lamb referred to the City's current telecommunications Ordinance created in 2001, which almost exclusively addressed a prior generation of big telecommunications towers on private property hillsides that have been the common facilities for the past approximately 20 years. With the change that is coming, the City's current Ordinance is not adequate to manage the transition to any newer technology and so the Ordinance must transition as well, which is why staff presented the draft revision. The revisions are not focused on 5G, 4G, or earlier technology, but rather general telecommunications technology in the ROW.

Mr. Lamb explained that in 2018, the City was contacted by Tilson, a telecommunications company, which wanted to install facilities at five or six locations on City ROW. The company

wanted to install 4G technology and said it could be converted into 5G sometime in the future. Fundamentally, the City had no reasonable process for them. The City's Zoning Ordinance addresses these facilities on private property, but there was no mechanism for the public ROW, which is why staff drafted this Ordinance. Staff proposed to develop a license and review process addressing a range of community interests including safety in the ROW to avoid obstruction so that drivers and pedestrians remain safe. The City's interests will also address the location of the small cell facilities with a ranking system for preference of location, any size limitations, and some aesthetic standards. Many locations in the City already have utilities underground. For example, Mr. Lamb said that Keene's wonderful downtown has been preserved with all utilities underground and no big towers. He said that poles in the ROW are almost exclusively the City's and the City builds them to an aesthetic standard. If telecommunications companies want to locate small cell facilities downtown, staff wants to make sure they fit the City's design standards, which part of this Ordinance would address.

Mr. Lamb said that staff thinks reasonable standards are important as this technology becomes more prevalent. Without local standards or some sort of process, the City does not have an opportunity to manage this change and therefore could not place limits on providers to install facilities properly according to the FCC's minimal standards. Mr. Lamb said that staff knows there are many questions that need to be worked out. They have heard people talk about health impacts with any new technology. A State legislative commission was appointed in fall 2019 to review any health impacts of 5G, with a report forthcoming in November 2020. There is also a challenge to the FCC Small Cell Order ongoing in Federal court that staff is following closely. Some larger topics out there could have a potential impact on the City's implementation of this ordinance over time. Despite these challenges, City staff believes that the City is better off adopting an ordinance than it would be without it as this transition in telecommunications technology moves forward.

Mari Brunner, Planner in the Community Development Department, said that the general definition of a "small wireless facility" is one that has an antenna no more than three cubic feet in volume, with accessory equipment no more than 28 cubic feet in volume. They have to be placed on structures no taller than 50 feet, or mounted on a structure no more than 10% taller than adjacent structures. In addition, the antennas cannot extend to the full height of the structure they are mounted on, not be more than 50 feet tall, or increase the height by more than 10%. She showed photos of some small wireless facilities as examples, stating that they are usually installed on preexisting structures, such as streetlights and utility infrastructures. She continued that in some cases they are a new facility, which is what Tilson was proposing for Keene. She showed another example of Verizon attaching small cell facilities to decorative poles.

Small cell facilities could be 4G, which is common today, or 5G installations that are newer and have not yet made it to Keene. Still, these facilities could be easily switched to 5G in the future. Ms. Brunner supported Mr. Lamb's earlier comments that the current Ordinance is insufficient to manage changing technology. Ms. Brunner recalled that in September 2018 the FCC issued the Small Cell Order, which is intended to speed the transition to the next generation of wireless services, known as 5G. Despite the intention, most companies are currently taking advantage of it with 4G applications. In general, this order restricts the fees and compensations that State and local governments may receive from applicants. It would also require that all aesthetic

regulations be reasonable and no more burdensome than those applied to other infrastructure deployments, to be objective and published in advance, and to be clear. The Order also mandates that local officials review permit applications within a significantly shorter timeframe than previously allowed, with established decision deadlines.

Ms. Brunner explained that approximately one year ago, City Staff began reviewing the Small Cell Order at the request of the City Council. Staff proposes that the City could create a Small Cell Wireless Facility License that would be issued by the Public Works Director or his designee. It would establish location, design, and siting standards, and the procedures for application intake and review.

Ms. Brunner concluded by addressing concerns raised about the potential health impacts of these 5G telecommunication technologies. For members of the public interested in this matter, staff shared links to information from a State Commission established to study the environmental and health effects of evolving 5G technology: Commission Details and Commission agendas, minutes, documents, and reports. The Commission is currently hearing expert testimony on health effects in particular.

The Mayor recognized Councilor Jones, who thanked Councilor Bosley and the Planning, Licenses & Development (PLD) Committee. While this is not a legally required public hearing, he appreciated this suggestion from PLD for transparency and education. He thought it was great for the whole Council to hear this information and hear the public input. He reminded everyone that without this Ordinance, the City falls back under Federal and State standards, which are much less restrictive than the City's Ordinance. He recalled that the current Ordinance calls for facilities no more than 35 feet high while Federal guidelines are 50 feet. He said the community would be better with this Ordinance. While the arrival of these technologies is inevitable, Councilor Jones said the City should want control over them. He recognized health concerns and said that the City should follow the State Commission's lead. He thanked Council for allowing this hearing.

With the aid of comment cards that were completed by the public as they entered the Chambers, Mayor Hansel welcomed public comments.

Bill Bradford Hutchinson, 305 Marlboro Street spoke in favor of this Ordinance because staff worked very hard on it. However, he opposed the Ordinance in the sense that the FCC is trying to impose mandates because global telecommunications industries are pushing them to make money. He said they do not care about us as people so he opposes the Ordinance in that sense but he knows anything he says will not matter. He said there are questions that need to and should be asked, and he was eager to hear other public concerns. He showed that his 3G phone still works and soon he will be forced to move up to 4G. He questioned what happens when we get to 6G, 7G, etc. He said we have reached 4G in less than 20 years. Mr. Hutchinson questioned what it would look like in 2040. He urged slowing down and working better with the technology we have.

Terri O'Rorke, 34 Hillside Avenue said that while there are several concerns with placing these towers in Keene, such as health, her concern was how these facilities could affect property

values. She said that other cell service options already exist in Keene – 3G, 4G, and 4G LTE. She said that 100% of Keene’s population has access to broadband internet. Ms. O’Rorke said that 5G is meant to add mobile internet for driverless cars, virtual reality, and devices for the “internet of things,” which she said can improve cell service but only if the owner has a particular device in their home, increasing radiation exposure. Research shows that more than 90% of prospective homebuyers and renters have no interest in properties near towers and would pay less for them. She referred to the Middle Class Job Relief and Tax Creation Act of 2012 that said once a tower is built it can go up to 20 feet higher after construction without public input. Ms. O’Rorke said most communities are not aware of that law. She referred to a June 2019 letter that the NH Association of Realtors and other real estate organizations wrote to the FCC urging that property owner’s rights should not be violated because of its proposal to expand 5G networks nationwide. The concern was on the FCC proposed rule of over ear reception devices, which would make it easier for antennas and other facilities to be installed on properties without owner consent.

Ms. O’Rorke continued quoting a New York Real Estate Journal article by William Goddy from September 2017: “Cell phone towers bring extra tax revenue and better reception to a section of the City but many are skeptical because of potential health risks and impacts on property values. In some areas with new towers property values have decreased up to 20%.” Ms. O’Rorke continued quoting the Burgoyne Appraisal Company, March 2017: “In 32 years’ experience as a real estate appraiser specializing in detrimental conditions, takings, adverse impacts, and ROW, I have found adverse impacts on aesthetics, of which externalities routinely has largest impact on property values. As a result, proximity to towers of all types – cell, wind turbines, and electric transmissions – has an impact on property values. The Department of Housing and Urban Development considers cell towers to be hazards and nuisances.” As a property owner in Keene, Ms. O’Rourke urged the Council to consider not just property owners, but the nearby schools, nursing homes, and the many businesses throughout Keene before adopting this Ordinance.

Lori Schrerer, 916 River Road, Westmoreland asked the Council to look carefully at passing this Ordinance that she said would be in everyone’s interest. She appreciated the effort from staff and said she spent a lot of time reading the proposed Ordinance and looking at other model Ordinances. She pointed out a new article from 2020 on 5G from a professor and scientist on the NH 5G Commission on the Adverse Effects of 5G Mobile Networking and Technology under Real Life Conditions. The Commission found potential toxic impacts on the immune system and the effect could be far greater than current national toxicology studies show because they are not aggregate. Ms. Schrier summarized health effects from radio frequency under the FCC guideline spectrum – many cancers, DNA damage, neuro degenerative disease like Alzheimer’s, as well as adverse impacts on neural, immune, and skeletal systems. This study looked at over 5,400 papers and was published in the peer reviewed public Journal of Toxicology Letters. She also cited an important court case of 60 cities suing the FCC for preempting local control and that should be heard in the Ninth Circuit Court this year with two other cases she mentioned to the PLD Committee at its meeting. She said the suit is exposing and prosecuting the financial scandal behind 5G companies using publicly funded fiber illegally. She said there is a lot of fiber in Keene. There was also a recent suit challenging the FCC’s very old radiation exposure levels. She read four questions she has for the Council when they consider this Ordinance.

1. If the FCC waves liability for telecommunications companies for harm from radiofrequency emissions – from what she understood insurance policies would exclude these types of damages – will, the City of Keene be legally responsible for damages occurring from small cell placements.
2. Will the City of Keene voluntarily offer to monitor the exposures regularly at their own expense before and after small cells are installed?
3. Will the City of Keene establish a registry for reporting adverse biological and health effects associated with 5G antennas and investigate complaints in a timely fashion?
4. Will the City have the ability to have small cells removed with no legal penalty when science shows more harm from the untested widespread use of 5G millimeter wave frequencies?

She asked that her suggested amendments submitted in writing be considered and that she could speak again if time allowed.

Susan Weber, 22 Douglas Street stated she is an early childhood educator so anything dealing with health of kids and families interests her. She heard questions, concerns, and what staff had been working on. She suggested that when the State Commission completes its work that we as a community have a public session with experts on the subject to educate and inform us.

David Teubner, 12 Westland Avenue said he keeps his cell phone on airplane mode when it is in his pocket so radiation does not hurt him. He urged Council to get a handle on FCC steamrolling this initiative. He referenced the large smokestack on top of Colony Mill, which is fake and conceals an old technology cell tower. He said the City took extra care to hide that tower and others away people's homes and schools when appropriate and possible, but now the Colony Mill is residential. He urged Council to consider public health. He turns off Wi-Fi and runs hard line cables to devices at home, because having the Wi-Fi router on gives him headaches and insomnia. Mr. Tubner said he might be more sensitive to the radiation, but he imagined a box outside the window of a sensitive person. He showed a smog meter with an audio version that hears emissions from Wi-Fi devices. He appealed to Council to consider health issues. If we must have them, he suggested putting them down the middle of Main Street where there are no homes. He showed an old advertisement of doctors promoting cigarettes, which he said is just like these telecommunications industries.

Mayor Hansel read a question submitted asking if property owners can legally refuse to have a box near their home. The Mayor deferred to the City Attorney, who said the whole point of this FCC Order is to place antennas in public ROW and private parties have no control of the public ROW.

David St. Lifer, 34 Old Trestle Road, Marlborough said that small cells are equivalent to 5G. He said that these antennas would be situated next to homes and walkways, for example, fully exposing people passing by. He said that countries like Russia, China, and Italy limit exposure levels to 15 volts per meter. Health experts say daily exposure should be limited to less than 0.2 volts per meter and 0.06 volts per meter nightly. If antennas are near homes, with exposure 24/7/365, there is no safety testing to say they are safe and telecommunications companies are not required to prove so. He said we are their Guinea pigs. Mr. Saint Lifer added that kids, sick people, and pregnant women are more sensitive to electromagnetic frequencies that penetrate

every cell of our bodies. He said he knows this is a difficult and complex subject at the intersect of biology, biomedicine, biophysics, and bioengineering. He urged the Council not to make any rash decisions in this possible fight for our lives.

Mayor Hansel read a comment into the record from Catherine Behrens: "I am worried about the consequences of 5G and how to protect ourselves from the harvesting of our personal information for nefarious purposes."

Mayor Hansel read a question submitted inquiring about the status of House Bill 522 and allowed the City Attorney time to research.

Len Weldon, 165 S. Lincoln Street has lived in Keene for 25 years and said people move to NH to be safe, and 5G is not. He is a doctor and said this is not a healthy technology, which should be investigated more. He cited Scientific American 2019 that showed no reason to believe 5G technology is safe. Writing on 5G often says studies show it is safe because they are looking at heat generated, but in reality, there is no heat generated from cell phones, but rather microwaves. Cell phones' erratic high frequency waves effect the body. He leaves his cell at home or keeps it on airplane mode. Mr. Weldon said fiber optic is better, safer, and quicker. He would not move to Keene if this technology comes and he would move out of Keene if it does. He wants the community to be healthy. He cited research from 240 scientists who have published peer reviewed research on the biological and health effects on non-ionizing electromagnetic fields, which indicated that we need a stronger exposure limit. Children are more sensitive to these emissions. He urged parents and grandparents not to let their children sit in front of any kind of screen that is giving off radiation because it will hurt them. He also urges against monitoring systems in kids rooms because wireless technology will hurt them. Scientists urge a moratorium on these devices until we see what research says. Mr. Weldon continued that the World Health Organization's International Agency for Research on Cancer classified high frequency radio waves as possibly carcinogenic in humans. In 2019, a \$30 million study conducted by the US National Toxicology Program found clear evidence that two years' exposure to cell phone radiation increases cancer in male rats and damaged DNA in both sexes of rats and mice. He said all research starts with rats and mice, and so we should listen. Mr. Weldon concluded that Council and Keene should slow down and be a leader pushing back because too many scientists are saying to wait and watch.

The Mayor read a submitted comment from Susan Fay: "I feel the effects of 5G, both negative and positive, are not fully known and despite the scientific research on wireless radiation in general and of 5G Wi-Fi in particular, I propose to hold off adopting an Ordinance until the NH Commission's study on the matter is complete and published."

The Mayor read a submitted comment from Connie Paton: "I would like the Council to consider holding off on a contract with 5G providers until the NH Safety Commission is able to study the implications of 5G technology."

David Galluccio, 61 Rule Street noted that agreed that the Council should wait until the State finishes its study is good because facts go further than opinion from the internet. He thinks that any Ordinance the City adopts should not divide the business community from the concerns of

fellow citizens with many health issues. He works in IT and knows that we are now comfortably sitting in a bath of electromagnetic frequency from devices all around us and have been for last 30 years. Eventually 5G will come to Keene along with extended 4G services. Members of the business community will want to take advantage, such as opportunities for public safety. Mr. Galluccio said that any Ordinance put forward should consider that eventually this technology will permeate our lives in Keene and we need applicable safeguards based on expert advice.

In response to an inquiry from an attendee as to the status of HB 522, the City Attorney stated the legislation established the Commission to look at safety issues of 5G that had been referenced throughout the meeting. The Commission's work is ongoing.

The Mayor clarified that written comments he read into the public records are not his personal comments or opinions.

The Mayor again recognized Lori Schrerer of 916 River Road, Westmoreland who continued suggesting that pending court cases and the Commission study are ways to slow the process and to look at possible amendments to any decisions passed. She noticed that the current Ordinance referring to cell towers includes review under the National Environmental Policy Act (NEPA), but in the newly drafted Ordinance that review is not included. She referred to a Washington DC Circuit Court of Appeals that struck down the FCC ruling that NEPA should not be considered because it would protect the public more. She said the new Ordinance lays out 300-foot setbacks and she cited a Verizon representative that said, "Small cells need not be placed as close together but can function well up to 3,000 feet away from the macro tower." She urged consideration of those setbacks with any applications. She shared that because of the National Association of Fire Fighters to Protect First Responders suggestions, California refused towers on any fire stations, where they were seeing health issues because they sleep there. She said the new Ordinance calls for radio frequency emissions to be checked for collocated equipment but not in aggregate and she asked why not. The new Ordinance says that abutters within 300 feet would be notified of facility installation and she suggested 400 or 500 feet, and even further. The new Ordinance says the abutters would be notified of changes to existing facilities and she suggested abutters should also be notified of new installations. She urged consideration of an annual renewal fee for facilities like Burlington, MA implemented to discourage overabundance of applications. Currently, within two miles of City Hall, Ms. Schrier said there are more than 101 other kinds of microwave and cell antennas and 24 cell towers. She asked how much microwave radiation we could withstand, noting that many people show sensitivities. In the spirit of Healthy Monadnock, she urged Council only to allow facilities far away from homes, schools, nursing homes, and first responders, among others, if they pass this Ordinance.

The Mayor recognized Len Weldon of 165 S. Lincoln Street again who suggested the Environmental Health Trust as a good resource, including the Davis lecture at the University of Melbourne, Australia. He thinks 5G does not offer much more 4G and he does not need his fridge to know he is low on pickles. He thinks some things are ridiculous but they establish other markets to sell things. There are radio frequencies used in health but those are not erratic like cell phones. Mr. Weldon said we need to know more.

The Mayor recognized David Tuebner of 12 Westland Avenue again, who said Elon Musk is putting 32,000 satellites in low earth orbit for internet service. He said many businesses are running toward this prize and he urged keeping apprised of that because new technology might come and then we could be stuck with ugly things hurting us.

The Mayor recognized written comments submitted to the City Clerk from Lori Schrerer, Deborah Kelly, and Peter Majoy.

The City Clerk read into the record a statement from Marcus McCarrol, at his request: "Dear City Council, for the Thursday meeting on 5G. I am against 5G. The technology is untested and has too many transmitter points. The danger of our current system in terms of electromagnetic fields is unstudied. To increase the number of broadcast points by 10,000 would be unsightly and expose too many to unwanted radiation and other unknown effects. Television and cell phone receptions are fine as is, if not a little intrusive there as well. Everyone seems to have his or her nose in some sort of device at present. The launching and deployment of thousands of satellites will surely cause a massive space mess in orbit compounding our present troubles in the orbital regions. I think Keene should take a good long look at improving present technology and being happy with that, opposed to the supposed promises of the 5G world, a place I am sure would be even more detached from nature and each other than we already are. I suggest a lengthy study into the possible negative effects and a full-throated debate on the issue of accepting dangerous technology like 5G. I am against it and opposed to letting the 5G move forward before sufficient study and meditation. Some people do not like all of this wireless technology.

Mayor Hansel thanked all for coming and being respectful. He noted that the Council will discuss this matter further at the Planning, Licenses and Development Committee meeting on February 26. Written testimony can be submitted to the City Clerk until 1:00 PM on Tuesday, February 11. Those comments would be submitted to the PLD. He noted members of the public can submit questions to the Mayor via email as well.

There being no further comments, Mayor Hansel closed the public hearing for oral comments at 7:57 PM, but indicated that the hearing would remain open for written comments until 1:00 PM the following Tuesday.

A true record, attest:



City Clerk

PRESENTATION – INTRODUCTION OF THE CAPITAL IMPROVEMENTS PROGRAM

The Mayor introduced the City Manager for comments regarding this process. The City Manager stated that tonight was the beginning of the Capital Improvement Planning Process for 2021-2027. She stated that on each of the Councilor's desks they should have the completed proposed CIP document. In the front of the document, there is the usual table of contents for easy reference but this year the addition of an appendix in the back of the book. The upcoming meeting schedule is on page 7, the final page of the City Manager's message.

The first meeting scheduled, Saturday, February 8, 2020, at 400 Marlboro Street in the Michael E. J. Blastos Room starting at 8:00 AM. There will be coffee and conversation with several departments will have display boards about upcoming projects. The formal presentations will begin at 8:30 AM. There is obviously a great deal of information to share and we are planning to wrap up the presentations by 11:00 AM. Therefore, we have focused our comments on the first two years of the plan with only mention of some of the upcoming projects in the later years.

The Finance, Organization and Personnel Committee meetings will provide opportunity for a review of all projects in all years of the plan. The first FOP meeting is scheduled for February 10, 2020. The Public Hearing for the CIP is scheduled for March 5, 2020 with a vote of the Council scheduled for March 19, 2020. Immediately, thereafter we begin the internal review and preparation of the operating budget which is submitted to the Council on May 1, 2020 and this FOP review process will begin all over again.

While every year of the proposed CIP plan is important, operating budget conversations will be focused on the first two years of the CIP. This will be the first CIP process since the Council adopted an every other year review process. The Capital Projects in the first year of the plan, as adopted by the Council, will be included in the operating budget. Next year the Capital Projects included in that second year will be reviewed as part of the operating budget process and adjustments made as necessary at that time.

The proposed CIP and our operating budget documents are guided by the Council Fiscal Policies, Council Goals, and City's Master Plan. The CIP process provides a framework to consider projects over time in the context of the community's vision, values, and goals along with the impact on property taxes, utility and other user rates.

The City Manager introduced the Finance Director, Merri Howe. The Finance Director, gave a more detailed description of the contents of the CIP book for the Councilors.

CONFIRMATIONS

The Mayor directed that agenda items B1 and B 2 be taken together. A motion was made by Councilor Powers and duly seconded by Councilor Jones to confirm the following nominations: Susan Shaw to serve as a regular member on the Keene Housing Authority for a term to expire Dec. 31, 2024, Marilyn Gemmell to serve as a regular member on the Trustees of Trust Funds and Cemetery Trustees for a term to expire Dec. 31, 2022; Andrew Madison to serve as a regular member on the Conservation Commission for a term to expire Dec. 31, 2022, Councilor Michael Remy to serve as the ex-officio Councilor on the Planning Board for a term to expire Dec. 31, 2021, Shawn Filiault to serve as a regular member on the Human Rights Committee for a term to expire Dec. 31, 2021, Aaron Shields to serve as a regular member on the Bicycle Pedestrian Path Advisory Committee for a term to expire Dec. 31, 2022, Michael Davern to serve as a regular member on the Bicycle Pedestrian Path Advisory Committee for a term to expire Dec. 31, 2022, Jan Manwaring to serve as a regular member on the Bicycle Pedestrian Path Advisory Committee for a term to expire Dec. 31, 2022, was made by Councilor Powers and duly seconded by Councilor Jones to confirm the following nominations: Nathan Jacobs to serve as a regular member on the Airport Development and Marketing Committee with a term to

expire December 31, 2022; Dave Whaley to serve as a regular member on the Ashuelot River Park Advisory Board with a term to expire on December 31, 2022; John Newcombe to serve as a regular member on the Assessor's Board with a term to expire on December 31, 2022; Charles Redfern to serve as an alternate member on the Bicycle Pedestrian Path Advisory Committee with a term to expire on December 31, 2022; Katie Sutherland to serve as a regular member on the Building Board of Appeals with a term to expire on December 31, 2022; Malcom Katz to serve as a regular member on the Building Board of Appeals with a term to expire on December 31, 2022; Steven Walsh to serve as a regular member on the Building Board of Appeals with a term to expire on December 31, 2022; Katie Sutherland to serve as a regular member on the Housing Standards Board of Appeal with a term to expire on December 31, 2022; Malcom Katz to serve as a regular member on the Housing Standards Board of Appeal with a term to expire on December 31, 2022; Steven Walsh to serve as a regular member on the Housing Standards Board of Appeal with a term to expire on December 31, 2022; Councilor Philip Jones to serve on the College City Commission with a term to expire on December 31, 2021; Ely Thayer to serve as a regular member on the College City Commission with a term to expire on December 31, 2022; Art Walker to serve as a regular member on the Conservation Commission with a term to expire on December 31, 2022; Peter Hansel to serve as a regular member on the Energy and Climate Committee with a term to expire on December 31, 2022; Councilor Terry Clark to serve on the Energy and Climate Committee with a term to expire on December 31, 2021; Cary Gaunt to serve as a regular member on the Energy and Climate Committee with a term to expire on December 31, 2022; Andrew Weglinski to serve as a regular member on the Historic District Commission with a term to expire on December 31, 2022; Sam Temple to serve as a regular member on the Historic District Commission with a term to expire on December 31, 2022; Nancy Proctor to serve as a regular member on the Historic District Commission with a term to expire on December 31, 2022; Hanspeter Weber to serve as an alternate member on the Historic District Commission with a term to expire on December 31, 2022; Pamela Russell Slack to serve as a regular member on the Planning Board with a term to expire on December 31, 2022; John Mitchell to serve as a regular member on the Partner City Committee with a term to expire on December 31, 2022; Irene Davis to serve as a regular member on the Partner City Committee with a term to expire on December 31, 2022; Will Schoefmann to serve as a regular member on the Partner City Committee with a term to expire on December 31, 2022; Kurt Blomquist to serve as administrative staff member on the Partner City Committee with a term to expire on December 31, 2021; Susan Silver to serve as a regular member on the Trustees of Trust Funds and Cemetery Trustees with a term to expire on December 31, 2022; and Josh Gorman to serve as a regular member on the Zoning Board of Adjustment with a term to expire on December 31, 2022. On a roll call vote, with 14 Councilors present and voting in favor, the nomination was confirmed. Councilor Greenwald was absent.

NOMINATIONS

The following nominations were received from the Mayor: Councilor Mitchell Greenwald to serve as a regular member on the Airport Development and Marketing Committee with a term to expire December 31, 2021; Councilor Steve Hooper to serve as a regular member on the Ashuelot River Park Advisory Board with a term to expire on December 31, 2021; Councilor Robert Williams to serve as a regular member on the Conservation Commission with a term to expire on December 31, 2021; Kelly Ballard to serve as a regular member on the Heritage Commission with a term to expire on December 31, 2021; Peter Poenessa to serve as an alternate

member on the Historic District Commission with a term to expire on December 31, 2022; Councilor Michael Giacomo to serve as a regular member on the Partner City Committee with a term to expire on December 31, 2021; Mari Brunner to serve as a regular member on the Partner City Committee with a term to expire on December 31, 2020; David Orgaz to serve as a regular member on the Planning Board with a term to expire on December 31, 2022; Gail Somers to serve as a regular member on the Planning Board with a term to expire on December 31, 2022; and Michael Burke to serve as a regular member on the Planning Board with a term to expire on December 31, 2021. The nominations were tabled until the next regular meeting.

COMMUNICATION – GLEN HEWEY – DOWNTOWN WINTER PARKING – LACK OF AVAILABLE PARKING SPACES TO RENT

A communication was received from Glen Hewey, concerned about the lack of available parking spaces to rent in the winter months in the Wells Street Parking Garage and the Elm Street Lot. The communication was referred to staff to be handled administratively.

COMMUNICATION – JOHN THERRIAULT – ENCOURAGING THE CITY TO BECOME A “BEE CITY”

A communication was received from John Therriault, requesting the City of Keene to become a “Bee City”. The communication was referred to the Municipal Services, Facilities and Infrastructure Committee.

COMMUNICATION – MAYOR HANSEL – POTENTIAL CONFLICTS OF INTEREST DISCLOSURE AND MITIGATION PLAN

A communication was received from Mayor Hansel, notifying the City Council of two potential conflicts of interest that he has in terms of being the chair for the Monadnock Economic Development Corporation and the Trustees for the University System of New Hampshire. The Mayor indicated his intent to recuse himself from any discussion votes or decisions relating to financial transactions or agreement between the City, MEDC and/or Keene State College while serving as Mayor. A motion by Councilor Powers to recuse Mayor Hansel from any discussion, votes or decisions relating to financial transactions or agreements between the City, MEDC and/or Keene State College while serving as Mayor was seconded by Councilor Jones. On a show of hands, 14 Councilors voting in favor, the motion carried. Councilor Greenwald was absent.

MSFI REPORT – COMPREHENSIVE REVIEW OF NEIGHBORHOOD SPEED LIMITS – PUBLIC WORKS DEPARTMENT

Planning, Licenses and Development Committee report read recommending that City Council direct the City Manager to create an overlay map (that would show zoning designations and street classifications) and return it to this Committee as soon as possible. A motion by Councilor Manwaring to carry out the intent of the report was duly seconded by Councilor Filiault. The motion passed with a unanimous vote in favor.

MSFI REPORT – HARRIS CENTER FOR CONSERVATION EDUCATION – TEMPORARY ROAD CLOSURES – AMPHIBIAN CROSSING

Planning, Licenses and Development Committee report read recommending that the City Council authorize the closing of a portion of North Lincoln Street for several evenings that are coordinated with City staff between March and April 2020, when conditions are favorable for amphibian migration. City staff may cancel the closure and/or reopen the road at any time, if deemed necessary for the convenience and safety of the public and recommending the issues related to the specific closure of Jordan Road as well as future requests being handled administratively be placed on more time. A motion by Councilor Manwaring to carry out the intent of the report was duly seconded by Councilor Filiault. The motion passed with a unanimous vote in favor.

PLD REPORT – THE COLONIAL THEATRE – REQUEST TO USE CITY PROPERTY

Planning, Licenses and Development Committee report read recommending that the City Council grant permission, subject to details to be determined by City staff, to the Colonial Theatre for use of up to 28 parking spaces in the Commercial Street Parking Lot on the days identified in their letter of January 6, 2020, subject to the signing of a revocable license and indemnification agreement and the submittal of a certificate of liability insurance in the amount of \$1,000,000 listing the City of Keene as an additional insured. There shall be no blocking of fire lanes and parking spaces already occupied. In addition, the petitioner is granted use of the requested parking spaces free of charge under the provisions of the Free Parking Policy. A motion by Councilor Bosley to carry out the intent of the report was duly seconded by Councilor Greenwald. The motion passed with a unanimous vote in favor.

PLD REPORT – BOARDS AND COMMISSIONS – PERIODIC UPDATE – PLANNING BOARD

Planning, Licenses and Development Committee report read recommending the Planning Board's report be accepted as informational. The report was filed into the record as informational.

FOP REPORT – PETITION – REQUESTING THAT THE CITY OF KEENE RECOGNIZE INDIGENOUS PEOPLE'S DAY IN PLACE OF COLUMBUS DAY

Finance, Organization and Personnel Committee report read recommending that a Resolution be drafted for the Council's consideration that recognizes Indigenous People's Day. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. The motion passed with a unanimous vote in favor.

FOP REPORT – ACCEPTANCE OF DONATION – FIRE DEPARTMENT

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to do all things necessary to accept a donation of \$100.00. A motion by

Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. The motion passed with a unanimous vote in favor.

FOP REPORT – ACCEPTANCE OF A WELLNESS GRANT – HUMAN RESOURCES

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to do all things necessary to accept the wellness grant from HealthTrust to be used for employee wellness activities in 2020. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. The motion passed with a unanimous vote in favor.

FOP REPORT – REPORT ON 2019 DONATIONS AND REQUEST TO SOLICIT DONATIONS FOR 2020 – HUMAN SERVICES

Finance, Organization and Personnel Committee report read recommending the report be accepted as informational and recommending that the City Manager be authorized to accept donations associated with 2020 solicitation efforts related to employee and recruiting activities. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. The motion passed with a unanimous vote in favor.

FOP REPORT – ACCEPTANCE OF FUNDS – YOUTH SERVICES – PARKS, RECREATION AND FACILITIES

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to do all things necessary to accept and administer funds provided by New Hampshire Juvenile Court Diversion Network for Youth Services programs. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. The motion passed with a unanimous vote in favor.

FOP REPORT – CONSULTANT SELECTION – DESIGN SERVICE FOR RUSSELL PARK – PARKS, RECREATION AND FACILITIES

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to do all things necessary to negotiate and execute a professional services contract with Milone & Macbroom for design services required for the renovation of Russell Park project for an amount not to exceed \$124,500 with funding to come from Project Cost Center (90316). A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. The motion passed with a unanimous vote in favor.

FOP REPORT – WOODWARD DAM IMPROVEMENTS PROJECTS – PUBLIC WORKS DEPARTMENT

Finance, Organization and Personnel Committee report read recommending that the City Manager be authorized to do all things necessary to negotiate and execute a sole-source professional services contract with Gannett Fleming, Inc. of Harrisburg, PA for the construction phase of the Woodward Dam Improvements Project (05039-C) for an amount not to exceed

\$251,124. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. The motion passed with a unanimous vote in favor.

FOP REPORT – THE DOWNTOWN GROUP – ESTABLISHMENT OF FREE
“COMPLIMENTARY” DOWNTOWN PARKING

Finance, Organization and Personnel Committee report read recommending the communication from the Keene Downtown Group be accepted as informational and recommending that the City Manager investigate the feasibility and revenue impacts of shifting the parking hours to the evening. A motion by Councilor Powers to carry out the intent of the report was duly seconded by Councilor Hooper. The motion passed with a unanimous vote in favor.

FOP REPORT – DEPARTMENT PRESENTATION – BEHIND THE SCENES OF AN
ELECTION – CITY CLERK

Planning, Licenses and Development Committee report read recommending the City Clerk’s department presentation on elections be accepted as informational. The report was filed into the record as informational.

CITY MANAGER COMMENTS

The City Manager began her comments about the Downtown Coordinator’s update. The City Manager stated that she has placed an update from Beth Wood, Downtown Coordinator, regarding the activities she has been involved in on the Councilor’s desk. The Downtown Coordinator position was created to help coordinate activities and efforts in Downtown Keene, with goals of increasing its economy and sustainability. It is a public/private partnership funded partially by the City and MEDC with contributions from local businesses. Ms. Wood is an active participant in the Radically Rural Conference, focused on the Main Street track. She is involved with the Arts & Culture corridor project, most recently coordinating a successful Community Charrette. She has been creating a new MEDC website. Ms. Wood is active with the Downtown Group, including moving the Snow and Ice Festival forward and really back to life, which was a great success in the downtown this past weekend. She has been working on a community calendar; and a website is up and running www.explorekeene.org. She has been working on a collaborative monthly one-page newsletter for downtown to update them on downtown activities, Public Works and Parking development activities. She has been creating a welcome packet for new businesses downtown and is working on a benchmarking project with six businesses downtown (to look at trends in the downtown). The City Manager has been very pleased with the increased collaboration and communication between the City, downtown businesses, and property owners. She feels that Ms. Wood is doing a great job and has lots more exciting ideas for the future.

The City Manager announced another unique public/private partnership of a smaller scale that was a recent success. The City teamed up with the Electronic Imaging Materials, EIM, Timken, Bensonwood, and Smith’s Medical to provide through Granit State College, a Foundations of Project Management Workshop. Seven city employees completed a three-day class earning 1.8 continuing education credits. This class was a result of the City’s Economic Development

02/06/2020

office working with other community business partners to keep an innovative and productive workforce. The City Manager thanked the Parks, Recreation and Facilities Director, Andy Bohannon, for stepping up with a location and coordinating administrative details related to the city staff coordination. This was not only a great collaboration but also an opportunity to directly interact with some of our local businesses.

REPORTS – BOARDS AND COMMISSIONS: RESIGNATION – CHRISTINE HOUSTON – HERITAGE COMMISSION

A memorandum was received on behalf of the Planning Department indicating that Christine Houston had expressed her interest in resigning from the Heritage Commission. A motion by Councilor Powers to accept the resignation with regret and appreciation of service was duly seconded by Councilor Jones. The motion passed with a unanimous vote in favor.

MEMORANDUM – OLD GILSUM ROAD LAND ACQUISITION – BOES PROPERTY – CONSERVATION COMMISSION

A memorandum was received from Conservation Commission, requesting that the City Manager negotiate purchase of the Boes property using the Conservation Land Use Change Tax Fund. The memorandum was referred to the Finance, Organization and Personnel Committee.

MORE TIME

More time was granted by the Chair for the following item in Committee: Councilor Williams – Accessibility Access at City Facilities.

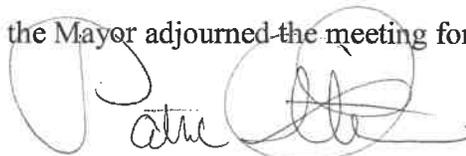
MSFI REPORT AND ORDINANCE O-2020-01: RELATING TO SEWER SERVICE AND INDUSTRIAL PRETREATMENT

Municipal Services, Facilities and Infrastructure Committee report read recommending the adoption of Ordinance O-2020-01: Relating to Sewer Service and Industrial Pretreatment. The report was filed into the record. Ordinance O-2020-01 was read for the second time. A motion by Councilor Manwaring for the adoption of the Ordinance O-2020-01 was duly seconded by Councilor Filiault. The motion carried with a unanimous vote in in favor. Ordinance O-2020-01 declared adopted.

ADJOURNMENT FOR LEGAL ADVICE

At 8:51 PM, there being no further business, the Mayor adjourned the meeting for legal advice.

A true record, attest:



City Clerk



City of Keene, N.H.
Transmittal Form

February 4, 2020

TO: Mayor and Keene City Council

FROM: Mayor George S. Hansel

ITEM: B.1.

SUBJECT: Confirmations

COUNCIL ACTION:

In City Council February 6, 2020.
Tabled until the next regular meeting.

RECOMMENDATION:

I hereby nominate the following individuals to serve on the designated Board or Commission:

Airport Development and Marketing Committee Term to expire Dec. 31, 2021
Mitchell Greenwald, ex-officio - Councilor

Ashuelot River Park Advisory Board
Steve Hooper, ex-officio - Councilor Term to expire Dec. 31, 2021

Conservation Commission
Robert Williams, ex-officio - Councilor Term to expire Dec. 31, 2021

Heritage Commission
Kelly Ballard, slot 4 Term to expire Dec. 31, 2021
133 Cross Street

Historic District Commission
Peter Poenessa, alternate slot 11 Term to expire Dec. 31, 2022
36 Dickinson Road

Partner City Committee
Michael Giacomo, ex-officio - Councilor Term to expire Dec. 31, 2021

Mari Brunner, slot 1 Term to expire Dec. 31, 2020
100 Pearl Street

Planning Board
David Orgaz, slot 5 Term to expire Dec. 31, 2022
222 West Street

Gail Somers, slot 6
5 Orchard Street

Term to expire Dec. 31, 2022

Michael Burke, ex-officio - staff

Term to expire Dec. 31, 2021

ATTACHMENTS:

Description

Ballard_Background

Poenessa_Background

Brunner_Background

Orgaz_Background

Orgaz_Autobiography

Somers_Background

Kelly Ballard
133 Cross Street



Kelly Ballard is a community activist, wife and mother. Kelly moved to Keene, NH in 2017 when her husband, Kenny Ballard, took over as President of The Mountain here in Keene. They bought an old home on Cross St and Kelly began researching the history of their home. She uncovered not only the beginnings and stories of their C. 1868 home and its many residents, but she also discovered the broader, inspiring history of Keene, NH as well. Kelly has been working in direct community support for many years. During the past five years, she has been running a support community for caregivers that focuses on mental health care awareness and access to services for all. Kelly and Kenny have two kids. One just graduated from MC2 and another is attending Keene High School.

Peter Poanessa
36 dickinson Road Keene
info@signworx.com
www.signworx.com

Born in Keene and attended local schools
Monadnock High School
UNH Durham
Butera School of Art Boston

1977 - 1986 Commercial fishing in Alasaka

1986 - present owner and operator at Keene Signworx. We have been awarded over 2 dozen national awards for our sign work most of it spread around Keene

1995 Founded and opened Elm city Brewery with two partners

2006 Built and launched a 27' ocean going powerboat.

2017-2019 founded and guided the Magical History Tour mural festival with the help of many Keene citizens.

Patty Little

From: helpdesk@ci.keene.nh.us on behalf of City of Keene <helpdesk@ci.keene.nh.us>
Sent: Monday, December 16, 2019 3:34 PM
To: Helen Mattson
Cc: Patty Little; Terri Hood
Subject: Interested in serving on a City Board or Commission

<p>Submitted on Mon, 12/16/2019 - 15:34</p>

<p>Submitted values are:</p>

First Name:

Mari

Last Name:

Brunner

Address

100 Pearl Street, Apt. #2

Email:

Cell Phone:

3-852-4689

Please select the Boards or Commissions you would be interested in serving on:

Partner City Committee

Employer:

City of Keene

Occupation:

Planner

Education:

BS Chemistry (University of Michigan, Class of 2010); MS Environmental Studies (Antioch University New England, 2014)

Have you ever served on a public body before?

Yes

If you answered yes above, please provide what public body you served on and where.

I was a member of the Energy and Climate Committee (formerly Cities for Climate Protection Committee) prior to working for the City of Keene. I currently serve as the staff liaison for several City committees, including HDC, ECC, and Planning Board.

Other Information/Relevant Experience:

I stayed with several different host families in Germany for three weeks through a choir exchange program in 2002 (through the Blue Lake International Exchange Program - <https://bluelake.org/international/>). I have

participated in several other international exchange programs, and have stayed with host families in Spain (Salamanca) and Ecuador (Quito and El Cristal).

Please provide some references:

Will Schoefmann

wschoefmann@ci.keene.nh.us

603-762-0134

References #2:

Yves Gakunde

ygakunde@antioch.edu

617-407-4230

DAVID ORGAZ

222 West St #201

KEENE, NH 03431

2005 TO PRESENT: Full time Realtor with Better Homes & Gardens The Masiello Group. Peterborough office from 2005 until January 2020. Based in Keene office as of January 2020.

(Please see autobiography.)

2000-2005: Relocated to Greenville, NH and became Director of Catering at Franklin Pierce College ...worked for Sodexo Corp. Lived in Greenville until November 2019 when I relocated to Keene and currently live at the Colony Mill.

1978-2000, Restaurant General Manager, District Manager, fulfilling a 30+ year career in foodservice throughout the country, and mostly in New England beginning in 1990. Most of my work centered around the Greater Boston area. My home was in Woburn, MA from 1983-2000 when I relocated to NH.

1976...Pratt Institute, Brooklyn, NY Food Science & Management

1971-1975 Boston University

1971...Keene High School

DAVID ORGAZ

REALTOR®

When I made the transition into real estate in 2005 after a successful 30+ year foodservice career, times were trying in the industry. The Great Recession began two years into my new career just when I should have been ramping up by making contacts and establishing a customer base in a solid region. It turned out to be a time to hone my skill in communication (as social media as we know it today was exploding on the scene), and develop a thorough understanding of all aspects of the business. It was a time when many new and seasoned agents were dropping out of real estate. By staying the course, I maintained *Top Producer* status in my office of 13 agents of The Masiello Group, from 2008 to the present.

The Great Recession also gave me the opportunity to get more involved in my community and local and state real estate boards. I joined the Contoocook Valley Board of Realtors, served actively on several committees, and served as its President 3 times, in 2009, 2010, and 2016. I still remain active on that board. I also became a 6 -year member of the Board of Directors for Monadnock Family Services in Keene and served 6 years on the board of The Greater Peterborough Chamber of Commerce. My volunteering services have earned me Realtor Honor Society recognition from the Contoocook Board for 14 years. I was also recognized as the Contoocook Valley Board *Realtor of the Year* in 2009 and 2016.

Since 2017 I am the National Association of Realtors Federal Political Coordinator to Congresswoman Annie Kuster. This non partisan position has me in direct contact with our representative in Congress, relaying to her the real estate needs and concerns of the buying and selling public and for Realtors in the 2nd Congressional District in NH. Every member of Congress and every Senator nationwide has a Realtor "assigned" to them, and I am proud to fill this position in NH.

My 15 years as a full time Realtor has taught me about how being proactive and communicating to the hilt makes for smooth and successful transactions , helping people find their new or first home and helping others sell during a life transition or other reason.

Most importantly, my personal move to Keene is a positive change for me. Since Keene is my hometown, I hope to renew old contacts and create lots of new ones. This is a great region of New Hampshire and I know it well, and look forward to growing my business here and remain successful by creating a memorable home buying or selling experience with you.

GAIL SOMERS

Address : Keene, NH 03431

Phone : 610-209-4124

PROFESSIONAL SUMMARY

Self-motivated professional with 15+ years of successful progressive career growth in Sales Management, Finance, and other Business Management roles in the Food industry. Offering a rich background in increasing profits, reducing costs and transforming staff efficiency, effectiveness and customer service standards through results-driven initiatives, business process improvements, and team coaching and training. Experienced in leading and supervising large teams of employees.

EDUCATION

Doctor of Business Administration, Doctoral Professional Studies in Management, 2023

Pace University - NY

MBA, Food Marketing, 2013

St. Joseph's University - PA

B.S, Business Administration, Finance, 2002

Villanova - PA

Graduated Cum Laude

- Graduated cum laude

TEACHING EXPERIENCE

Adjunct Professor, School of International Training 6/2016 - 2018.

Courses:

- Special Topics in Social Leadership - Budget and Financial Management (1 Credit).
- Budget and Financial Management (3 Credits).

WORK HISTORY

OWNER, 11/2018 to Current

YAHSO JAMAICAN GRILLE, NH

- Launched Yahso Jamaican Grille, a Jamaican-cuisine restaurant business in Keene NH serving up a fusion of traditional authentic Jamaican with a modern twist..

SENIOR DIRECTOR, CUSTOMER DEVELOPMENT, 01/2018 to Current

C&S WHOLESALE GROCERS, NH

- Responsible for a top five customer account at C&S with over \$1Billion in Sales across all commodities in the NYC Metro area.
- Directly responsible for the sales profitability for account base, the sales support budget as well as impacting the operational and service level KPIs and other strategic goals.

SKILLS

- A can-do entrepreneurial mentality
- Advanced business acumen and analytical thinking skills
- Strong interpersonal and relationship-building skills
- Ability to effectively problem solve and collaborate cross-functionally
- Strong orientation for Business Process Improvements
- Experience successfully mentoring, coaching, training and developing a large team of in/direct reports in a highly matrixed structure.
- Financial management experience
- New business development experience
- Project Management trained and experience
- Sales Management and Sales planning skills
- Skilled in Oracle, SAP, Lawson, Hyperion, Salesforce and Microsoft Suite
- Advanced proficiency in MS Excel and PowerPoint

- Accountable for establishing and meeting the annual sales revenue targets in support of the company's strategic objectives, managing the customer relationship, and leading my team to attain these sales targets while promoting sales growth and customer satisfaction.
- Hold budget oversight and the annual sales planning to promote sales growth with this customer base, influencing the growth of my assigned customer base and positively impacting the customer relationship from a strategic and operational stand point.
- Manage a team of seven(7), with dotted line responsibilities to other cross-functional teams, including warehouse, transportation, and finance support.
- Additionally, responsible for the effective design of my sales team including sales job roles, descriptions and resource deployment.
- Other responsibilities including recommending and directing the execution of strategies, policies and practices to drive sales growth, impact customer satisfaction, improve and maintain the customer relationships from a sales and operational perspective while building.

SENIOR DIRECTOR, SALES ADMINISTRATION, 06/2016 to 12/2017
C&S WHOLESALE GROCERS, NH

- Responsible for managing the Independent Sales Management processes and functions essential to achieving the key performance and productivity targets such as new business development, sales growth targets, sales program implementations and monitoring.
- Responsible for overseeing and directing the Sales Budgeting and Forecasting processes with the Sales teams, to ensure that sales budgets and forecasts are established that support and accurately reflect the Sales objectives and other business guidance.
- Utilized historical data and trends to support budget adjustments and reforecasting.
- Utilized market trend data, such as Nielsen and other food industry trend data to assess Sales the department's performance, budgets and forecast against industry trends.
- Promote a data-driven culture within Sales, providing the insight to ensure proper resource allocation and business decisions to accomplish new customer acquisition and existing customer growth smarter.
- Develop and manage regular financial reports and presentations for Senior Sales Leadership team.
- Works closely with internal and external stakeholders to ensure the appropriate objectives and priorities are enabled within the supported sales organization.
- Manage the Independent Sales New Business Pipeline and Prospecting Process including working with Regional Sales Teams to identify Prospects, systematically and strategically work through prospecting list and narrowing the opportunities that will lead to successful new business leads.

DIRECTOR OF FINANCE - ACCOUNTS RECEIVABLE, 06/2013 to 06/2016
C&S WHOLESALE GROCERS, NH

- Responsible for all Accounts Receivable, Customer Master Files, Credit Policy, Collections, Deductions, Cash Application and Supply Agreement Contract Auditing functions for 7000+ customer accounts (\$800MM - \$1BB A/R portfolio and a staff of 50+ individuals in multiple offices).
- Direction of the collections of accounts receivable, efficient management of the A/R and Collections KPI, achievement of the department's goals related

to bad debt, DSO, sales support and the related departments budget.

- Additional responsibility for the Notes Receivable Portfolios, and UCC Lien and other Collateral Administration.
- Ongoing contributions towards the technological development of the department's processes including, ERP upgrade, process automation, etc.

DIRECTOR OF ACCOUNTS RECEIVABLE, 06/2012 to 06/2013

PREFERRED SANDS LLC, PA

- Directed and oversaw various AR, Credit and Accounting functions including accounts receivable, cash planning and forecasting and AR reporting.
- Led the Cross functional design and implementation of order to cash process improvements.
- Managed periodic audits functions of key operational processes.
- Developed and implemented a sound company-wide credit policy Led the ongoing analysis of credit risks and periodic AR and Credit Reporting.

FINANCE - ORACLE A/R FUNCTIONAL LEAD, 01/2010 to 06/2012

BIMBO BAKERIES USA, PA

- Responsible for ensuring that the functional tasks of the project plan were effectively and timely executed by the team and for identifying and escalating any issue and risks with the Project Managers.
- The business functional expert and leader with the power to make design decisions and approve solution scenarios to resolve ERP Implementation gaps.
- Understand the user needs and business processes and act as end user advocate in representing the Account Receivables area and be responsible for knowledge transfer of AR functions from acquired companies.
- Responsible for ensuring the project stayed within the approved scope, budget and timeline and communicating the progress in the activities under their responsibility.
- Responsible for communicating with other functional work stream teams about interdependencies and for coordinating inter-work stream activities.
- Supervised Consultants assigned to the project.

CREDIT & COLLECTIONS MANAGER, 06/2001 to 01/2010

BIMBO BAKERIES USA

- Led a staff of 18 including Credit and Collections Analysts, Deductions Analyst and other A/R support staff with an overall goal to improve cash flow and minimize bad debt.
- Established, monitored and reported on KPIs and Metrics including DSO, DDO, Delinquency, and Deduction Turnover.
- Established corporate policies and procedures across the growing corporation to govern the credit and collection activities of the business including investigation of credit risks and collection of amounts due on goods sold.
- Managed all trade bankruptcy proceedings - liaison for Internal and External Counsel and Collections Agencies.

CREDIT & COLLECTIONS ANALYST, 09/1999 to 06/2001

BIMBO BAKERIES USA, PA

- Responsible for working closely with the Sales organization to manage an

Accounts Receivable portfolio of Retail and Foodservice Accounts; including the review of new customer credit application and recommendation for approval.

- In this role I developed the Company's Credit Procedures, New Customer Credit Application Process, Key Account A/R Reporting Metrics to monitor trends in top accounts and high risk accounts.

ASSISTANT BUSINESS ANALYST, 01/1997 to 01/2000

ACOSTA SALES & MARKETING, PA

- Assisted with various Marketing and Sales Management tasks for Food Manufacturing clients of this Food Broker

AWARDS & AFFILIATIONS

- 2018 Progressive Grocer 2018 Top Women in Grocery, Rising Star Award - women across all segments of the grocery industry - retailer/wholesaler and supplier/vendor communities - who have demonstrated above-and-beyond achievements between April 2017 and March 1, 2018
- 2018 The Griffin Report's Women of Influence in the Food Industry Award - women trendsetters are qualified for inclusion in this prestigious listing because of their leadership, skills and dedication. All these women are an inspiration to others-and all are making a difference in the food industry today.
- 2016-Present C&S BragNet Advisory Board member - a C&S Employee Network dedicated to connecting and building networks between individuals from different areas in the company
- 2016-Present C&S Women Informal Networking Group (WINGS)
- 2016 Most Valuable Sales Business Partner Award - received from the Sales Department for my work with them on various customer acquisition and new business onboarding projects
- 2015-Present Network of Executive Women (NEW) Committee Member
- 2014-2016 C&S Peer Mentoring Program Mentor
- 2015 C&S Leadership Summit Inclusivity Certificate - at the culmination of our 3-day leadership summit involving various team building activities, I was recognized with one of 5 Awards for my participation and contribution.
- 2015 NACM - National Association of Credit Management Government Affairs Committee
- 2013 and 2014 IS Services Business Champion Awards - received this award from the IT department after completing a rigorous ERP Implementation Project



City of Keene, N.H.
Transmittal Form

February 19, 2020

TO: Mayor and Keene City Council

FROM: Mayor George S. Hansel

ITEM: B.2.

SUBJECT: Nominations

RECOMMENDATION:

I hereby nominate the following individuals to serve on the designated Board or Commission:

Energy and Climate Committee

Meaghan Rafferty, slot 6
7 Marshall Court

Term to expire Dec. 31, 2020

Paul Roth, alternate, slot 12
116 Monument Road, Dublin

Term to expire Dec. 31, 2020

Bicycle Pedestrian Path Advisory Committee

Christopher Brehme, alternate, slot 9
87 Ashuelot Street

Term to expire Dec. 31, 2022

Planning Board

Emily Lavigne-Bernier
10 Nelson Street

Term to expire Dec. 31, 2022

Historic District Committee

Tia Hockett, alternate, slot 10
56 Page Street

Term to expire Dec. 31, 2021

ATTACHMENTS:

Description

Rafferty_Background

Roth_Background

Lavigne-Bernier_Background

Hockett_Background

Patty Little

From: helpdesk@ci.keene.nh.us on behalf of City of Keene <helpdesk@ci.keene.nh.us>
Sent: Thursday, December 12, 2019 11:39 PM
To: Helen Mattson
Cc: Patty Little; Terri Hood
Subject: Interested in serving on a City Board or Commission

<p>Submitted on Thu, 12/12/2019 - 23:37</p>

<p>Submitted values are:</p>

First Name:

Meaghan

Last Name:

Rafferty

Address

7 Marshall court Keene NH

Email:

mr Rafferty@antioch.edu

Cell Phone:

[603-335-0609](tel:603-335-0609)

Please select the Boards or Commissions you would be interested in serving on:

Energy and Climate Committee

Education:

MA in environmental studies at Antioch University

Have you ever served on a public body before?

No

Please provide some references:

Lisa Murphy

lmurphy@swrpc.org

603-357-0557

References #2:

Lola Bobrowski

lola@cheshireconsevation.org

603-756-2988

If would like to, please provide your resume

[Resume - Rafferty .docx](#)

Meaghan Rafferty

7 Marshall Court, Keene, NH 03431 | 608-335-0609 | [REDACTED]

Education

Antioch University of New England – Keene, NH – M.S. Candidate, Environmental Studies August 2019

University of Wisconsin - Madison – B.A. Geography; Certificate, Environmental Studies. 2013

Professional Internships

MIT Sea Grant

Project Assistant, river herring research

Cambridge, Massachusetts
April 2019 – July 2019

- Track river herring spawning patterns using receivers and acoustic tags.
- Analyze isotope data from 2018 and enter new isotope data.
- Create outreach material for the general public.

Cheshire County Conservation District

Outreach Assistant

Walpole, New Hampshire
May 2018 – August 2018

- Conduct outreach events for the Granite State Market Match program at WIC clinics, YMCA, and local events.
- Liaise with farmers and social service agencies to increase participation in the program.
- Update and consolidate Cheshire County and Monadnock Farm and Community Coalition farm maps.
- Create VFW contact list for future program.

Southwest Region Planning Commission

Project Assistant

Keene/Chesterfield, NH
September 2017–December 2017

- Use GPS to survey Lake Spofford watershed and create a map of water flow.
- Research and create summary of water quality history of the lake.
- Create septic database spreadsheet of houses in the watershed.
- Work with consultants to create summary of lake plants and check for invasive species.
- Assist with a field survey of homeowners within the watershed.

Work Experience

The University of Wisconsin-Madison, Soil and Plant Analysis Laboratory

Soil Technician

Madison, Wisconsin

October 2014 – November 2015

- Work both independently and as a team member in the laboratory.
- Prepare soil and plant samples by grinding, drying, and weighing samples.
- Analyze soil samples to determine levels of organic matter, phosphorous, potassium, and pH.
- Maintain and clean laboratory equipment.
- Problem solve with lab results
- Assist in data entry into Excel spreadsheets.

Lloyd Center for the Environment

Dartmouth, MA

Research Intern

April – August 2014

- Protect and monitor piping plovers, terns, and terrapins in the Buzzard Bay area by creating fenced off areas on the beach and by walking the beach daily to document the success of the reproductive stages.
- Answer questions from beach goers who approached me while I was doing my daily rounds.
- Take daily field notes on numbers of eggs and hatchlings; animal behavior; animal-human interaction; evidence of tracks, especially near nests; and weather conditions.
- Enter field notes into Excel and Word documents for state database.
- Man the information desk at the Center on the weekends.
- Co-author of the Lloyd Center for the Environment publication, *The Reproductive Success and Management of the Piping Plover*.

Barak Laboratory

UW Madison, Soil Science Department

Lab Assistant

September – December 2013

- Work on a research project that was investigating ways of recovering phosphorus from wastewater in order to produce fertilizer for corn crops.
- Collect waste water samples from a number of city sewage treatment plants.
- Conduct chemical tests on the waste water to determine the levels of phosphorous.
- Plant, tend, and harvest a variety of corn crop samples.

Green Sod Ireland

Galway, Ireland

Environmental Intern

Summer 2013

- Create educational activities for middle school students to teach about biodiversity and environmental principles.
- Visit participating schools in order to see how the new environmental curriculum was being use and to interact with the students.
- Obtain an international perspective on environmental issues. In urban areas the objective was to encourage families to use home yards to plant native species and promote biodiversity. The rural area is dominated by small farms and lacks the industrial agriculture of the U.S.

Volunteer Experience

South Madison Farmers Market Project in collaboration with UW Madison Nelson Institute for

Environmental Studies

Madison, WI

Project Assistant

Summer 2016

- Discuss and plan events
- Assist with the event activities

Aldo Leopold Nature Center

Monona, WI

Education Assistant

Fall 2015

- Assist with administrative work
- Assist naturalist with classroom activities

FH King Gardens

UW Madison organization

Garden worker

Fall 2012

- Prepare soil for planting.
- Weed and mulch garden plots, and spread organic fertilizer.

Dane County Humane Society

Madison, WI

Feline caretaker

2007-2012

- Manage, feed, and care for 8-10 cats.
- Talk with potential adoptees and facilitated their interaction with the cats.
- Keep notes for the feline care coordinator on any unusual behavior of the cats.

Friends of the Lakeshore Path

UW Madison

Field worker

Fall 2010

- Clear bike and walking paths of brush and fallen limbs.
- Remove invasive species from wooded areas.

UW Arboretum

UW Madison

Field worker

2008-2011

- Remove invasive species from the property.
- Clear walking trails.

Olbrich Botanical Gardens

Madison, WI

Event assistant

2006-2007

- Set up food and material tables for special events.
- Weed gardens.

Publication

Bogart, Jamie, Meaghan Rafferty-Jones, and Melissa Benjamin. *The Reproductive Success and Management of the Piping Plover *Charadrius melodus* on the Department of Conservation and Recreation (DCR) Beaches in Bristol Country, Massachusetts in 2014*. South Dartmouth, Massachusetts: Lloyd Center for the Environment, 2014, Lloyd Center for the Environment Report. Ser. 2014-2. Print.

Patty Little

From: helpdesk@ci.keene.nh.us on behalf of City of Keene <helpdesk@ci.keene.nh.us>
Sent: Monday, February 17, 2020 10:36 AM
To: Helen Mattson
Cc: Patty Little; Terri Hood
Subject: Interested in serving on a City Board or Commission

<p>Submitted on Mon, 02/17/2020 - 10:27</p>

<p>Submitted values are:</p>

First Name:

Paul

Last Name:

Roth

Address

116 Monument Road Dublin, NH

Email:

proth@cheshire-med.com

Cell Phone:

6038032336

Home Phone:

6038032336

Please select the Boards or Commissions you would be interested in serving on:

Energy and Climate Committee

Employer:

Cheshire Medical Center/Dartmouth Hitchcock Keene

Occupation:

Facilities Maintenance Director

Education:

BSEE

Have you ever served on a public body before?

No

Other Information/Relevant Experience:

Refer to my attached resume.

Please provide some references:

Paul Pezone

ppezzone@cheshire-med.com

Paul R. Roth
11 Goshen Road
Waterford, CT 06385
(860) 772-2426



YALE NEW HAVEN HEALTH - LAWRENCE + MEMORIAL HOSPITAL, New London, CT
FACILITIES OPERATIONS MANAGER 6/12 – Present

- Facilities Operations Manager for 280 bed, 570,000+ square foot main hospital campus and 275,000+ square foot satellite campuses
- Executes responsible financial management of operating budgets totaling over \$7,000,000
- Provide leadership and supervision to 25 full time employees
- Act as Hospital Fire Marshal and responsible for fire/life safety compliance with local, state, and federal officials
- Active team member in developing and presenting to c-suite administrators the 5-year infrastructure plan including mechanical, electrical, plumbing, roof and building envelopes
- Owners technical representative and commissioning agent in the Integrated Project Delivery construction of 48,000 square foot LEED Silver Cancer Center and 48,000 square foot medical office building
- Owners technical representative and commissioning agent for the first USP 800 compliant pharmaceutical clean room in the State of CT
- Initiated the successful consolidation of contracts for L+M and Westerly Hospitals for elevator maintenance, water treatment, natural gas supply and electric power supply
- Reduced utility cost by more than 9% through energy saving initiatives and supply contracts
- Successfully replaced the main steam header and the hot water generation system for the main campus buildings
- Active member of the USP 797/800 compliance team
- Active member of the Emergency Preparedness Committee and serves as Logistics Chief and alternate Emergency Manager
- Active member of the Environment of Care Committee and responsible for the maintaining compliance for Utility Management and Life Safety Plans
- Facilities representative at daily multi-disciplinary High Reliability Safety Huddles
- Implemented strike contingency plan for facilities and acted as logistics co-chief and facilities representative during one month labor action
- Co-Chair and Yale New Haven Health Representative for the Executive Engineers Meeting at the Connecticut Hospital Association
- President of Connecticut Healthcare Engineers Society
- State of Connecticut Representative/Board Member for New England Healthcare Engineers Society
- New England Healthcare Engineers Society Sustainability Committee Member

SOUTHWESTERN VERMONT MEDICAL CENTER, Bennington, VT
ENGINEERING DIRECTOR 2/07 – 5/12

- Engineering Director of 99 bed, 350,000 square foot main hospital campus
- Responsible for Engineering and Biomedical Engineering budgets totaling \$6,000,000
- Management participation in \$13,000,000 financial recovery for the Health System
- Facilities engineering representative on planning and construction meetings
- Approval and sign-off responsibilities for all non-computer Capital Equipment Purchases
- Responsible for Hospital project management construction/renovations resulting in new bulk oxygen system, replacement of Cat Scan unit, replacement of emergency generator, new secondary electrical service, upgrade of master medical gas alarm system, elevator upgrade, and numerous complex flooring replacements on functioning patient care areas

- Member of the Environment of Care Committee and responsible for Emergency Management, Fire Safety, Utilities Management, and Medical Equipment.
- Emergency Management Coordinator for the Health System and liaison to the Town of Bennington, Vermont Emergency Management and the VTDOH during Tropical Storm Irene
- HPP Grant Administrator and Medical Reserve Corps unit coordinator
- Responsible for Environment of Care document review, building tour and Statement of Conditions for two Joint Commission surveys
- Health Systems representative for the Vermont Hospital Emergency Preparedness Committee
- Health Systems representative for the Bennington County Local Emergency Planning Commission and Bennington County Mass Care/Medical Surge Planning Committee

BEEBE MEDICAL CENTER, Lewes, DE

FACILITIES DIRECTOR 1/96 – 2/07

- Facilities Director of 148 bed, 460,000 square foot main hospital campus and 21 satellite facilities totaling 110,000 square feet
- Responsible for Plant Operations, Biomedical Engineering, Security, Housekeeping and Laundry operating budgets totaling \$6,000,000 and management of over 100 team members
- Instrumental in developing and implemented facilities master plan including a new central utility building and new 15kV normal electrical service.

GEORGETOWN UNIVERSITY HOSPITAL, Washington, DC

SYSTEMS ENGINEER 5/91 – 12/95

- Supervised Heating Ventilation and Air Conditioning Services
- Supervised all evening shift maintenance personnel covering over one million square feet
- Facilities representative and outage coordinator for infrastructure upgrades for emergency power, steam distribution, chilled water system and medical gas systems

MEDIA REAL ESTATE COMPANY, Media, PA

ENERGY ENGINEER 5/89 – 10/90

DEPARTMENT OF U.S. NAVY

Naval Facilities Engineering Command

Northern Division, Philadelphia, PA

ELECTRICAL ENGINEER 10/85 – 5/89

EDUCATION: B.S. Electrical Engineering 6/84 – University of Delaware, Newark, DE

Engineer-in-Training Certification, DE 4/86

Certified Healthcare Environmental Manager 6/99

ASSOCIATION MEMBERSHIPS:

American Society for Health Care Engineering

New England Healthcare Engineers Society

National Fire Protection Association

COMMUNITY SERVICES: Past Rotarian Club President

Past Church Trustee and Men's Fellowship President

Patty Little

From: helpdesk@ci.keene.nh.us on behalf of City of Keene <helpdesk@ci.keene.nh.us>
Sent: Thursday, February 06, 2020 9:02 AM
To: Helen Mattson
Cc: Patty Little; Terri Hood
Subject: Interested in serving on a City Board or Commission

<p>Submitted on Thu, 02/06/2020 - 09:02</p>

<p>Submitted values are:</p>

First Name:

Emily

Last Name:

Lavigne-Bernier

Address

10 Nelson St
Keene, NH

Email:

Cell Phone:

603-831-3524

Please select the Boards or Commissions you would be interested in serving on:

Planning Board

Employer:

Prime Roast Coffee Co

Occupation:

Manager

Education:

Greenfield Community College

Have you ever served on a public body before?

No

Other Information/Relevant Experience:

I am very interested in serving as an alternate on the Planning Board. After talking with Tara Kessler and Rhett Lamb I feel it would be a great learning experience for me and an opportunity to grow more connected to my community and help to be an active part of the future of Keene.

Please provide some references:

Tara Kessler

Emily Lavigne-Bernier
10 Nelson Street
Keene, NH

As a recent homeowner, potential future business owner, and forever resident of the area, I am very interested and invested in the vitality of Keene and the greater community. I have been greatly inspired by my time and involvement in Radically Rural, working to create an annual summit that transforms Keene into a national conference center, focused on all things rural, including economic development, creating a vibrant downtown, with a focus on being forward thinking and idea friendly. I grew up in the area, traveled for a short time and started working at Prime Roast eleven years ago. You could say I fell in love with my hometown, through the connections I have made while working at Prime Roast and forming relationships in my community. I am excited about Keene's future and want to play an active part in its future. I have been a member of the Keene Downtown Group as well as volunteering for the Walldogs Mural Festival.

Being an alternate for the Planning Board would allow me to learn, which I would be rather excited about. I would like the opportunity to broaden my knowledge and further my education regarding this community.

Tia L. Hockett

Professional Summary

Highly motivated individual with a solid business background. Enthusiastic and a team player who is attentive to detail and produces quality results. Comfortable in interacting with all levels of the organization and public. Enjoys learning new programs and processes. Excellent organizational skills along with a strong work ethic and integrity.

Experience

2015 – Present Main Street America Group Keene, NH

Senior Policy Processor

- Modify, update, and process existing Commercial policies
- Corresponds with agents to obtain information or inform them of policy changes
- Handles administrative duties behind insurance policy renewals
- Assist as backup to other departments as needed

2014-2015 Department of Health and Human Services Keene, NH
Clerk Interviewer – Family Service Division

- Greet and direct clients to appropriate personnel
- Processes applications for clients applying for assistance
- Maintain daily schedule of intakes and interviews
- Provides clerical support to the administrative department

2002-2013 Liberty Mutual Insurance Keene, NH
Business Rater II, Premium Audit

- Responsible for rating and coding a range of insurance policies and audit transactions
- Analyzed audit data verifying all information and using system applications to perform calculations and produce audit policies
- Answered questions and provided guidance to other rater as needed
- Performed additional duties as requested

Education

Graduated 2017 River Valley Community College Keene, NH
Graduated 2001 Keene High School Keene, NH

Certificates – Completed Course Training

Certified Insurance Service Representative (CISR) 2018



City of Keene, N.H.
Transmittal Form

February 15, 2020

TO: Mayor and Keene City Council

FROM: Madeline Ulrich, Project Coordinator - Keene Art Walk

THROUGH: Patricia A. Little, City Clerk

ITEM: C.1.

SUBJECT: Madeline Ulrich - Request for Free Parking - Art Walk

ATTACHMENTS:

Description

Communication_Ulrich

BACKGROUND:

The Keene Art Walk is requesting free parking on May 30 and June 6 for the benefit of the patrons and participants of the event who come downtown to view the displayed works of art.

February 6, 2020

City Council, City of Keene
3 Washington St.
Keene, NH 03431

Dear City Council Members,

This letter is to request free parking during the two Saturdays in the annual Art Walk event in downtown Keene. Free Saturday parking has been a feature of this event for many years, and is very much appreciated by patrons of and participants in this event

The dates are Saturday, May 30th and Saturday, June 6, 2020.

Thanks very much for your consideration of this request,

*Madeline Ullrich**

Madeline Ullrich
Project Coordinator
KEENE ART WALK
603-399-8417
keeneartwalk@gmail.com

www.keeneartwalk.com

** Anne Ward for Madeline Ullrich*



City of Keene, N.H.
Transmittal Form

February 18, 2020

TO: Mayor and Keene City Council

FROM: Councilor Mitchell H. Greenwald

THROUGH: Patricia A. Little, City Clerk

ITEM: C.2.

SUBJECT: Councilor Greenwald - Outside Agency Funding

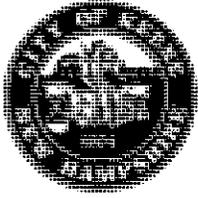
ATTACHMENTS:

Description

Communication_Greenwald

BACKGROUND:

Councilor Greenwald is requesting a discussion on outside agency funding occur in advance of the operating budget process.



Mitchell Greenwald
Planning, Lands, Development, Vice Chairman
Ward 2, City Councilor

February 15, 2020

To: Mayor and Council

Please place an item on the FOP Agenda to conduct a high level informational discussion regarding funding for Outside Agencies.

I am on the committee that will work with City Staff to prepare recommendations to the City Manager regarding funding for Outside Agencies.

- The United Fund has had to reduce funding allocations due to lower than anticipated drive results.
- Economic and social conditions have increased the need for support, which may require additional allocations over previous years.
- Funding for Outside Agencies has not increased significantly over the past years. This may need to be adjusted considering the current conditions.

We have a large number of new councilors and I feel it will be very helpful to the committee to have preliminary input from them regarding their expectations.

Thank you,

A handwritten signature in black ink, appearing to read 'M. Greenwald', written in a cursive style.

Mitchell Greenwald



City of Keene, N.H.
Transmittal Form

February 12, 2020

TO: Mayor and Keene City Council

FROM: Municipal Services, Facilities and Infrastructure Committee

ITEM: D.1.

SUBJECT: Harris Center for Conservation Education – Temporary Road Closures – Jordan Road - Jefferson Salamander and Future Administrative Requests

RECOMMENDATION:

With a vote of 3-1, the Municipal Services, Facilities & Infrastructure Committee recommended that the communication from the Harris Center for Conservation Education be accepted as informational.

Further, that future requests for the closure of North Lincoln Street be handled administratively by the City Manager. Chair Manwaring was opposed.

BACKGROUND:

Chair Manwaring welcomed the Assistant Public Works Director, Duncan Watson, who said that the staff's position after talking at length with the Harris Center is to pull back on the potential closure of Jordan Road this year and to proceed with sufficient research to be able to assist them moving forward. He said there needed to be more conversations with residents who would be impacted on Jordan Road and how they can support future closures. While there has been success on North Lincoln Street, he said jumping ahead and building on that with something similar on Jordan Road is ill advised at this point. He advised a larger conversation next year to propose a possible detour on Jordan Road.

Chair Manwaring asked how staff arrived at this conclusion. Mr. Watson said there has been great public willingness to assist amphibians in their migratory crossing on North Lincoln Street, but he thought public education was important before making a unilateral decision to close Jordan Road, to ensure there is no inconvenience. The goal is to have a solid proposal for next year. Chair Manwaring asked how staff would develop that proposal. Mr. Watson said that staff would continue working with the Harris Center as they have for many years on successful closures of North Lincoln Street, which he said is a successful foundation to build on and identify opportunities for the next logical step on Jordan Road.

Councilor Filiault said he had no problem with the recommendation and understood. Still, he advised staff to proceed with caution next time something like this is brought before the Committee to ensure everyone is on the same page. He did not think it reflected well on the Council or City to depict something as moving forward in the City process for staff to then come back saying they are not on the same page.

Councilor Williams clarified that people will still be participating in amphibian crossing on Jordan Road this year without closure. Mr. Watson said that Harris Center volunteers have been counting amphibians at that location for over a decade and he anticipated continuance.

Chair Manwaring said she thought there were ways to have made this closure on Jordan Road work. Just

having done the Main Street Mile, with volunteers placing and removing barriers, she thought something similar should have been possible on Jordan Road, especially as it is only an approximately two-hour event. She talked with the petitioner, Brett Amy Thelen, about sending letters to residents who would be impacted explaining the importance and asking for their understanding. To Chair Manwaring, it was only two nights for roughly two hours at a time. She would not support staff's recommendation.

Mr. Watson said that closing the road for a few hours while volunteers are there is great, but the amphibians are traversing the road all night, which is why North Lincoln Street is closed all night until migration stops at sunrise. He wants to find a way to close the road all night for effective migration after volunteers leave.

Councilor Giacomo asked the total number of residents that would be impacted on Jordan Road. Mr. Watson did not know exactly but said ultimately a couple of residents, but added that many people use Jordan Road as a thoroughfare. This season he hopes to get a more accurate traffic count. Councilor Giacomo asked if all these studies were conducted before implementing closure on North Lincoln Street. Mr. Watson said that there were no homes impacted on North Lincoln Street so staff had better data in advance. Councilor Giacomo noted that he wanted an idea of the scope of an outreach program for residents impacted on Jordan Road.

Chair Manwaring said she understood that ideally the road would be closed all night, but she thought that even a two-hour closure to protect volunteers was better than nothing.

Councilor Giacomo made the following motion, which Councilor Filiault seconded.

With a vote of 3-1, the Municipal Services, Facilities & Infrastructure Committee recommended that the communication from the Harris Center for Conservation Education be accepted as informational and that future requests for the closure of North Lincoln Street be handled administratively by the City Manager. Chair Manwaring was opposed.



City of Keene, N.H.
Transmittal Form

February 12, 2020

TO: Mayor and Keene City Council

FROM: Municipal Services, Facilities and Infrastructure Committee

ITEM: D.2.

SUBJECT: PowerPoint Presentation from Fire Station 2 Study Committee

RECOMMENDATION:

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee recommended that the City Council concur that Station Two is in the right location and that the City move forward with Phase Two of this project, a Facility Analysis.

BACKGROUND:

The City Manager, Elizabeth Dragon, provided introductory comments. In 2018, the City was given ownership of the former NH National Guard building, which is now the Fire Station 2 location. The City had previously operated there under a lease and therefore were hesitant to make any investments in the building. The City Manager said it is an inefficient building designed for a different purpose, resulting in a lot of wasted space and lost energy. Additionally, there has been minimal upkeep by the State during the City's time there. The Council will briefly visit Fire Station 2 during their Capital Improvement Program (CIP) tour on March 7 to have a better understanding of what it looks like. The City Manager continued explaining that \$20,000 was allocated in the CIP for fiscal year (FY) 2019 for the Phase One Location Study and has now been reallocated to FY2021 for the Phase Two Building Study. The Location Study Committee met from July 2018 to December 2019 and members included Chair Manwaring, former Mayor Kendall Lane, and many staff.

The City Manager continued explaining that \$20,000 was allocated in the CIP but when defining the scope of work, staff found that much could be accomplished internally utilizing the GIS Technician, William Schoefmann, Database Administrator, Rick Lemieux, and Deputy Fire Chief, Jeffrey Chickering. These staff members were crucial in compiling data from firehouse software and GIS systems and determining how to analyze what culminated in four years of data. The Study Committee was instrumental in helping staff to ask probing questions of what is next. The City Manager said that at this meeting, the Committee would hear from Mr. Schoefmann about the study accomplishments and the results of analyzing four years of real-time call data in addition to drive-time models. She thanked all who were a part of the study team.

Mr. Schoefmann restated the purpose of the location study to determine if the location of Fire Station 2 is effective and can service current and future needs of the City prior to investment in upgrades to the facility. He also reiterated the need for the study to identify Fire Department baseline information, map calls, complete service area analysis, and analyze alternative locations for comparison. Mr. Schoefmann continued describing the five parts of the location study and then used maps to describe the results of each part (he was often asked to demonstrate where downtown was on the maps):

1. Geolocation: all calls were located using addresses, coordinates, and records research.
 - a. Results – 100% of calls from the beginning of 2015 through the end of 2018 were located (four

years of data)

- i. Total calls mapped: 17,411
 - ii. Calls located by coordinates using FD reporting software: 835
 - iii. Calls the FD researched: 382
2. Service Area Analysis: drive-times calculated into polygons outwards along roads from both stations creating a visual model.
 - a. Per National Fire Protection Standards – 1910 Department Deployment – minimum standards require that 90% of calls are reached within four minutes or less. With this premise in mind, service areas were calculated using response time statistics that helped test the service area models later.
 - b. The analysis factored in times of day (4:00 PM- 6:00 PM), time of year (November-December), mode of travel (emergency vehicle), and drive-time areas (four, five, six, and 10 minutes).
 - c. Results – there was little difference between the four and five-minute service areas. Downtown was within the 10-minute area.
3. Key Destination Analysis: key destinations were tabulated based on four, five, six, and 10-minute service areas to help understand accessibility to critical facilities.
 - a. This further analysis was conducted to determine how many key destinations fall within the drive-time areas. Key destinations provided by the State of NH include schools, hospitals, daycare centers, and retirement homes, among others.
 - b. Results – 43 key destinations were included. Of those, 29 were covered by Fire Station 2 within four minutes, 40 within six minutes, and all 43 destinations were covered within 10 minutes. In response to Councilor Giacomo, Mr. Schoefmann assumed the three destinations not covered in the six-minute area were shopping plazas.
 - i. Key destinations in four-minute area:
 1. Both stations: 29
 2. Central Fire Station: 20
 3. Fire Station 2: 9
 - ii. Key destinations in six-minute area:
 1. Both stations: 40
 2. Central Fire Station: 28
 3. Fire Station 2: 12
 - iii. Key destinations in 10-minute area:
 1. Both stations: 43
 2. Central Fire Station: 40
 3. Fire Station 2: 37
4. Response Time Area Analysis: calculation of response area based on geolocated points and their call times for comparison with the Service Area Model.
 - a. An in-house method was used to visualize the extent of Fire Station 2’s “actual reach” in how far out from the station crews could reach within four minutes. The response time area provided real life comparison with the earlier drive-time model that focused on specific travel parameters. Extents were determined by filtering call for 2018 by: Fire Station 2 (172), joint responses (314), total (486), and selecting response times equal to four minutes or less.
 - b. Results: road data from the national database was compared to real calls in the City and data of emergency vehicles traveling through town. A map demonstrated overlap of both datasets.
5. Service Area Analysis conducted for three alternative sites as comparison to Fire Station 2’s baseline data.
 - a. Purpose: consider how alternative locations might affect the “reach” of drive-time areas when compared to the existing site of Fire Station 2.
 - b. Method: drive-time areas were compared with the existing “reach” of both stations and analyzed with their coverage of key destinations that fell within the four-minute footprint. The service area tool was used to map three alternative locations including First Baptist Sandpits (Maple Ave/RT-12), Kingsbury land (Court St/Maple Ave/Old Walpole Rd/ RT-12A), and former Triumph Auto Glass (West St/RTs-9, 10, 12).

c. Results:

- i. First Baptist Sandpits: within four-minute drive-time area there is no change to number of key destinations accessible (nine)
- ii. Kingsbury Land: within the four-minute drive-time area there is no change to number of key destinations accessible (nine)
- iii. Former Triumph Auto: within the four-minute drive-time area, coverage of key destinations increased (thirteen)

The City Manager provided concluding comments. The staff wanted to prove that Fire Station 2 is in the best possible location where it has resided since 1998. A benefit of remaining at this location is an amenable neighborhood accustomed to the FD operations. Still, it was important to ensure the FD could not do better elsewhere. The City Manager said that this analysis ultimately proved wrong her assumption that this was not a good location and this analysis actually showed that Fire Station 2 is providing the reach needed. Only the former Triumph Auto site reached four more key destinations but that additional reach was not determined to be significant enough to sell the current Fire Station 2 and purchase more land in a new neighborhood to work with. Staff is seeking concurrence from the Council that Fire Station 2 is in the correct location and support to move forward with Phase Two of this study. Because the work on Phase One was possible internally, the \$20,000 budgeted for Phase One has been reallocated to the next phase, which would focus on determining if the building needs refurbishing or replacement.

Councilor Filiault said he was on the Committee in 1998 looking at Fire Station 2 and he recalled the amount of time, effort, and studies looking into it were intensive and controversial at the time because of traffic studies, response times, and neighbor concerns. He was not surprised this current study proved the Station is in the best location and he was in complete agreement that Fire Station 2 should remain at its current location.

Councilor Giacomo noted that the current Fire Station 2 location is both good for four-minute response times and is in a more densely populated area than the former Triumph Auto location would be. As a passive benefit, based on response times, having the station nearby reduces insurance costs for the community as well.

Chair Manwaring recognized Councilor Terry Clark, who asked if the number of calls were evenly split between ambulance and fire, and how these plots differ from when the City considered moving Central Fire Station on Vernon Street. Regarding the Central Fire Station, Mr. Schoefmann said that this current study was not compared to the 2010 study that Councilor Clark mentioned because the same methodology and software were not available then.

Fire Chief, Mark Howard, spoke to the Councilor's question about calls and said that citywide, the service calls are approximately 65% EMS and 35% Fire or other. He added that each station also supplements work in the other's district when available and needed. The goal to meet the national four-minute response time standard has been included in the FD budget matrix for several years. The decision whether to move Central Fire Station several years ago was based on modeling, which is why he suggested to the City Manager that talented people on City staff were capable of handling the first phase of the study and this would save money as well. He was pleased that the real-time data and models virtually overlapped. As Chief, he was comfortable that the Fire Station 2 location is the best one based on facts and hypothetical models.

In closing, the City Manager read the names of the Study Committee members: Former Mayor, Kendall Lane, Councilor Jan Manwaring, Councilor Gary Lamoureux, City Manager Elizabeth Dragon, Fire Chief Mark Howard, Assistant City Manager Beth Fox, Assistant City Manager Rhett Lamb, and Parks & Facilities Director Andy Bohannon.

Councilor Williams made the following motion, which Councilor Filiault seconded.

With a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee recommended that the City

Council concur that Station Two is in the right location and that the City move forward with Phase Two of this project, a Facility Analysis.



City of Keene, N.H.
Transmittal Form

February 13, 2020

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: D.3.

SUBJECT: Acceptance of Donations - Trustees of the Keene Public Library

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommend that the City Council accept donations of \$117,489.26 as listed in the Cambridge Trust from May 2, 2019 – January 23, 2020 donor list to be deposited into the Library Renovation Temporarily Restricted City Trust as part of the Next Chapter Campaign Drive.

BACKGROUND:

Ken Jue and Judy Putnam representing the Library Trustees addressed the Committee and referred to the donations received towards the Library Renovation Capital Campaign between the period of May 2, 2019 to January 23, 2020. Mr. Jue noted the campaign has reached beyond the \$5,000,000 goal and 99% of what was pledged has been received. He felt this project was an incredible resource for the City.

Chair Powers commended the project and the fund raising efforts. Councilor Hooper stated the community saw that the library was a great resource for the City and hence wanted to contribute towards its success.

Councilor Remy made the following motion, which was seconded by Councilor Clark.

On 5-0 vote, the Finance, Organization and Personnel Committee recommend that the City Council accept donations of \$117,489.26 as listed in the Cambridge Trust from May 2, 2019 – January 23, 2020 donor list to be deposited into the Library Renovation Temporarily Restricted City Trust as part of the Next Chapter Campaign Drive.



City of Keene, N.H.
Transmittal Form

February 13, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.4.

SUBJECT: Old Gilsum Road Land Acquisition - Boes Property - Conservation Commission

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the report from the Conservation Commission be accepted as informational.

BACKGROUND:

Parks, Recreation and Facilities Director Andy Bohannon addressed the Committee and stated this item is in reference to a report from the Conservation Commission regarding the possible acquisition of property in the Greater Goose Pond forest. This property was used in the past for activities like hunting. He explained the location of this property on the map provided to the committee.

Mr. Bohannon stated this property is located in the heart of the Goose Pond forest and is surrounded by a conservation easement. He stated this is an attractive piece of property for the City to acquire as contemplated by the Greater Goose Pond Stewardship Plan. The item was forwarded to the Conservation Commission which unanimously voted to move the matter forward and for the Manager to negotiate with Mr. Boes regarding acquisition of the property.

Mr. Bohannon noted Mr. Boes was invited to attend today's meeting.

Councilor Clark made the following motion, which was seconded by Councilor Powers.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the report from the Conservation Commission be accepted as informational.



City of Keene, N.H.
Transmittal Form

February 13, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.5.

SUBJECT: Goose Pond - Boes Property - Parks, Recreation and Facilities Department

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to negotiate and execute the acquisition of property owned by Gary Boes, located on tax map # 213-005-000-000 consisting of approximately 6.2 acres in the Greater Goose Pond Forest utilizing the funds from the Land Use Change Tax Fund 90203.

BACKGROUND:

Mr. Bohannon stated this is a follow-up to the prior item requesting approval for the Manager to enter into negotiation with Mr. Boes. Chair Powers stated funding for this purchase would come from the Land Use Change Tax Fund, which is funded by property owners who place their properties in current use. No new tax dollars will be raised to pay for the acquisition.

Councilor Hooper made the following motion, which was seconded by Councilor Ormerod.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to negotiate and execute the acquisition of property owned by Gary Boes, located on tax map # 213-005-000-000 consisting of approximately 6.2 acres in the Greater Goose Pond Forest utilizing the funds from the Land Use Change Tax Fund 90203.



City of Keene, N.H.
Transmittal Form

February 13, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.6.

SUBJECT: Lease of Property Adjacent to Bike Path - 160 Emerald Street - City Manager

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommend that the City Manager be authorized to execute a lease with Toby Tousley for the parking area adjacent to 160 Emerald Street.

BACKGROUND:

Ms. Dragon addressed the committee again and stated Mr. Toby Tousley had approached the City regarding the purchase of City property adjacent to his property and the bikepath on Emerald Street. This property was previously part of the Railroad corridor. For a period of time the City was unsure of its ownership. Once it was determined, that the City was the owner, the item was brought to FOP Committee and then referred to the Bicycle Pedestrian Path Advisory Committee. The Committee came back with a recommendation the City not sell the property in case there is a future use for this property, such as a kiosk, parking or other amenities related to the bike path.

The City has since had a conversation with Mr. Tousley regarding leasing some of these spaces. The Council had previously authorized the Manager to negotiate such a lease. The Manager stated she has negotiated a lease with Mr. Tousley for 13 spaces and referred to a map, which identifies the location of these spaces, it also includes an area for snow storage. There are terms in the agreement which calls for Mr. Tousley having the right of first refusal should the City decide to sell this property and there is also one-year termination clause included in the lease should the Council decide there is a need for use of this property prior to the end of the lease period. This is a five-year lease with a five-year renewal option. The spaces will also be taxable under this lease in addition to lease revenue.

Councilor Remy made the following motion, which was seconded by Councilor Ormerod.

On 5-0 vote, the Finance, Organization and Personnel Committee recommend that the City Manager be authorized to execute a lease with Toby Tousley for the parking area adjacent to 160 Emerald Street.



City of Keene, N.H.
Transmittal Form

February 13, 2020

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: D.7.
SUBJECT: Cheshire County Court House - City Manager

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommend that the City Manager be authorized to do all things necessary to negotiate and execute all agreements and other documents required to unwind the New Market Tax Credit financing of the Courthouse Project; to facilitate the purchase of the Courthouse by Cheshire County; and to execute a joint payment agreement among Cheshire County, Monadnock Economic Development Corporation, and the City for the payment of the remaining principal and interest due on the City's General Obligation Courthouse Bonds, Series B, dated May 2, 2013, continuing until the date of maturity of the Bonds expected to be June 30, 2033.

BACKGROUND:

City Manager Elizabeth Dragon stated the Court House project was created in 2012 when a task force was created to keep the courthouse in the downtown. At that time, the State was considering moving the courthouse to Jaffrey. She noted the courthouse has been anchor for the downtown and its location provided easy access for the Keene Police Department.

The Manager continued that the total cost of the project was 10.6 million dollars. It was funded by tax credits, CDBG funding, a loan from the City for \$1,629,140.00, a bank loan for five million dollars and a loan from MEDC and the county. It has been seven years since the initial investment and the new market tax credits are unwinding, and the county is getting ready to purchase the property.

At this time, the City is looking to complete the purchase, payoff the loan at Century Bank. MEDC is planning to make a lump sum payment to the City to satisfy its obligation under the bond. The City will be released from the project lease as master tenant. The County, the City and MEDC plan to negotiate a joint payment agreement to include the lump sum payment from MEDC and a further cost sharing agreement between the City and the County to jointly pay the remaining principal and interest on the City's bond through the date of final maturity in the total expected amount of \$377,275.00 split between the City and the County.

Jack Dugan of MEDC stated this was a true partnership between many entities and this collaborative effort impressed the State and led to its decision to keep the court house downtown. He commended this state of the art facility.

Councilor Ormerod made the following motion, which was seconded by Councilor Remy.

On 5-0 vote, the Finance, Organization and Personnel Committee recommend that the City Manager be authorized to do all things necessary to negotiate and execute all agreements and other documents required to

unwind the New Market Tax Credit financing of the Courthouse Project; to facilitate the purchase of the Courthouse by Cheshire County; and to execute a joint payment agreement among Cheshire County, Monadnock Economic Development Corporation, and the City for the payment of the remaining principal and interest due on the City's General Obligation Courthouse Bonds, Series B, dated May 2, 2013, continuing until the date of maturity of the Bonds expected to be June 30, 2033.



February 12, 2020

TO: Mayor and Keene City Council

FROM: Municipal Services, Facilities and Infrastructure Committee

ITEM: H.1.

SUBJECT: John Therriault – Encouraging the City to Become a “Bee City”

RECOMMENDATION:

With a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee recommended that the request that the City of Keene become a “Bee City” be placed on more time.

BACKGROUND:

Chair Manwaring welcomed John Therriault who encouraged the Council to make Keene a "Bee City." He explained that pollinators support biodiversity and there is a correlation between plant diversity and pollinator diversity. Insects (such as bees, wasps, moths, butterflies, flies, and beetles) are the most common pollinators, but as many as 1,500 species of vertebrates such as birds and mammals serve as pollinators too. These include hummingbirds, perching birds, fruit bats, opossums, lemurs, and even the gecko.

In the US, pollination produces nearly \$20 billion worth of products annually. One native leaf cutter bee can do the pollination job of 20 non-native bees. Mr. Therriault credited this information to the US Fish and Wildlife Service. He said that many native pollinator species have declined dramatically in recent decades due to factors such as pesticide use and temperature changes. While he knows the City Council cannot change those pressures on pollinators, he does hope that they will consider becoming a Bee City. By doing so, he said the City would shine a spotlight on pollinators and create a more welcoming environment for native pollinator populations to flourish in spite of other external factors working against them.

Mr. Therriault continued explaining how becoming a Bee City would align with the City’s Comprehensive Master Plan, specifically the second of Six Vision Focus Areas - A Unique Natural Environment. Mr. Therriault read from the CMP to illustrate his points:

- The natural environment addresses the natural areas (green spaces, plants and animals, hillsides, and waterways) within and around our city, as well as the man-made areas (green infrastructure, parks, agriculture, and gardens)
- With the proper design, open spaces and the greenway connections between them can provide an important opportunity for environmental stewardship and education.

With the need for pollinator habitat and public education on pollinators, Mr. Therriault thought that becoming a Bee City aligns well with the CMP. He continued explaining what it means to be a Bee City.

The Bee City USA program endorses a set of commitments, defined in a resolution, for creating sustainable habitats for native pollinators, which are vital to feeding the planet. Becoming a Bee City includes:

- Establishing a standing Bee City USA committee to advocate for pollinators
- Creating and enhancing pollinator habitat on public and private land
- Incorporating pollinator-conscious practices into City policies and plans
- Hosting annual pollinator awareness events
- Publicly acknowledging Bee City USA affiliation with signs and an online presence

Mr. Therriault thought there were abundant opportunities for pollinator habitat and education on public and private lands in the City. He said that there is no coercion or long-term financial obligations, but rather a commitment to incremental annual improvements for pollinators in the City. Once a City proclaims themselves as a Bee City, the only obligation is a 10-page online annual report, and he speculated that would require a minimal administrative burden.

He said the establishment of an official City Committee could be individual, but it could also be incorporated into other City Committee's with similar focus. He said there are already excellent locations in the City, such as Butterfly Park and other natural locations, to support events. Regarding public signs acknowledging the City's commitment as a Bee City with signs, Mr. Therriault shared photos of signs from Asheville, NC, with the Xerces Society for Invertebrate Conservation logo, which is the master organization funding all Bee City USA administrative activities.

Mr. Therriault explained the steps to becoming a Bee City:

- Complete the Application Form and Resolution Template (a draft example was provided to the Committee)
- Assign facilitation to a local government body or non-profit organization
- Designate a local government department as a sponsor
- Draft your Bee City USA Resolution and review with Bee City USA headquarters (a simple process via email)
- Submit Application & Resolution to local government for approval
- Finalize your Bee City USA designation by submitting the Final Application, the Adopted Resolution, and Fee Payment (one time payment of \$200.)

Mr. Therriault does not want becoming a Bee City to be a budgetary issue for the City, so he offered to pay the \$200 fee himself, after which there would be no further financial obligation.

Mr. Therriault continued explaining the benefits of being a Bee City:

- Ensure survival of vital animal species – pollinators are the foundation of our food chain and therefore their survival secures ours.
- Improve local food production – a farmer with native pollinator populations near their land can see up to 20% improvements in crop yield.
- Stimulate local plant nursery market – theoretically, once the public is educated on pollinators, there would be increased demand for native flowers at local nurseries.
- Engage community in removing invasive plant species – For example, Japanese knotweed is an invasive species of particular interest to pollinators because they are full of nectar in the fall and can replace native species that provide the same nutritional benefit, such as goldenrod.
- Address pest problems less toxically.
- Heighten awareness of seasonal changes.

- Increase small business opportunities, such as for ecological landscaping companies.

Mr. Therriault welcomed questions and Councilor Williams said he is a fan of pollinators and having a garden himself, he would benefit from better knowledge as well as the availability of native plant species at local nurseries. The Councilor asked if Mr. Therriault imagined the need for a standing Bee City committee as its own or incorporated into an existing one. Mr. Therriault replied that the City would be best to decide where this would fit within the City structure and he imagined there were various opportunities such as the Parks and Recreation Department or the Conservation or Agricultural Commissions.

Councilor Filiault asked for comments from Elizabeth Dragon, the City Manager, who said she saw no negatives or administrative burdens. The City Manager said her greatest challenge is finding the right place for the activity/committee in the City structure, which is why she recommended placing this matter on more time. She thought she could bring this Committee a suggestion within one Council cycle.

Chair Manwaring wondered if one Council cycle would be sufficient if the Conservation and Agricultural Commissions need to be consulted. The City Manager said the Agricultural Commission is not very active right now and she is consulting soon with the Conservation Commission to determine their interest. The City Manager stated it may take longer than one cycle if she consulted with the Conservation Commission.

Councilor Giacomo thought there were many opportunities for this effort, including many open spaces being developed in the Capital Improvement Program (CIP) process currently. He thought the most important part is incorporating pollinator conscious practices into City policies and he said that doing so is free, so he supported this effort. The Councilor continued asking what non-native insect species are invading this region. Mr. Therriault said that he is a master gardener and keeps honeybees. He said that invasive insects entering this region include many bumblebee species, mason bees, and leaf cutter bees. Some pollinators have short pollinator seasons and so seasonal overlap of native pollinators is essential for maintaining a healthy and steady food supply. Councilor Giacomo asked which insect species are native to this region. Mr. Therriault replied that essentially everything except the honeybee is native, which proliferated across North America when brought from Europe by settlers.

Councilor Williams asked what people at home could do to encourage native bees. Mr. Therriault replied that the best way is to plant native flowers, which coevolved with native pollinators. Additionally, one could cut back on pesticide use and, if they must, only apply chemicals to the nonflowering parts of plants, after dark so it dries before bees return the next day. Pollinators are only active during the day.

Chair Manwaring welcomed public comments and recognized Tammy Adams of Keene, who is a beekeeper and thanked Mr. Therriault – a fellow member of Monadnock Beekeepers – for being so prepared for this presentation. Ms. Adams asked the Council to consider incorporating this into City practices.

Mr. Therriault noted he would be happy to visit the Conservation Commission if they have questions.

Councilor Filiault made the following motion, which Councilor Giacomo seconded.

With a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee recommended that the request that the City of Keene become a “Bee City” be placed on more time.



CITY OF KEENE

R-2020-03

Twenty

In the Year of Our Lord Two Thousand and

A RESOLUTION RELATING TO THE CELEBRATION OF INDIGENOUS PEOPLE’S DAY

Resolved by the City Council of the City of Keene, as follows:

WHEREAS: The City of Keene desires to recognize the Indigenous People of our region and of North America – who were dwelling here prior to and during the colonization begun by Europeans; and

WHEREAS: One of the oldest known archaeological sites in New Hampshire is located in Keene – demonstrating that this area has been inhabited for millennia, long before Europeans began to settle along the Ashuelot River and its tributaries in the early 18th century; and

WHEREAS: The City of Keene recognizes that this area comprises in part the homelands of Indigenous Peoples including Abenaki, their allies, and ancestors; and

WHEREAS: The City of Keene recognizes the importance of accurate, historical memory and its dissemination in relation to its role in building conscious and considerate communities; and

WHEREAS: Indigenous Peoples’ Day will provide an opportunity for our community to recognize, learn about, honor, and stand in solidarity with Indigenous Peoples of our region, and their ancestors, in concert with similar celebrations elsewhere; and

WHEREAS: The City of Keene encourages community members, students, businesses and our broader neighbors to recognize and celebrate the second Monday in October as Indigenous People’s Day.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Keene that Resolution R-2020-03 be adopted.

George S. Hansel, Mayor